

Fargo Public Library Board of Directors
Agenda for Tuesday May 21, 2024
4:00p.m.
Fargo City Commission Chambers
225 4th St North
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Minutes of the April 16, Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
 - A. None
7. New Business **Action**
 - A. Rules of Conduct Policy Draft
8. Statistical Reports
 - A. April Usage
 - B. April Financials
9. Friends of the Library Report
10. Next Regular Meeting: June 18
11. Adjourn

**Fargo Public Library Board
Minutes for Tuesday, April 16, 2024
Fargo City Commission Chambers and Virtual
225 4th Street North, Fargo, ND 58102**

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

Board Members Absent: Hannah James

Staff: Tim Dirks, Megan Lass, Lori West, Cindy Haff

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

Order of the Agenda

John Rodenbiker moved to approve the order of the agenda; Kristen Schipper seconded the motion. The motion carried.

Minutes of the Mar 19 Regular Meeting

Wanda Mengelkoch moved to approve the minutes of the Mar 19 Regular Meeting; John Rodenbiker 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
 - The part time Outreach Associate position will remain open until April 18
 - 3 Staff member attended the PLA conference in Columbus, OH earlier this month
- Services
 - Starting May 1, due to budget, we will be reducing the Hoopla checkouts from six to four per month. A maximum cost cap will be placed at 2.88/circ item. Items above this amount will not be visible to FPL patrons.
- Children
 - Butterfly Garden Adventurers Reader's Theater
 - Saturday, Apr 27, 10am at Main
- Adult
 - Craft Supply Swap
 - Saturday, Apr 20, 12pm at Main
 - Spring Plant Swap
 - Monday, May 20, 6pm at Carlson
- Multigenerational
 - Northern Focus Photography Project
 - Submissions accepted through May 31

Director's Report

Director Tim Dirks was on vacation from April 3 – 9.

Unfinished business

There was no unfinished business

New Business

- Programming Overview (Presented by Branch Services Director Lori West)
 - FPL Focus
 - Free, All are Welcome, Community Connections
 - Policy was approved April 2023
 - Planning
 - Starts a minimum of 6 mo in advance
 - Strong Coordination between Departments
 - Types of Events (Child/Teen/Adult)
 - Passive (take home/reading challenges/etc)
 - Virtual (Facebook Book Party)
 - Live
 - Annual, Ongoing, Special Day, Educational
 - Why we are successful
 - Creative Staff
 - Friends of the Fargo Public Library support
 - Community Partners & support
 - Feedback from attendees
 - Board Member John Rodenbiker & President Amy Ouren both recognized and praised the strong diversity of events offered.
- Review of 2025 Budget Requests
 - Board Member John Rodenbiker asked for information on what each requested position would cover
 - President Amy Ouren asked for clarification on utilization of Harm Reduction Outreach Specialists
 - Board Member John Rodenbiker inquired on the plans to repurpose the empty space
 - President Amy Ouren inquired on the budget for benefited staff vs seasonal employees
 - Vice President Jenna Reno inquired on the historical trend of requests vs what the city allots.

*John Rodenbiker made a motion to accept the 2025 Budget requests. Paul Jensen seconded the motion. The motion carried
- Review of Unattended Children Policy
 - Kristen Schipper made a motion to accept the Policy without changes. Wanda Mengelkoch seconded the motion. The motion carried.
- Review of Volunteer Program Policy
 - Kristen Schipper made a motion to accept the Policy without changes. John Rodenbiker seconded the motion. The motion carried.

Statistical Reports

March Usage

Director Tim Dirks noted continued overall growth in attendance and circulation

March Financials

Director Tim Dirks noted gifts from a private individual for the Carlson Collection as well as continued gifts from the Friends of the Fargo Public Library with our sincere thanks. 2024 Revenue to date was \$9092.56.

Friends of the Library Report

FFPL President Michelle Anderson gave a report to the board

- Dec saw a generous donation from the family of Wencil Dusek
- FFPL was represented at the Volunteer Fair
- Applied for a \$10,000 grant from the FM Area Foundation to cover the store manager position
 - Part time (approx.. 40 hrs/month) to manage:
 - volunteer schedules for book store coverage
 - the till
 - stock
 - plan and run the book sale
- The next FFPL Book Sale will be held Jun 6-8.
 - "Pack-a-Sack"
- FFPL acknowledged April 16 as National Librarian Day by delivering small treats for all staff. It was greatly appreciated.

Next Regular Meeting Tuesday, May 21 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:49 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

May 2024 Library Board Meeting

Staffing:

- Currently hiring for two Librarian positions: one for a Branch Librarian which closed yesterday and one for a Teen and Adult Services Librarian that closes on May 31.
- One staff member attending ALA Office of Intellectual Freedom's Training, Law for Librarians, in Chicago the first weekend of June.

Community Engagement:

- Wednesday, May 29, **Library Night at the F-M RedHawks**, in collaboration with Moorhead and West Fargo Libraries
- Friday, June 14, **Midwest KidFest**, all day event at Island Park
- Saturday, June 15, **Juneteenth Festival**, afternoon event at NDSU Renaissance Hall

Programming:

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

Children

- **Summer Reading Challenge Kickoff Party, June 3, 10:00am – Rheault Farm.** There will be lots of fun activities and the first 500 kids will receive a free drawstring bag! Attendees are encouraged to pack a picnic lunch.
- **Summer Storytime, 10:00am – Carlson and Main Libraries.** Storytime is every Tuesday at the Carlson Library and every Wednesday at the Main Library and runs from June 6 to July 26. Families are welcome. Storytime is most appropriate for ages 2-6.
- **Smokey Bear Visits the Library, June 10, 11:00am – Main Library.** Smokey Bear is turning 80! Join us to celebrate this special bear and his milestone birthday. The event will feature a reading of Jane Werner Watson's *The True Story of Smokey Bear*. Kids will also get to meet Smokey himself as part of this event. Fargo's Fire Department will be on hand with equipment and important information about fire safety in the forest and at home. This event is open to all ages, but is best suited for children ages 3 and older.

Teens

- **Spray Tie-Dye Shirts, June 6, 1:00pm – Carlson Library.** Come make a unique spray tie-dye shirt! This program is for teens aged 12-18. Registration is required and opens May 23. Participants will be contacted after registration to get their t-shirt size.
- **Chamoy Pickles, June 12, 1:00pm – Carlson Library.** Didn't get to try one yet or wish you had a redo? Make your own chamoy pickle from a variety of ingredients, then pucker up and try your creation. Registration is required and opens on May 29.

Adults

- **Ferris Bueller's Day Off Movie and Diamond Art, June 15, 10:00am and 2:00pm – Main Library.** Come watch Ferris' adventure while creating a Lisa Frank inspired piece of diamond art. Celebrate the 80s on Saturday, June 15 with a session at 10:00am and another at 2:00pm in the library's community room. All materials will be provided. Registration is required and opens June 1.

- **Explore our Parks Walking Club, June 15, 10:00am – Island Park.** Explore the different parts of Fargo with meet-ups experiencing new trails every other week during our Summer Reading Challenge. Walkers will meet at the parks, not at the library.
- **Dungeons and Dragons One-Shot Session, June 15, 11:00am – Carlson Library.** Celebrate the 50h anniversary of Dungeons and Dragons with the library! Librarians will be running one-shot sessions based on *Dragons of Stormwreck Isle*. This is an introductory quest, perfect for beginner adventurers. Rulebooks and pre-made character sheets will be provided. A dice set will be given to each player to use and take home after. Space is limited and registration is required. Registration opens June 1.
- **Book Clubs**
 - **History Reading Club, May 28 – *How to Hide an Empire* by Daniel Immerwahr**
 - **Tea Time Book Club, June 10 – *The Many Daughters of Afong Moy* by Jamie Ford**
 - **Diverse Perspectives, June 13 – *The Hundred Years’ War on Palestine* by Rashid Khalidi**

Multigenerational

- **Thursday Learning Garden, 10:00am – Carlson Library.** Growing Together, a local community garden group has partnered with the library to maintain and harvest the library learning garden plots located at the Dr. James Carlson Library. Gardening sessions occur weekly throughout spring, summer, and early fall. No gardening experience is necessary and all ages are welcome.

FPL DIRECTOR'S REPORT

May 21, 2024

Director's Activities:

- 4.29.24 Attended City Cabinet Meeting
- 5.3.24 Met with City Human Resources Staff
- 5.10.24 Met with City Finance Staff
- 5.13.24 Attended City Cabinet Meeting
- 5.17.24 Provided 2025 Budget Presentation to City Budget Team

Goal 1 Professional & Organizational:

- 4.17.24 Provided Open Door Office Hours
- 4.19.24 Attended All Staff Meeting
- 4.23.24 Moderated Library Dept. Heads Meeting
- 4.24.24 Provided Open Door Office Hours
- 4.30.24 Moderated Library Dept. Heads Meeting
- 5.1.24 Provided Open Door Office Hours
- 5.7.24 Moderated Library Dept. Heads Meeting
- 5.8.24 Provided Branch Open Door Office Hours
- 5.9.24 Moderated Quarterly Project Meeting with the Branch Services Manager
- 5.13.24 Moderated Quarterly Project Meeting with the Deputy Director
- 5.14.24 Moderated Library Dept. Heads Meeting
- 5.15.24 Provided Open Door Office Hours
- 5.15.24 Moderated Quarterly Project Meeting with the Principle Office Associate
- 5.21.24 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

- 4.17.24 Moderated Red River Zoo Executive Committee Meeting
- 4.23.24 Moderated Red River Zoo Board Meeting
- 5.7.24 Attended Friends Board Meeting
- 5.15.24 Moderated Red River Zoo Executive Committee Meeting

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

What:

Review and approval of the updated draft of the Rules of Conduct Policy

Explanation:

The proposed changes have been identified in conjunction with the City Attorney's Office and the Library Admin Team. The changes align the policy with current operating procedures and legal council.

Director recommendation:

Review and approve the draft Rules of Conduct Policy.

Board Discussion:

Approve as recommended

First motion made by: _____

Second motion made by: _____

Approve with changes

First motion made by: _____

Second motion made by: _____

Vote

In Favor: _____

Opposed: _____

Approved/Denied/Tabled/Postponed

Service Policy
Rules of Conduct
May 21 Draft

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The Board of Directors believes that patrons of the Fargo Public Library have the right to use library materials and services without being disturbed or impeded by other library users; that patrons and staff have the right to a secure and comfortable environment; and that patrons and staff have the right to materials and facilities that are in good condition.

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Rules

- Any behavior which is disruptive or which hinders use of the library is prohibited on library property. This includes, but is not limited to, loud or boisterous behavior, verbal or physical harassment, drunkenness, running, fighting, sleeping, exhibiting offensive personal hygiene and congregating in large groups. Appropriate attire must be worn (i.e. shoes and shirts)
- Use of all tobacco products is strictly prohibited in the library. Use of electronic cigarettes is also prohibited.
- The consumption of food within reasonable limits at the discretion of library staff is allowed. ~~Carry in meals are prohibited.~~ Authorized groups, with permission from library administration, may serve refreshments in the meeting room.
- ~~▪ Engaging in any behavior which may unreasonably interfere with the rights of other patrons to use the library is prohibited. This includes, but is not limited to, sleeping and/or exhibiting offensive personal hygiene. Appropriate attire must be worn (i.e. shoes and shirts).~~
- ~~▪ Users of portable electronic devices may be asked to disable sounds so as not to create a disturbance for other customers. Use of camera phones and other hidden electronic recording devices on library property is prohibited.~~
- Telephones located at the public service desks are for business use only. Customers asking to use these phones are to be referred to the nearest courtesy phone. Exceptions to this policy will be made for children needing a ride home and for emergency situations.
- Animals, except those used to aid persons with disabilities or used in conjunction with library programs, are not permitted in the library.
- Individuals who return items that are infested and/or damaged by pests will be ineligible to check out items and won't be allowed to visit any library location until the active infestation has been eliminated. The individual will also be responsible for the replacement costs of the infested and/or damaged items.

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- Selling products or services and soliciting donations are not permitted on library property.
- Taking surveys, asking people to sign petitions and distributing leaflets, is not permitted on library property except in areas outside of library buildings.
- Parents are responsible for the behavior of their children while they are on library property. Children under the age of 10 must be attended by a parent or other responsible caregiver age 14 or older in the same service area at all times while on library property.
- The violation of federal or state laws or local ordinances will not be permitted on library property. Theft, vandalism, and mutilation of library property are criminal offenses which will be prosecuted. The library reserves the right to inspect all bags, purses, briefcases, backpacks, and other such items when staff members have reason to believe that this rule has been violated. The library is not responsible for personal belongings which are left unattended.
- ~~Photography and video recording within the library property without the prior approval of library administration is prohibited is allowed as long as it does not unreasonably interfere with the rights of other patrons or prevents staff from serving patrons and/or performing their job responsibilities. Photography and video recording are prohibited in all restrooms. Individuals or businesses may contact the Library Director or Deputy Director to gain permission to photograph and or video within the library.~~
- With the exception of law enforcement, the possession of firearms and/or dangerous weapons is prohibited on library property.
- Leaving packages, backpacks, luggage, or any other personal items unattended is not permitted. These unattended items ~~may be disposed of. are subject to immediate confiscation.~~
- Bicycles are not allowed within library buildings.

Commented [AF1]: "Library Property" as defined below.

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For purposes of these rules of conduct, as to the Main Library, the term "library property" shall mean the public patron areas inside the building (as opposed to library-worker-staff areas, administrative office areas, restricted areas, and the ~~conference room areas~~) and "outside the building" shall mean the area between the building and the property boundary on the east, south and west side of the building and the southerly edge of the Sodbuster walkway on the north side of the building. As to the Dr. James Carlson Library in south Fargo, the term "library property" shall mean the public patron areas inside the building (as opposed to ~~library-worker staff~~-areas, administrative office restricted areas and the ~~conference room areas~~) and outside the building shall mean the area between the building and the property boundary on all sides surrounding the building. As to the Northport Library in north Fargo, the term "library property" shall mean the public patron areas inside the library building space (as opposed to ~~library-worker staff~~-areas and administrative office restricted areas).

People whose actions violate these rules will be asked to stop such actions. The library has the legal right and authority to require anyone violating these Rules of Conduct to leave the library. Violation of these rules may result in temporary or indefinite trespass from the library pursuant to the Board of Directors' authority under Section 40-38-07 of the North Dakota Century Code. Individuals who have been trespassed may contact the Library Director to appeal their trespassed status.

#007-2001

Approved 11-27-2001

Revised 02-22-2005

Revised 05-20-2008

Revised 02-16-2010

Revised 08-21-2012

Revised 09-18-2012

Revised 09-17-2013

Revised 08-19-2014

Reviewed 07-17-2018

Revised 11-19-2019

Revised 06-16-2020

Revised 06-15-2021

Revised 02-15-2022

Revised 06-21-2022

Revised 09-19-2023

Library Use 2024

New Registrations: 794
 Approx. Registered Patrons: 43,915

ATTENDANCE	Apr-24	Apr-23	% CHANGE	2024 YTD	2023 YTD	Diff.	% CHANGE
Door Count Main	19,327	16,105	20%	71,805	62,225	9,580	15%
Door Count Carlson	15,291	11,584	32%	54,708	45,279	9,429	21%
Door Count Northport	4,977	3,959	26%	17,778	15,995	1,783	11%
Outreach	373	292	28%	1,476	1,474	2	0%
Total	39,968	31,940	25%	145,767	124,973	20,794	17%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	21	413	373	11%	1,178	1,176	2	0%
Adult Programs Carlson	14	102	100	2%	542	468	74	16%
Adult Programs Northport	2	16	16	0	104	70	34	49%
Teen Programs Main	1	11	11	0%	27	25	2	8%
Teen Programs Carlson	1	9	4	125%	16	31	(15)	-48%
Teen Programs Northport	-	-	-		13	-	13	
Childrens Programs Main	18	599	382	57%	1,873	1,619	254	16%
Childrens Programs Carlson	13	557	511	9%	1,846	1,679	167	10%
Childrens Programs Northport	8	398	252	58%	1,108	929	179	19%
Community Engagement	4	459	398	15%	1,483	1,006	477	47%
Outreach Department	6	122	-		376	234	142	61%
Virtual/Passive Adult	1	144	75	92%	586	399	187	47%
Virtual/Passive Teen	2	13			100	-	100	
Virtual/Passive Childrens	3	1,189	10	11790%	2,795	170	2,625	1544%
Total	94	4,032	2,132	89%	12,047	7,806	4,241	54%

VOLUNTEER HOURS								
Main		124	52	138%	479	212	267	126%
Carlson		26	24	8%	95	87	8	9%
Outreach		56	27	107%	199	137	62	45%
Northport					-	-		
Total		206	103	100%	773	436	337	77%

INTERNET SIGNUP								
Main		2,907	2,318	25%	11,312	9,077	2,235	25%
Carlson		2,384	1,402	70%	7,772	5,708	2,064	36%
Northport		494	397	24%	1,767	1,518	249	16%
Total		5,785	4,117	41%	20,851	16,303	4,548	28%

ELECTRONIC ACTIVITY								
Web page hits		20,651	17,539	18%	85,225	73,167	12,058	16%

*Children's Programming Note: total of 766 in Crafternoons across all branches for April

2024 Circulation

	Apr-24	Apr-23	Increase/ Decrease	% CHANGE	2024 YTD	2023 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,981	2,660	321	12.07%	11,656	11,235	421	3.75%
Youth Nonfiction	2,111	2,014	97	4.82%	8,123	7,896	227	2.87%
Adult Fiction	6,039	5,320	719	13.52%	23,366	22,117	1,249	5.65%
Youth Fiction	3,627	3,837	(210)	-5.47%	13,433	14,400	(967)	-6.72%
Youth Reader	1,189	1,420	(231)	-16.27%	5,053	5,090	(37)	-0.73%
Youth Picture Books	4,142	4,187	(45)	-1.07%	16,187	16,300	(113)	-0.69%
Adult Magazines	142	114	28	24.56%	519	394	125	31.73%
Youth Magazines	18	11	7	63.64%	84	69	15	21.74%
Subtotal	20,249	19,563	686	3.51%	78,421	77,501	920	1.19%
OUTREACH								
Deposit	881	707	174	24.61%	3,567	3,392	175	5.16%
CARLSON								
Adult Nonfiction	971	981	(10)	-1.02%	3,936	4,019	(83)	-2.07%
Youth Nonfiction	1,367	1,360	7	0.51%	4,973	4,565	408	8.94%
Adult Fiction	3,204	3,164	40	1.26%	12,589	12,576	13	0.10%
Youth Fiction	3,185	2,477	708	28.58%	10,613	9,218	1,395	15.13%
Youth Readers	1,773	1,453	320	22.02%	6,511	5,867	644	10.98%
Youth Picture Books	3,478	3,408	70	2.05%	12,940	12,700	240	1.89%
Adult Magazines	69	88	(19)	-21.59%	258	266	(8)	-3.01%
Youth Magazines	35	27	8	29.63%	115	148	(33)	-22.30%
Subtotal	14,082	12,958	1,124	8.67%	51,935	49,359	2,576	5.22%
NORTHPORT								
Adult Nonfiction	320	276	44	15.94%	1,189	1,148	41	3.57%
Youth Nonfiction	512	299	213	71.24%	1,818	1,116	702	62.90%
Adult Fiction	971	917	54	5.89%	3,742	3,481	261	7.50%
Youth Fiction	456	323	133	41.18%	1,731	1,370	361	26.35%
Youth Readers	352	274	78	28.47%	1,205	1,045	160	15.31%
Youth Picture Books	788	645	143	22.17%	2,644	2,741	(97)	-3.54%
Adult Magazines	59	29	30	103.45%	104	121	(17)	-14.05%
Youth Magazines	2	-	2		10	8	2	25.00%
Subtotal	3,460	2,763	697	25.23%	12,443	11,030	1,413	12.81%
TOTAL PRINT	38,672	35,991	2,681	7.45%	146,366	141,282	5,084	3.60%

2024 Circulation

NONPRINT

OverDrive	23,657	19,397	4,260	21.96%	101,121	76,760	24,361	31.74%
Childrens Devices	23	14	9	64.29%	66	74	(8)	-10.81%
Hoopla	3,220	2,605	615	23.61%	12,768	10,647	2,121	19.92%
Kanopy	1,029		1,029		3,993		3,993	**
Subtotal	27,929	22,016	5,913	26.86%	117,948	87,481	30,467	34.83%

MAIN

Adult DVD's	2,996	2,971	25	0.84%	12,308	11,876	432	3.64%
Youth DVD's	354	402	(48)	-11.94%	1,643	1,733	(90)	-5.19%
Video Games	249	244	5	2.05%	1,040	1,069	(29)	-2.71%
Adult CD's	465	420	45	10.71%	2,203	1,947	256	13.15%
Youth CD's	50	92	(42)	-45.65%	279	296	(17)	-5.74%
Adult Books on CD	207	154	53	34.42%	715	720	(5)	-0.69%
Youth Books on CD	288	202	86	42.57%	1,083	759	324	42.69%
Kits	318	285	33	11.58%	1,248	1,153	95	8.24%
Subtotal	4,927	4,770	157	3.29%	20,519	19,553	966	4.94%

CARLSON

Adult DVD's	1,650	1,553	97	6.25%	6,389	5,984	405	6.77%
Youth DVD's	517	482	35	7.26%	1,966	1,639	327	19.95%
Video Games	234	262	(28)	-10.69%	1,052	927	125	13.48%
Adult CD's	208	271	(63)	-23.25%	1,047	1,144	(97)	-8.48%
Youth CD's	96	42	54	128.57%	324	206	118	57.28%
Adult Books on CD	107	125	(18)	-14.40%	382	479	(97)	-20.25%
Youth Books on CD	278	151	127	84.11%	1,035	640	395	61.72%
Kits	179	154	25	16.23%	756	612	144	23.53%
Subtotal	3,269	3,040	229	7.53%	12,951	11,631	1,320	11.35%

NORTHPORT

Adult DVD's	719	857	(138)	-16.10%	2,713	3,584	(871)	-24.30%
Youth DVD's	69	134	(65)	-48.51%	331	532	(201)	-37.78%
Video Games	55	73	(18)	-24.66%	310	284	26	9.15%
Adult CD's	95	72	23	31.94%	444	423	21	4.96%
Youth CD's	29	22	7	31.82%	84	74	10	13.51%
Adult Books on CD	29	25	4	16.00%	123	90	33	36.67%
Youth Books on CD	154	44	110	250.00%	530	181	349	192.82%
Kits	30	40	(10)	-25.00%	119	119	-	0.00%
Subtotal	1,180	1,267	(87)	-6.87%	4,654	5,287	(633)	-11.97%

TOTAL NONPRINT

	37,305	31,093	6,212	19.98%	156,072	123,952	32,120	25.91%
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INTERLIBRARY LOAN

Borrowed	240	222	18	8.11%	997	921	76	8.25%
Loaned	397	332	65	19.58%	1,599	1,396	203	14.54%
Subtotal	637	554	83		2,596	2,317	279	12.04%

RENEWALS

	13,764	16,120	(2,356)	-14.62%	51,422	53,388	(1,966)	-3.68%
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TOTAL CIRCULATION

	90,378	83,758	6,620	7.90%	356,456	320,939	35,517	11.07%
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**Last year's total usage from Jun thru Dec was 3637. This is a 9.46% increase over 6 months usage in 2023

Circulation by Month Comparison 2009 - 2024

	January	February	March	April	May	June	July	August	September	October	November	December	Total	
2009	45,262	44,298	34,858	46,810	59,876	73,709	72,168	69,479	62,628	66,330	63,172	57,608	696,198	
2010	70,892	65,996	82,065	70,895	72,054	92,592	88,245	84,419	75,731	75,686	71,515	64,622	914,712	31%
2011	72,786	70,673	83,350	75,507	74,966	93,951	86,988	87,273	77,923	79,341	74,765	69,899	947,422	4%
2012	78,971	79,953	83,605	80,309	79,161	89,285	91,294	87,275	76,589	86,108	78,613	70,506	981,669	4%
2013	79,904	74,416	80,866	85,383	83,509	94,575	98,735	89,630	79,240	84,517	77,124	69,575	997,474	2%
2014	80,110	76,771	87,918	80,446	80,822	99,541	97,545	86,878	79,113	80,298	73,777	76,805	1,000,024	0.3%
2015	82,183	78,083	85,216	78,675	78,500	101,128	97,310	89,611	80,945	82,827	75,619	74,869	1,004,966	0.2%
2016	76,616	79,388	85,074	83,022	78,548	98,147	94,079	89,996	77,093	79,559	76,373	69,956	987,851	-2.0%
2017	77,409	76,701	86,711	79,196	80,379	96,854	95,627	90,609	80,488	81,367	76,983	70,613	992,937	0.5%
2018	80,687	74,686	86,920	83,375	81,166	99,594	99,983	94,373	81,687	87,962	80,790	75,730	1,026,953	3%
2019	85,118	79,150	90,160	84,817	85,262	96,140	103,434	94,639	83,623	86,769	82,213	75,840	1,047,165	2%
2020	83,124	84,380	65,902	22,688	35,769	36,152	54,287	67,109	70,083	70,668	56,902	43,308	690,372	-34%
2021	49,975	63,812	74,821	65,300	65,242	83,398	85,098	79,502	73,152	73,290	70,094	65,641	849,325	23%
2022	71,156	66,888	75,598	75,493	73,104	86,454	86,013	86,699	75,579	75,977	72,263	67,301	912,525	7%
2023	77,940	74,556	84,685	83,758	78,749	91,601	88,989	88,462	80,155	84,028	82,314	78,974	994,211	9%
2024	88,451	85,381	92,181	90,378									356,391	

Fargo Public Library 2024 Total Expenses
33% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2024

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 690,346	\$ -	\$ 690,346	\$ 2,407,122	28.68%	\$ (1,716,775.88)
Full time overtime	11-01	\$ 73	\$ -	\$ 73	\$ -		\$ 72.67
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,284	0.00%	\$ (17,284.00)
Part time w/benefits	13-00	\$ 167,309	\$ -	\$ 167,309	\$ 531,967	31.45%	\$ (364,657.51)
Part time w/benefits overtime		\$ 5	\$ -	\$ 5	\$ -		\$ 4.52
Part time banked sick		\$ -	\$ -	\$ -	\$ 250	0.00%	\$ (250.00)
Part time seasonal no benefits	14-00	\$ 9,455	\$ -	\$ 9,455	\$ 40,789	23.18%	\$ (31,334.50)
Health insurance	20-01	\$ 98,343	\$ -	\$ 98,343	\$ 335,068	29.35%	\$ (236,725.31)
Dental insurance	20-03	\$ 7,255	\$ -	\$ 7,255	\$ 21,595	33.59%	\$ (14,340.33)
Long Term Disability	20-04	\$ 1,983	\$ -	\$ 1,983	\$ 6,597	30.06%	\$ (4,614.13)
Auto Allowance	20-05	\$ 260	\$ -	\$ 260	\$ 900	28.85%	\$ (640.35)
FICA 6.2%	21-01	\$ 51,292	\$ -	\$ 51,292	\$ 183,195	28.00%	\$ (131,903.37)
Medicare 1.45%	21-02	\$ 11,995	\$ -	\$ 11,995	\$ 42,924	27.95%	\$ (30,928.77)
City Pension	22-01	\$ 9,216	\$ -	\$ 9,216	\$ 31,811	28.97%	\$ (22,594.96)
NDPERS Pension	22-04	\$ 68,568	\$ -	\$ 68,568	\$ 233,366	29.38%	\$ (164,797.90)
NDPERS & City Pension	22-05	\$ 1,856	\$ -	\$ 1,856	\$ 6,406	28.98%	\$ (4,549.56)
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life Insurance	26-00	\$ -	\$ -	\$ -	\$ 800	0.00%	\$ (800.00)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 45,877	\$ 88,452	\$ 134,329	\$ 134,329	100.00%	\$ 0.09
Other Services	38-99	\$ 3,634	\$ 6,409	\$ 10,043	\$ 16,500	60.87%	\$ (6,457.00)
Water Sewer	41-05	\$ 1,492	\$ -	\$ 1,492	\$ 6,500	22.95%	\$ (5,008.13)
General equip repair	43-20	\$ -	\$ -	\$ -	\$ 3,000	0.00%	\$ (3,000.00)
General equip repair (computer)	43-21	\$ 10,724	\$ -	\$ 10,724	\$ 39,266	27.31%	\$ (28,542.28)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 52,409	\$ 11,069	\$ 63,479	\$ 55,960	113.44%	\$ 7,518.74
Land and building rent	44-10	\$ 30,925	\$ 51,818	\$ 82,743	\$ 79,000	104.74%	\$ 3,743.19
Property Insurance	52-10	\$ 5,767	\$ -	\$ 5,767	\$ 20,065	28.74%	\$ (14,298.00)
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ 265	0.00%	\$ (265.00)
General liability	52-30	\$ -	\$ -	\$ -	\$ 12,225	0.00%	\$ (12,225.00)
Cellular phone service	53-20	\$ 1,774	\$ -	\$ 1,774	\$ 5,400	32.86%	\$ (3,625.57)
Other communications	53-60	\$ 680	\$ -	\$ 680	\$ 2,600	26.14%	\$ (1,920.33)
ILS Development	53-61	\$ -	\$ -	\$ -	\$ 46,150	0.00%	\$ (46,150.00)
Minitex/OCLC	53-62	\$ 20,610	\$ -	\$ 20,610	\$ 20,600	100.05%	\$ 10.24
Marketing	54-11	\$ 11,689	\$ -	\$ 11,689	\$ 37,000	31.59%	\$ (25,310.93)
In state travel	56-60	\$ 659	\$ 107	\$ 766	\$ 3,500	21.88%	\$ (2,734.19)
Out of state travel	57-60	\$ 4,131	\$ -	\$ 4,131	\$ 7,500	55.08%	\$ (3,369.04)
Due & membership in state	59-10	\$ 2,137	\$ -	\$ 2,137	\$ 2,100	101.76%	\$ 37.00
Dues/membership out state	59-11	\$ 1,515	\$ -	\$ 1,515	\$ 2,000	75.75%	\$ (485.00)
Seminar & conf in state	59-20	\$ 200	\$ -	\$ 200	\$ 2,500	8.00%	\$ (2,300.00)
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ 1,395	\$ 2,750	50.73%	\$ (1,355.00)
Office supplies	61-10	\$ 25,350	\$ -	\$ 25,350	\$ 31,000	81.78%	\$ (5,649.69)
Medical supplies	61-20	\$ 177	\$ -	\$ 177	\$ 600	29.55%	\$ (422.70)
General supplies	61-40	\$ 12,473	\$ 7,424	\$ 19,897	\$ 36,000	55.27%	\$ (16,102.61)
Program materials	61-43	\$ 9,409	\$ 200	\$ 9,609	\$ 41,000	23.44%	\$ (31,390.69)
Materials Processing	61-44	\$ 18,584	\$ -	\$ 18,584	\$ 64,569	28.78%	\$ (45,984.94)
Postage	61-50	\$ 10,223	\$ -	\$ 10,223	\$ 15,300	66.82%	\$ (5,076.65)
Books & periodicals	61-70	\$ 241,324	\$ 847	\$ 242,171	\$ 774,454	31.27%	\$ (532,282.61)
Gasoline		\$ 103	\$ -	\$ 103	\$ 550	18.68%	\$ (447.25)
Natural gas	62-50	\$ 11,992	\$ -	\$ 11,992	\$ 76,300	15.72%	\$ (64,307.67)
Electricity	62-51	\$ 20,459	\$ -	\$ 20,459	\$ 89,500	22.86%	\$ (69,041.41)
Miscellaneous	68-10	\$ 246	\$ -	\$ 246	\$ 2,000	12.32%	\$ (1,753.64)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ 7,041	\$ 7,041	\$ 14,082	\$ 14,082	100.00%	\$ -
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 1,670,955	\$ 173,369	\$ 1,844,324	\$ 5,506,739	33.49%	\$ (3,662,415)

Fargo Public Library 2024 Total Expenses

33% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

MAIN

Account	Budget Line	January	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 106,026	\$ 140,890	\$ 142,259	\$ 140,837	\$ 530,011		\$ 1,917,891	28%
Full time overtime	11-01	\$ 27	\$ 18	\$ 9	\$ 18	\$ 73		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 13,790	0%
Part time w/benefits	13-00	\$ 21,644	\$ 29,072	\$ 29,888	\$ 29,758	\$ 110,362		\$ 365,534	30%
Part time w/benefits overtime		\$ 5	\$ -	\$ -	\$ -	\$ 5		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 250	0%
Part time seasonal no benefits	14-00	\$ 1,655	\$ 1,917	\$ 1,296	\$ 1,488	\$ 6,356		\$ 31,408	20%
Health insurance	20-01	\$ 13,525	\$ 17,890	\$ 18,178	\$ 17,818	\$ 67,411		\$ 238,921	28%
Dental insurance	20-03	\$ 1,040	\$ 1,382	\$ 1,393	\$ 1,380	\$ 5,195		\$ 16,422	32%
Long Term Disability	20-04	\$ 297	\$ 397	\$ 402	\$ 399	\$ 1,495		\$ 5,234	29%
Auto Allowance	20-05	\$ 52	\$ 69	\$ 69	\$ 69	\$ 260		\$ 900	29%
FICA 6.2%	21-01	\$ 7,675	\$ 10,201	\$ 10,291	\$ 10,215	\$ 38,382		\$ 142,472	27%
Medicare 1.45%	21-02	\$ 1,795	\$ 2,386	\$ 2,407	\$ 2,389	\$ 8,976		\$ 33,400	27%
City Pension	22-01	\$ 1,300	\$ 1,733	\$ 1,733	\$ 1,733	\$ 6,499		\$ 22,429	29%
NDPERS Pension	22-04	\$ 9,822	\$ 13,571	\$ 14,515	\$ 13,589	\$ 51,498		\$ 183,512	28%
NDPERS & City Pension	22-05	\$ 371	\$ 495	\$ 495	\$ 495	\$ 1,856		\$ 6,406	29%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -	\$ -			
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -	\$ -			
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ -	\$ 10,180	\$ 9,273	\$ 13,138	\$ 32,592	\$ 64,838	\$ 97,429	100%
Other Services	38-99	\$ 911	\$ 1,094	\$ 750	\$ 750	\$ 3,506	\$ 6,409	\$ 15,000	66%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -	\$ -			
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 1,253	\$ 6,142	\$ 2,579	\$ 527	\$ 10,501		\$ 33,266	32%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 33,432	\$ 7,651	\$ 9,408	\$ 1,741	\$ 52,232	\$ 11,069	\$ 49,560	128%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ -	\$ -	\$ 5,767	\$ -	\$ 5,767		\$ 15,010	38%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 265	0%
General liability	52-30	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 12,225	0%
Cellular phone service	53-20	\$ -	\$ 401	\$ 401	\$ 972	\$ 1,774		\$ 5,400	33%
Other communications	53-60	\$ -	\$ 200	\$ 200	\$ 279	\$ 680		\$ 2,600	26%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 46,150	0%
Minutex/OCLC	53-62	\$ 20,610	\$ -	\$ -	\$ -	\$ 20,610		\$ 20,600	100%
Marketing	54-11	\$ 3,342	\$ 1,683	\$ 2,137	\$ 4,527	\$ 11,689		\$ 37,000	32%
In state travel	56-60	\$ -	\$ 125	\$ 229	\$ 304	\$ 659	\$ 107	\$ 3,500	22%
Out of state travel	57-60	\$ -	\$ 1,525	\$ -	\$ 2,606	\$ 4,131		\$ 7,500	55%
Due & membership in state	59-10	\$ 1,820	\$ -	\$ 317	\$ -	\$ 2,137		\$ 2,100	102%
Dues/membership out state	59-11	\$ 859	\$ 247	\$ 409	\$ -	\$ 1,515		\$ 2,000	76%
Seminar & conf in state	59-20	\$ -	\$ 200	\$ -	\$ -	\$ 200		\$ 2,500	8%
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ -	\$ -	\$ 1,395		\$ 2,750	51%
Office supplies	61-10	\$ 1,115	\$ 8,628	\$ 6,197	\$ 3,001	\$ 18,941		\$ 20,000	95%
Medical supplies	61-20	\$ 44	\$ 104	\$ 13	\$ -	\$ 161		\$ 600	27%
General supplies	61-40	\$ 281	\$ 473	\$ 1,511	\$ 2,147	\$ 4,412	\$ 7,424	\$ 25,000	47%
Program materials	61-43	\$ 411	\$ 1,881	\$ 5,429	\$ 1,687	\$ 9,409	\$ 200	\$ 41,000	23%
Materials Processing	61-44	\$ 1,627	\$ 4,307	\$ 6,967	\$ 5,684	\$ 18,584		\$ 64,569	29%
Postage	61-50	\$ 8,020	\$ -	\$ 154	\$ 50	\$ 8,223		\$ 11,000	75%
Books & periodicals	61-70	\$ 84,867	\$ 18,402	\$ 43,798	\$ 47,204	\$ 194,271	\$ 847	\$ 580,054	34%
Gasoline	62-10	\$ -	\$ -	\$ 62	\$ 40	\$ 103		\$ 550	19%
Natural gas	62-50	\$ 3,037	\$ 233	\$ 2,571	\$ 677	\$ 6,518		\$ 45,000	14%
Electricity	62-51	\$ 4,502	\$ (459)	\$ 4,540	\$ 4,015	\$ 12,598		\$ 57,500	22%
Miscellaneous	68-10	\$ -	\$ 246	\$ -	\$ -	\$ 246		\$ 2,000	12%
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 100	0%
Bad Debt		\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Machinery & Equipment		\$ -	\$ -	\$ -	\$ 4,169	\$ 4,169	\$ 4,169	\$ 8,338	100%
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -	\$ -			
		\$ 332,758	\$ 283,286	\$ 325,650	\$ 313,708	\$ 1,255,401	\$ 95,064	\$ 4,194,435	32.20%

Fargo Public Library 2024 Total Expenses

33% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

CARLSON

Account	Budget Line	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 28,127	\$ 28,113	\$ 28,725	\$ 106,030		\$ 379,225	28%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -		\$ -	
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,494	0%
Part time w/benefits	13-00	\$ 9,946	\$ 10,131	\$ 10,304	\$ 37,067		\$ 110,666	33%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 912	\$ 768	\$ 768	\$ 3,099		\$ 9,381	33%
Health insurance	20-01	\$ 5,380	\$ 5,744	\$ 5,869	\$ 21,190		\$ 83,980	25%
Dental insurance	20-03	\$ 338	\$ 363	\$ 364	\$ 1,330		\$ 3,621	37%
Long Term Disability	20-04	\$ 85	\$ 87	\$ 88	\$ 323		\$ 989	33%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 2,317	\$ 2,285	\$ 2,328	\$ 8,607		\$ 30,787	28%
Medicare 1.45%	21-02	\$ 542	\$ 535	\$ 544	\$ 2,013		\$ 7,200	28%
City Pension	22-01	\$ 724	\$ 724	\$ 724	\$ 2,717		\$ 9,382	29%
NDPERS Pension	22-04	\$ 2,687	\$ 2,842	\$ 2,776	\$ 10,175		\$ 34,504	29%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -		\$ -	
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ -	
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 3,810	\$ 3,528	\$ 5,947	\$ 13,286	\$ 23,614	\$ 36,900	100%
Other Services	38-99	\$ 32	\$ 32	\$ 32	\$ 96		\$ 1,000	10%
Water Sewer	41-05	\$ -	\$ 280	\$ 287	\$ 811		\$ 3,500	23%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair (computer)	43-21	\$ 314	\$ (91)	\$ -	\$ 223		\$ 6,000	4%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	
Maintenance service	43-50	\$ -	\$ 177	\$ -	\$ 177		\$ 4,300	4%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Property insurance	52-10	\$ -	\$ -	\$ -	\$ -		\$ 4,705	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	\$ 995	\$ 1,330	\$ 1,616	\$ 5,019		\$ 8,000	63%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General supplies	61-40	\$ 3,493	\$ 680	\$ 563	\$ 5,217		\$ 7,500	70%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -	\$ 2,000		\$ 4,300	47%
Books & periodicals	61-70	\$ 4,154	\$ 9,392	\$ 10,527	\$ 31,024		\$ 136,200	23%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Natural gas	62-50	\$ (221)	\$ 1,823	\$ 1,160	\$ 4,922		\$ 27,500	18%
Electricity	62-51	\$ (190)	\$ 2,203	\$ 2,047	\$ 6,072		\$ 25,000	24%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Equipment		\$ -	\$ -	\$ 2,872	\$ 2,872	\$ 2,872	\$ 5,744	100%
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	
		\$ 63,445	\$ 70,947	\$ 77,541	\$ 264,270	\$ 26,486	\$ 944,378	30.8%

Fargo Public Library 2024 Total Expenses
33% OF YEAR LAPSED

EXPENSE VS. BUDGET
2024

NORTHPORT

Account	Budget Line	February	March	April	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 14,948	\$ 13,918	\$ 15,037	\$ 54,304		\$ 110,006	49%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -			
Part time w/benefits	13-00	\$ 5,476	\$ 5,059	\$ 5,552	\$ 19,880		\$ 55,767	36%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part time banked sick		\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -			
Health insurance	20-01	\$ 2,756	\$ 2,476	\$ 2,712	\$ 9,742		\$ 12,167	80%
Dental insurance	20-03	\$ 203	\$ 190	\$ 201	\$ 730		\$ 1,552	47%
Long Term Disability	20-04	\$ 46	\$ 42	\$ 46	\$ 164		\$ 374	44%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,181	\$ 1,099	\$ 1,197	\$ 4,303		\$ 9,936	43%
Medicare 1.45%	21-02	\$ 276	\$ 257	\$ 280	\$ 1,006		\$ 2,324	43%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -			
NDPERS Pension	22-04	\$ 1,891	\$ 1,827	\$ 1,907	\$ 6,896		\$ 15,350	45%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -			
Actuarial Contributions	22-06	\$ -	\$ -	\$ -	\$ -			
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -			
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -			
Security Services	38-61	\$ -	\$ -	\$ -	\$ -			
Other Services	38-99	\$ -	\$ 32	\$ -	\$ 32		\$ 500	6%
Water Sewer	41-05	\$ -	\$ 238	\$ 238	\$ 681		\$ 3,000	23%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -			
General equip repair (computer)	43-21	\$ -	\$ -	\$ -	\$ -			
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -			
Maintenance service	43-50	\$ -	\$ -	\$ -	\$ -		\$ 2,100	0%
Land and building rent	44-10	\$ 6,185	\$ 6,185	\$ 6,185	\$ 30,925	\$ 51,818	\$ 79,000	105%
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	\$ 462	\$ 178	\$ 421	\$ 1,390		\$ 3,000	46%
Medical supplies	61-20	\$ 16	\$ -	\$ -	\$ 16			
General supplies	61-40	\$ 48	\$ 2,668	\$ 129	\$ 2,845		\$ 3,500	81%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -			
Books & periodicals	61-70	\$ 2,885	\$ 4,523	\$ 4,732	\$ 16,029		\$ 58,200	28%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ (36)	\$ 170	\$ 159	\$ 552		\$ 3,800	15%
Electricity	62-51	\$ 52	\$ 598	\$ 590	\$ 1,788		\$ 7,000	26%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 36,388	\$ 39,459	\$ 39,386	\$ 151,283	\$ 51,818	\$ 367,926	55.20%

Revenue 2024

	Fees & Copies 101-0000- 351.25-01	Misc. Revenue 101-0000- 361.61-08
January	\$ 2,242.62	\$ 772.75
February	\$ 2,763.68	\$ 469.87
March	\$ 2,543.64	\$ 300.00
April	\$ 2,985.69	\$ 397.13
May		
June		
July		
August		
September		
October		
November		
December		
	\$ 10,535.63	\$ 1,939.75

Total \$ 12,475.38