

Fargo Public Library Board of Directors  
Agenda for Tuesday August 15, 2023  
4:00p.m.  
Fargo City Commission Chambers  
225 4<sup>th</sup> St North  
Fargo, ND 58102

1. Approve Order of the Agenda **Action**
2. Minutes of the July 18 Meeting **Action**
3. Public Comment
4. Staff Report- Megan Lass
5. Director's Report
6. Unfinished Business
  - A. None
7. New Business
  - A. Law Enforcement Inquiries Procedure Draft **Action**
8. Statistical Reports
  - A. July Usage
  - B. July Financials
9. Friends of the Library Report
10. Next Regular Meeting: September 19
11. Adjourn

**Fargo Public Library Board  
Minutes for Tuesday, July 18, 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, Carrie Peterson (online)

**Board Members Absent:** Hannah James, Kristen Schipper

**Staff:** Tim Dirks, Jenilee Kanenwisher, 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**

Jenna Reno moved to approve the order of the agenda; Wanda Mengelkoch seconded the motion. The motion carried.

**Minutes of the April 18 Regular Meeting**

Wanda Mengelkoch moved to approve the minutes of the June 20 Regular Meeting; Paul Jensen seconded the motion. The motion carried.

**Public Comment**

There were no members of the public present

**Staff Report**

Jenilee Kanenwisher, Collection Development Manager, presented highlights of staff updates and events including:

- Summer Reading Challenge
  - Jenilee highlighted the high participation rate of individuals signed up, including almost 500 adults, 145 teens, and 1300 children
- Children
  - Red River Zoo Visit on July 20 from 1-3pm. One of our more popular yearly events where the Red River Zoo brings some animals.
- Teen/Tween
  - Learn Double Dutch on July 21 beginning at 2pm at the Carlson Library
- Adult
  - Summer Spice Club. Registration opens July 31 with packet pickup beginning Mon, August 14. This year's packets contain Nigella seeds
- Multigenerational
  - Summer Movie Nights at Carlson – Free movies every other Friday at 1pm.
    - Jul 28 – *Shrek* (PG, 90 minutes)
    - Aug 11, *Spider-Man: Into the Spider-Verse* (PG, 117)

### **Director's Report**

Director Tim Dirks summarized the written report in the Board Packet. He addressed the July 6<sup>th</sup> shooting outside the Carlson Library. Gunfire was reported outside in the parking lot. Security Footage and cell phone footage by a patron were collected and most of the perpetrators have been identified and/or apprehended. Director Dirks has been meeting with Facilities/Safety Management and HR representatives to develop a lockdown procedure for all locations as well as to review our current violent intruder policy. Vice President Ouren asked if we have security guards at the Carlson Library, to which Director Dirks affirmed that we do and that he acted immediately during the incident.

### **Unfinished business**

There was no unfinished business

### **New Business**

#### **A. Library Board Bylaws**

Tim Dirks presented updated Library Board Bylaws Draft, which added updated language to clarify who should lead a Library Board meeting if the President and Vice President are not present but a quorum is reached. Jenna Reno moved to approve the plan; Wanda Mengelkoch seconded the motion. The motion carried.

### **Statistical Reports**

#### **June Usage**

Director Tim Dirks noted that while June saw small gains, Year-to-Date gains are excellent.

#### **June Financials**

Director Tim Dirks noted a continued Healthy trend upward. Paul Jensen asked when our all time high for visitors was. Director Dirks did not have exact time, but it was in 2019. He explained we are still in recovery from COVID but our numbers have continually climbed since we re-opened.

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, August 15 at 4pm in the Fargo City Commission Chambers.

The meeting adjourned at 4:15 p.m.

Respectfully submitted,  
Cindy Haff

## **Staff Report**

### **August 2023 Library Board Meeting**

#### **Community Engagement:**

- **Native American Community Picnic, August 19, MB Johnson Park.** Native Americans from many tribes live in the Fargo/Moorhead area, ancestral homeland of the Anishinaabe and Oceti Sakowin (Lakota, Nakota, and Dakota) peoples. There will be door prizes and bouncy houses for the children and drums and singers before the meal.
- **Day of Dignity, August 27, Broadway Square.** The Day of Dignity is all about connecting those in need with free items, resources and services. Broadway Square, in collaboration with the Harm Reduction Division of Fargo Cass Public Health and the FM Coalition to End Homeless is offering support, resources, products and services to community members in need.

#### **Programming:**

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

#### *Children*

- **Free Lunch YMCA Visits/Tour De BookBike Thursday, August 17, Friday, August 18<sup>th</sup> Jefferson and Madison Elementary.** Children's staff will provide a storytime and activity for YMCA Free Lunch program kids at Jefferson and Madison Elementary Schools. The kids can pick out a Read N Share book from the BookBike.
- **School Supply Bingo, August 22.** B-I-N-G-O for school supplies! Come play Bingo and win supplies for the upcoming school year. This event is for grades Kindergarten and up!
  - Northport – 11:00am
  - Main – 2:00pm
- **Fall Storytime, September 11-November 29.** Ages 2-6. No registration required.
  - Main – Mondays at 10:00am and 11:00am
  - Northport – Tuesdays at 10:00am
  - Carlson – Wednesdays at 10:00am and 11:00am

#### *Teens*

- **Teen Grab & Go Craft: Friendship Bracelet Slime, September 9, Main Library.** Crunchy, sparkly, fun slime! Make your own friendship bracelet themed slime to take home! Ages 11-18. Craft will be available on a first come, first served basis. One packet per teen, while supplies last.
- **Teen DIY Buttons and Magnets.** Come make some custom buttons for your backpack and magnets for your locker!
  - Northport – September 15, 4:30pm
  - Carlson – September 18, 11:00am

#### *Adults*

- **Documentary Screening: *Watermark*, September 7, 6:00pm, Main Library.** Bringing together diverse stories from around the globe, this 2013 Canadian documentary looks at the relationship between mankind and water, examining how the liquid shapes people's lives as well as humanity's impact on this precious resource. This is a One Book, One Community Event.

- **Author Visit with Sylvan Loegering, September 11, 1:30pm, Carlson Library.** Join us as we welcome Sylvan Loegering, author of *A Big Challenge for a Little Brother*. Loegering writes of his real-life experiences from life on a small farm in the 1940s and 1950s. Books will be available for purchase.
- **Silent Reading Party @ Wild Terra, Monday, September 11.** Enjoy a good book & a good beverage along with others who appreciate the same. Librarians will be on hand to provide snacks, reading suggestions, set up library accounts & check out books.
- **Reforest the Red, September 12, 12:00pm, Lindenwood Park.** Volunteer at Reforest the Red to help sustain the Red River! Planting trees along the Red creates a buffer to maintain riverbank stability, encourage the growth of native plants, improve water quality, and provide habitat for river wildlife. Volunteers will dig holes, plant, mulch, water and stake 5-7 ft. trees. Short trainings will be held throughout the event. Volunteer by contacting River keepers: [kimberly@riverkeepers.org](mailto:kimberly@riverkeepers.org) or 701-356-8915. This is a One Book, One Community Event.
- **Book Clubs**
  - **Sense of Place**, September 7 – *The Wonders* by Elena Medel
  - **Tea Time Book Club**, September 11 – *True Biz* by Sara Novic
  - **Diverse Perspectives**, September 14 – *The Sun Does Shine* by Anthony Ray Hinton

#### *Multigenerational*

- **14<sup>th</sup> Annual Design a Bookmark Contest. September 1-30<sup>th</sup>.** The Fargo Public Library is commemorating creativity with the 14<sup>th</sup> annual design-a-bookmark contest. Stop by any library starting September 1<sup>st</sup> and pick up an entry form. Fill the space with your most brilliant creation and return it before the library closes on September 30<sup>th</sup>. The top designs (as voted on by library staff) will be made into full color bookmarks that will be printed and distributed throughout the following year at library branches and events.

## **FPL DIRECTOR'S REPORT**

August 15, 2023

### **Director's Activities:**

- 7.20.2023 Attended Carlson Door Override Walk Through
- 7.21.2023 Attended 2024 Budget Meeting
- 7.24.2023 Attended City Finance Committee Meeting
- 7.26.2023 Attended Memorial Event
- 7.28.2023 Met with Valley Senior Services Staff Regarding Door Override
- 7.31.2023 Attended Mayor's 2024 Budget Presentation

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

- 7.19.2023 Provided Office Hours
- 7.21.2023 Attended All Staff Meeting
- 7.25.2023 Moderated Library Dept. Heads Meeting
- 7.26.2023 Provided Office Hours
- 8.1.2023 Moderated Library Dept. Heads Meeting
- 8.2.2023 Provided Office Hours
- 8.8.2023 Moderated Library Dept. Heads Meeting
- 8.9.2023 Provided Office Hours
- 8.9.2023 Moderated Quarterly Project Meeting with Deputy Director
- 8.15.2023 Moderated Library Dept. Heads Meeting

### **Goal 4 Partnering:**

- 7.19.2023 Moderated Red River Zoo Executive Committee Meeting
- 7.24.2023 Met with Rape and Abuse Crisis Center Staff
- 7.27.2023 Met with Friends Board President
- 8.1.2023 Attended Friends Board Meeting
- 8.14.2023 Attended Red River Zoo Board Meeting

### **Goal 5 Infrastructure:**

- 7.25.2023 Attended Main Library Shade Replacement Meeting

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

**What:**

Review and approve the updated Law Enforcement Inquiries Procedured Draft

**Explanation:**

The updated language 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 recommendation:**

Approve the updated Law Enforcement Inquiries Procedure 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**

## 8.15.23 Draft

### Procedure: Law Enforcement Inquiries

**The exception for this procedure is law enforcement requests for security camera footage. Requests for security camera footage from law enforcement personal need to be accommodated without any additional clearance from library administration.**

What to do if an agent of a federal, state, or local law enforcement department comes to the library to request information:

**All employees should always get their supervisor.**

If the request comes when a supervisor is not present, inform the senior reference librarian on duty.

Below is the normal procedure that a supervisor (Library director, deputy director, or stated person in charge) will follow. Sample copies of warrants and subpoenas have been distributed to each service desk, and additional copies are available.

**If a verified law enforcement agent presents a Search Warrant:**

We accept the copy of the warrant and let them get what they need. A search warrant will have a list of specific items they are seeking.

**If a verified law enforcement agent presents a Subpoena:**

We accept the subpoena. Nothing needs to be given to anyone at the moment. Respond to the officer/agent with "Thank you, I will give this to my director." The library director and library counsel will follow up as needed.

**If a verified law enforcement agent makes a verbal request:**

We do not give out information that connects a patron with library materials or services solely on a verbal request. Contact the library director. If he is not available, turn down the agent politely. As you would with any request of this nature say, "I'm sorry, I cannot help you with that information."

Please note: If possible, we should get a list of any materials confiscated so that these items can be checked out to "Missing".

*Approved 7-22-2003*

*Revised 9-18-2018*



Library Use 2023

New Registrations: 682  
 Approx. Registered Patrons: 36001

ATTENDANCE	Jul-23	Jul-22	% CHANGE	2023 YTD	2022 YTD	Diff.	% CHANGE
Door Count Main	18,805	16,895	11%	117,588	105,488	12,100	11%
Door Count Carlson	11,529	12,097	-5%	83,169	71,592	11,577	16%
Door Count Northport	4,455	4,362	2%	29,003	28,392	611	2%
Outreach	336	442	-24%	2,525	3,294	(769)	-23%
<b>Total</b>	<b>35,125</b>	<b>33,796</b>	<b>4%</b>	<b>232,285</b>	<b>208,766</b>	<b>23,519</b>	<b>11%</b>

PROGRAM ATTENDANCE	# of Programs	Attendance	Attendance					
Adult Programs Main	10	81	207	-61%	1,526	1,006	520	52%
Adult Programs Carlson	16	130	115	13%	900	559	341	61%
Adult Programs Northport	2	20	-		127	66	61	92%
Teen Programs Main	5	65	34	91%	135	107	28	26%
Teen Programs Carlson	4	35	39	-10%	104	159	(55)	-35%
Teen Programs Northport	-	-	-		20	2	18	900%
Childrens Programs Main	19	1,091	640	70%	3,687	3,010	677	22%
Childrens Programs Carlson	7	203	323	-37%	2,336	1,634	702	43%
Childrens Programs Northport	1	34	17	100%	1,061	767	294	38%
Community Engagement	5	734	41	1690%	5,245	3,608	1,637	45%
Outreach Department	1	23	-		288	252	36	14%
Virtual Adult	1	83	128	-35%	692	444	248	56%
Virtual Teen	-	-	-		-	-	-	-
Virtual Childrens	2	9	-		1,026	357	669	187%
<b>Total</b>	<b>73</b>	<b>2,508</b>	<b>1,544</b>	<b>62%</b>	<b>17,147</b>	<b>11,971</b>	<b>5,176</b>	<b>43%</b>

VOLUNTEER HOURS								
Main		145	83	75%	503	519	(16)	-3%
Carlson		45	18	150%	236	161	75	47%
Outreach		56	70	-20%	318	468	(150)	-32%
Northport		-	-		-	-	-	-
<b>Total</b>		<b>246</b>	<b>171</b>	<b>44%</b>	<b>1,057</b>	<b>1,148</b>	<b>(91)</b>	<b>-8%</b>

INTERNET SIGNUP								
Main		2,626	2,393	10%	16,724	14,522	2,202	15%
Carlson		1,800	1,604	12%	11,457	10,757	700	7%
Northport		530	429	24%	3,005	2,603	402	15%
<b>Total</b>		<b>4,956</b>	<b>4,426</b>	<b>12%</b>	<b>31,186</b>	<b>27,882</b>	<b>3,304</b>	<b>12%</b>

ELECTRONIC ACTIVITY								
Web page hits		19,941	16,698	19%	129,598	117,182	12,416	11%

## 2023 Circulation

	Jul-23	Jul-22	Increase/ Decrease	% CHANGE	2023 YTD	2022 YTD	Increase/ Decrease	% Change YTD
<b>PRINT</b>								
<b>MAIN</b>								
Adult Nonfiction	2,881	2,553	328	12.85%	19,448	18,610	838	4.50%
Youth Nonfiction	1,956	1,734	222	12.80%	13,594	11,548	2,046	17.72%
Adult Fiction	6,372	6,374	(2)	-0.03%	41,214	39,925	1,289	3.23%
Youth Fiction	5,343	5,328	15	0.28%	29,353	28,031	1,322	4.72%
Youth Reader	1,488	1,464	24	1.64%	9,550	9,682	(132)	-1.36%
Youth Picture Books	4,189	4,071	118	2.90%	28,432	25,641	2,791	10.88%
Adult Magazines	79	129	(50)	-38.76%	719	766	(47)	-6.14%
Youth Magazines	29	41	(12)		165	159	6	3.77%
Subtotal	22,337	21,694	643	2.96%	142,475	134,362	8,113	6.04%
<b>OUTREACH</b>								
Deposit	924	910	14	1.54%	6,123	6,657	(534)	-8.02%
<b>CARLSON</b>								
Adult Nonfiction	899	1,013	(114)	-11.25%	6,938	6,311	627	9.94%
Youth Nonfiction	1,359	1,416	(57)	-4.03%	8,514	8,023	491	6.12%
Adult Fiction	3,437	3,636	(199)	-5.47%	23,105	21,693	1,412	6.51%
Youth Fiction	3,399	3,818	(419)	-10.97%	19,504	19,258	246	1.28%
Youth Readers	1,653	1,621	32	1.97%	10,899	10,572	327	3.09%
Youth Picture Books	3,150	4,127	(977)	-23.67%	22,438	22,566	(128)	-0.57%
Adult Magazines	86	105	(19)	-18.10%	482	662	(180)	-27.19%
Youth Magazines	22	78	(56)	-71.79%	254	271	(17)	-6.27%
Subtotal	14,005	15,814	(1,809)	-11.44%	92,134	89,356	2,778	3.11%
<b>NORTHPORT</b>								
Adult Nonfiction	267	306	(39)	-12.75%	1,973	2,068	(95)	-4.59%
Youth Nonfiction	309	333	(24)	-7.21%	2,077	1,968	109	5.54%
Adult Fiction	1,033	1,080	(47)	-4.35%	6,537	6,446	91	1.41%
Youth Fiction	514	609	(95)	-15.60%	2,911	3,123	(212)	-6.79%
Youth Readers	310	511	(201)	-39.33%	1,982	2,098	(116)	-5.53%
Youth Picture Books	687	893	(206)	-23.07%	4,609	4,594	15	0.33%
Adult Magazines	52	31	21	67.74%	244	172	72	41.86%
Youth Magazines	-	-	-		11	3	8	266.67%
Subtotal	3,172	3,763	(591)	-15.71%	20,344	20,472	(128)	-0.63%
<b>TOTAL PRINT</b>	<b>40,438</b>	<b>42,181</b>	<b>(1,743)</b>	<b>-4.13%</b>	<b>261,076</b>	<b>250,847</b>	<b>10,229</b>	<b>4.08%</b>

2023 Circulation

**NONPRINT**

<b>OverDrive</b>	21,595	17,389	4,206	24.19%	137,840	112,222	25,618	22.83%
<b>Childrens Devices</b>	11	24	(13)	-54.17%	131	114	17	14.91%
<b>Hoopla</b>	2,968	2,498	470	18.82%	22,783	16,162	6,621	40.97%
<b>Subtotal</b>	<u>24,574</u>	<u>19,911</u>	<u>4,663</u>	<u>23.42%</u>	<u>160,754</u>	<u>128,498</u>	<u>32,256</u>	<u>25.10%</u>

**MAIN**

Adult DVD's	2,895	2,846	49	1.72%	20,352	21,299	(947)	-4.45%
Youth DVD's	452	485	(33)	-6.80%	3,082	2,623	459	17.50%
Video Games	375	268	107	39.93%	2,074	1,695	379	22.36%
Adult CD's	492	383	109	28.46%	3,233	3,330	(97)	-2.91%
Youth CD's	91	61	30	49.18%	576	414	162	39.13%
Adult Books on CD	180	209	(29)	-13.88%	1,315	1,400	(85)	-6.07%
Youth Books on CD	257	209	48	22.97%	1,564	1,215	349	28.72%
Kits	299	261	38	14.56%	2,061	1,631	430	26.36%
<b>Subtotal</b>	<u>5,041</u>	<u>4,722</u>	<u>319</u>	<u>6.76%</u>	<u>34,257</u>	<u>33,607</u>	<u>650</u>	<u>1.93%</u>

**CARLSON**

Adult DVD's	1,560	1,681	(121)	-7.20%	10,523	10,995	(472)	-4.29%
Youth DVD's	524	570	(46)	-8.07%	3,324	3,795	(471)	-12.41%
Video Games	261	235	26	11.06%	1,724	1,481	243	16.41%
Adult CD's	324	293	31	10.58%	2,056	1,615	441	27.31%
Youth CD's	65	63	2	3.17%	420	502	(82)	-16.33%
Adult Books on CD	106	174	(68)	-39.08%	811	928	(117)	-12.61%
Youth Books on CD	213	213	-	0.00%	1,298	1,338	(40)	-2.99%
Kits	163	126	37	29.37%	1,126	778	348	44.73%
<b>Subtotal</b>	<u>3,216</u>	<u>3,355</u>	<u>(139)</u>	<u>-4.14%</u>	<u>21,282</u>	<u>21,432</u>	<u>(150)</u>	<u>-0.70%</u>

**NORTHPORT**

Adult DVD's	571	822	(251)	-30.54%	5,579	5,013	566	11.29%
Youth DVD's	113	123	(10)	-8.13%	856	649	207	31.90%
Video Games	95	88	7	7.95%	528	480	48	10.00%
Adult CD's	167	153	14	9.15%	839	780	59	7.56%
Youth CD's	18	13	5	38.46%	128	91	37	40.66%
Adult Books on CD	36	32	4	12.50%	209	228	(19)	-8.33%
Youth Books on CD	50	61	(11)	-18.03%	323	357	(34)	-9.52%
Kits	31	37	(6)	-16.22%	223	200	23	11.50%
<b>Subtotal</b>	<u>1,081</u>	<u>1,329</u>	<u>(248)</u>	<u>-18.66%</u>	<u>8,685</u>	<u>7,798</u>	<u>887</u>	<u>11.37%</u>

**TOTAL NONPRINT**

<b>TOTAL NONPRINT</b>	<u>33,912</u>	<u>29,317</u>	<u>4,595</u>	<u>15.67%</u>	<u>224,978</u>	<u>191,335</u>	<u>33,643</u>	<u>17.58%</u>
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**INTERLIBRARY LOAN**

Borrowed	223	196	27	13.78%	1,587	1,385	202	14.58%
Loaned	357	342	15	4.39%	2,495	2,387	108	4.52%
<b>Subtotal</b>	<u>580</u>	<u>538</u>	<u>42</u>	<u>7.81%</u>	<u>4,082</u>	<u>3,772</u>	<u>310</u>	<u>8.22%</u>

**RENEWALS**

<b>RENEWALS</b>	13,543	13,977	(434)	-3.11%	92,872	88,752	4,120	4.64%
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**TOTAL CIRCULATION**

<b>TOTAL CIRCULATION</b>	<u>88,473</u>	<u>86,013</u>	<u>2,460</u>	<u>2.86%</u>	<u>583,008</u>	<u>534,706</u>	<u>48,302</u>	<u>9.03%</u>
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2023 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		750	1400	2,425	790	120	4,150	15							9,650	
LDONSP	Restricted Donations		1,369	2,386	7,041	2,892	1,013	160	3,941							18,802	
	Grants															0	
	<b>Total</b>	<b>0</b>	<b>2,119</b>	<b>3,786</b>	<b>9,466</b>	<b>3,682</b>	<b>1,133</b>	<b>4,310</b>	<b>3,956</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,462</b>	
	<b>EXPENSE</b>		<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>13th P</b>	<b>TOTAL</b>	<b>BALANCE</b>
101-7019-463.38-99	FM Area Foundation															0	0
101-7019-463.38-99	Other Services															0	0
101-7019-463.43-21	Computer Equip															0	0
101-7019-463.54-11	Marketing															0	0
101-7019-463.61-40	General Supplies			152												152	0
101-7019-463.61-43	Programming		123	248	1,211	969	10	2,692	4,326							9,579	0
101-7019-463.61-70	Books & Materials		992	1,692	380	172	789		1,398							5,423	0
101-7019-463.68-10	Miscellaneous															0	0
101-7019-463.68-10	Staff Development			222	60	495		30	30							838	0
	Grant Expenses															0	0
	<b>Total</b>		<b>1,115</b>	<b>2,315</b>	<b>1,651</b>	<b>1,636</b>	<b>799</b>	<b>2,722</b>	<b>5,754</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,992</b>	<b>12,460</b>

**Fargo Public Library 2023 Total Expenses**  
**58% 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	\$ 1,291,348	\$ -	\$ 1,291,348	\$ 2,404,676	53.70%	\$ (1,113,328.48)
Full time overtime	11-01	\$ 203	\$ -	\$ 203	\$ -		\$ 202.53
Full time banked sick	11-02	\$ -	\$ -	\$ -	\$ 17,860	0.00%	\$ (17,860.00)
Part time w/benefits	13-00	\$ 309,800	\$ -	\$ 309,800	\$ 530,198	58.43%	\$ (220,398.07)
Part time w/benefits overtime		\$ 6	\$ -	\$ 6	\$ -		\$ 5.74
Part time banked sick		\$ -	\$ -	\$ -	\$ 256		\$ (256.00)
Part time seasonal no benefits	14-00	\$ 28,070	\$ -	\$ 28,070	\$ 40,000	70.17%	\$ (11,930.30)
Health insurance	20-01	\$ 179,237	\$ -	\$ 179,237	\$ 474,859	37.75%	\$ (295,621.64)
Dental insurance	20-03	\$ 11,997	\$ -	\$ 11,997	\$ 22,888	52.42%	\$ (10,890.72)
Long Term Disability	20-04	\$ 3,055	\$ -	\$ 3,055	\$ 5,448	56.08%	\$ (2,392.62)
Auto Allowance	20-05	\$ 504	\$ -	\$ 504	\$ 900	56.05%	\$ (395.54)
FICA 6.2%	21-01	\$ 95,975	\$ -	\$ 95,975	\$ 182,599	52.56%	\$ (86,624.34)
Medicare 1.45%	21-02	\$ 22,446	\$ -	\$ 22,446	\$ 42,932	52.28%	\$ (20,486.34)
City Pension	22-01	\$ 17,485	\$ -	\$ 17,485	\$ 41,001	42.65%	\$ (23,515.82)
NDPERS Pension	22-04	\$ 112,605	\$ -	\$ 112,605	\$ 198,362	56.77%	\$ (85,757.25)
NDPERS & City Pension	22-05	\$ 3,520	\$ -	\$ 3,520	\$ 6,281	56.05%	\$ (2,760.58)
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	\$ 69,220	\$ 65,109	\$ 134,329	\$ 134,329	100.00%	\$ -
Other Services	38-99	\$ 9,469	\$ 4,754	\$ 14,223	\$ 16,500	86.20%	\$ (2,276.90)
Water Sewer	41-05	\$ 2,810	\$ -	\$ 2,810	\$ 6,500	43.23%	\$ (3,689.96)
General equip repair	43-20	\$ 458	\$ -	\$ 458	\$ 3,000	15.26%	\$ (2,542.17)
General equip repair (computer)	43-21	\$ 21,207	\$ -	\$ 21,207	\$ 39,266	54.01%	\$ (18,058.64)
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ 1,000	0.00%	\$ (1,000.00)
Maintenance service	43-50	\$ 41,523	\$ 5,612	\$ 47,135	\$ 53,600	87.94%	\$ (6,465.20)
Land and building rent	44-10	\$ 47,117	\$ 31,884	\$ 79,001	\$ 79,000	100.00%	\$ 1.00
Property insurance	52-10	\$ 16,270	\$ -	\$ 16,270	\$ 12,065	134.85%	\$ 4,205.00
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ 265	0.00%	\$ (265.00)
General liability	52-30	\$ -	\$ -	\$ -	\$ 9,225	0.00%	\$ (9,225.00)
Cellular phone service	53-20	\$ 2,802	\$ -	\$ 2,802	\$ 5,400	51.89%	\$ (2,597.71)
Other communications	53-60	\$ 1,401	\$ -	\$ 1,401	\$ 2,100	66.70%	\$ (699.20)
ILS Development	53-61	\$ 19,525	\$ -	\$ 19,525	\$ 46,150	42.31%	\$ (26,625.00)
Minitex/OCLC	53-62	\$ 20,892	\$ -	\$ 20,892	\$ 19,400	107.69%	\$ 1,492.03
Marketing	54-11	\$ 24,521	\$ -	\$ 24,521	\$ 46,000	53.31%	\$ (21,478.97)
In state travel	56-60	\$ 959	\$ 14	\$ 973	\$ 3,500	27.81%	\$ (2,526.55)
Out of state travel	57-60	\$ 1,819	\$ -	\$ 1,819	\$ 5,000	36.38%	\$ (3,180.80)
Due & membership in state	59-10	\$ 2,358	\$ -	\$ 2,358	\$ 2,100	112.29%	\$ 257.99
Dues/membership out state	59-11	\$ 1,857	\$ -	\$ 1,857	\$ 2,000	92.85%	\$ (143.00)
Seminar & conf in state	59-20	\$ 2,803	\$ -	\$ 2,803	\$ 2,500	112.11%	\$ 302.83
Seminar & conf out state	59-21	\$ 1,567	\$ -	\$ 1,567	\$ 2,500	62.67%	\$ (933.22)
Office supplies	61-10	\$ 15,627	\$ -	\$ 15,627	\$ 30,000	52.09%	\$ (14,373.09)
Medical supplies	61-20	\$ 36	\$ -	\$ 36	\$ 600	6.02%	\$ (563.91)
General supplies	61-40	\$ 16,624	\$ 680	\$ 17,304	\$ 36,000	48.07%	\$ (18,696.42)
Program materials	61-43	\$ 18,997	\$ -	\$ 18,997	\$ 46,000	41.30%	\$ (27,003.21)
Materials Processing	61-44	\$ 33,916	\$ -	\$ 33,916	\$ 64,569	52.53%	\$ (30,652.58)
Postage	61-50	\$ 8,126	\$ -	\$ 8,126	\$ 12,300	66.06%	\$ (4,174.26)
Books & periodicals	61-70	\$ 397,124	\$ 66	\$ 397,190	\$ 774,454	51.29%	\$ (377,263.64)
Gasoline		\$ 81	\$ -	\$ 81	\$ 550	14.67%	\$ (469.33)
Natural gas	62-50	\$ 36,640	\$ -	\$ 36,640	\$ 76,300	48.02%	\$ (39,659.83)
Electricity	62-51	\$ 54,031	\$ -	\$ 54,031	\$ 122,528	44.10%	\$ (68,497.03)
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	\$ -	\$ -	\$ -	\$ -		\$ -
		\$ 3,038,509	\$ 108,119	\$ 3,146,628	\$ 5,699,684	55.21%	\$ (2,553,056)

**Fargo Public Library 2023 Total Expenses**

**58% OF YEAR LAPSED**

**EXPENSE VS. BUDGET**

**2023**

**MAIN**

Account	Budget Line	May	June	July	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 136,491	\$ 206,527	\$ 137,658	\$ 1,040,618		\$ 1,934,432	54%
Full time overtime	11-01	\$ 9	\$ 108	\$ -	\$ 203			
Full Time banked sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 14,423	0%
Part time w/benefits	13-00	\$ 28,745	\$ 43,530	\$ 29,126	\$ 210,109		\$ 419,540	50%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ 6			
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -		\$ 256	0%
Part time seasonal no benefits	14-00	\$ 3,171	\$ 4,695	\$ 2,991	\$ 20,321		\$ 30,800	66%
Health insurance	20-01	\$ 18,467	\$ 18,611	\$ 18,683	\$ 133,691		\$ 344,078	39%
Dental insurance	20-03	\$ 1,325	\$ 1,330	\$ 1,332	\$ 9,499		\$ 17,198	55%
Long Term Disability	20-04	\$ 388	\$ 588	\$ 391	\$ 2,387		\$ 4,446	54%
Auto Allowance	20-05	\$ 69	\$ 104	\$ 69	\$ 504		\$ 900	56%
FICA 6.2%	21-01	\$ 9,886	\$ 15,245	\$ 9,966	\$ 74,908		\$ 146,137	51%
Medicare 1.45%	21-02	\$ 2,312	\$ 3,565	\$ 2,331	\$ 17,519		\$ 34,404	51%
City Pension	22-01	\$ 1,694	\$ 2,529	\$ 1,694	\$ 12,328		\$ 27,836	44%
NDPERS Pension	22-04	\$ 11,763	\$ 17,845	\$ 11,889	\$ 89,560		\$ 163,973	55%
NDPERS & City Pension	22-05	\$ 484	\$ 723	\$ 484	\$ 3,520		\$ 6,281	56%
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	\$ 7,167	\$ 10,121	\$ 7,396	\$ 51,099	\$ 46,330	\$ 97,429	100%
Other Services	38-99	\$ 104	\$ 1,595	\$ 2,517	\$ 8,925	\$ 4,754	\$ 15,000	91%
Water Sewer	41-05	\$ -	\$ -	\$ -	\$ -			
General equip repair	43-20	\$ 200	\$ 223	\$ -	\$ 458		\$ 3,000	15%
General equip repair (computer)	43-21	\$ 132	\$ 1,016	\$ 1,266	\$ 20,359		\$ 33,266	61%
General equip repair (vehicle)	43-22	\$ -	\$ -	\$ -	\$ -		\$ 1,000	0%
Maintenance service	43-50	\$ 1,452	\$ 1,774	\$ 2,247	\$ 41,169	\$ 5,612	\$ 47,200	99%
Land and building rent	44-10	\$ -	\$ -	\$ -	\$ -			
Property insurance	52-10	\$ 3,918	\$ 3,329	\$ -	\$ 12,907		\$ 9,010	143%
Automobile liability	52-20	\$ -	\$ -	\$ -	\$ -		\$ 265	0%
General liability	52-30	\$ -	\$ -	\$ -	\$ -		\$ 9,225	0%
Cellular phone service	53-20	\$ -	\$ 800	\$ 400	\$ 2,802		\$ 5,400	52%
Other communications	53-60	\$ -	\$ 400	\$ 200	\$ 1,401		\$ 2,100	67%
ILS Development	53-61	\$ -	\$ -	\$ -	\$ 19,525		\$ 46,150	42%
Minitex/OCLC	53-62	\$ -	\$ -	\$ 10,305	\$ 20,892		\$ 19,400	108%
Marketing	54-11	\$ 1,739	\$ 5,519	\$ 3,503	\$ 24,521		\$ 46,000	53%
In state travel	56-60	\$ 156	\$ 263	\$ 48	\$ 959	\$ 14	\$ 3,500	28%
Out of state travel	57-60	\$ -	\$ 1,819	\$ -	\$ 1,819		\$ 5,000	36%
Due & membership in state	59-10	\$ -	\$ -	\$ -	\$ 2,358		\$ 2,100	112%
Dues/membership out state	59-11	\$ -	\$ 607	\$ -	\$ 1,857		\$ 2,000	93%
Seminar & conf in state	59-20	\$ 189	\$ 689	\$ 437	\$ 2,803		\$ 2,500	112%
Seminar & conf out state	59-21	\$ -	\$ 1,567	\$ -	\$ 1,567		\$ 2,500	63%
Office supplies	61-10	\$ 692	\$ 2,105	\$ 1,783	\$ 8,006		\$ 20,000	40%
Medical supplies	61-20	\$ -	\$ 24	\$ -	\$ 36		\$ 600	6%
General supplies	61-40	\$ 1,320	\$ 2,400	\$ 5,653	\$ 14,706	\$ 680	\$ 25,000	62%
Program materials	61-43	\$ 1,936	\$ 5,064	\$ 3,971	\$ 18,997		\$ 46,000	41%
Materials Processing	61-44	\$ 5,776	\$ 4,816	\$ 3,865	\$ 33,916		\$ 64,569	53%
Postage	61-50	\$ 8,000	\$ 20	\$ -	\$ 8,126		\$ 10,000	81%
Books & periodicals	61-70	\$ 29,881	\$ 57,693	\$ 40,690	\$ 307,103	\$ 66	\$ 574,679	53%
Gasoline	62-10	\$ -	\$ -	\$ 81	\$ 81		\$ 550	15%
Natural gas	62-50	\$ 2,383	\$ 943	\$ 803	\$ 21,822		\$ 45,000	48%
Electricity	62-51	\$ 4,406	\$ 6,683	\$ 8,967	\$ 35,211		\$ 82,500	43%
Miscellaneous	68-10	\$ 380	\$ -	\$ 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			\$ -	\$ -			
		\$ 284,634	\$ 486,675	\$ 311,007	\$ 2,341,844	\$ 57,457	\$ 4,414,153	54.35%

**Fargo Public Library 2023 Total Expenses**

**58% OF YEAR LAPSED**

**EXPENSE VS. BUDGET**

**2023**

**CARLSON**

<b>Account</b>	<b>Budget Line</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>YTD</b>	<b>Encumbrances</b>	<b>Budget</b>	<b>% Budget Used</b>
Full time staff	11-00	\$ 23,856	\$ 40,318	\$ 27,482	\$ 162,639		\$ 423,798	38%
Full time overtime	11-01	\$ -	\$ -	\$ -	\$ -			
full Time Banked Sick	11-02	\$ -	\$ -	\$ -	\$ -		\$ 3,437	0%
Part time w/benefits	13-00	\$ 8,723	\$ 12,748	\$ 8,616	\$ 64,652		\$ 73,480	88%
Part time w/benefits overtime		\$ -	\$ -	\$ -	\$ -			
Part Time Banked Sick	13-02	\$ -	\$ -	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ 960	\$ 996	\$ 1,044	\$ 7,749		\$ 9,200	84%
Health insurance	20-01	\$ 5,152	\$ 5,598	\$ 6,048	\$ 28,251		\$ 118,614	24%
Dental insurance	20-03	\$ 271	\$ 292	\$ 309	\$ 1,561		\$ 4,914	32%
Long Term Disability	20-04	\$ 75	\$ 124	\$ 82	\$ 431		\$ 832	52%
Auto Allowance	20-05	\$ -	\$ -	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,953	\$ 3,233	\$ 2,166	\$ 13,853		\$ 31,566	44%
Medicare 1.45%	21-02	\$ 457	\$ 756	\$ 507	\$ 3,240		\$ 7,383	44%
City Pension	22-01	\$ 709	\$ 1,058	\$ 709	\$ 5,157		\$ 13,165	39%
NDPERS Pension	22-04	\$ 1,959	\$ 3,291	\$ 2,214	\$ 12,874		\$ 27,482	47%
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	\$ 2,867	\$ 3,891	\$ 1,989	\$ 18,121	\$ 18,779	\$ 36,900	100%
Other Services	38-99	\$ 32	\$ -	\$ 32	\$ 160		\$ 1,000	16%
Water Sewer	41-05	\$ -	\$ 619	\$ 288	\$ 1,639		\$ 3,500	47%
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	\$ 1,614	\$ 1,358	\$ -	\$ 2,972		\$ 2,705	110%
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	\$ 238	\$ 785	\$ 1,258	\$ 4,842		\$ 7,000	69%
Medical supplies	61-20	\$ -	\$ -	\$ -	\$ -			
General supplies	61-40	\$ 51	\$ 120	\$ 13	\$ 1,716		\$ 7,500	23%
Program materials	61-43	\$ -	\$ -	\$ -	\$ -			
Materials Processing	61-44	\$ -	\$ -	\$ -	\$ -			
Postage	61-50	\$ -	\$ -	\$ -	\$ -		\$ 2,300	0%
Books & periodicals	61-70	\$ 7,689	\$ 10,328	\$ 8,156	\$ 60,669		\$ 131,700	46%
Gasoline	62-10	\$ -	\$ -	\$ -	\$ -			
Natural gas	62-50	\$ 1,279	\$ 698	\$ 781	\$ 13,172		\$ 27,500	48%
Electricity	62-51	\$ 2,688	\$ 3,698	\$ 4,169	\$ 15,235		\$ 30,450	50%
Miscellaneous	68-10	\$ -	\$ -	\$ -	\$ -			
Safety compliance	68-50	\$ -	\$ -	\$ -	\$ -			
Bad Debt		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	\$ -	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	\$ -	\$ -	\$ -			
		\$ 60,571	\$ 119,143	\$ 66,257	\$ 449,366	\$ 18,779	\$ 1,002,943	46.7%

Fargo Public Library 2023 Total Expenses

58% OF YEAR LAPSED

EXPENSE VS. BUDGET

2023

NORTHPORT

Account	Budget Line	May	June	July	YTD	Encumbrances	Budget	% Budget Used
Full time staff	11-00	\$ 14,212	21,042	\$ 14,039	\$ 88,091		\$ 46,446	190%
Full time overtime	11-01	\$ -	0	\$ -	\$ -			
Full time banked sick	11-02	\$ -	0	\$ -	\$ -			
Part time w/benefits	13-00	\$ 5,103	7,650	\$ 4,972	\$ 35,039		\$ 37,178	94%
Part time w/benefits overtime		\$ -	0	\$ -	\$ -			
Part time banked sick		\$ -	0	\$ -	\$ -			
Part time seasonal no benefits	14-00	\$ -	0	\$ -	\$ -			
Health insurance	20-01	\$ 2,860	2,912	\$ 2,389	\$ 17,295		\$ 12,167	142%
Dental insurance	20-03	\$ 160	178	\$ 159	\$ 937		\$ 776	121%
Long Term Disability	20-04	\$ 44	66	\$ 44	\$ 237		\$ 170	139%
Auto Allowance	20-05	\$ -	0	\$ -	\$ -			
FICA 6.2%	21-01	\$ 1,130	1,699	\$ 1,118	\$ 7,214		\$ 4,896	147%
Medicare 1.45%	21-02	\$ 264	397	\$ 262	\$ 1,687		\$ 1,145	147%
City Pension	22-01	\$ -	0	\$ -	\$ -			
NDPERS Pension	22-04	\$ 1,595	2,370	\$ 1,570	\$ 10,171		\$ 6,907	147%
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	\$ -	0	\$ 320	\$ 384		\$ 500	77%
Water Sewer	41-05	\$ -	390	\$ 195	\$ 1,171		\$ 3,000	39%
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	\$ 5,890	5,890	\$ 5,890	\$ 47,117	\$ 31,884	\$ 79,000	100%
Property insurance	52-10	\$ 213	179	\$ -	\$ 392		\$ 350	112%
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	\$ 562	276	\$ 651	\$ 2,780		\$ 3,000	93%
Medical supplies	61-20	\$ -	0	\$ -	\$ -			
General supplies	61-40	\$ -	8	\$ 69	\$ 202		\$ 3,500	6%
Program materials	61-43	\$ -	0	\$ -	\$ -			
Materials Processing	61-44	\$ -	0	\$ -	\$ -			
Postage	61-50	\$ -	0	\$ -	\$ -			
Books & periodicals	61-70	\$ 3,717	4,816	\$ 4,004	\$ 29,352		\$ 68,075	43%
Gasoline	62-10	\$ -	0	\$ -	\$ -			
Natural gas	62-50	\$ 158	39	\$ 36	\$ 1,646		\$ 3,800	43%
Electricity	62-51	\$ 519	603	\$ 753	\$ 3,585		\$ 9,578	37%
Miscellaneous	68-10	\$ -	0	\$ -	\$ -			
Safety compliance	68-50	\$ -	0	\$ -	\$ -			
Bad Debt		\$ -	0	\$ -	\$ -			
Capital Outlay - Equipment		\$ -	0	\$ -	\$ -			
Capital Outlay - Computer Software		\$ -	0	\$ -	\$ -			
Capital Outlay - Vehicles	74-20	\$ -	0	\$ -	\$ -			
		\$ 36,428	\$ 48,515	\$ 36,471	\$ 247,299	\$ 31,884	\$ 282,588	98.79%



**Revenue 2023**

	<b>Fees &amp; Copies 101-0000- 351.25-01</b>	<b>Misc. Revenue 101-0000- 361.61-08</b>
<b>January</b>	\$ 1,701.56	\$ 857.02
<b>February</b>	\$ 1,981.54	\$ 332.09
<b>March</b>	\$ 1,734.45	\$ 213.80
<b>April</b>	\$ 3,079.96	\$ 1,088.52
<b>May</b>	\$ 1,481.31	\$ 1,780.21
<b>June</b>	\$ 1,757.21	\$ 181.60
<b>July</b>	\$ 3,701.08	\$ 115.46
<b>August</b>		
<b>September</b>		
<b>October</b>		
<b>November</b>		
<b>December</b>		
	\$ 15,437.11	\$ 4,568.70

**Total \$**

**20,005.81**