

Fargo Public Library Board of Directors
Agenda for Tuesday August 20, 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 July 16 Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
 - A. None
7. New Business
 - A. 2025 Budget Update
 - B. Norhtport Branch Projects Update
8. Statistical Reports
 - A. July Usage
 - B. July Financials
9. Friends of the Library Report
10. Next Regular Meeting: September 17
11. Adjourn

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

Board Members Present: Jenna Reno, John Rodenbiker, Paul Jensens, Hannah James (Online)

Board Members Absent: Amy Ouren, Kristen Schipper, Wanda Mengelkoch

Staff: Tim Dirks, Melisa Duncan, Cindy Haff

Board Vice President Jenna Reno 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; Paul Jensen seconded the motion. The motion carried.

Minutes of the June 18 Regular Meeting

John Rodenbiker moved to approve the minutes of the June 18 Regular Meeting; Paul Jensen seconded the motion. The motion carried.

Public Comment

There was no one present for public comment

Staff Report

Melisa Duncan presented highlights of staff updates and events including:

- Staffing
 - Anna Lynch was promoted to Teen Librarian/Adults Services Librarian
 - Dani Leapaldt was promoted to Librarian at the Northport Library
 - Dani (LAIII) and Anna's (LAI) former positions are currently open along with an LAIII Position for Carlson
- Children
 - Adventures in Science!
 - July 13, 1pm at Main (Registration is Required)
 - Navy Week: Sailors Read to Kids Storytime
 - July 25, 10am at Main
- Teens
 - Adventures in Science!
 - July 13, 3pm at Main (Registration is Required)
- Adult
 - Navy Week
 - Educational Displays
 - July 24, 11am at Carlson
 - July 25, 10am at Main
 - Navy Band Great Lakes Brass Quintet
 - July 24, 1pm at Carlson

Director's Report

Director Tim Dirks took vacation from July 8-12

Unfinished business

There was no unfinished business

New Business

- 2025 Budget Updates
 - Director Tim Dirks has attended 2 Departmental meetings with the COF Budget team
 - The Mayor's Preliminary Budget is scheduled to be released on July 25
 - Operating Increases
 - Books & Materials – tentatively looks to receive less than half of the requested budget increases for 2025
 - Marketing and Programming increases were denied
 - Capital Expenses
 - Repurposing of the Coffee Shop has been preliminarily approved
 - State Aid was received at a higher level than expected
 - Carpet and Door Widening projects for 2024 are approved
 - Staffing Requests
 - Strong possibility of the Security position being approved
 - Will be based under facilities, and not library
 - Director Dirks has been assured this will be strictly a library designated position
 - Request for status of other unfilled library positions is unknown at this time
 - Request to increase Page's wage is unknown at this time
 - Paul Jensen asked, in reference to our current budget, if we expect to meet or exceed the 2024 budget
 - Director Tim Dirks answered he is confident we will come in within our 2024 budget
 - Vice President Jenna Reno inquired as to the plans for the Coffee Shop Space
 - Director Tim Dirks confirmed a gender-neutral bathroom, a private nursing room and a laundry area for the Wiggle Room are slated for this space.

Statistical Reports

June Usage

Director Tim Dirks noted continued increases in Attendance, Volunteer Hours, Electronic activity and Circulation in June. The strong volunteer hours growth does not include the Friends of the Fargo Public Library Bookstore.

June Financials

Director Tim Dirks noted continued gifts from the Friends of the Fargo Public Library with our sincere thanks. 2024 Revenue to date was \$16,827.12 and is on pace for 2024 budget expectations.

Friends of the Library Report

There was no report from the Friends this month

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

The meeting adjourned at 4:21 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

August 2024 Library Board Meeting

Staffing:

- Two staff members, Hunter Dew-Tomhave and Dan Syvertson, have been promoted into full time Library Associate IIIs at the branches.

Community Engagement:

- **NDSU Welcome Week Block Party**, August 29, 7:00-10:00pm
- **Red River Market**, September 7, 10am-2:00pm

Programming:

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

Children

- **Prepare with Pedro and the American Red Cross.** Prepare with Pedro is a 30- to 45-minute youth preparedness education program that teaches kids in a fun and educational way, how to be prepared and take action home fires or a local hazard. Specially-trained American Red Cross employees and volunteers introduce Pedro with a story, and facilitate activities designed to help kids learn basic preparedness concepts including how to remain calm in stressful situations. These sessions will focus on fire safety. All ages are welcome, but content is geared towards kids in Kindergarten through 2nd grade. No preregistration is required.
 - **Main Library** – September 4th at 6:30pm
 - **Dr. James Carlson Library** – September 7th at 10:00am
 - **Northport Branch** – September 9th at 6:30pm
- **Going Places Book Club, September 10, 4:00pm – Main Library.** We're reading all over the place in the Going Places Book Club! Kids in grades 3-7 are invited to join us month as we experience each month's featured book through related activities, discussion, snacks, and crafts. For September, we'll be reading *Elf Dog and Owl Head* by M.T. Anderson
- **Paws for Reading, September 14, 10:00am – Main Library.** Therapy pets are available on the second Saturday of each month to listen to children practice their reading in a relaxed, informal setting. Kids in Kindergarten to 6th grade are invited to register for a 15-minute session with one of our non-judgmental listeners. Bring your own books to read or choose from a selection of library books.

Teens

- **Paper Airplane Competition.** Flex your folding muscles and challenge your friends at the Fargo Public Library's paper airplane competition. Design your own airplane or use one of the designs from our paper airplane building books, then give them a throw and see how far they go! Prizes will be given for the airplane that flies the furthest, the best decorated, and the airplane that stays in the air the longest.
 - **September 10, 4:00pm** – Dr. James Carlson Library: **Ages 11-15**
 - **September 12, 5:00pm** – Main Library: **Ages 14-18**
- **Pirate Storm Globes, September 19, 6:00pm – Main Library.** We're making pirate storm globes for worldwide "Talk Like a Pirate Day"! A storm globe is like a snow globe, but containing 100% more pirates. So bring your favorite pirate hat and eye patch, because we're going to sea! This event is for teens ages 11-19. Registration is required and opens on September 5.

Adults

- **Author Visit with Eric D. Larson, August 22, 6:30pm – Main Library.** Join us as author Eric D. Larson discusses his 2023 book *Grounding Global Justice: Race, Class, and Grassroots Globalism in the US and Mexico*. Larson offers a transnational history of the global justice movement in the United States and Mexico and reveals how farmers, urban workers, and Indigenous peoples grounded their efforts to confront free-market reforms in the frontline struggles for economic and racial justice. Larson is chair of the Department of Crime and Justice Studies at the University of Massachusetts, Dartmouth. He received his PhD from Brown University and is a proud graduate of Fargo North High School.
- **Jigsaw Puzzle Socials.** Let's work on a puzzle together while chatting and making friends! We'll have puzzles available or bring some to swap.
 - **Carlson Library** – September 3rd, 5:00pm
 - **Main Library** – September 21st, 9:00am
- **Casual Crafters.** Drop in any time, bring a project, and join a friendly group of crafters of all types - from yarn and needles to paper and ink. Not working on a craft at the moment? We'll have some supplies on hand!
 - **Carlson Library** – September 8, 1:30pm
 - **Northport Library** – September 16th, 5:00pm
- **Book Clubs**
 - **Sense of Place, September 5** – *A Map for the Missing* by Belinda Huijuan Tang
 - **Tea Time, September 9** – *The River We Remember* by William Kent Krueger
 - **Diverse Perspectives, September 12** – *Poverty, by America* by Matthew Desmond

Multigenerational

- **Mario Kart Tournament, August 31 – Main Library.** Engage in friendly multiplayer competition in a Mario Kart 8 Deluxe Tournament for the Nintendo Switch at the library! Prizes will be awarded for 1st-4th place winners for each bracket. A limited number of controllers are available, and players are highly encouraged to bring their own. Adults must accompany children under 10 years old.
 - **Jr Bracket (13 and under)** – starts at noon
 - **Sr Bracket (14 and up)** – starts at 2:00pm
- **Design a Bookmark Contest.** The Fargo Public Library is commemorating creativity with the 15th annual Design a Bookmark Contest. Stop by any location in September to pick up an entry form. Fill the space with your most brilliant creation and return it to the library before we close on the 30th. The top designs (as voted on by library staff) will be made into bookmarks that will be printed and distributed at library branches and events. The contest is open to all ages.
- **First Amendment Film Festival, Saturdays 2:00pm – Main Library.** In conjunction with Banned Books Week, the library is hosting a series of weekly movie matinees consisting of book-to-screen adaptations of banned and challenged book titles. Attendees at each event can enter their names into a drawing for one of three door prizes consisting of library swag. Names will be drawn for prizes at the end of the festival, so each event attended is an additional chance to win!
 - **September 7:** *Dead Poets Society* (PG)
 - **September 14:** *Captain Underpants* (PG)
 - **September 21:** *Twelfth Night* (PG)
 - **September 28:** *The Hate U Give* (PG-13)

FPL DIRECTOR'S REPORT

August 20, 2024

Director's Activities:

- 7.19.2024 Met with new Library Commission Liaison Michelle Turnberg
- 7.25.2024 Attended Mayor's Preliminary 2025 Budget Presentation
- 8.5.2024 Met with Commission Liaison Michelle Turnberg
- 8.12.2024 Attended 2025 Budget City Commission Meeting
- 8.13.2024 Gave KVRR TV Interview
- 8.14.2024 Gave WDAY TV Interview
- 8.19.2024 Attended City Cabinet Meeting

Goal 1 Professional & Organizational:

- 7.17.2024 Provided Open Door Office Hours
- 7.23.2024 Moderated Library Dept. Heads Meeting
- 7.24.2024 Provided Open Door Office Hours
- 7.30.2024 Moderated Library Dept. Heads Meeting
- 7.31.2024 8.6.2024 Moderated Library Dept. Heads Meeting
- 8.7.2024 Provided Open Door Office Hours
- 8.13.2024 Moderated Library Dept. Heads Meeting
- 8.14.2024 Provided Branch Open Door Office Hours
- 8.14.2024 Quarterly Check In Meeting w/Deputy Director
- 8.15.2024 Quarterly Check In Meeting w/ Systems and Electronic Resources Librarian
- 8.16.2024 Quarterly Check In Meeting w/Principal Office Associate
- 8.20.2024 Moderated Library Dept. Heads Meeting

Goal 4 Partnering:

- 7.17.2024 Moderated Red River Zoo Executive Committee Meeting
- 7.30.2024 Attended Friends Board Event

Library Use 2024

New Registrations: 696
 Approx. Registered Patrons: 44293

ATTENDANCE	Jul-24	Jul-23	% CHANGE	2024 YTD	2023 YTD	Diff.	% CHANGE
Door Count Main	20,743	18,805	10%	128,579	117,588	10,991	9%
Door Count Carlson	15,787	11,529	37%	99,859	83,169	16,690	20%
Door Count Northport	5,229	4,455	17%	31,566	29,003	2,563	9%
Outreach	385	336	15%	2,637	2,525	112	4%
Total	42,144	35,125	20%	262,641	232,285	30,356	13%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance				
Adult Programs Main	22	229	81	183%	1,714	1,526	188 12%
Adult Programs Carlson	18	274	130	111%	1,247	900	347 39%
Adult Programs Northport	2	19	20	-5%	171	127	44 35%
Teen Programs Main	9	95	65	46%	176	135	41 30%
Teen Programs Carlson	4	24	35	-31%	97	104	(7) -7%
Teen Programs Northport	-	-	-		13	20	(7) -35%
Childrens Programs Main	16	598	1,091	-45%	4,015	3,687	328 9%
Childrens Programs Carlson	9	347	203	71%	2,660	2,336	324 14%
Childrens Programs Northport	1	33	34	-3%	1,141	1,061	80 8%
Community Engagement	8	288	734	-61%	6,194	5,245	949 18%
Outreach Department	2	39	23	70%	636	288	348 121%
Virtual/Passive Adult	1	83	83	0%	841	692	149 22%
Virtual/Passive Teen	-	-	-		130	-	130
Virtual/Passive Childrens	3	1,433	9	15822%	5,705	1,026	4,679 456%
Total	95	3,462	2,508	38%	24,740	17,147	7,593 44%

VOLUNTEER HOURS							
Main		241	145	66%	950	503	447 89%
Carlson		73	45	62%	314	236	78 33%
Outreach		77	56	38%	438	318	120 38%
Northport		-	-		-	-	
Total		391	246	59%	1,702	1,057	645 61%

INTERNET SIGNUP							
Main		3,137	2,626	19%	19,966	16,724	3,242 19%
Carlson		2,445	1,800	36%	14,497	11,457	3,040 27%
Northport		634	530	20%	3,376	3,005	371 12%
Total		6,216	4,956	25%	37,839	31,186	6,653 21%

ELECTRONIC ACTIVITY							
Web page hits		21,488	19,941	8%	150,350	129,598	20,752 16%

2024 Circulation

	Jul-24	Jul-23	Increase/ Decrease	% CHANGE	2024 YTD	2023 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,828	2,881	(53)	-1.84%	19,890	19,448	442	2.27%
Youth Nonfiction	2,380	1,956	424	21.68%	14,589	13,594	995	7.32%
Adult Fiction	6,889	6,372	517	8.11%	42,677	41,214	1,463	3.55%
Youth Fiction	5,199	5,343	(144)	-2.70%	28,031	29,353	(1,322)	-4.50%
Youth Reader	1,539	1,488	51	3.43%	9,593	9,550	43	0.45%
Youth Picture Books	4,548	4,189	359	8.57%	28,512	28,432	80	0.28%
Adult Magazines	125	79	46	58.23%	858	719	139	19.33%
Youth Magazines	23	29	(6)		167	165	2	1.21%
Subtotal	23,531	22,337	1,194	5.35%	144,317	142,475	1,842	1.29%
OUTREACH								
Deposit	941	924	17	1.84%	6,337	6,123	214	3.50%
CARLSON								
Adult Nonfiction	1,002	899	103	11.46%	6,730	6,938	(208)	-3.00%
Youth Nonfiction	1,637	1,359	278	20.46%	9,566	8,514	1,052	12.36%
Adult Fiction	4,042	3,437	605	17.60%	23,833	23,105	728	3.15%
Youth Fiction	4,129	3,399	730	21.48%	22,013	19,504	2,509	12.86%
Youth Readers	2,012	1,653	359	21.72%	12,214	10,899	1,315	12.07%
Youth Picture Books	4,192	3,150	1,042	33.08%	24,161	22,438	1,723	7.68%
Adult Magazines	44	86	(42)	-48.84%	430	482	(52)	-10.79%
Youth Magazines	35	22	13	59.09%	212	254	(42)	-16.54%
Subtotal	17,093	14,005	3,088	22.05%	99,159	92,134	7,025	7.62%
NORTHPORT								
Adult Nonfiction	333	267	66	24.72%	2,044	1,973	71	3.60%
Youth Nonfiction	348	309	39	12.62%	2,858	2,077	781	37.60%
Adult Fiction	1,272	1,033	239	23.14%	7,064	6,537	527	8.06%
Youth Fiction	529	514	15	2.92%	3,261	2,911	350	12.02%
Youth Readers	408	310	98	31.61%	2,267	1,982	285	14.38%
Youth Picture Books	784	687	97	14.12%	4,784	4,609	175	3.80%
Adult Magazines	23	52	(29)	-55.77%	169	244	(75)	-30.74%
Youth Magazines	16	-	16		30	11	19	172.73%
Subtotal	3,713	3,172	541	17.06%	22,477	20,344	2,133	10.48%
TOTAL PRINT	45,278	40,438	4,840	11.97%	272,290	261,076	11,214	4.30%

2024 Circulation

NONPRINT

OverDrive	25,831	21,595	4,236	19.62%	176,387	137,840	38,547	27.97%
Childrens Devices	37	11	26	236.36%	149	131	18	13.74%
Hoopla	2,527	2,968	(441)	-14.86%	20,245	19,432	813	4.18%
Kanopy	509	516	(7)	-1.36%	6,050	621	5,429	874.24%
Subtotal	28,904	25,090	3,814	15.20%	202,831	158,024	44,807	28.35%

MAIN

Adult DVD's	2,726	2,895	(169)	-5.84%	20,263	20,352	(89)	-0.44%
Youth DVD's	514	452	62	13.72%	2,929	3,082	(153)	-4.96%
Video Games	245	375	(130)	-34.67%	1,728	2,074	(346)	-16.68%
Adult CD's	478	492	(14)	-2.85%	3,674	3,233	441	13.64%
Youth CD's	90	91	(1)	-1.10%	476	576	(100)	-17.36%
Adult Books on CD	153	180	(27)	-15.00%	1,241	1,315	(74)	-5.63%
Youth Books on CD	332	257	75	29.18%	2,041	1,564	477	30.50%
Kits	342	299	43	14.38%	2,212	2,061	151	7.33%
Subtotal	4,880	5,041	(161)	-3.19%	34,564	34,257	307	0.90%

CARLSON

Adult DVD's	1,340	1,560	(220)	-14.10%	10,717	10,523	194	1.84%
Youth DVD's	572	524	48	9.16%	3,633	3,324	309	9.30%
Video Games	270	261	9	3.45%	1,801	1,724	77	4.47%
Adult CD's	244	324	(80)	-24.69%	1,763	2,056	(293)	-14.25%
Youth CD's	100	65	35	53.85%	542	420	122	29.05%
Adult Books on CD	91	106	(15)	-14.15%	740	811	(71)	-8.75%
Youth Books on CD	320	213	107	50.23%	1,855	1,298	557	42.91%
Kits	222	163	59	36.20%	1,374	1,126	248	22.02%
Subtotal	3,159	3,216	(57)	-1.77%	22,425	21,282	1,143	5.37%

NORTHPORT

Adult DVD's	608	571	37	6.48%	4,383	5,579	(1,196)	-21.44%
Youth DVD's	90	113	(23)	-20.35%	597	856	(259)	-30.26%
Video Games	77	95	(18)	-18.95%	517	528	(11)	-2.08%
Adult CD's	139	167	(28)	-16.77%	797	839	(42)	-5.01%
Youth CD's	6	18	(12)	-66.67%	113	128	(15)	-11.72%
Adult Books on CD	55	36	19	52.78%	267	209	58	27.75%
Youth Books on CD	184	50	134	268.00%	1,004	323	681	210.84%
Kits	46	31	15	48.39%	245	223	22	9.87%
Subtotal	1,205	1,081	124	11.47%	7,923	8,685	(762)	-8.77%

TOTAL NONPRINT

TOTAL NONPRINT	38,148	34,428	3,720	10.81%	267,743	222,248	45,495	20.47%
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INTERLIBRARY LOAN

Borrowed	276	223	53	23.77%	1,740	1,587	153	9.64%
Loaned	389	357	32	8.96%	2,657	2,495	162	6.49%
Subtotal	665	580	85	14.66%	4,397	4,082	315	7.72%

RENEWALS

RENEWALS	14,095	13,543	552	4.08%	90,302	92,872	(2,570)	-2.77%
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TOTAL CIRCULATION

TOTAL CIRCULATION	98,186	88,989	9,197	10.33%	634,732	580,278	54,454	9.38%
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2024 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	
LDONUN	Unrestricted Donations	35,007	34	23,02	486	2,052	100		100							37,801	
LDONSP	Restricted Donations	27,445	2,842	25	3,488	7,600	6,982	25	3,000							51,407	
	Grants															0	
	Total	62,452	2,876	48	3,973	9,652	7,082	25	3,100	0	0	0	0	0	0	89,208	
	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					538	515	300	727							2,080	
101-7019-463.61-40	General Supplies															0	
101-7019-463.61-43	Programming			132	495	2,593	321	783	1,505							5,829	
101-7019-463.61-70	Books & Materials		1,842	197	210				22							2,271	
101-7019-463.68-10	Miscellaneous															0	
101-7019-463.68-10	Staff Development		47	30	30	559	30	628	80							1,404	
	Grant Expenses															0	
	Total		1,889	359	735	3,689	866	1,711	2,334	0	0	0	0	0	0	11,584	77,624

Fargo Public Library 2024 Total Expenses
58% 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	\$ 1,326,080	\$ -	\$ 1,326,080	\$ 2,407,122	55.09%	\$ (1,081,041.61)
Full time overtime	11-01	\$ 184	\$ -	\$ 184	\$ -		\$ 184.33
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,284	0.00%	\$ (17,284.00)
Part time w/benefits	13-00	\$ 326,752	\$ -	\$ 326,752	\$ 531,967	61.42%	\$ (205,214.62)
Part time w/benefits overtime		\$ 13	\$ -	\$ 13	\$ -		\$ 12.87
Part time banked sick		\$ -	\$ -	\$ -	\$ 250	0.00%	\$ (250.00)
Part time seasonal no benefits	14-00	\$ 19,403	\$ -	\$ 19,403	\$ 40,789	47.57%	\$ (21,386.50)
Health Insurance	20-01	\$ 173,023	\$ -	\$ 173,023	\$ 335,068	51.64%	\$ (162,044.76)
Dental Insurance	20-03	\$ 12,852	\$ -	\$ 12,852	\$ 21,595	59.51%	\$ (8,743.33)
Long Term Disability	20-04	\$ 3,783	\$ -	\$ 3,783	\$ 6,597	57.34%	\$ (2,813.96)
Auto Allowance	20-05	\$ 502	\$ -	\$ 502	\$ 900	55.78%	\$ (398.01)
FICA 6.2%	21-01	\$ 99,298	\$ -	\$ 99,298	\$ 183,195	54.20%	\$ (83,896.75)
Medicare 1.45%	21-02	\$ 23,223	\$ -	\$ 23,223	\$ 42,924	54.10%	\$ (19,701.40)
City Pension	22-01	\$ 17,797	\$ -	\$ 17,797	\$ 31,811	55.95%	\$ (14,014.29)
NDPERS Pension	22-04	\$ 130,684	\$ -	\$ 130,684	\$ 233,366	56.00%	\$ (102,682.11)
NDPERS & City Pension	22-05	\$ 3,585	\$ -	\$ 3,585	\$ 6,406	55.97%	\$ (2,820.60)
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	\$ 66,316	\$ 68,013	\$ 134,329	\$ 134,329	100.00%	\$ -
Other Services	38-99	\$ 8,947	\$ 4,242	\$ 13,189	\$ 16,500	79.93%	\$ (3,311.05)
Water Sewer	41-05	\$ 3,095	\$ -	\$ 3,095	\$ 6,500	47.62%	\$ (3,404.76)
General equip repair	43-20	\$ -	\$ -	\$ -	\$ 3,000	0.00%	\$ (3,000.00)
General equip repair (computer)	43-21	\$ 14,340	\$ -	\$ 14,340	\$ 39,266	36.52%	\$ (24,925.72)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 65,549	\$ 6,137	\$ 71,686	\$ 55,960	128.10%	\$ 15,726.17
Land and building rent	44-10	\$ 49,480	\$ 29,520	\$ 79,000	\$ 79,000	100.00%	\$ -
Property Insurance	52-10	\$ 24,351	\$ -	\$ 24,351	\$ 20,065	121.36%	\$ 4,286.00
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	\$ 3,341	\$ -	\$ 3,341	\$ 5,400	61.87%	\$ (2,059.25)
Other communications	53-60	\$ 997	\$ -	\$ 997	\$ 2,600	38.33%	\$ (1,603.39)
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	\$ 21,268	\$ -	\$ 21,268	\$ 37,000	57.48%	\$ (15,732.17)
In state travel	56-60	\$ 1,304	\$ -	\$ 1,304	\$ 3,500	37.27%	\$ (2,195.51)
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	\$ 1,897	\$ -	\$ 1,897	\$ 2,000	94.85%	\$ (103.00)
Seminar & conf in state	59-20	\$ 2,399	\$ -	\$ 2,399	\$ 2,500	95.96%	\$ (100.92)
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ 1,395	\$ 2,750	50.73%	\$ (1,355.00)
Office supplies	61-10	\$ 26,769	\$ -	\$ 26,769	\$ 31,000	86.35%	\$ (4,230.61)
Medical supplies	61-20	\$ 367	\$ -	\$ 367	\$ 600	61.17%	\$ (232.98)
General supplies	61-40	\$ 19,694	\$ 7,424	\$ 27,118	\$ 36,000	75.33%	\$ (8,881.64)
Program materials	61-43	\$ 19,921	\$ -	\$ 19,921	\$ 41,000	48.59%	\$ (21,078.84)
Materials Processing	61-44	\$ 32,071	\$ -	\$ 32,071	\$ 64,569	49.67%	\$ (32,498.40)
Postage	61-50	\$ 10,389	\$ -	\$ 10,389	\$ 15,300	67.90%	\$ (4,911.35)
Books & periodicals	61-70	\$ 399,804	\$ 792	\$ 400,597	\$ 774,454	51.73%	\$ (373,857.46)
Gasoline		\$ 230	\$ -	\$ 230	\$ 550	41.81%	\$ (320.04)
Natural gas	62-50	\$ 14,743	\$ -	\$ 14,743	\$ 76,300	19.32%	\$ (61,557.21)
Electricity	62-51	\$ 51,441	\$ -	\$ 51,441	\$ 89,500	57.48%	\$ (38,059.20)
Miscellaneous	68-10	\$ 1,313	\$ -	\$ 1,313	\$ 2,000	65.64%	\$ (687.16)
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ 14,082	\$ -	\$ 14,082	\$ 14,082	100.00%	\$ -
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 3,019,561	\$ 116,128	\$ 3,135,689	\$ 5,506,739	56.94%	\$ (2,371,050)

Fargo Public Library 2024 Total Expenses

58% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

MAIN

Account	Budget Line	May	June	July	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 211,830	\$ 136,481	\$ 140,607	\$ 1,018,930		\$ 1,917,891	53%
Full time overtime	11-01	\$ 20	\$ 74	\$ 9	\$ 175		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 13,790	0%
Part time w/benefits	13-00	\$ 42,094	\$ 31,109	\$ 28,877	\$ 212,442		\$ 365,534	58%
Part time w/benefits overtime		\$ -	\$ 8	\$ -	\$ 13		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ 250	0%
Part time seasonal no benefits	14-00	\$ 2,856	\$ 1,908	\$ 2,004	\$ 13,124		\$ 31,408	42%
Health insurance	20-01	\$ 17,016	\$ 16,747	\$ 17,449	\$ 118,622		\$ 238,921	50%
Dental insurance	20-03	\$ 1,358	\$ 1,332	\$ 1,347	\$ 9,232		\$ 16,422	56%
Long Term Disability	20-04	\$ 595	\$ 388	\$ 393	\$ 2,872		\$ 5,234	55%
Auto Allowance	20-05	\$ 104	\$ 69	\$ 69	\$ 502		\$ 900	56%
FICA 6.2%	21-01	\$ 15,492	\$ 10,065	\$ 10,191	\$ 74,130		\$ 142,472	52%
Medicare 1.45%	21-02	\$ 3,623	\$ 2,354	\$ 2,383	\$ 17,337		\$ 33,400	52%
City Pension	22-01	\$ 2,585	\$ 1,733	\$ 1,733	\$ 12,551		\$ 22,429	56%
NDPERS Pension	22-04	\$ 20,232	\$ 13,361	\$ 13,523	\$ 98,613		\$ 183,512	54%
NDPERS & City Pension	22-05	\$ 739	\$ 495	\$ 495	\$ 3,585		\$ 6,406	56%
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	\$ -	\$ 7,999	\$ 6,076	\$ 46,667	\$ 50,762	\$ 97,429	100%
Other Services	38-99	\$ 879	\$ 812	\$ 3,520	\$ 8,717	\$ 4,242	\$ 15,000	86%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -			
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ 3,000	0%
General equip repair (computer)	43-21	\$ 62	\$ 68	\$ 266	\$ 10,898		\$ 33,266	33%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 8,288	\$ 2,106	\$ 2,569	\$ 65,195	\$ 6,137	\$ 49,560	144%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ 7,262	\$ -	\$ 5,400	\$ 18,429		\$ 15,010	123%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ 265	0%
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ 12,225	0%
Cellular phone service	53-20	\$ -	\$ 496	\$ 1,070	\$ 3,341		\$ 5,400	62%
Other communications	53-60	\$ -	\$ 121	\$ 196	\$ 997		\$ 2,600	38%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ 46,150	0%
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ 20,610		\$ 20,600	100%
Marketing	54-11	\$ 2,151	\$ 3,870	\$ 3,558	\$ 21,268		\$ 37,000	57%
In state travel	56-60	\$ 165	\$ 481	\$ -	\$ 1,304		\$ 3,500	37%
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ 4,131		\$ 7,500	55%
Due & membership in state	59-10	\$ -	\$ -	\$ -	\$ 2,137		\$ 2,100	102%
Dues/membership out state	59-11	\$ -	\$ 382	\$ -	\$ 1,897		\$ 2,000	95%
Seminar & conf in state	59-20	\$ -	\$ 920	\$ 1,279	\$ 2,399		\$ 2,500	96%
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ 1,395		\$ 2,750	51%
Office supplies	61-10	\$ (4,821)	\$ 1,799	\$ 805	\$ 16,725		\$ 20,000	84%
Medical supplies	61-20	\$ -	\$ 190	\$ -	\$ 351		\$ 600	59%
General supplies	61-40	\$ 1,106	\$ 132	\$ 716	\$ 6,365	\$ 7,424	\$ 25,000	55%
Program materials	61-43	\$ 2,629	\$ 4,311	\$ 3,571	\$ 19,921	\$ -	\$ 41,000	49%
Materials Processing	61-44	\$ 6,799	\$ 4,320	\$ 2,367	\$ 32,071		\$ 64,569	50%
Postage	61-50	\$ 50	\$ 50	\$ 66	\$ 8,389		\$ 11,000	76%
Books & periodicals	61-70	\$ 39,521	\$ 43,979	\$ 30,521	\$ 308,291	\$ 792	\$ 580,054	53%
Gasoline	62-10	\$ 42	\$ 42	\$ 43	\$ 230		\$ 550	42%
Natural gas	62-50	\$ 50	\$ 47	\$ 49	\$ 6,663		\$ 45,000	15%
Electricity	62-51	\$ 5,303	\$ 5,622	\$ 8,678	\$ 32,202		\$ 57,500	56%
Miscellaneous	68-10	\$ 710	\$ 50	\$ 307	\$ 1,313		\$ 2,000	66%
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ 100	0%
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Machinery & Equipment		\$ 3,846	\$ -	\$ 323	\$ 8,338		\$ 8,338	100%
Capital Outlay - Computer Software	74-10				\$ -			
Capital Outlay - Vehicles	74-20				\$ -			
		\$ 392,584	\$ 293,922	\$ 290,461	\$ 2,232,369	\$ 69,357	\$ 4,194,435	54.88%

Fargo Public Library 2024 Total Expenses
58% OF YEAR LAPSED

EXPENSE VS. BUDGET
2024
CARLSON

Account	Budget Line	May	June	July	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 41,621	\$ 27,330	\$ 27,265	\$ 202,247		\$ 379,225	53%
Full time overtime	11-01	\$ -	\$ -	\$ 9	\$ 9		\$ -	
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,494	0%
Part time w/benefits	13-00	\$ 14,669	\$ 9,922	\$ 10,510	\$ 72,168		\$ 110,666	65%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 1,464	\$ 852	\$ 864	\$ 6,279		\$ 9,381	67%
Health insurance	20-01	\$ 5,698	\$ 5,418	\$ 5,290	\$ 37,595		\$ 83,980	45%
Dental insurance	20-03	\$ 358	\$ 349	\$ 339	\$ 2,376		\$ 3,621	66%
Long Term Disability	20-04	\$ 128	\$ 82	\$ 83	\$ 616		\$ 989	62%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -		\$ -	
FICA 6.2%	21-01	\$ 3,448	\$ 2,245	\$ 2,281	\$ 16,581		\$ 30,787	54%
Medicare 1.45%	21-02	\$ 807	\$ 525	\$ 533	\$ 3,878		\$ 7,200	54%
City Pension	22-01	\$ 1,081	\$ 724	\$ 724	\$ 5,246		\$ 9,382	56%
NDPERS Pension	22-04	\$ 3,962	\$ 2,611	\$ 2,659	\$ 19,407		\$ 34,504	56%
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	\$ -	\$ 3,675	\$ 2,689	\$ 19,650	\$ 17,250	\$ 36,900	100%
Other Services	38-99	\$ -	\$ 34	\$ 34	\$ 164		\$ 1,000	16%
Water Sewer	41-05	\$ 251	\$ 316	\$ 323	\$ 1,701		\$ 3,500	49%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General equip repair (computer)	43-21	\$ -	\$ 484	\$ 2,736	\$ 3,443		\$ 6,000	57%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ -	
Maintenance service	43-50	\$ -	\$ 177	\$ -	\$ 354		\$ 4,300	8%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Property insurance	52-10	\$ 3,010	\$ -	\$ 2,223	\$ 5,233		\$ 4,705	111%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ -	
Cellular phone service	53-20	\$ -	\$ -	\$ -	\$ -		\$ -	
Other communications	53-60	\$ -	\$ -	\$ -	\$ -		\$ -	
ILS Development	53-61	\$ -	\$ -	\$ -	\$ -		\$ -	
Minitex/OCLC	53-62	\$ -	\$ -	\$ -	\$ -		\$ -	
Marketing	54-11	\$ -	\$ -	\$ -	\$ -		\$ -	
In state travel	56-60	\$ -	\$ -	\$ -	\$ -		\$ -	
Out of state travel	57-60	\$ -	\$ -	\$ -	\$ -		\$ -	
Due & membership in state	59-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Dues/membership out state	59-11	\$ -	\$ -	\$ -	\$ -		\$ -	
Seminar & conf in state	59-20	\$ -	\$ -	\$ -	\$ -		\$ -	
Seminar & conf out state	59-21	\$ -	\$ -	\$ -	\$ -		\$ -	
Office supplies	61-10	\$ 1,466	\$ 711	\$ 1,281	\$ 8,476		\$ 8,000	106%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -		\$ -	
General supplies	61-40	\$ 136	\$ 355	\$ 166	\$ 5,874		\$ 7,500	78%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -	\$ 2,000		\$ 4,300	47%
Books & periodicals	61-70	\$ 8,758	\$ 12,019	\$ 7,827	\$ 59,628		\$ 136,200	44%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Natural gas	62-50	\$ 827	\$ 773	\$ 847	\$ 7,370		\$ 27,500	27%
Electricity	62-51	\$ 2,327	\$ 3,151	\$ 4,176	\$ 15,726		\$ 25,000	63%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -		\$ -	
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Equipment		\$ 2,549	\$ -	\$ 323	\$ 5,744	\$ -	\$ 5,744	100%
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -	
		\$ 92,557	\$ 71,752	\$ 73,185	\$ 501,765	\$ 17,250	\$ 944,378	55.0%

Fargo Public Library 2024 Total Expenses

58% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

NORTHPORT

Account	Budget Line	May	June	July	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 28,134	\$ 12,030	\$ 10,436	\$ 104,904		\$ 110,006	95%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -			
Part time w/benefits	13-00	\$ 8,875	\$ 8,087	\$ 5,300	\$ 42,142		\$ 55,767	76%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part time banked sick		\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -			
Health insurance	20-01	\$ 2,884	\$ 2,335	\$ 1,844	\$ 16,805		\$ 12,167	138%
Dental insurance	20-03	\$ 208	\$ 162	\$ 146	\$ 1,244		\$ 1,552	80%
Long Term Disability	20-04	\$ 61	\$ 38	\$ 32	\$ 295		\$ 374	79%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 2,207	\$ 1,164	\$ 912	\$ 8,588		\$ 9,936	86%
Medicare 1.45%	21-02	\$ 516	\$ 272	\$ 213	\$ 2,008		\$ 2,324	86%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -			
NDPERS Pension	22-04	\$ 2,702	\$ 1,609	\$ 1,457	\$ 12,663		\$ 15,350	82%
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	\$ -	\$ 34	\$ -	\$ 66		\$ 500	13%
Water Sewer	41-05	\$ 238	\$ 238	\$ 238	\$ 1,394		\$ 3,000	46%
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	\$ 49,480	\$ 29,520	\$ 79,000	100%
Property insurance	52-10	\$ 397	\$ -	\$ 293	\$ 690		\$ 350	197%
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	\$ 46	\$ 132	\$ -	\$ 1,568		\$ 3,000	52%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ 16			
General supplies	61-40	\$ 12	\$ -	\$ 4,599	\$ 7,456		\$ 3,500	213%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -			
Books & periodicals	61-70	\$ 4,323	\$ 6,268	\$ 5,265	\$ 31,885		\$ 58,200	55%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 65	\$ 46	\$ 46	\$ 709		\$ 3,800	19%
Electricity	62-51	\$ 524	\$ 515	\$ 685	\$ 3,513		\$ 7,000	50%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 57,377	\$ 39,116	\$ 37,651	\$ 285,427	\$ 29,520	\$ 367,926	85.60%

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	\$ 2,508.06	\$ 384.86
June	\$ 1,401.79	\$ 57.03
July	\$ 2,781.74	\$ 364.57
August		
September		
October		
November		
December		
	\$ 17,227.22	\$ 2,746.21

Total \$

19,973.43