

Fargo Public Library Board of Directors
Agenda for Tuesday September 19, 2023
4:00p.m.

Fargo City Commission Chambers
225 4th St North
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Minutes of the August 15 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. August Usage
 - B. August Financials
9. Friends of the Library Report
10. Next Regular Meeting: October 17
11. Adjourn

Fargo Public Library Board
Minutes for Tuesday, August 15, 2023
Fargo City Commission Chambers and Virtual
225 4th Street North, Fargo, ND 58102

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

Board Members Absent: Carrie Peterson

Staff: Tim Dirks, Megan Lass, Cindy Haff

Others in Attendance:

Board Vice 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; Wanda Mengelkoch seconded the motion. The motion carried.

Minutes of the April 18 Regular Meeting

Jenna Reno moved to approve the minutes of the July 18 Regular Meeting; Paul Jensen seconded the motion. The motion carried.

Public Comment

There were no members of the public present

Staff Report

Megan Lass presented highlights of staff updates and events including:

- Community Engagement
 - Native American Community Picnic, Aug 19 at MB Johnson Park
 - Day of Dignity, August 27 in Broadway Square
- Children
 - School Supply Bingo, August 22
 - Northport – 11 am
 - Main – 2 pm
- Teen/Tween
 - DIY Buttons and Magnets
 - Northport - Sept 14, 4:30 pm
 - Carlson – Sept 18, 11 am
- Adult
 - Author Visit Sept 11, 1:3, Carlson
 - Sylvan Loegering, *A Big Challenge for a Little Brother*
 - Reforest the Red, Sept 12, 12 pm Lindenwood Park
 - This is a One Book One Community Event

Amy Ouren asked if there would be Evening Storytime scheduled this fall. Megan said she did not believe there were any scheduled but will check and get back to the Board with a definitive answer.

Director's Report

Director Tim Dirks summarized the written report in the Board Packet. He addressed the citizen concerns regarding and increase in incidents at the Main Library this summer. He assured the Board that all incidents have been relayed to the City of Fargo Administration. Director Dirks indicated all questions or concerns raised to FPL Board members can be directed directly to himself.

Mr. Dirks also advised the board that Harm Reduction staff are aware of the elevated incident level and are trying to be present as much as possible, keeping in mind their own staffing issues and needs

Kristen Shipper asked if Mr. Dirks was concerned for staff safety. Director Dirks answered he is always concerned for them and acknowledged the staff are well trained in how to manage incidents and always do a good job with it.

Paul Jensen asked if the City is looking into the reasons for the escalation. Mr. Dirks did not have an answer for what the City has or has not looked into

Amy Ouren asked if attendance has suffered due to the elevated incident level. Mr. Dirks answered that it has not and that numbers continue to rise post-pandemic.

Ms. Ouren followed up with a question of how to prevent people from entering the Children's Area who don't belong there. Director Dirks answered with a reminder that parents must always be vigilant in public spaces. The staff will do what they can to monitor, but parents must remain vigilant of their children in any public space, including the library.

Amy Ouren finished up by asking if there is anything else citizens can do. Director Tim Dirks answered by reminding them that citizens should first and foremost relay any and all concerns to himself. He also encouraged anyone wanting to take matters further should contact their City Elected Officials with their concerns. Director Dirks did reiterate that he brings all concerns to the City Administration.

Paul Jensen asked if any elected officials had reported back to Director Dirks with action plans or a response. They had not. Mr. Jensen then asked if the situation was intolerable. Director Dirks answered that, while it has the potential, it is not currently intolerable.

Unfinished business

There was no unfinished business

New Business

A. Law Enforcement Inquiries Procedures Draft

Tim Dirks presented updated Law Enforcement Inquiries Procedures Draft, which clarifies that requests for security camera footage by law enforcement does not need any additional approval from Library Administration and the request should be accommodated as soon as possible.

Director Dirks explained this was precipitated by the Shooting incident at Carlson and was updated to clarify the procedure for staff with specifics. Paul Jensen asked if staff were trained for these situations. Tim Dirks assured him that they are fully trained. Mr. Jensen then asked if it was clear to staff that these guidelines applied only for requests for security camera footage.

Mr. Dirks referred to the first line of the new language which clearly spells out it is for security camera footage.

Hannah James motioned for the draft to be approved as written. Wanda Mengelkoch seconded the motion. The Draft was approved unanimously

Statistical Reports

July Usage

Director Tim Dirks noted that numbers continue to climb. Volunteer hours climbed this month as well. Circulation is up 9% for the year and library visits up 11%. Program attendance has increased year to date by 43%.

July Financials

Director Tim Dirks noted a continued Healthy trend upward. With 58 % of the year complete, the budget is at 55% Revenue is just over \$20,000 for the year.

Director Dirks thanked the Friends of the Fargo Public Library for their continued donations which serve to enhance what we are able to provide to the community as well as to our staff. It is greatly appreciated.

Friends of the Library Report

No representatives were present to give a report

Next Regular Meeting Tuesday, September 19 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:25 p.m.

Respectfully submitted,
Cindy Haff

Staff Report

September 2023 Library Board Meeting

Staffing:

- Anna Lynch has been promoted from an LAI at the branches to an LAIII in the Adult Services department. We are currently interviewing for her replacement at the branches.

Programming:

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

Children

- **Crafternoons.** Makers ages 15 and younger are welcome to stop by the library to get their craft on! The fun begins at 3:00pm and gets going until 4:30 so join us. All materials provided
 - Mondays – Dr. James Carlson Library
 - Tuesdays – Northport Branch
- **Little Squirt Fall Science.** Lots of changes take place as the weather cools, the days grow shorter, and the season changes to fall. Preschoolers age 3-5 are invited to explore some of those changes with hands-on science activities during the next sessions of Little Squirt Science. Registration is required.
- **Namaste – Toddler & Preschool Yoga, Oct. 12, 10:00am – Main Library.** Introducing Toddler and Preschool Yoga by Mojo Fit. It's never too soon to learn how to relax, breathe, pose, and find your center all while having fun with a certified yoga instructor from Mojo fit. Come dressed to stretch and move. We'll have a few mats for kids to use, but if you have your own – bring it along! This class is best suited for ages 2-6.

Teens/Tweens

- **It's a Mystery: Archeology and Fiction with Author Deb Watley, Sept. 24, 2:00pm – Main Library.** Deb Watley, author of Summer Ruins, will share what she has learned about the science of archeology and how she researches and writes her novels. An archeology activity will follow the presentation and books will be available for purchase. This event is most appropriate for kids ages 8 and older.

Adults

- **Basics of Outdoor Recreation, Sept. 21, 6:30pm – Main Library.** Join Jenny Sheets, founder of Discover Outdoors, to learn all about the basics of outdoor recreation. She'll provide guidance on clothing and gear for every season, outdoor safety, camp and trail food, and share some of her favorite outdoor spots around the area. *This event is part of the One Book, One Community 2023 event series.*
- **Hobbit Door Wreath Craft, Sept. 23, 2:00pm – Main Library.** Celebrate National Hobbit Day by creating your very own hobbit door wreath! All materials and refreshments will be provided. Registration is required,
- **Fall Plant Swap, Sept. 25, 6:00pm – Dr. James Carlson Library.** Join us at the Library Learning Garden at the Carlson Library for a houseplant swap. Participants are asked to bring in houseplants or garden plants to trade. Even if you don't have anything to bring, everyone will go home with something new.

- **Jazz Into Fall, Sundays in October, 2:00pm** – Main Library. After a three-year hiatus, the Fargo Public Library is please to restore the annual *Jazz into Fall* series of free concerts. Enjoy free live jazz in the Community Room in a family-friendly setting. All concerts start at 2:00pm and last approximately an hour.
 - October 1: The Fargo Sax Quartet
 - October 8: The John Pederson Quintet
 - October 15: Extended Forecast
 - October 22: Blue Halcyon
- **Book Clubs**
 - **History Book Club, Sept. 26** – *Overreach* by Owen Matthews
 - **Sense of Place, Oct. 5** – *The Discreet Hero* by Mario Vargas Llosa
 - **Tea Time Book Club, Oct 9** – *The River* by Peter Heller
 - **Diverse Perspectives, Oct. 19** – *Homeland Elegies* by Ayad Akhtar
 - **Senior Book Club, Oct. 17** – *The Brilliant Life of Eudora Honeysett* by Annie Lyons

Multigenerational

- **Canoeing Adventures with Rollie Johnson, Sept 26, 6:30pm** – Main Library. Rollie Johnson will share his experiences of building several wooden canoes and taking them on several trips to northern Minnesota and Montana. As a high school student in 1977, Johnson took part in an Expeditions of North America trip who paddled 1,300 miles from Crane Lake, MN to Churchill River in Canada. *This event is part of the One Book, One Community 2023 event series.*
- **Rivers as a Thread: Considerations from Hudson Bay Bound, Oct. 5, 6:30pm** – Main Library. Dr. Tess Varner from Concordia College will lead a discussion on *Hudson Bay Bound*, bringing in themes from the school of philosophical thought called deep ecology. *This event is part of the One Book, One Community 2023 event series.*
- **Friends Fall Used Book Sale.** The friends of the Fargo Public Library are holding a HUGE used book sale in the breezeway area at the downtown Main Library.
 - Friday, Oct. 6: 11:00am – 6:00pm
 - Saturday, Oct 7: 9:00am – 5:00pm
- **Get Ready for Another Solar Eclipse!, Oct 7, 1:00pm** – Main Library. North American will experience a rare solar eclipse on October 14! Find out what we can expect to see in Fargo and answer eclipse questions at an all-ages event. Students from MSUM and Concordia will fill us in and provide fun hands-on activities for kids. Eclipse viewing glasses will be available on a first come, first served basis.
- **What's a Watershed?, Oct. 12, 6:30pm** – Main Library. Learn more about our watershed, the Red River of the North Basin, with the International Water Institute (IWI), a non-profit based in Fargo that fosters watershed stewardship through leadership indecision support, environmental monitoring, and educational programming.

FPL DIRECTOR'S REPORT

September 19, 2023

Director's Activities:

- 8.21.23 Attended City Cabinet Meeting
- 8.24 – 8.30 Vacation
- 9.7.23 Attended Cabinet Training
- 9.7.23 Met with City Admin and City Attorney
- 9.12.23 Attended Volunteer Recognition Event
- 9.14.23 Met with Commission Liaison Arlette Preston

Goal 1 Professional & Organizational:

- 8.16.23 Provided Office Hours
- 8.17.23 Moderated Quarterly Project Meeting with Volunteer Coordinator
- 8.17.23 Moderated Quarterly Project Meeting with Branch Services Manager
- 8.18.23 Attended All Staff Meeting
- 8.22.23 Moderated Dept. Heads Meeting
- 8.23.23 Provided Office Hours
- 8.23.23 Moderated Quarterly Project Meeting with Collection Development Manager
- 9.5.23 Moderated Dept. Heads Meeting
- 9.6.23 Provided Office Hours
- 9.12.23 Moderated Dept. Heads Meeting
- 9.13.23 Provided Office Hours
- 9.19.23 Moderated Dept. Heads Meeting

Goal 4 Partnering:

- 8.16.23 Met with Greg Danz
- 8.22.23 Moderated Red River Zoo Board Meeting
- 8.31.23 Attended Meeting with NDSU Representatives
- 9.1.23 Participated in a Panel Discussion for the Red River Valley League of Women Voters
- 9.12.23 Attended Friends Board Meeting

Goal 5 Infrastructure:

- 8.22.23 Attended Main Library Shade Replacement Meeting
- 9.5.23 Attended Main Library Shade Replacement Meeting

Goal 6 Marketing:

- 9.7.23 Gave Interview to WDAY TV News

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

What:

Review and approve the updated Rules of Conduct Policy

Explanation:

The updated language reflects the change from the previous sidewalk to the current Sodbuster walkway.

Director recommendation:

Approve the updated Rules of Conduct Policy draft.

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**

9.19.2023 Draft

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.

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, and congregating in large groups.
- 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.

- 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 without the prior approval of library administration is prohibited. 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 are subject to immediate confiscation.
- Bicycles are not allowed within library buildings.

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 areas, administrative office 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** ~~public sidewalk~~ on the north side of the building. As to the Carlson Library in south Fargo, the term "library property" shall mean the public patron areas inside the building (as opposed to library-worker areas, administrative office 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 areas and administrative office 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

Library Use 2023

New Registrations: 807
 Approx. Registered Patrons: 36,376

ATTENDANCE	Aug-23	Aug-22	% CHANGE	2023 YTD	2022 YTD	Diff.	% CHANGE
Door Count Main	20,513	17,735	16%	138,101	123,223	14,878	12%
Door Count Carlson	11,514	12,394	-7%	94,683	83,986	10,697	13%
Door Count Northport	4,883	4,542	8%	33,886	32,934	952	3%
Outreach	366	410	-11%	2,891	3,704	(813)	-22%
Total	37,276	35,081	6%	269,561	243,847	25,714	11%

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	12	110	189	-42%	1,636	1,195	441	37%
Adult Programs Carlson	18	131	87	51%	1,031	646	385	60%
Adult Programs Northport	2	21	11	91%	148	77	71	92%
Teen Programs Main	-	-	8	-100%	135	115	20	17%
Teen Programs Carlson	-	-	16	-100%	104	175	(71)	-41%
Teen Programs Northport	-	-	-		20	2	18	900%
Childrens Programs Main	4	250	174	44%	3,937	3,184	753	24%
Childrens Programs Carlson	2	20	86	-77%	2,356	1,720	636	37%
Childrens Programs Northport	1	57	46	24%	1,118	813	305	38%
Community Engagement	7	1,380	1,487	-7%	5,449	5,095	354	7%
Outreach Department	1	28	18	56%	316	270	46	17%
Virtual Adult (passive)	4	204	70	191%	896	514	382	74%
Virtual Teen	-	-	-		-	-	-	
Virtual Childrens (passive)	7	1,804	2,048	-12%	2,830	2,405	425	18%
Total	58	4,005	4,240	-6%	19,976	16,211	3,765	23%

VOLUNTEER HOURS								
Main		87	89	-2%	590	608	(18)	-3%
Carlson		72	26	177%	308	187	121	65%
Outreach		56	81	-31%	374	549	(175)	-32%
Northport		-	-		-	-		
Total		215	196	10%	1,272	1,344	(72)	-5%

INTERNET SIGNUP								
Main		2,774	2,582	7%	19,498	17,104	2,394	14%
Carlson		1,953	1,789	9%	13,410	12,546	864	7%
Northport		751	465	62%	3,756	3,068	688	22%
Total		5,478	4,836	13%	36,664	32,718	3,946	12%

ELECTRONIC ACTIVITY								
Web page hits		19,259	18,145	6%	148,857	135,327	13,530	10%

2023 Circulation

	Aug-23	Aug-22	Increase/ Decrease	% CHANGE	2023 YTD	2022 YTD	Increase/ Decrease	% Change YTD
PRINT								
MAIN								
Adult Nonfiction	2,840	2,796	44	1.57%	22,288	21,406	882	4.12%
Youth Nonfiction	2,036	1,977	59	2.98%	15,630	13,525	2,105	15.56%
Adult Fiction	6,372	6,698	(326)	-4.87%	47,586	46,623	963	2.07%
Youth Fiction	4,555	4,797	(242)	-5.04%	33,908	32,828	1,080	3.29%
Youth Reader	1,323	1,474	(151)	-10.24%	10,873	11,156	(283)	-2.54%
Youth Picture Books	4,556	4,266	290	6.80%	32,988	29,907	3,081	10.30%
Adult Magazines	126	165	(39)	-23.64%	845	931	(86)	-9.24%
Youth Magazines	31	43	(12)		196	202	(6)	-2.97%
Subtotal	21,839	22,216	(377)	-1.70%	164,314	156,578	7,736	4.94%
OUTREACH								
Deposit	1,022	1,044	(22)	-2.11%	7,145	7,701	(556)	-7.22%
CARLSON								
Adult Nonfiction	891	981	(90)	-9.17%	7,829	7,292	537	7.36%
Youth Nonfiction	1,144	1,341	(197)	-14.69%	9,658	9,364	294	3.14%
Adult Fiction	3,601	3,841	(240)	-6.25%	26,706	25,534	1,172	4.59%
Youth Fiction	3,230	3,345	(115)	-3.44%	22,734	22,603	131	0.58%
Youth Readers	1,387	1,603	(216)	-13.47%	12,286	12,175	111	0.91%
Youth Picture Books	3,104	3,772	(668)	-17.71%	25,542	26,338	(796)	-3.02%
Adult Magazines	88	106	(18)	-16.98%	570	768	(198)	-25.78%
Youth Magazines	42	53	(11)		296	324	(28)	-8.64%
Subtotal	13,487	15,042	(1,555)	-10.34%	105,621	104,398	1,223	1.17%
NORTHPORT								
Adult Nonfiction	272	291	(19)	-6.53%	2,245	2,359	(114)	-4.83%
Youth Nonfiction	315	269	46	17.10%	2,392	2,237	155	6.93%
Adult Fiction	1,085	1,036	49	4.73%	7,622	7,482	140	1.87%
Youth Fiction	495	427	68	15.93%	3,406	3,550	(144)	-4.06%
Youth Readers	303	395	(92)	-23.29%	2,285	2,493	(208)	-8.34%
Youth Picture Books	783	757	26	3.43%	5,392	5,351	41	0.77%
Adult Magazines	27	36	(9)	-25.00%	271	208	63	30.29%
Youth Magazines	1	2	(1)		12	5	7	140.00%
Subtotal	3,281	3,213	68	2.12%	23,625	23,685	(60)	-0.25%
TOTAL PRINT	39,629	41,515	(1,886)	-4.54%	300,705	292,362	8,343	2.85%

2023 Circulation

NONPRINT

OverDrive	21,314	17,333	3,981	22.97%	159,154	129,555	29,599	22.85%
Childrens Devices	13	23	(10)	-43.48%	144	137	7	5.11%
Hoopla	3,135	2,814	321	11.41%	25,918	18,976	6,942	36.58%
Kanopy	473	-	473		1,094	-	1,094	
Subtotal	24,935	20,170	4,765	23.62%	186,310	148,668	37,642	25.32%

MAIN

Adult DVD's	3,200	3,098	102	3.29%	23,552	24,397	(845)	-3.46%
Youth DVD's	542	528	14	2.65%	3,624	3,151	473	15.01%
Video Games	282	287	(5)	-1.74%	2,356	1,982	374	18.87%
Adult CD's	748	488	260	53.28%	3,981	3,818	163	4.27%
Youth CD's	70	89	(19)	-21.35%	646	503	143	28.43%
Adult Books on CD	187	225	(38)	-16.89%	1,502	1,625	(123)	-7.57%
Youth Books on CD	288	192	96	50.00%	1,852	1,407	445	31.63%
Kits	290	294	(4)	-1.36%	2,351	1,925	426	22.13%
Subtotal	5,607	5,201	406	7.81%	39,864	38,808	1,056	2.72%

CARLSON

Adult DVD's	1,492	1,774	(282)	-15.90%	12,015	12,769	(754)	-5.90%
Youth DVD's	488	672	(184)	-27.38%	3,812	4,467	(655)	-14.66%
Video Games	253	261	(8)	-3.07%	1,977	1,742	235	13.49%
Adult CD's	307	320	(13)	-4.06%	2,363	1,935	428	22.12%
Youth CD's	74	87	(13)	-14.94%	494	589	(95)	-16.13%
Adult Books on CD	98	165	(67)	-40.61%	909	1,093	(184)	-16.83%
Youth Books on CD	188	172	16	9.30%	1,486	1,510	(24)	-1.59%
Kits	163	115	48	41.74%	1,289	893	396	44.34%
Subtotal	3,063	3,566	(503)	-14.11%	24,345	24,998	(653)	-2.61%

NORTHPORT

Adult DVD's	632	884	(252)	-28.51%	6,211	5,897	314	5.32%
Youth DVD's	102	109	(7)	-6.42%	958	758	200	26.39%
Video Games	104	69	35	50.72%	632	549	83	15.12%
Adult CD's	115	131	(16)	-12.21%	954	911	43	4.72%
Youth CD's	31	7	24	342.86%	159	98	61	62.24%
Adult Books on CD	27	31	(4)	-12.90%	236	259	(23)	-8.88%
Youth Books on CD	49	23	26	113.04%	372	380	(8)	-2.11%
Kits	28	30	(2)	-6.67%	251	230	21	9.13%
Subtotal	1,088	1,284	(196)	-15.26%	9,773	9,082	691	7.61%

TOTAL NONPRINT

34,693	30,221	4,472	14.80%	260,292	221,556	38,736	17.48%
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INTERLIBRARY LOAN

Borrowed	247	209	38	18.18%	1,834	1,594	240	15.06%
Loaned	447	402	45	11.19%	2,942	2,789	153	5.49%
Subtotal	694	611	83	13.58%	4,776	4,383	393	8.97%

RENEWALS

13,446	14,352	(906)	-6.31%	106,318	103,104	3,214	3.12%
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TOTAL CIRCULATION

88,462	86,699	1,763	2.03%	672,091	621,405	50,686	8.16%
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Fargo Public Library 2023 Total Expenses
67% OF YEAR LAPSED
SUMMARY OF EXPENSE VS. AGGREGATE BUDGET
2023

Account	Budget Line	Total YTD	Total Encumbrances	Total YTD Expenses + Encumbrances	Total Budget	%	Over/(Under)
Full time staff	11-00	\$ 1,469,614	\$ -	\$ 1,469,614	\$ 2,404,676	61.11%	\$ (935,061.93)
Full time overtime	11-01	\$ 212	\$ -	\$ 212	\$ -		\$ 211.80
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,860	0.00%	\$ (17,860.00)
Part time w/benefits	13-00	\$ 360,472	\$ -	\$ 360,472	\$ 530,198	67.99%	\$ (169,725.99)
Part time w/benefits overtime		\$ 6	\$ -	\$ 6	\$ -		\$ 5.74
Part time banked sick		\$ -	\$ -	\$ -	\$ 256		\$ (256.00)
Part time seasonal no benefits	14-00	\$ 32,165	\$ -	\$ 32,165	\$ 40,000	80.41%	\$ (7,835.30)
Health Insurance	20-01	\$ 206,009	\$ -	\$ 206,009	\$ 474,859	43.38%	\$ (268,850.12)
Dental Insurance	20-03	\$ 13,818	\$ -	\$ 13,818	\$ 22,888	60.37%	\$ (9,069.58)
Long Term Disability	20-04	\$ 3,570	\$ -	\$ 3,570	\$ 5,448	65.53%	\$ (1,878.18)
Auto Allowance	20-05	\$ 574	\$ -	\$ 574	\$ 900	63.74%	\$ (326.30)
FICA 6.2%	21-01	\$ 109,709	\$ -	\$ 109,709	\$ 182,599	60.08%	\$ (72,890.02)
Medicare 1.45%	21-02	\$ 25,658	\$ -	\$ 25,658	\$ 42,932	59.76%	\$ (17,274.30)
City Pension	22-01	\$ 19,887	\$ -	\$ 19,887	\$ 41,001	48.50%	\$ (21,113.56)
NDPERS Pension	22-04	\$ 128,196	\$ -	\$ 128,196	\$ 198,362	64.63%	\$ (70,165.68)
NDPERS & City Pension	22-05	\$ 4,004	\$ -	\$ 4,004	\$ 6,281	63.75%	\$ (2,277.00)
Actuarial Contributions	22-06	\$ 91,036	\$ -	\$ 91,036	\$ 72,823	125.01%	\$ 18,213.00
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -		\$ -
Life insurance	26-00	\$ -	\$ -	\$ -	\$ 800	0.00%	\$ (800.00)
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Security Services	38-61	\$ 79,129	\$ 55,200	\$ 134,329	\$ 134,329	100.00%	\$ -
Other Services	38-99	\$ 10,419	\$ 4,069	\$ 14,488	\$ 16,500	87.81%	\$ (2,011.90)
Water Sewer	41-05	\$ 3,300	\$ -	\$ 3,300	\$ 6,500	50.77%	\$ (3,199.92)
General equip repair	43-20	\$ 458	\$ -	\$ 458	\$ 3,000	15.26%	\$ (2,542.17)
General equip repair (computer)	43-21	\$ 21,363	\$ -	\$ 21,363	\$ 39,266	54.41%	\$ (17,903.32)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 43,066	\$ 4,069	\$ 47,135	\$ 53,600	87.94%	\$ (6,465.29)
Land and building rent	44-10	\$ 53,007	\$ 25,993	\$ 79,000	\$ 79,000	100.00%	\$ -
Property Insurance	52-10	\$ 22,768	\$ -	\$ 22,768	\$ 12,065	188.71%	\$ 10,702.50
Automobile liability	52-20	\$ 289	\$ -	\$ 289	\$ 265	109.06%	\$ 24.00
General liability	52-30	\$ 11,812	\$ -	\$ 11,812	\$ 9,225	128.04%	\$ 2,587.09
Cellular phone service	53-20	\$ 3,202	\$ -	\$ 3,202	\$ 5,400	59.30%	\$ (2,197.64)
Other communications	53-60	\$ 1,601	\$ -	\$ 1,601	\$ 2,100	76.24%	\$ (498.90)
ILS Development	53-61	\$ 19,525	\$ -	\$ 19,525	\$ 46,150	42.31%	\$ (26,625.00)
Minitex/OCLC	53-62	\$ 21,709	\$ -	\$ 21,709	\$ 19,400	111.90%	\$ 2,309.00
Marketing	54-11	\$ 31,261	\$ 100	\$ 31,361	\$ 46,000	68.18%	\$ (14,639.20)
In state travel	56-60	\$ 1,174	\$ -	\$ 1,174	\$ 3,500	33.54%	\$ (2,326.11)
Out of state travel	57-60	\$ 2,397	\$ -	\$ 2,397	\$ 5,000	47.93%	\$ (2,603.40)
Due & membership in state	59-10	\$ 2,358	\$ -	\$ 2,358	\$ 2,100	112.29%	\$ 257.99
Dues/membership out state	59-11	\$ 2,118	\$ -	\$ 2,118	\$ 2,000	105.90%	\$ 118.00
Seminar & conf in state	59-20	\$ 3,003	\$ -	\$ 3,003	\$ 2,500	120.11%	\$ 502.83
Seminar & conf out state	59-21	\$ 1,567	\$ -	\$ 1,567	\$ 2,500	62.67%	\$ (933.22)
Office supplies	61-10	\$ 19,002	\$ -	\$ 19,002	\$ 30,000	63.34%	\$ (10,998.17)
Medical supplies	61-20	\$ 36	\$ -	\$ 36	\$ 600	6.02%	\$ (563.91)
General supplies	61-40	\$ 20,182	\$ 680	\$ 20,862	\$ 36,000	57.95%	\$ (15,138.37)
Program materials	61-43	\$ 23,384	\$ -	\$ 23,384	\$ 46,000	50.83%	\$ (22,616.15)
Materials Processing	61-44	\$ 39,235	\$ -	\$ 39,235	\$ 64,569	60.76%	\$ (25,333.84)
Postage	61-50	\$ 8,126	\$ -	\$ 8,126	\$ 12,300	66.06%	\$ (4,174.26)
Books & periodicals	61-70	\$ 443,211	\$ 767	\$ 443,978	\$ 774,454	57.33%	\$ (330,475.88)
Gasoline		\$ 124	\$ -	\$ 124	\$ 550	22.46%	\$ (426.48)
Natural gas	62-50	\$ 38,323	\$ -	\$ 38,323	\$ 76,300	50.23%	\$ (37,976.96)
Electricity	62-51	\$ 68,063	\$ -	\$ 68,063	\$ 122,528	55.55%	\$ (54,464.91)
Miscellaneous	68-10	\$ 1,277	\$ -	\$ 1,277	\$ 2,000	63.86%	\$ (722.83)
Safety compliance	68-50	\$ 165	\$ -	\$ 165	\$ 100	165.00%	\$ 65.00
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 3,461,581	\$ 90,879	\$ 3,552,459	\$ 5,699,684	62.33%	\$ (2,147,225)

Fargo Public Library 2023 Total Expenses

67% OF YEAR LAPSED

EXPENSE VS. BUDGET

2023

MAIN

Account	Budget Line	June	July	August	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 206,527	\$ 137,658	\$ 136,684	\$ 1,177,302		\$ 1,934,432	61%
Full time overtime	11-01	\$ 108	\$ -	\$ 9	\$ 212			
Full Time banked sick	11-02		\$ -		\$ -		\$ 14,423	0%
Part time w/benefits	13-00	\$ 43,530	\$ 29,126	\$ 36,758	\$ 246,867		\$ 419,540	59%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ 6			
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ 256	0%
Part time seasonal no benefits	14-00	\$ 4,695	\$ 2,991	\$ 3,282	\$ 23,603		\$ 30,800	77%
Health insurance	20-01	\$ 18,611	\$ 18,683	\$ 18,350	\$ 152,041		\$ 344,078	44%
Dental insurance	20-03	\$ 1,330	\$ 1,332	\$ 1,334	\$ 10,834		\$ 17,198	63%
Long Term Disability	20-04	\$ 588	\$ 391	\$ 387	\$ 2,774		\$ 4,446	62%
Auto Allowance	20-05	\$ 104	\$ 69	\$ 69	\$ 574		\$ 900	64%
FICA 6.2%	21-01	\$ 15,245	\$ 9,966	\$ 10,440	\$ 85,348		\$ 146,137	58%
Medicare 1.45%	21-02	\$ 3,565	\$ 2,331	\$ 2,442	\$ 19,961		\$ 34,404	58%
City Pension	22-01	\$ 2,529	\$ 1,694	\$ 1,694	\$ 14,022		\$ 27,836	50%
NDPERS Pension	22-04	\$ 17,845	\$ 11,889	\$ 11,739	\$ 101,300		\$ 163,973	62%
NDPERS & City Pension	22-05	\$ 723	\$ 484	\$ 484	\$ 4,004		\$ 6,281	64%
Actuarial Contributions	22-06	\$ 61,805	\$ -	\$ -	\$ 61,805		\$ 45,106	137%
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -			
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -		\$ 800	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 10,121	\$ 7,396	\$ 7,379	\$ 58,479	\$ 38,951	\$ 97,429	100%
Other Services	38-99	\$ 1,595	\$ 2,517	\$ 918	\$ 9,843	\$ 4,069	\$ 15,000	93%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -			
General equip repair	43-20	\$ 223	\$ -	\$ -	\$ 458		\$ 3,000	15%
General equip repair (computer)	43-21	\$ 1,016	\$ 1,266	\$ 155	\$ 20,515		\$ 33,266	62%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 1,774	\$ 2,247	\$ 1,543	\$ 42,712	\$ 4,069	\$ 47,200	99%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ 3,329	\$ -	\$ 4,411	\$ 17,318		\$ 9,010	192%
Automobile liability	52-20	\$ -	\$ -	\$ 289	\$ 289		\$ 265	109%
General liability	52-30	\$ -	\$ -	\$ 11,812	\$ 11,812		\$ 9,225	128%
Cellular phone service	53-20	\$ 800	\$ 400	\$ 400	\$ 3,202		\$ 5,400	59%
Other communications	53-60	\$ 400	\$ 200	\$ 200	\$ 1,601		\$ 2,100	76%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ 19,525		\$ 46,150	42%
Minitex/OCLC	53-62	\$ -	\$ 10,305	\$ 817	\$ 21,709		\$ 19,400	112%
Marketing	54-11	\$ 5,519	\$ 3,503	\$ 6,740	\$ 31,261	\$ 100	\$ 46,000	68%
In state travel	56-60	\$ 263	\$ 48	\$ 215	\$ 1,174		\$ 3,500	34%
Out of state travel	57-60	\$ 1,819	\$ -	\$ 577	\$ 2,397		\$ 5,000	48%
Due & membership in state	59-10	\$ -	\$ -		\$ 2,358		\$ 2,100	112%
Dues/membership out state	59-11	\$ 607	\$ -	\$ 261	\$ 2,118		\$ 2,000	106%
Seminar & conf in state	59-20	\$ 689	\$ 437	\$ 200	\$ 3,003		\$ 2,500	120%
Seminar & conf out state	59-21	\$ 1,567	\$ -	\$ -	\$ 1,567		\$ 2,500	63%
Office supplies	61-10	\$ 2,105	\$ 1,783	\$ 1,823	\$ 9,829		\$ 20,000	49%
Medical supplies	61-20	\$ 24	\$ -	\$ -	\$ 36		\$ 600	6%
General supplies	61-40	\$ 2,400	\$ 5,653	\$ 1,240	\$ 15,945	\$ 680	\$ 25,000	67%
Program materials	61-43	\$ 5,064	\$ 3,971	\$ 4,387	\$ 23,384		\$ 46,000	51%
Materials Processing	61-44	\$ 4,816	\$ 3,865	\$ 5,319	\$ 39,235		\$ 64,569	61%
Postage	61-50	\$ 20	\$ -	\$ -	\$ 8,126		\$ 10,000	81%
Books & periodicals	61-70	\$ 57,693	\$ 40,690	\$ 34,090	\$ 341,193	\$ 767	\$ 574,679	60%
Gasoline	62-10	\$ -	\$ 81	\$ 43	\$ 124		\$ 550	22%
Natural gas	62-50	\$ 943	\$ 803	\$ 972	\$ 22,795		\$ 45,000	51%
Electricity	62-51	\$ 6,683	\$ 8,967	\$ 9,170	\$ 44,380		\$ 82,500	54%
Miscellaneous	68-10	\$ -	\$ 261		\$ 1,277		\$ 2,000	64%
Safety compliance	68-50		\$ -		\$ 165		\$ 100	165%
Bad Debt			\$ -		\$ -			
Capital Outlay - Machinery & Equipment			\$ -		\$ -			
Capital Outlay - Computer Software			\$ -		\$ -			
Capital Outlay - Vehicles	74-20		\$ -		\$ -			
		\$ 486,675	\$ 311,007	\$ 316,636	\$ 2,658,480	\$ 48,635	\$ 4,414,153	61.33%

Fargo Public Library 2023 Total Expenses
67% OF YEAR LAPSED

EXPENSE VS. BUDGET
2023
CARLSON

Account	Budget Line	June	July	August	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 40,318	\$ 27,482	\$ 27,515	\$ 190,153		\$ 423,798	45%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,437	0%
Part time w/benefits	13-00	\$ 12,748	\$ 8,616	\$ 8,845	\$ 73,497		\$ 73,480	100%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ 996	\$ 1,044	\$ 813	\$ 8,562		\$ 9,200	93%
Health insurance	20-01	\$ 5,598	\$ 6,048	\$ 5,940	\$ 34,191		\$ 118,614	29%
Dental insurance	20-03	\$ 292	\$ 309	\$ 324	\$ 1,885		\$ 4,914	38%
Long Term Disability	20-04	\$ 124	\$ 82	\$ 84	\$ 515		\$ 832	62%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 3,233	\$ 2,166	\$ 2,170	\$ 16,024		\$ 31,566	51%
Medicare 1.45%	21-02	\$ 756	\$ 507	\$ 508	\$ 3,747		\$ 7,383	51%
City Pension	22-01	\$ 1,058	\$ 709	\$ 709	\$ 5,865		\$ 13,165	45%
NDPERS Pension	22-04	\$ 3,291	\$ 2,214	\$ 2,272	\$ 15,146		\$ 27,482	55%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -	\$ -			
Actuarial Contributions	22-06	\$ 29,231	\$ -	\$ -	\$ 29,231		\$ 27,717	105%
Workers Comp	25-00	\$ -	\$ -	\$ -	\$ -			
Life insurance	26-00	\$ -	\$ -	\$ -	\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -	\$ -		\$ 500	0%
Security Services	38-61	\$ 3,891	\$ 1,989	\$ 2,529	\$ 20,650	\$ 16,250	\$ 36,900	100%
Other Services	38-99	\$ -	\$ 32	\$ 32	\$ 192		\$ 1,000	19%
Water Sewer	41-05	\$ 619	\$ 288	\$ 295	\$ 1,934		\$ 3,500	55%
General equip repair	43-20	\$ -	\$ -	\$ -	\$ -			
General equip repair (computer)	43-21	\$ -	\$ 219	\$ -	\$ 848		\$ 6,000	14%
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	\$ 1,358	\$ -	\$ 1,844	\$ 4,816		\$ 2,705	178%
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	\$ 785	\$ 1,258	\$ 1,180	\$ 6,022		\$ 7,000	86%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -			
General supplies	61-40	\$ 120	\$ 13	\$ 2,228	\$ 3,944		\$ 7,500	53%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ 2,300	0%
Books & periodicals	61-70	\$ 10,328	\$ 8,156	\$ 8,027	\$ 68,696		\$ 131,700	52%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 698	\$ 781	\$ 675	\$ 13,847		\$ 27,500	50%
Electricity	62-51	\$ 3,698	\$ 4,169	\$ 4,132	\$ 19,367		\$ 30,450	64%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 119,143	\$ 66,257	\$ 70,120	\$ 519,486	\$ 16,250	\$ 1,002,943	53.4%

Fargo Public Library 2023 Total Expenses
67% OF YEAR LAPSED

EXPENSE VS. BUDGET
2023
NORTHPORT

Account	Budget Line	June	July	August	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 21,041.51	\$ 14,039	\$ 14,067	\$ 102,158		\$ 46,446	220%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ -			
Part time w/benefits	13-00	\$ 7,649.60	\$ 4,972	\$ 5,069	\$ 40,107		\$ 37,178	108%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part time banked sick		\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	\$ -	\$ -			
Health insurance	20-01	\$ 2,911.52	\$ 2,389	\$ 2,481	\$ 19,777		\$ 12,167	163%
Dental insurance	20-03	\$ 178.02	\$ 159	\$ 162	\$ 1,099		\$ 776	142%
Long Term Disability	20-04	\$ 65.51	\$ 44	\$ 44	\$ 280		\$ 170	165%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,699.26	\$ 1,118	\$ 1,124	\$ 8,337		\$ 4,896	170%
Medicare 1.45%	21-02	\$ 397.39	\$ 262	\$ 263	\$ 1,950		\$ 1,145	170%
City Pension	22-01	\$ -	\$ -	\$ -	\$ -			
NDPERS Pension	22-04	\$ 2,369.90	\$ 1,570	\$ 1,581	\$ 11,751		\$ 6,907	170%
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	\$ -	\$ 320	\$ -	\$ 384		\$ 500	77%
Water Sewer	41-05	\$ 390.42	\$ 195	\$ 195	\$ 1,366		\$ 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	\$ 5,889.64	\$ 5,890	\$ 5,890	\$ 53,007	\$ 25,993	\$ 79,000	100%
Property insurance	52-10	\$ 179.00	\$ -	\$ 243	\$ 635		\$ 350	181%
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	\$ 276.07	\$ 651	\$ 372	\$ 3,151		\$ 3,000	105%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -			
General supplies	61-40	\$ 8.41	\$ 69	\$ 90	\$ 292		\$ 3,500	8%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -			
Books & periodicals	61-70	\$ 4,816.36	\$ 4,004	\$ 3,969	\$ 33,322		\$ 68,075	49%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 39.31	\$ 36	\$ 36	\$ 1,681		\$ 3,800	44%
Electricity	62-51	\$ 603.13	\$ 753	\$ 730	\$ 4,316		\$ 9,578	45%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 48,515.05	\$ 36,471	\$ 36,316	\$ 283,615	\$ 25,993	\$ 282,588	109.56%

Revenue 2023		
	Fees & Copies 101-0000-351.25-01	Misc. Revenue 101-0000-361.61-08
January	\$ 1,701.56	\$ 857.02
February	\$ 1,981.54	\$ 332.09
March	\$ 1,734.45	\$ 213.80
April	\$ 3,079.96	\$ 1,088.52
May	\$ 1,481.31	\$ 1,780.21
June	\$ 1,757.21	\$ 181.60
July	\$ 3,701.08	\$ 115.46
August	\$ 2,399.34	\$ 179.13
September		
October		
November		
December		
	\$ 17,836.45	\$ 4,747.83

Total \$ 22,584.28