

Fargo Public Library Board of Directors  
Agenda for Tuesday January 21, 2025  
4:00p.m.  
Main Library Community Room  
101 4<sup>th</sup> Street  
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Minutes of the December 17 Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
  - A. None
7. New Business
  - A. Computer Use Policy Review **Action**
  - B. Access to Materials Policy Review **Action**
8. Statistical Reports
  - A. December Usage
  - B. December Financials
9. Friends of the Library Report
10. Next Regular Meeting: February 18
11. Adjourn

**Fargo Public Library Board**  
**Minutes for Tuesday, Dec. 17, 2024**  
**Fargo City Commission Chambers and Virtual**  
**225 4th Street North, Fargo, ND 58102**

**Board Members Present:** Amy Ouren, Wanda Mengelkoch, Hannah James, Jenna Reno, and Kristen Schipper (Online)

**Board Members Absent:** John Rodenbiker, Paul Jensen

**Staff:** Tim Dirks, Megan Lass, Cindy Haff

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

**Order of the Agenda**

Hannah James moved to approve the order of the agenda; Wanda Mengelkoch seconded the motion. The motion carried.

**Minutes of the Nov 19 Regular Meeting**

Jenna Reno moved to approve the minutes of the Nov 19 Regular Meeting; Hannah James seconded the motion. The motion carried.

**Public Comment**

There was no one present for public comment

**Staff Report**

Megan Lass presented highlights of staff updates and events including:

- **General News**
  - Reminder that our new Hours of Service begin on Jan 2, with the Main library opening at 10am M-F and all branches closed on Sundays
  - Reminder that Hoopla will no longer be a service offered in 2025
- **Children**
  - Legomania, Dec 30, 11am Main Library
- **Teen**
  - Library Lair, Tuesdays Jan-May 4:30pm Carlson Library
    - Ages 10-18
- **Multigenerational**
  - 2025 Library Reading Challenge
    - Register beginning Jan 1 thru Beanstack
  - Winter Reading Challenge (Jan 6-Mar 1)
    - Log in Beanstack

**Director's Report**

Director Tim Dirks highlighted his meeting with the Facilities Protection Office where he learned that Facilities Protection employees will make 4 circuits thru the breezeway daily to assist with security issues. Director Dirks also confirmed that the new security contract with Signal of ND will begin on Feb 1

### **Unfinished business**

There was no unfinished business

### **New Business**

- Review and affirm the Library Bill of Rights and Intellectual Freedom Statement
  - A motion to approve was made by Wanda Mengelkoch. It was seconded by Hannah James.
  - The motion carried unanimously

### **Statistical Reports**

#### **November Usage**

Director Tim Dirks noted continued increases in Attendance, Volunteer Hours, Electronic activity and Circulation in October. Even with the NP closure in November, total circulation has increased year-to-date by over 7%. He stated we are still on track to exceed 2019 numbers.

#### **November Financials**

Director Tim Dirks noted with 92% of the year lapsed, we are at 89% of the Budget spent. We are identifying needs left for purchasing, especially in the area of electronic resources and technology. He noted continued gifts from the Friends of the Fargo Public Library with our sincere thanks. 2024 Revenue has now exceeded 2024 budget expectations by almost \$6000.

### **Friends of the Library Report**

No representative was in attendance

Next Regular Meeting Tuesday, January 21 at 4pm in the Main Library Community Room (Please note the change).

The meeting adjourned at 4:13 p.m.

Respectfully submitted,  
Cindy Haff

**Staff Report**  
**January 2025 Library Board Meeting**

**Services:**

- **New York Times Digital Subscription.** Your library card will give you complimentary access to the digital edition of *The New York Times*. We will be launching this service on February 1.

**Community Engagement:**

- **PBS All-Stars, February 1, 9:00am-3:00pm, MSUM Planetarium.**

**Programming:**

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

*Children*

- **Family Reading Rumpus, January 28, 6:00 p.m. – Main Library.** Let the reading rumpus begin! Designed for families to enjoy together, these interactive events invite children and parents to dive into the world of books through storytelling and hands-on activities. Create lasting memories and bond over stories – all before bedtime! The theme for January is Secret Agent Storytime! Storytime and activities are geared towards ages 2 – 6, but children of all ages are welcome to attend.
- **Winter Pop-up STEM Event, February 8, 10:00am – Main Library.** We're partnering with staff from the FM Science Museum, students from Concordia's Physics Department, Dr. Wyllie and students from Concordia's Science Academy, NDSU's Society for women Engineers and students from MSUM's Physics and Astronomy departments for hands-on STEM learning activities and fun! This open house event will run from 10:00am – noon.

*Teens*

- **Shiver Me Timbers! A Piratical Escape Room.** Can ye prove yer pirate mettle by retrieving Cap'n Longbear's treasure before the ship sinks and the crew is on to ye? In this escape room, you have one hour to work together to find clues, solve puzzles, and figure out riddles in order to uncover the pirate's treasure.
  - **Main Library, January 23, 5:30 and 6:45pm**
  - **Carlson Library, January 25, 2:00 and 3:15pm**
- **Origami for Teens, February 7, 4:30pm – Northport branch.** Come learn how to fold a few shapes and hear about the history of origami from Mika Usuki, a representative of the Japan Outreach Initiative. This program is for teens ages 12-18 and registration is required.
- **Knitting Basics for Teens, February 15, 10:00am – Main Library.** Try a new hobby this winter and come learn the basics of knitting with Cari Jehlik from the Prairie Arts Center! Teens ages 11-18 will learn to cast on, knit, and bind off in this class by making a simple, small washcloth.

*Adults*

- **Indoor Tomato Seed Starting, January 28, 6:00pm – Carlson Library.** Get your tomato plants ready for a strong start with Jack Wood, founder of Fargo's Tomato Seed Savers Club. This is a great class to learn how to set up a seed starting station.

- **Women in the Director's Chair Film Series, Saturdays in February, 2:00pm – Main Library.** The job of film director was man's job for decades. Join us as we honor four female directors who broke the glass ceiling and made terrific films. Local film critic Matt Olien hosts the film series and leads a short discussion following each screening.
  - February 1: *The Hitch-Hiker* (Ida Lupino, 1953)
  - February 8: *The Piano* (Jane Campion, 1993)
  - February 15: *Winter's Bone* (Debra Granik, 2010)
  - February 22: *Zero Dark Thirty* (Kathryn Bigelow, 2012)
- **Bargello Bookmark.** Learn bargello style needlepoint and make a colorful bookmark!
  - **Carlson Library**, February 8, 2:00pm
  - **Northport branch**, February 11, 6:00pm
- **Romance Round-Table, February 11, 6:00pm – Carlson Library.** Join us for an open discussion on all things romance books: favorite characters, authors, cartoon covers, and upcoming releases? New to the genre? We'll have recommendations and refreshments! Long-time fan? We'll have trivia with the top 3 bringing home prizes!
- **Book clubs:**
  - History Reading Group, January 28: *We Are Not One People* by Michael Lee
  - Sense of Place, February 6: *Free: Coming of Age at the End of History* by Lea Ypi
  - Tea Time Book Club, February 10: *The Frozen River* by Ariel Lawhon
  - Diverse Perspectives, February 13: *Our Missing Hearts* by Celeste Ng

#### *Multigenerational*

- **Northern Narratives.** The Fargo Public Library is seeking submissions for our Ninth Annual Northern Narratives, a writing project that aims to inspire regional writers and serve as a community heirloom. We are accepting submissions February 1 through March 31 in three categories: fiction, nonfiction, and poetry. The program is open to adults and teens 13 years or older.
- **Jigsaw Puzzle Socials!** Calling all puzzle lovers! Do you have lots of puzzles taking up space in your closet? Want to meet other jigsaw enthusiasts? Let's work on a puzzle together while chatting and making friends! We'll have puzzles available or bring some to swap. Snacks and beverages will be provided.
  - **Carlson Library**, February 4, 5:00pm
  - **Main Library**, February 15, 9:00am

# FPL DIRECTOR'S REPORT

January 21, 2025

## **Director's Activities:**

12.24.2024 – 12.29.2024 Vacation

1.1.2025 Vacation

1.14.2025 Met with Facilities Management in regard to Main Coffee space Repurposing Project

## **Goal 1 Professional & Organizational:**

12.18.2024 Provided Open Door Office Hours

1.7.2025 Moderated Library Dept. Heads Meeting

1.8.2025 Provided Branch Open Door Office Hours

1.14.2025 Moderated Library Dept. Heads Meeting

1.15.2025 Provided Open Door Office Hours

1.21.2025 Moderated Library Dept. Heads Meeting

## **Goal 4 Partnering:**

1.7.2025 Moderated Red River Zoo Executive Committee Meeting

1.7.2025 Attended Friends Board Meeting

1.11.2025 Moderated Red River Zoo Board Meeting

1.14.2025 Moderated Red River Zoo Executive Committee Meeting

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

**What:**

Review of Computer Use Policy and Access to Materials Policy.

**Explanation:**

A number of Board Policies haven't been reviewed for three plus years and need to be reviewed. The two policies to be reviewed are the Computer Use Policy and Access to Materials Policy. No specific changes have been identified in regards to the policies.

**Director recommendation:**

Review and approve the Computer Use Policy and Access to Materials 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* **Computer Use**

The Fargo Public Library provides access to the Internet as part of its mission to provide the citizens of Fargo with educational and informational resources.

All users of electronic information resources such as the Internet are expected to use these resources in a responsible manner, consistent with the purposes for which they are provided. Users are expected to comply with the following rules:

- Using resources for educational, informational, and recreational purposes only; the resources should not be used for illegal, unauthorized, or unethical acts.
- Respecting the privacy of others by not misrepresenting oneself as another user; by not attempting to modify or gain access to files, passwords, or data belonging to others; by not seeking unauthorized access to any computer system, or damaging or altering software components of any network or database.
- Further respecting the privacy of others using public access workstations at the Fargo Public Library by not interfering with their use.
- Not sending, receiving, or displaying text or graphics which may reasonably be construed by library staff as creating a hostile, offensive or disruptive environment.
- Not making any changes to the setup or configuration of any software or hardware or using FPL terminals to spread viruses.
- Not exceeding time limits established by library departments.
- ***Any behavior which is disruptive or which hinders use of public Internet stations by others is prohibited. This includes, but is not limited to, loud or boisterous behavior, verbal or physical harassment, drunkenness, and congregating in large groups.***

Failure to comply with these rules will result in the loss of computer and/or library privileges. Free computer use at the library is a privilege not a right.

Children under the age of 18 should have parental permission to use the Internet. The Fargo Public Library assumes no responsibility for the use of the Internet by children. It is not possible for library staff to control specific information children and youth may locate on the Internet. Just as libraries do not vouch for or endorse the viewpoints of written material in their collections, they do not do so for electronic information. Selection policies which serve to govern a library's purchase of written materials may not apply to material accessed electronically. It is the responsibility of the child's parent, guardian, or caregiver to determine what is appropriate. Library staff may direct users to specific terminals based on age.



The amount of time that users spend online each day is limited due to the limited number of terminals available. Advance registration, either for a general or specific workstation, will not be accepted in person or by telephone. Those wishing to use a workstation must have a valid Fargo Public Library card or a Fargo Public Library Computer Access card, and present it upon signing up for a workstation. A guest pass is available to individuals for 120 minutes of computer use per day at no charge.

Library staff members are available to assist customers in the use of these resources, but may not be familiar with every program customers may wish to use. Due to the incredible number of online applications, library staff cannot offer technical support for non-library installed applications.

Because the Fargo Public Library has a secure computing environment, software and hardware, including some media players and plug-ins, cannot be installed on the library's computer terminals. The Fargo Public Library staff is unable to install software and hardware that has not been approved or purchased by the library with the purpose of being installed on the public workstations.

The Fargo Public Library is not responsible for data that is corrupted or lost while using the workstations. Customers use the equipment at the Fargo Public Library at their own discretion. This includes data lost when a customer's time runs out or the workstation shuts down.

*Internet Use Policy Approved by the Fargo Public Library Board of Directors 01-28-2003*

*Renamed and Revised Computer Use Policy 07-26-2005*

*Revised 03-16-2010*

*Revised 11-19-2013*

*Revised 01-21-2014*

*Revised 10-21-2014*

*Reviewed 01-16-2018*

*Revised 11-19-2019*

*Revised 03-15-2022*

*Revised 11-15-2022*

*Service Policy*  
**Access to Materials**

The Fargo Public Library does not deny or abridge use of the library because of an individual's national origin, age, background, views, gender, or culture.

The Library does not act in loco parentis. Parents/Guardians are responsible for children's and young people's reading, viewing, and listening.

The library will not restrict access to library materials under the assumption that certain materials may be "harmful" to minors or in an effort to avoid controversy with parents. Young people have varied levels of intellectual development and families have differing backgrounds and child-rearing philosophies. Such significant factors are not accommodated by a uniform policy based on age. The library has a responsibility to ensure that young people have access to a wide range of informational and recreational materials and services to meet their diverse needs.

The library will restrict access to certain materials for the express purpose of the preservation of these materials in order to protect them from theft or mutilation.

*Approved 12-10-1997*  
*Reviewed 02-18-2014*  
*Revised 01-16-2018*  
*Reviewed 12-20-2022*

Library Use 2024

New Registrations: 461  
 Approx. Registered Patrons: 44,881

ATTENDANCE	Dec-24	Dec-23	% CHANGE	2024 YTD	2023 YTD	Diff.	% CHANGE
Door Count Main	15,897	16,635	-4%	220,920	204,094	16,826	8%
Door Count Carlson	10,754	10,400	3%	168,594	141,060	27,534	20%
Door Count Northport	2,017	3,804	-47%	49,262	50,128	(866)	-2%
Outreach	372	345	8%	4,646	4,380	266	6%
<b>Total</b>	<b>29,040</b>	<b>31,184</b>	<b>-7%</b>	<b>443,422</b>	<b>399,662</b>	<b>43,760</b>	<b>11%</b>

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	11	166	109	52%	3,742	2,720	1,022	38%
Adult Programs Carlson	15	145	84	73%	1,967	1,400	567	41%
Adult Programs Northport	3	35	29	21%	284	222	62	28%
Teen Programs Main	1	15	19	-21%	272	168	104	62%
Teen Programs Carlson	1	5	-		127	152	(25)	-16%
Teen Programs Northport	-	-	-		35	20	15	75%
Childrens Programs Main	17	471	289	63%	6,799	6,091	708	12%
Childrens Programs Carlson	11	275	371	-26%	4,516	4,388	128	3%
Childrens Programs Northport	5	209	283	-26%	2,036	2,064	(28)	-1%
Community Engagement	1	18	150	-88%	11,133	7,957	3,176	40%
Outreach Department	2	22	36	-39%	1,001	548	453	83%
Virtual/Passive Adult	1	14	104	-87%	1,545	1,404	141	10%
Virtual/Passive Teen	2	27	72	-63%	290	158	132	84%
Virtual/Passive Childrens	4	1,781	995	79%	9,674	5,053	4,621	91%
<b>Total</b>	<b>74</b>	<b>3,183</b>	<b>2,541</b>	<b>25%</b>	<b>43,421</b>	<b>32,345</b>	<b>11,076</b>	<b>34%</b>

VOLUNTEER HOURS								
Main		111	99	12%	1,543	910	633	70%
Carlson		16	23	-30%	505	421	84	20%
Outreach		39	51	-24%	723	631	92	15%
Northport		-	-		-	-	-	
<b>Total</b>		<b>166</b>	<b>173</b>	<b>-4%</b>	<b>2,771</b>	<b>1,962</b>	<b>809</b>	<b>41%</b>

INTERNET SIGNUP								
Main		2,433	2,687	-9%	35,230	29,733	5,497	18%
Carlson		1,744	1,580	10%	25,033	20,156	4,877	24%
Northport		343	413	-17%	5,547	5,384	163	3%
<b>Total</b>		<b>4,520</b>	<b>4,680</b>	<b>-3%</b>	<b>65,810</b>	<b>55,273</b>	<b>10,537</b>	<b>19%</b>

ELECTRONIC ACTIVITY								
Web page hits		14,688	17,160	-14%	232,811	220,530	12,281	6%

Circulation by Month Comparison 2008 - 2024

	January	February	March	April	May	June	July	August	September	October	November	December	Total	
2008	43,491	39,771	46,002	45,083	43,074	52,155	48,992	47,726	44,549	47,078	44,057	35,102	537,080	
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	30%
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	88,516	85,381	92,181	90,378	86,598	93,533	98,186	92,296	83,765	87,518	82,523	78,815	1,059,690	7%

## 2024 Circulation

	Dec-24	Dec-23	Increase/ Decrease	% CHANGE	2024 YTD	2023 YTD	Increase/ Decrease	% Change YTD
<b>PRINT</b>								
<b>MAIN</b>								
Adult Nonfiction	2,183	2,448	(265)	-10.83%	32,216	32,482	(266)	-0.82%
Youth Nonfiction	1,480	1,332	148	11.11%	24,109	22,560	1,549	6.87%
Adult Fiction	4,932	5,332	(400)	-7.50%	71,391	69,775	1,616	2.32%
Youth Fiction	2,704	2,631	73	2.77%	45,153	45,673	(520)	-1.14%
Youth Reader	794	845	(51)	-6.04%	15,305	15,004	301	2.01%
Youth Picture Books	2,927	3,039	(112)	-3.69%	47,739	46,954	785	1.67%
Adult Magazines	94	60	34	56.67%	1,313	1,309	4	0.31%
Youth Magazines	16	33	(17)	-51.52%	313	282	31	10.99%
Subtotal	15,130	15,720	(590)	-3.75%	237,539	234,039	3,500	1.50%
<b>OUTREACH</b>								
Deposit	991	873	118	13.52%	11,640	10,782	858	7.96%
<b>CARLSON</b>								
Adult Nonfiction	733	813	(80)	-9.84%	11,026	11,242	(216)	-1.92%
Youth Nonfiction	861	939	(78)	-8.31%	15,633	13,948	1,685	12.08%
Adult Fiction	2,692	2,732	(40)	-1.46%	39,523	38,443	1,080	2.81%
Youth Fiction	2,277	2,301	(24)	-1.04%	36,177	32,815	3,362	10.25%
Youth Readers	1219	1,174	45	3.83%	19,892	17,728	2,164	12.21%
Youth Picture Books	2,728	2,561	167	6.52%	41,455	37,847	3,608	9.53%
Adult Magazines	33	60	(27)	-45.00%	804	874	(70)	-8.01%
Youth Magazines	9	22	(13)	-59.09%	341	434	(93)	-21.43%
Subtotal	10,552	10,602	(50)	-0.47%	164,851	153,331	11,520	7.51%
<b>NORTHPORT</b>								
Adult Nonfiction	242	258	(16)	-6.20%	3,273	3,309	(36)	-1.09%
Youth Nonfiction	226	332	(106)	-31.93%	4,141	3,771	370	9.81%
Adult Fiction	821	796	25	3.14%	11,442	11,184	258	2.31%
Youth Fiction	296	275	21	7.64%	4,911	4,745	166	3.50%
Youth Readers	261	215	46	21.40%	3,777	3,326	451	13.56%
Youth Picture Books	575	560	15	2.68%	7,906	8,398	(492)	-5.86%
Adult Magazines	9	21	(12)	-57.14%	278	358	(80)	-22.35%
Youth Magazines	12	-	12		62	32	30	93.75%
Subtotal	2,442	2,457	(15)	-0.61%	35,790	35,123	667	1.90%
<b>TOTAL PRINT</b>	<b>29,115</b>	<b>29,652</b>	<b>(537)</b>	<b>-1.81%</b>	<b>449,820</b>	<b>433,275</b>	<b>16,545</b>	<b>3.82%</b>

2024 Circulation

**NONPRINT**

OverDrive	27,476	24,361	3,115	12.79%	304,738	251,477	53,261	21.18%
Childrens Devices	7	10	(3)	-30.00%	226	188	38	20.21%
Hoopla	1,782	3,028	(1,246)	-41.15%	30,774	35,061	(4,287)	-12.23%
Kanopy	531	878	(347)	-39.52%	8,864	3,637	5,227	143.72%
Subtotal	29,796	28,277	1,519	5.37%	344,602	290,363	54,239	18.68%

**MAIN**

Adult DVD's	2331	2,759	(428)	-15.51%	33,425	34,965	(1,540)	-4.40%
Youth DVD's	318	336	(18)	-5.36%	4,898	5,224	(326)	-6.24%
Video Games	224	226	(2)	-0.88%	2,993	3,230	(237)	-7.34%
Adult CD's	589	434	155	35.71%	6,637	5,740	897	15.63%
Youth CD's	26	58	(32)	-55.17%	747	878	(131)	-14.92%
Adult Books on CD	156	140	16	11.43%	1,968	2,159	(191)	-8.85%
Youth Books on CD	164	186	(22)	-11.83%	3,225	2,730	495	18.13%
Kits	223	200	23	11.50%	3,606	3,394	212	6.25%
Subtotal	4,031	4,339	(308)	-7.10%	57,499	58,320	(821)	-1.41%

**CARLSON**

Adult DVD's	1375	1,559	(184)	-11.80%	17,176	17,953	(777)	-4.33%
Youth DVD's	375	421	(46)	-10.93%	6,174	5,535	639	11.54%
Video Games	262	204	58	28.43%	3,117	2,864	253	8.83%
Adult CD's	181	278	(97)	-34.89%	2,731	3,410	(679)	-19.91%
Youth CD's	53	53	-	0.00%	887	768	119	15.49%
Adult Books on CD	54	94	(40)	-42.55%	1,161	1,335	(174)	-13.03%
Youth Books on CD	180	198	(18)	-9.09%	2,973	2,372	601	25.34%
Kits	185	128	57	44.53%	2,333	1,915	418	21.83%
Subtotal	2,665	2,935	(270)	-9.20%	36,552	36,152	400	1.11%

**NORTHPORT**

Adult DVD's	569	606	(37)	-6.11%	6,749	8,463	(1,714)	-20.25%
Youth DVD's	57	79	(22)	-27.85%	948	1,298	(350)	-26.96%
Video Games	87	65	22	33.85%	949	915	34	3.72%
Adult CD's	113	109	4	3.67%	1,221	1,352	(131)	-9.69%
Youth CD's	-	18	(18)	-100.00%	158	243	(85)	-34.98%
Adult Books on CD	29	32	(3)	-9.38%	497	356	141	39.61%
Youth Books on CD	115	110	5	4.55%	1,657	728	929	127.61%
Kits	32	17	15	88.24%	403	343	60	17.49%
Subtotal	1,002	1,036	(34)	-3.28%	12,582	13,698	(1,116)	-8.15%

**TOTAL NONPRINT**

	37,494	36,587	907	2.48%	451,235	398,533	52,702	13.22%
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**INTERLIBRARY LOAN**

Borrowed	226	205	21	10.24%	2,898	2,736	162	5.92%
Loaned	298	309	(11)	-3.56%	4,510	4,438	72	1.62%
Subtotal	524	514	10	1.95%	7,408	7,174	234	3.26%

**RENEWALS**

	11,682	12,221	(539)	-4.41%	151,186	155,229	(4,043)	-2.60%
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**TOTAL CIRCULATION**

	78,815	78,974	(159)	-0.20%	1,059,649	994,211	65,438	6.58%
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**Fargo Public Library 2024 Total Expenses**  
**End Of Year Estimate**  
**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	\$ 2,382,214	\$ -	\$ 2,382,214	\$ 2,407,122	98.97%	\$ (24,907.55)
Full time overtime	11-01	\$ 351	\$ -	\$ 351	\$ -		\$ 350.76
Full time banked sick	11-02	\$ 24,917	\$ -	\$ 24,917	\$ 17,284	144.16%	\$ 7,633.00
Part time w/benefits	13-00	\$ 579,950	\$ -	\$ 579,950	\$ 531,967	109.02%	\$ 47,982.86
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	\$ 36,184	\$ -	\$ 36,184	\$ 40,789	88.71%	\$ (4,605.50)
Health insurance	20-01	\$ 288,290	\$ -	\$ 288,290	\$ 335,068	86.04%	\$ (46,778.26)
Dental insurance	20-03	\$ 22,836	\$ -	\$ 22,836	\$ 21,595	105.75%	\$ 1,241.47
Long Term Disability	20-04	\$ 6,922	\$ -	\$ 6,922	\$ 6,597	104.93%	\$ 325.39
Auto Allowance	20-05	\$ 935	\$ -	\$ 935	\$ 900	103.88%	\$ 34.95
FICA 6.2%	21-01	\$ 179,792	\$ -	\$ 179,792	\$ 183,195	98.14%	\$ (3,402.97)
Medicare 1.45%	21-02	\$ 42,327	\$ -	\$ 42,327	\$ 42,924	98.61%	\$ (596.73)
City Pension	22-01	\$ 32,112	\$ -	\$ 32,112	\$ 31,811	100.95%	\$ 300.62
NDPERS Pension	22-04	\$ 234,661	\$ -	\$ 234,661	\$ 233,366	100.55%	\$ 1,294.64
NDPERS & City Pension	22-05	\$ 6,675	\$ -	\$ 6,675	\$ 6,406	104.21%	\$ 269.48
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	\$ 121,709	\$ -	\$ 121,709	\$ 134,329	90.61%	\$ (12,619.98)
Other Services	38-99	\$ 26,641	\$ 4,320	\$ 30,961	\$ 16,500	187.64%	\$ 14,460.96
Water Sewer	41-05	\$ 5,958	\$ -	\$ 5,958	\$ 6,500	91.66%	\$ (542.05)
General equip repair	43-20	\$ 1,268	\$ -	\$ 1,268	\$ 3,000	42.27%	\$ (1,732.00)
General equip repair (computer)	43-21	\$ 34,646	\$ -	\$ 34,646	\$ 39,266	88.23%	\$ (4,620.05)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 72,572	\$ -	\$ 72,572	\$ 55,960	129.69%	\$ 16,612.34
Land and building rent	44-10	\$ 74,394	\$ -	\$ 74,394	\$ 79,000	94.17%	\$ (4,606.50)
Property insurance	52-10	\$ 24,351	\$ -	\$ 24,351	\$ 20,065	121.36%	\$ 4,286.00
Automobile liability	52-20	\$ 325	\$ -	\$ 325	\$ 265	122.64%	\$ 60.00
General liability	52-30	\$ 10,500	\$ -	\$ 10,500	\$ 12,225	85.89%	\$ (1,725.00)
Cellular phone service	53-20	\$ 5,681	\$ -	\$ 5,681	\$ 5,400	105.21%	\$ 281.28
Other communications	53-60	\$ 1,568	\$ -	\$ 1,568	\$ 2,600	60.30%	\$ (1,032.31)
ILS Development	53-61	\$ 18,025	\$ -	\$ 18,025	\$ 46,150	39.06%	\$ (28,125.00)
Minitex/OCLC	53-62	\$ 21,452	\$ -	\$ 21,452	\$ 20,600	104.13%	\$ 851.72
Marketing	54-11	\$ 33,831	\$ -	\$ 33,831	\$ 37,000	91.43%	\$ (3,169.41)
In state travel	56-60	\$ 5,818	\$ -	\$ 5,818	\$ 3,500	166.21%	\$ 2,317.51
Out of state travel	57-60	\$ 5,656	\$ -	\$ 5,656	\$ 7,500	75.41%	\$ (1,844.04)
Due & membership in state	59-10	\$ 2,497	\$ -	\$ 2,497	\$ 2,100	118.90%	\$ 397.00
Dues/membership out state	59-11	\$ 2,144	\$ -	\$ 2,144	\$ 2,000	107.20%	\$ 144.00
Seminar & conf in state	59-20	\$ 3,904	\$ -	\$ 3,904	\$ 2,500	156.16%	\$ 1,404.08
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ 1,395	\$ 2,750	50.73%	\$ (1,355.00)
Office supplies	61-10	\$ 37,010	\$ -	\$ 37,010	\$ 31,000	119.39%	\$ 6,010.31
Medical supplies	61-20	\$ 503	\$ -	\$ 503	\$ 600	83.82%	\$ (97.06)
General supplies	61-40	\$ 39,062	\$ -	\$ 39,062	\$ 36,000	108.51%	\$ 3,062.25
Program materials	61-43	\$ 35,528	\$ -	\$ 35,528	\$ 41,000	86.65%	\$ (5,471.79)
Materials Processing	61-44	\$ 52,096	\$ -	\$ 52,096	\$ 64,569	80.68%	\$ (12,473.22)
Postage	61-50	\$ 11,302	\$ -	\$ 11,302	\$ 15,300	73.87%	\$ (3,998.35)
Books & periodicals	61-70	\$ 804,455	\$ -	\$ 804,455	\$ 774,454	103.87%	\$ 30,000.66
Gasoline		\$ 417	\$ -	\$ 417	\$ 550	75.73%	\$ (133.48)
Natural gas	62-50	\$ 23,867	\$ -	\$ 23,867	\$ 76,300	31.28%	\$ (52,432.80)
Electricity	62-51	\$ 98,219	\$ -	\$ 98,219	\$ 89,500	109.74%	\$ 8,718.97
Miscellaneous	68-10	\$ 2,276	\$ -	\$ 2,276	\$ 2,000	113.79%	\$ 275.78
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	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 5,431,329	\$ 4,320	\$ 5,435,649	\$ 5,506,739	98.71%	\$ (71,090)



**Fargo Public Library 2024 Total Expenses**  
**100% 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	\$ 2,334,502	\$ -	\$ 2,334,502	\$ 2,407,122	96.98%	\$ (72,620.13)
Full time overtime	11-01	\$ 359	\$ -	\$ 359	\$ -		\$ 359.13
Full time banked sick	11-02	\$ 24,916	\$ -	\$ 24,916	\$ 17,284	144.16%	\$ 7,632.30
Part time w/benefits	13-00	\$ 568,391	\$ -	\$ 568,391	\$ 531,967	106.85%	\$ 36,424.29
Part time w/benefits overtime		\$ 13	\$ -	\$ 13	\$ -		\$ 12.87
Part time banked sick		\$ 0	\$ -	\$ 0	\$ 250	0.04%	\$ (249.90)
Part time seasonal no benefits	14-00	\$ 35,162	\$ -	\$ 35,162	\$ 40,789	86.20%	\$ (5,627.50)
Health Insurance	20-01	\$ 297,011	\$ -	\$ 297,011	\$ 335,068	88.64%	\$ (38,056.84)
Dental Insurance	20-03	\$ 22,191	\$ -	\$ 22,191	\$ 21,595	102.76%	\$ 596.37
Long Term Disability	20-04	\$ 6,680	\$ -	\$ 6,680	\$ 6,597	101.25%	\$ 82.57
Auto Allowance	20-05	\$ 883	\$ -	\$ 883	\$ 900	98.08%	\$ (17.31)
FICA 6.2%	21-01	\$ 176,393	\$ -	\$ 176,393	\$ 183,195	96.29%	\$ (6,802.41)
Medicare 1.45%	21-02	\$ 41,253	\$ -	\$ 41,253	\$ 42,924	96.11%	\$ (1,671.25)
City Pension	22-01	\$ 31,293	\$ -	\$ 31,293	\$ 31,811	98.37%	\$ (518.38)
NDPERS Pension	22-04	\$ 229,953	\$ -	\$ 229,953	\$ 233,366	98.54%	\$ (3,412.76)
NDPERS & City Pension	22-05	\$ 6,304	\$ -	\$ 6,304	\$ 6,406	98.42%	\$ (101.52)
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	\$ 125,603	\$ -	\$ 125,603	\$ 134,329	93.50%	\$ (8,725.91)
Other Services	38-99	\$ 20,121	\$ 1,937	\$ 22,058	\$ 16,500	133.69%	\$ 5,558.19
Water Sewer	41-05	\$ 5,784	\$ -	\$ 5,784	\$ 6,500	88.99%	\$ (715.71)
General equip repair	43-20	\$ 1,268	\$ -	\$ 1,268	\$ 3,000	42.26%	\$ (1,732.07)
General equip repair (computer)	43-21	\$ 25,306	\$ -	\$ 25,306	\$ 39,266	64.45%	\$ (13,960.08)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 72,572	\$ -	\$ 72,572	\$ 55,960	129.69%	\$ 16,611.99
Land and building rent	44-10	\$ 74,393	\$ 4,607	\$ 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	\$ 325	\$ -	\$ 325	\$ 265	122.64%	\$ 60.00
General liability	52-30	\$ 10,500	\$ -	\$ 10,500	\$ 12,225	85.89%	\$ (1,725.15)
Cellular phone service	53-20	\$ 5,517	\$ -	\$ 5,517	\$ 5,400	102.16%	\$ 116.58
Other communications	53-60	\$ 1,318	\$ -	\$ 1,318	\$ 2,600	50.67%	\$ (1,282.48)
ILS Development	53-61	\$ 18,025	\$ -	\$ 18,025	\$ 46,150	39.06%	\$ (28,125.00)
Minitex/OCLC	53-62	\$ 21,452	\$ -	\$ 21,452	\$ 20,600	104.13%	\$ 851.72
Marketing	54-11	\$ 33,781	\$ 50	\$ 33,831	\$ 37,000	91.44%	\$ (3,168.67)
In state travel	56-60	\$ 4,834	\$ -	\$ 4,834	\$ 3,500	138.11%	\$ 1,333.84
Out of state travel	57-60	\$ 4,131	\$ -	\$ 4,131	\$ 7,500	55.08%	\$ (3,369.04)
Due & membership in state	59-10	\$ 2,533	\$ -	\$ 2,533	\$ 2,100	120.62%	\$ 433.00
Dues/membership out state	59-11	\$ 2,144	\$ -	\$ 2,144	\$ 2,000	107.20%	\$ 144.00
Seminar & conf in state	59-20	\$ 3,374	\$ -	\$ 3,374	\$ 2,500	134.97%	\$ 874.18
Seminar & conf out state	59-21	\$ 1,395	\$ -	\$ 1,395	\$ 2,750	50.73%	\$ (1,355.00)
Office supplies	61-10	\$ 36,460	\$ -	\$ 36,460	\$ 31,000	117.61%	\$ 5,460.37
Medical supplies	61-20	\$ 503	\$ -	\$ 503	\$ 600	83.88%	\$ (96.75)
General supplies	61-40	\$ 38,101	\$ -	\$ 38,101	\$ 36,000	105.84%	\$ 2,100.77
Program materials	61-43	\$ 35,528	\$ -	\$ 35,528	\$ 41,000	86.65%	\$ (5,472.23)
Materials Processing	61-44	\$ 52,096	\$ -	\$ 52,096	\$ 64,569	80.68%	\$ (12,472.54)
Postage	61-50	\$ 11,257	\$ -	\$ 11,257	\$ 15,300	73.57%	\$ (4,043.39)
Books & periodicals	61-70	\$ 716,975	\$ -	\$ 716,975	\$ 774,454	92.58%	\$ (57,479.02)
Gasoline		\$ 418	\$ -	\$ 418	\$ 550	76.03%	\$ (131.85)
Natural gas	62-50	\$ 22,780	\$ -	\$ 22,780	\$ 76,300	29.86%	\$ (53,520.32)
Electricity	62-51	\$ 94,898	\$ -	\$ 94,898	\$ 89,500	106.03%	\$ 5,397.93
Miscellaneous	68-10	\$ 2,275	\$ -	\$ 2,275	\$ 2,000	113.77%	\$ 275.40
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ 100	0.00%	\$ (100.00)
Bad Debt		\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Equipment		\$ 45,060	\$ -	\$ 45,060	\$ 14,082	319.98%	\$ 30,978.00
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -	\$ -		\$ -
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 5,290,381	\$ 6,594	\$ 5,296,975	\$ 5,506,739	96.19%	\$ (209,764)

**Fargo Public Library 2024 Total Expenses  
100% OF YEAR LAPSED**

**EXPENSE VS. BUDGET  
2024  
MAIN**

Account	Budget Line	October	November	December	13th Month	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 141,071	\$ 211,650	\$ 141,578		\$ 1,796,477		\$ 1,917,891	94%
Full time overtime	11-01	\$ 9	\$ -	\$ 56		\$ 300		\$ -	
Full Time banked sick	11-02	\$ -	\$ -	\$ 21,496		\$ 21,496		\$ 13,790	156%
Part time w/benefits	13-00	\$ 28,994	\$ 45,274	\$ 29,709		\$ 373,511		\$ 365,534	102%
Part time w/benefits overtime		\$ -	\$ -	\$ -		\$ 13		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ 0		\$ 0		\$ 250	0%
Part time seasonal no benefits	14-00	\$ 1,965	\$ 3,066	\$ 1,656		\$ 24,269		\$ 31,408	77%
Health insurance	20-01	\$ 17,016	\$ 17,088	\$ 17,088		\$ 204,444		\$ 238,921	86%
Dental insurance	20-03	\$ 1,356	\$ 1,358	\$ 1,359		\$ 16,025		\$ 16,422	98%
Long Term Disability	20-04	\$ 397	\$ 602	\$ 402		\$ 5,071		\$ 5,234	97%
Auto Allowance	20-05	\$ 69	\$ 104	\$ 69		\$ 883		\$ 900	98%
FICA 6.2%	21-01	\$ 10,228	\$ 15,710	\$ 11,622		\$ 132,230		\$ 142,472	93%
Medicare 1.45%	21-02	\$ 2,392	\$ 3,674	\$ 2,718		\$ 30,925		\$ 33,400	93%
City Pension	22-01	\$ 1,733	\$ 2,585	\$ 1,733		\$ 22,068		\$ 22,429	98%
NDPERS Pension	22-04	\$ 13,583	\$ 20,573	\$ 13,696		\$ 173,664		\$ 183,512	95%
NDPERS & City Pension	22-05	\$ 495	\$ 739	\$ 495		\$ 6,304		\$ 6,406	98%
Actuarial Contributions	22-06	\$ -	\$ -	\$ -		\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -		\$ -		\$ 800	0%
Life insurance	26-00	\$ -	\$ -	\$ -		\$ -		\$ 500	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -		\$ -		\$ -	
Security Services	38-61	\$ -	\$ 14,676	\$ 12,265		\$ 87,168		\$ 97,429	89%
Other Services	38-99	\$ 1,026	\$ 1,109	\$ 875		\$ 13,791	\$ 1,037	\$ 15,000	99%
Water Sewer	41-05	\$ -	\$ -	\$ -		\$ -		\$ -	
General equip repair	43-20	\$ -	\$ 944	\$ 324		\$ 1,268		\$ 3,000	42%
General equip repair (computer)	43-21	\$ 1,197	\$ 5,769	\$ 2,924		\$ 21,056	\$ -	\$ 33,266	63%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -		\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 2,124	\$ 1,460	\$ -		\$ 72,041		\$ 49,560	145%
Land and building rent	44-10	\$ -	\$ -	\$ -		\$ -		\$ -	
Property insurance	52-10	\$ -	\$ -	\$ -		\$ 18,429		\$ 15,010	123%
Automobile liability	52-20	\$ -	\$ -	\$ -		\$ 325		\$ 265	123%
General liability	52-30	\$ -	\$ -	\$ -		\$ 10,500		\$ 12,225	86%
Cellular phone service	53-20	\$ -	\$ 1,088	\$ -		\$ 5,517		\$ 5,400	102%
Other communications	53-60	\$ -	\$ 160	\$ -		\$ 1,318		\$ 2,600	51%
ILS Development	53-61	\$ -	\$ -	\$ -		\$ 18,025		\$ 46,150	39%
Minitex/OCLC	53-62	\$ -	\$ -	\$ -		\$ 21,452		\$ 20,600	104%
Marketing	54-11	\$ 2,478	\$ 2,051	\$ 2,892		\$ 33,781	\$ 50	\$ 37,000	91%
In state travel	56-60	\$ 2,745	\$ 94	\$ 347		\$ 4,834		\$ 3,500	138%
Out of state travel	57-60	\$ -	\$ -	\$ -		\$ 4,131		\$ 7,500	55%
Due & membership in state	59-10	\$ 300	\$ -	\$ -		\$ 2,533		\$ 2,100	121%
Dues/membership out state	59-11	\$ -	\$ -	\$ -		\$ 2,144		\$ 2,000	107%
Seminar & conf in state	59-20	\$ 71	\$ -	\$ 49		\$ 3,374		\$ 2,500	135%
Seminar & conf out state	59-21	\$ -	\$ -	\$ -		\$ 1,395		\$ 2,750	51%
Office supplies	61-10	\$ 446	\$ 1,202	\$ -		\$ 20,702		\$ 20,000	104%
Medical supplies	61-20	\$ 80	\$ -	\$ 16		\$ 487		\$ 600	81%
General supplies	61-40	\$ 202	\$ 557	\$ 51		\$ 17,023		\$ 25,000	68%
Program materials	61-43	\$ 5,051	\$ 2,471	\$ 2,898		\$ 35,528		\$ 41,000	87%
Materials Processing	61-44	\$ 4,486	\$ 5,102	\$ 2,756		\$ 52,096		\$ 64,569	81%
Postage	61-50	\$ -	\$ 810	\$ -		\$ 9,257		\$ 11,000	84%
Books & periodicals	61-70	\$ 28,983	\$ 68,558	\$ 57,477		\$ 547,692		\$ 580,054	94%
Gasoline	62-10	\$ 45	\$ 26	\$ 39		\$ 418		\$ 550	76%
Natural gas	62-50	\$ 1,286	\$ 1,717	\$ 2,737		\$ 12,647		\$ 45,000	28%
Electricity	62-51	\$ 8,834	\$ 5,669	\$ 4,067		\$ 67,810		\$ 57,500	118%
Miscellaneous	68-10	\$ -	\$ 27	\$ 285		\$ 2,275		\$ 2,000	114%
Safety compliance	68-50	\$ -	\$ -	\$ -		\$ -		\$ 100	0%
Bad Debt		\$ -	\$ -	\$ -		\$ -		\$ -	
Capital Outlay - Machinery & Equipment		\$ -	\$ -	\$ -		\$ 8,338		\$ 8,338	100%
Capital Outlay - Computer Software	74-10	\$ -	\$ -	\$ -		\$ -		\$ -	
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -		\$ -		\$ -	
		\$ 278,664	\$ 435,912	\$ 333,678	\$ -	\$ 3,905,032	\$ 1,087	\$ 4,194,435	93.13%

Fargo Public Library 2024 Total Expenses

100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

CARLSON

Account	Budget Line	October	November	December	13th Month	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 28,818	\$ 42,268	\$ 28,956		\$ 356,786		\$ 379,225	94%
Full time overtime	11-01	\$ -	\$ -	\$ -		\$ 60		\$ -	
full Time Banked Sick	11-02	\$ -	\$ -	\$ 3,421		\$ 3,421		\$ 3,494	98%
Part time w/benefits	13-00	\$ 9,822	\$ 15,528	\$ 9,569		\$ 127,912		\$ 110,666	116%
Part time w/benefits overtime		\$ -	\$ -	\$ 0		\$ -		\$ -	
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -		\$ -		\$ -	
Part time seasonal no benefits	14-00	\$ 816	\$ 1,275	\$ 807		\$ 10,893		\$ 9,381	116%
Health insurance	20-01	\$ 5,670	\$ 5,477	\$ 5,733		\$ 65,145		\$ 83,980	78%
Dental insurance	20-03	\$ 352	\$ 334	\$ 347		\$ 4,074		\$ 3,621	113%
Long Term Disability	20-04	\$ 87	\$ 131	\$ 88		\$ 1,087		\$ 989	110%
Auto Allowance	20-05	\$ -	\$ -	\$ -		\$ -		\$ -	
FICA 6.2%	21-01	\$ 2,328	\$ 3,547	\$ 2,532		\$ 29,559		\$ 30,787	96%
Medicare 1.45%	21-02	\$ 544	\$ 830	\$ 592		\$ 6,913		\$ 7,200	96%
City Pension	22-01	\$ 724	\$ 1,081	\$ 724		\$ 9,225		\$ 9,382	98%
NDPERS Pension	22-04	\$ 2,739	\$ 4,101	\$ 2,729		\$ 34,258		\$ 34,504	99%
NDPERS & City Pension	22-05	\$ -	\$ -	\$ -		\$ -		\$ -	
Actuarial Contributions	22-06	\$ -	\$ -	\$ -		\$ -		\$ -	
Workers Comp	25-00	\$ -	\$ -	\$ -		\$ -		\$ -	
Life insurance	26-00	\$ -	\$ -	\$ -		\$ -		\$ 500	0%
Interpreters/ADA Compliance	33-29	\$ -	\$ -	\$ -		\$ -		\$ -	
Security Services	38-61	\$ -	\$ 7,032	\$ 5,911		\$ 38,435	\$ -	\$ 36,900	104%
Other Services	38-99	\$ 34	\$ 34	\$ -		\$ 266		\$ 1,000	27%
Water Sewer	41-05	\$ 316	\$ 301	\$ 273		\$ 3,201		\$ 3,500	91%
General equip repair	43-20	\$ -	\$ -	\$ -		\$ -		\$ -	
General equip repair (computer)	43-21	\$ -	\$ 435	\$ 300		\$ 4,250	\$ -	\$ 6,000	71%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -		\$ -		\$ -	
Maintenance service	43-50	\$ -	\$ -	\$ -		\$ 531		\$ 4,300	12%
Land and building rent	44-10	\$ -	\$ -	\$ -		\$ -		\$ -	
Property insurance	52-10	\$ -	\$ -	\$ -		\$ 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	\$ 719	\$ 953	\$ -		\$ 12,972		\$ 8,000	162%
Medical supplies	61-20	\$ -	\$ -	\$ -		\$ -		\$ -	
General supplies	61-40	\$ 267	\$ 116	\$ -		\$ 6,364		\$ 7,500	85%
Program materials	61-43	\$ -	\$ -	\$ -		\$ -		\$ -	
Materials Processing	61-44	\$ -	\$ -	\$ -		\$ -		\$ -	
Postage	61-50	\$ -	\$ -	\$ -		\$ 2,000		\$ 4,300	47%
Books & periodicals	61-70	\$ 11,238	\$ 13,634	\$ 9,169		\$ 112,695		\$ 136,200	83%
Gasoline	62-10	\$ -	\$ -	\$ -		\$ -		\$ -	
Natural gas	62-50	\$ 1,016	\$ 1,410	\$ (2,296)		\$ 8,973		\$ 27,500	33%
Electricity	62-51	\$ 3,615	\$ 2,263	\$ (8,817)		\$ 20,734		\$ 25,000	83%
Miscellaneous	68-10	\$ -	\$ -	\$ -		\$ -		\$ -	
Safety compliance	68-50	\$ -	\$ -	\$ -		\$ -		\$ -	
Bad Debt						\$ -		\$ -	
Capital Outlay - Equipment						\$ 5,744	\$ -	\$ 5,744	100%
Capital Outlay - Computer Software	74-10					\$ -		\$ -	
Capital Outlay - Vehicles	74-20					\$ -		\$ -	
		\$ 69,107	\$ 100,750	\$ 60,037	\$ -	\$ 870,728	\$ -	\$ 944,378	92.2%

Fargo Public Library 2024 Total Expenses

100% OF YEAR LAPSED

EXPENSE VS. BUDGET

2024

NORTHPORT

Account	Budget Line	October	November	December	13th Month	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 14,745	\$ 22,458	14,275		\$ 181,240		\$ 110,006	165%
Full time overtime	11-01	\$ -	\$ -	0		\$ -			
Full time banked sick	11-02	\$ -	\$ -	0		\$ -			
Part time w/benefits	13-00	\$ 4,152	\$ 6,181	5,051		\$ 66,968		\$ 55,767	120%
Part time w/benefits overtime		\$ -	\$ -	0		\$ -			
Part time banked sick		\$ -	\$ -	0		\$ -			
Part time seasonal no benefits	14-00	\$ -	\$ -	0		\$ -			
Health insurance	20-01	\$ 2,165	\$ 2,287	2,030		\$ 27,422		\$ 12,167	225%
Dental insurance	20-03	\$ 169	\$ 185	171		\$ 2,092		\$ 1,552	135%
Long Term Disability	20-04	\$ 42	\$ 66	44		\$ 522		\$ 374	140%
Auto Allowance	20-05	\$ -	\$ -	0		\$ -			
FICA 6.2%	21-01	\$ 1,124	\$ 1,727	1,153		\$ 14,604		\$ 9,936	147%
Medicare 1.45%	21-02	\$ 263	\$ 404	270		\$ 3,415		\$ 2,324	147%
City Pension	22-01	\$ -	\$ -	0		\$ -			
NDPERS Pension	22-04	\$ 1,750	\$ 2,652	1,790		\$ 22,031		\$ 15,350	144%
NDPERS & City Pension	22-05	\$ -	\$ -	0		\$ -			
Actuarial Contributions	22-06	\$ -	\$ -	0		\$ -			
Workers Comp	25-00	\$ -	\$ -	0		\$ -			
Life insurance	26-00	\$ -	\$ -	0		\$ -			
Interpreters/ADA Compliance	33-29	\$ -	\$ -	0		\$ -			
Security Services	38-61	\$ -	\$ -	0		\$ -			
Other Services	38-99	\$ 2,217	\$ 3,746	0		\$ 6,064	\$ 900	\$ 500	1393%
Water Sewer	41-05	\$ 238	\$ 238	238		\$ 2,583	\$ -	\$ 3,000	86%
General equip repair	43-20	\$ -	\$ -	0		\$ -			
General equip repair (computer)	43-21	\$ -	\$ -	0		\$ -			
General equip repair (vehicle)	43-22	\$ -	\$ -	0		\$ -			
Maintenance service	43-50	\$ -	\$ -	0		\$ -		\$ 2,100	0%
Land and building rent	44-10	\$ 6,272	\$ 6,272	0		\$ 74,393	\$ 4,607	\$ 79,000	100%
Property insurance	52-10	\$ -	\$ -	0		\$ 690		\$ 350	197%
Automobile liability	52-20	\$ -	\$ -	0		\$ -			
General liability	52-30	\$ -	\$ -	0		\$ -			
Cellular phone service	53-20	\$ -	\$ -	0		\$ -			
Other communications	53-60	\$ -	\$ -	0		\$ -			
ILS Development	53-61	\$ -	\$ -	0		\$ -			
Minitex/OCLC	53-62	\$ -	\$ -	0		\$ -			
Marketing	54-11	\$ -	\$ -	0		\$ -			
In state travel	56-60	\$ -	\$ -	0		\$ -			
Out of state travel	57-60	\$ -	\$ -	0		\$ -			
Due & membership in state	59-10	\$ -	\$ -	0		\$ -			
Dues/membership out state	59-11	\$ -	\$ -	0		\$ -			
Seminar & conf in state	59-20	\$ -	\$ -	0		\$ -			
Seminar & conf out state	59-21	\$ -	\$ -	0		\$ -			
Office supplies	61-10	\$ 737	\$ 141	161.59		\$ 2,787		\$ 3,000	93%
Medical supplies	61-20	\$ -	\$ -	0		\$ 16			
General supplies	61-40	\$ 7,228	\$ -	0		\$ 14,714		\$ 3,500	420%
Program materials	61-43	\$ -	\$ -	0		\$ -			
Materials Processing	61-44	\$ -	\$ -	0		\$ -			
Postage	61-50	\$ -	\$ -	0		\$ -			
Books & periodicals	61-70	\$ 5,264	\$ 7,038	2,457		\$ 56,589		\$ 58,200	97%
Gasoline	62-10	\$ -	\$ -	0		\$ -			
Natural gas	62-50	\$ 48	\$ 88	223		\$ 1,160		\$ 3,800	31%
Electricity	62-51	\$ 592	\$ 473	502		\$ 6,354		\$ 7,000	91%
Miscellaneous	68-10	\$ -	\$ -	0		\$ -			
Safety compliance	68-50	\$ -	\$ -	0		\$ -			
Bad Debt		\$ -	\$ -	0		\$ -			
Capital Outlay - Equipment		\$ -	\$ 19,478	11,500		\$ 30,978			
Capital Outlay - Computer Software		\$ -	\$ -	0		\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	0		\$ -			
		\$ 47,007	\$ 73,432	\$ 39,865	\$ -	\$ 514,622	\$ 5,507	\$ 367,926	141.37%

**Revenue 2024**

	<b>Fees &amp; Copies 101-0000- 351.25-01</b>	<b>Misc. Revenue 101-0000- 361.61-08</b>
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	\$ 1,896.38	\$ 350.30
September	\$ 3,167.35	\$ 419.68
October	\$ 3,097.38	\$ 925.81
November	\$ 1,424.71	\$ 195.85
December	\$ 2,512.44	\$ 2,041.71
	\$ 29,325.48	\$ 6,679.56

**Total \$**

**36,005.04**