



Anoka County
LIBRARY

Ideas, Information, Inspiration.

CALL TO MEETING

**LIBRARY BOARD MEETING
LIBRARY SUPPORT SERVICES**

Teleconference

April 20, 2020

5:30pm

Please notify library staff (763-324-1500) if unable to attend.



Anoka County LIBRARY

Ideas, Information, Inspiration.

ANOKA COUNTY LIBRARY BOARD AGENDA **April 20, 2020, 5:30pm** **Teleconference**

Due to the Declared Health Pandemic and Declared State of Emergency, this Board Meeting will be held via teleconferencing or other electronic means pursuant to Minnesota Statutes Section 13D.021. Public attendance at the meeting is not practicable due to the nature of the pandemic, but interested public may access the meeting by electronic means.

- A. **Call to Order/ Adoption of the Agenda** Mark Lenz, President
- B. **Friends of the Library Report and Open Forum**
The opportunity to speak during the remainder of the Library Board meeting is reserved for members of the board, staff and invited guests as recognized by the chair for specific points of business. Open Forum will be limited to a total of 15 minutes.
- C. **Review/Accept Meeting Minutes**
 - 1. February 24, 2020 Library Board Meeting and the April 6, 2020 Special Board Library Board Meeting
- D. **Consent Agenda** Items may be removed from the consent agenda at the request of any member.
 - 1. Receive / Acknowledge Gifts
 - 2. Review/Approve Bills
- E. **Action Items**
 - 1. Read Down Fines Amnesty Program- Juveniles Summer
 - 2. Approve increased hours for branch personnel based on demand
 - 3. Approve summer programming planning for virtual services – relook at contracts for performers
- F. **Discussion Items**
 - 1. Annual Report to State Library Services
 - 2. Westwood Intermediate School Grant Partnership
 - 3. Current Services results
- G. **Committee Reports and Comments**
Robyn West, County Commissioner Liaison / MELSA

H. **Informational Items**

1. Financial report and other information items – see attached
2. County Board Budget Direction
3. YTD budget results

I. **Adjournment**

ANOKA COUNTY LIBRARY
707 COUNTY RD 10 NE
BLAINE, MN 55434

LIBRARY BOARD MINUTES FEBRUARY 2020 - DRAFT

The Anoka County Library Board met in the Board Room of the Anoka County Library Support Services Building, on February 24, 2020. Present were: Board Members: Backlund, Greensweig, Keister, Kost, Lenz, Martineau-Dunlop, Orpen, Assistant County Attorney Kathryn Timm, and Commissioner West.

Also present: Interim Library Director Patti Hetrick, Assistant Library Director Jacquie Kramer, County Administrator Rhonda Sivarajah, Deputy County Administrator Dee Guthman, Shannon Melham, Judy Soule, Jill Wujcik, Andrew Wylie, and Dana Weigman.

Meeting was called to order by Board President Lenz at 5:30 p.m.

AGENDA

On a motion by Kost, second by Keister, the Library Board unanimously approved the agenda as presented.

OPEN FORUM

No items were brought forth.

FRIENDS OF THE LIBRARY UPDATE

The Friends of the Library are sponsoring a Fundraiser in Fridley. Advertisements were passed out.

MINUTES

On a motion by Orpen, second by Greensweig, the Library Board unanimously approved the minutes of the January 2020 meeting.

CONSENT AGENDA

On a motion by Kost, second by Keister, the Library Board unanimously approved the consent agenda as presented to include bills and gifts as noted.

Gifts received:

- \$40.00 from Stephen and Marilyn Perry
- \$ 5.00 from anonymous
- \$50.00 from Linda and Carl Mosch
- 8 books for Book Club in a Bag from Karen McCulloch

Volunteer Hours: Volunteen Hours: 162.50
Volunteer Hours: 135.00

Bills approved in the amount of: \$ 398,839.78

	Yes	No
Backlund	x	
Greensweig	x	
Keister	x	
Kost	x	
Lenz	x	
Martineau-Dunlop	x	
Orpen	x	

CURRENT BUSINESS

County Administrator, Rhonda Sivarajah

Sivarajah presented on the Memorandum of Understanding (MOU) between the County Board and Library Board. She said the MOU allows the Library Board to focus on library policies, while the County Board will take care of personnel, facilities, accounting, finance, and IT. She would like to see more efficiencies through the two groups working together and gave the example of the cleaning contract at the Ham Lake locations. Sivarajah would like employees to feel a part of the county and have access to resources. There were some questions from the board about the cleaning contract and if any potential money savings would be returned to the library. Final decisions would be made by the County Board.

Workplan 2020

Jacque Kramer reported about the updated 2020 Work Plan based upon staff conversations held in December. New items for this year include a One County One Book program, increasing the use of virtual library card partnerships with schools, supporting early readers and English language learners, and improving marketing of collections based upon retail experience. There was a discussion of librarians in state-wide organizations, staff involved in county committees, and measuring progress to see improvement on the Work Plan.

Lenz asked Sivarajah the timeline for the replacement of library director. Sivarajah reported the Interim Director was appointed to more fully implement MOU between the Library Board and the County Board and that no timeline is in place at this time. Keister asked for a list from the county of things the library can do to fulfill the library's side of the MOU. Sivarajah gave an example of entering library contracts in the county's OneSolution system.

DISCUSSION ITEMS

Census 2020

Jill Wujcik presented on the library's involvement with the Census. Federally, the census opens on March 12th and April 1st is Census Day in Minnesota. The state of Minnesota has an app to encourage participation in the census with language assistance. Anoka County Library is promoting census on tightrope, QACs, passive programming in libraries, displays, and partnering with local organizations.

Mississippi Library Branch Report

Shannon Melham presented about staff activities at the Mississippi Library. Staff are often in the community promoting the library. Melham reported that patrons appreciate updates to the library and feel that the county is investing in them when improvements are made.

Director's Report

Hetrick reported that the library is moving forward with AMH at Johnsville and looking at a PCI compliant print manager. She is completing training in the libraries and gave compliments to library staff.

County/MELSA Report

Commissioner West thanked the board and expressed an interest in working with the libraries.

Financial Report

The library may be testing some reporting programs with the Finance Department.

Correspondence

There was an email from Commissioner Meisner complimenting Crooked Lake staff for their flexibility during a recent event.

Adjournment

On a motion by Backlund, second by Martineau-Dunlop, the meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Dana Weigman
Office Administration Supervisor

ANOKA COUNTY LIBRARY
707 COUNTY RD 10 NE
BLAINE, MN 55434

LIBRARY BOARD MINUTES APRIL 6, 2020 SPECIAL MEETING - DRAFT

The Anoka County Library Board met virtually, on April 6, 2020. Present were: Board Members: Backlund, Keister, Kost, Lenz, Orpen and Commissioner West. Absent: Greensweig and Martineau-Dunlop.

Also present: Patti Hetrick, Interim Library Director, Jacquie Kramer, Assistant Library Director, Kathryn Timm Assistant County Attorney, Deputy County Administrator Dee Guthman, Andrew Dykstra, Facilities Management and Construction Director, and Dana Weigman, Office Administration Supervisor.

Meeting was called to order by Board President Lenz at 5:30.

Lenz read this statement at the beginning of the meeting:

“This is a Special Library Board Meeting called pursuant to Minnesota Statutes Chapters 134 and 13D. Due to the Declared Health Pandemic and Declared State of Emergency, this Board Meeting will be held via teleconferencing or other electronic means pursuant to Minnesota Statutes Section 13D.021. Public attendance at the meeting is not practicable due to the nature of the pandemic, but interested public may access the meeting by electronic means.”

Roll Call

	Present	Absent
Backlund	x	
Greensweig		x
Keister	x	
Kost	x	
Lenz	x	
Martineau-Dunlop		x
Orpen	x	

Following the Roll Call, Lenz made the following announcement:

“Prior to the meeting, several members of the Library Board participated in a “dry run” to ensure that the technology worked and that they could access the meeting materials. No business was discussed during the dry run.”

AGENDA

On a motion by Kost, second by Keister, the Library Board unanimously approved the agenda as presented.

	Yes	No
Backlund	x	
Greensweig		
Keister	x	
Kost	x	
Lenz	x	
Martineau-Dunlop		
Orpen	x	

OPEN FORUM

No items were brought forth.

CURRENT BUSINESS

Reduction of Services

Hetrick reported that with the branches closed, the library has still been able to assist patrons with reference help, access to eBooks, returning materials, and access to virtual programming. Patrons have been happy to be able to connect with the library and services during the pandemic.

Closing all but 3 branches

At the suggestion of county administration, the library has temporarily closed all branches aside from Northtown, Rum River, and Johnsville. These libraries continue to process returns and holds for patrons.

Curbside Service

Curbside service has been implemented at Northtown, Rum River, and Johnsville libraries. Patrons have been thrilled to have access to their holds and are very appreciative to library staff.

Staffing Plan

Hetrick reported that the library has fully furloughed 22 staff, 55 are partially furloughed, and the contracts for the temporary shelver positions have not been renewed. This is a 35% decrease in staff hours each week, although the library will not see financial savings because of employees using FTO and their Emergency Medical Benefit. There were some questions from the board about some specific services and how library staff are handling returned materials for safety. Hetrick assured the board that safety of our staff is very important and that cleaning supplies, gloves, and the option to quarantine returned books is being implemented.

On a motion by Keister, second by Kost, the Library Board unanimously approved the service and staff changes as presented.

	Yes	No
Backlund	x	
Greensweig		
Keister	x	
Kost	x	
Lenz	x	
Martineau-Dunlop		
Orpen	x	

DISCUSSION ITEMS

Mississippi Library Improvement Plan

Andrew Dykstra, Facilities Management and Construction Director reported that a plan to refresh the Mississippi Library is underway. The bathrooms will be improved with a glazing product. There is also a plan for new carpet, the addition of some glass conference rooms, kitchen improvement for staff, and furniture rearrangement. The total cost of the project is estimated at \$360,000. The intention is to get most of the work done while the library is closed due to Covid-19, and so will cause minimum disruption to patrons. The library board will receive some of the suggested floor plans from Hetrick. Guthman reported that in these uncertain economic times, larger capital improvements are on hold. As this was an informational item, no vote was taken by the board.

Director's Report

Hetrick reported that this has been a challenging time for the library. She praised library staff and management team for how they care for library patrons. Hetrick mentioned the virtual services that staff have created and the surge in eBook use. The regularly scheduled library board meeting on April 20th will be the next meeting of the board and will also be held in a virtual setting.

Adjournment

On a motion by Keister, second by Backlund, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Dana Weigman
Office Administration Supervisor



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ANOKA COUNTY LIBRARY BOARD CONSENT AGENDA ITEM

April 20, 2020

AGENDA ITEM NO: D-1
AGENDA ITEM: Receive/Acknowledge Gifts

ACTION REQUESTED / RECOMMENDATION:
Accept and acknowledge gifts received during the current month.

BACKGROUND INFORMATION:

Gifts received:
\$100.00 from Suzanne Yang Jaochico
\$260.00 from Friends of ACL
\$100.00 from Karen McCulloch for Mississippi
\$ 5.00 from anonymous for Northtown
\$5.00 from Carol Herman-Isaacson

Volunteer Hours March:	Volunteen Hours:	142.5
	Volunteer Hours:	140.5
Volunteer Hours April:	Volunteen Hours:	71.25
	Volunteer Hours:	24.5

Bills approved in the amount of March:\$ 280,177.32

	YES	NO
Backlund	_____	_____
Greensweig	_____	_____
Keister	_____	_____
Kost	_____	_____
Lenz	_____	_____
Martineau-Dunlop	_____	_____
Orpen	_____	_____

Bills approved in the amount of April: \$ 155,302.90

	YES	NO
Backlund	_____	_____
Greensweig	_____	_____
Keister	_____	_____
Kost	_____	_____
Lenz	_____	_____
Martineau-Dunlop	_____	_____
Orpen	_____	_____

ANOKA COUNTY LIBRARY

INVOICES FOR APPROVAL AT THE BOARD MEETING - MARCH 16, 2020

MELSA EQUALIZATION	281.66
BLDG FUND/CEN PROJECT	7,845.00
CAPITAL/CEN PROJECT	155,802.22
OPERATING ACCOUNTS	116,248.44
(INCLUDES \$13.38 DONATIONS)	

TOTAL INVOICES SENT FOR PAYMENT 2/13/20 THRU 3/4/20 **280,177.32**

TOTAL INVOICES SENT FOR PAYMENT - 2020 YTD **624,376.31**

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
MARCH 4, 2020								
MELSA EQUALIZATION	FRONTLINE TECHNOLOGIES	INVUS112003	ACCT 14110 LIBRARY	281.66	2380110101	61575	23010001	61575
	TOTAL MELSA EQUALIZATION			281.66				
BLDG FUND/CEN PROJECT	SWEDEBRO	2020117	CEN PROJECT/EPOXY FLOORS	7,845.00	4194034001	61250	4117002	61250
	TOTAL BLDG FUND/CEN PROJECT			7,845.00				
CAPITAL/CEN PROJECT	KUE CONTRACTORS INC	PAY APP # 15	CEN PROJECT/CONTRACTOR	155,802.22	4594097681	65120	4117002	65120
	TOTAL CAPITAL/CEN PROJECT			155,802.22				
DONATIONS	BAKER AND TAYLOR	2035101357	ACCT L042226 2 LIBRARY	13.38	2380115001	63710		
	TOTAL DONATIONS			13.38				
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	23.99	2380114001	61149		
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	10.00	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	19.99	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	10.99	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	28.05	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	44.97	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	42.99	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	256.87	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	31.32	2380114001	61149		
SUPPLIES	CINTAS CORP NO 470	4039137013	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4039232490	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4039625842	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4039747749	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4040205574	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4040327844	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4040818153	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4040942350	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4041431146	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4041545232	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	DEMCO INC		PROCUREMENT CARD	130.72	2380114001	61149		
SUPPLIES	GRAINGER INC	9434522851	ACCT 806469060 LIBRARY	210.72	2380112001	61105		
SUPPLIES	GRAINGER INC	9450081816	ACCT 806469060 LIBRARY	602.60	2380112001	61105		
SUPPLIES	HOME DEPOT CREDIT SERVICES	13-FEB-2020	6035 3225 3883 6655 LIBRARY	376.95	2380112001	61105		
SUPPLIES	LAKESHORE LEARNING MATER		PROCUREMENT CARD	112.93	2380114001	61149		
SUPPLIES	MICHAELS		PROCUREMENT CARD	28.76	2380110101	61148		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	197850	ACCT A1018 LIBRARY	203.50	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	197978	ACCT A1018 LIBRARY	363.09	2380112001	61105		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	42.08	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	413.02	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	409.63	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	167.98	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	816.55	2380114001	61149		
SUPPLIES	PRESTO GRAPHICS INC	65167	LIBRARY POSTERS/SIGNS/FLYERS	173.29	2380111001	61149		
SUPPLIES	PRESTO GRAPHICS INC	65168	LIBRARY SIGNS	26.61	2380110101	61149		
SUPPLIES	RJM PRINTING INC		PROCUREMENT CARD	30.00	2380110101	61149		
SUPPLIES	RJM PRINTING INC		PROCUREMENT CARD	30.00	2380110101	61149		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
SUPPLIES	WALMART.COM		PROCUREMENT CARD	122.07	2380114001	61149		
SUPPLIES	WALMART.COM		PROCUREMENT CARD	18.52	2380114001	61149		
SUPPLIES	WORTHINGTON DIRECT	INV350965ANO011	CUST ANO011 CENTENNIAL LIBRARY	379.20	2380134001	61101		
	TOTAL SUPPLIES			5,188.09				
REPAIRS/MTNCE	AR WELDING AND FABRICATION	022420	WELDING NORTHTOWN LIBRARY	50.00	2380121001	61250		
REPAIRS/MTNCE	CORVAL CONSTRUCTORS INC	858580	CUST 9754 HVAC MAINT FEB 2020	828.94	2380110101	61250		
REPAIRS/MTNCE	ELECTRO WATCHMAN INC	342569	CUST 2186 MISSISSIPPI LIBRARY	227.50	2380133001	61251		
REPAIRS/MTNCE	ELECTRO WATCHMAN INC	342755	CUST 2186 LIBRARY	196.25	2380141001	61250		
REPAIRS/MTNCE	GRAINGER INC	9434411170	ACCT 806469060 LIBRARY	1,062.00	2380121001	61250		
REPAIRS/MTNCE	TWIN CITY GARAGE DOOR	Z125303	CUST 210002 RUM RIVER LIBRARY	736.15	2380141001	61250		
	TOTAL REPAIRS/MTNCE			3,100.84				
TRAVEL	BAJO SEXTO TACO		PROCUREMENT CARD	10.82	2380110101	61476		
TRAVEL	BOELLSTORFF-WILLIAMS, ANYA		MILEAGE	16.68	2380121001	61475		
TRAVEL	BOUCHARD, ERIN		MILEAGE	1.73	2380121001	61475		
TRAVEL	CARLSON, ELLEN		MILEAGE	4.60	2380121001	61475		
TRAVEL	COBLE, HAYLEY		MILEAGE	80.51	2380121001	61475		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	8.74	2380110101	61476		
TRAVEL	DELTA AIR		PROCUREMENT CARD	396.80	2380121001	61477		
TRAVEL	DELTA AIR		PROCUREMENT CARD	396.80	2380132001	61477		
TRAVEL	DELTA AIR SEAT FEES		PROCUREMENT CARD	38.99	2380121001	61477		
TRAVEL	DELTA AIR SEAT FEES		PROCUREMENT CARD	38.99	2380132001	61477		
TRAVEL	EGBERT, ANDREA		MILEAGE	39.68	2380141001	61475		
TRAVEL	HEDLUND, OLIVIA		MILEAGE	109.84	2380136001	61475		
TRAVEL	HENDREN, STACEY		MILEAGE	33.94	2380121001	61475		
TRAVEL	HONKYTONK CENTRAL		PROCUREMENT CARD	18.70	2380110101	61476		
TRAVEL	KRAMER, JACQUELINE		MILEAGE	159.33	2380110101	61475		
TRAVEL	KRAMER, JACQUELINE		OTHER TRAVEL/CAB	35.00	2380110101	61476		
TRAVEL	LASHINSKI, CHRISTINE		MILEAGE	6.33	2380135001	61475		
TRAVEL	MEYER, VICTORIA		MILEAGE	5.18	2380121001	61475		
TRAVEL	PETERS, SUSAN		MILEAGE	37.03	2380136001	61475		
TRAVEL	POTTHOFF, LYDIA		MILEAGE	14.38	2380121001	61475		
TRAVEL	SHAFTO, LIZA		MILEAGE	6.33	2380135001	61475		
TRAVEL	SIKORSKI, NANCY		MILEAGE	74.76	2380121001	61475		
TRAVEL	SMALLEY, JASON		MILEAGE	46.00	2380114001	61475		
TRAVEL	SQ *BISCUIT LOVE		PROCUREMENT CARD	18.22	2380110101	61476		
TRAVEL	SQ *LEGENDAIRY MILKSHAKE		PROCUREMENT CARD	18.08	2380110101	61476		
TRAVEL	SQ *TAXI TAXI		PROCUREMENT CARD	30.00	2380110101	61476		
TRAVEL	STRASZEWSKI, ERIN		MILEAGE	35.66	2380110101	61475		
TRAVEL	SZUREK, NICOLE		MILEAGE	12.65	2380141001	61475		
TRAVEL	THAO, MAI		MILEAGE	35.67	2380137001	61475		
TRAVEL	WESSELING, CHERYL		MILEAGE	13.80	2380121001	61475		
TRAVEL	WOODSIDE, BARBARA		MILEAGE	19.00	2380132001	61475		
	TOTAL TRAVEL			1,764.24				
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033964	SNOW SVC-ST FRANCIS LIBR 01/20	220.00	2380136001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033965	SNOW SVC-ST FRANCIS LIBR 02/20	205.00	2380136001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033966	SNOW SVC-RUM RIVER LIBR 01/20	265.00	2380141001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033967	SNOW SVC-RUM RIVER LIBR 02/20	365.00	2380141001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033968	SNOW SVC-NORTHTOWN LIBR 01/20	175.00	2380121001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033969	SNOW SVC-NORTHTOWN LIBR 02/20	175.00	2380121001	61548		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033970	SNOW SVC-LIBRARY LSS 01/20	185.00	2380111001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033971	SNOW SVC-LIBRARY LSS 02/20	310.00	2380111001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033972	SNOW SVC-JOHNSTVILLE LIBR 01/20	175.00	2380137001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033973	SNOW SVC-JOHNSTVILLE LIBR 02/20	175.00	2380137001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033974	SNOW SVC-CROOKED LK LIBR 01/20	175.00	2380132001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10033975	SNOW SVC-CROOKED LK LIBR 02/20	175.00	2380132001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034000	SNOW SVC-MISSISSIPP LIBR 01/20	206.25	2380133001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034012	SNOW SVC-ST FRANCIS LIBR 02/20	240.00	2380136001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034013	SNOW SVC-RUM RIVER LIBR 02/20	405.00	2380141001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034014	SNOW SVC-NORTHTOWN LIBR 02/20	195.00	2380121001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034015	SNOW SVC-LIBRARY LSS 02/20	367.00	2380111001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034016	SNOW SVC-JOHNSTVILLE LIBR 02/20	195.00	2380137001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034017	SNOW SVC-CROOKED LK LIBR 02/20	195.00	2380132001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034052	SNOW SVC-ST FRANCIS LIBR 02/20	205.00	2380136001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034053	SNOW SVC-RUM RIVER LIBR 02/20	365.00	2380141001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034054	SNOW SVC-NORTHTOWN LIBR 02/20	175.00	2380121001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034055	SNOW SVC-LIBRARY LSS 02/20	310.00	2380111001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034056	SNOW SVC-JOHNSTVILLE LIBR 02/20	175.00	2380137001	61548		
GROUNDSKEEPING	BORDER LINES PAVEMENT MAINTENA	10034057	SNOW SVC-CROOKED LK LIBR 02/20	175.00	2380132001	61548		
	TOTAL GROUNDSKEEPING			5,808.25				
PROGRAMS	AMAZON.COM		PROCUREMENT CARD	229.99	2380110101	61549		
PROGRAMS	AMZN MKTP US		PROCUREMENT CARD	4.99	2380110101	61549		
PROGRAMS	AMZN MKTP US		PROCUREMENT CARD	39.68	2380110101	61549		
PROGRAMS	IND SCHOOL DIST 11	LIBRARY PROGRAM	LIBRARY PROGRAM 02/19/20	50.00	2380110101	61549		
PROGRAMS	MICHAELS		PROCUREMENT CARD	23.93	2380110101	61549		
PROGRAMS	SP * STICK-LETS		PROCUREMENT CARD	45.99	2380110101	61549		
	TOTAL PROGRAMS			394.58				
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	42.64	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	9.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	68.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	12.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	20.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	59.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	7.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	25.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	8.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	17.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	30.81	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	112.08	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	33.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	14.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	18.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	12.24	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	21.56	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	29.66	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	55.17	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	50.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	113.93	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	67.96	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	14.28	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	8.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	15.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	81.59	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	10.62	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	29.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	9.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	17.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035078906	ACCT L031708 2 LIBRARY	471.76	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035087523	ACCT L042226 2 LIBRARY	1,553.85	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035087581	ACCT L579508 2 LIBRARY	209.24	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035091416	ACCT L421025 2 LIBRARY	157.15	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035091715	ACCT L042226 2 LIBRARY	774.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035096748	ACCT L042226 2 LIBRARY	479.10	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035096889	ACCT L579508 2 LIBRARY	368.28	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035100076	ACCT L031708 2 LIBRARY	2,079.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035101357	ACCT L042226 2 LIBRARY	1,101.52	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035105420	ACCT L579508 2 LIBRARY	437.52	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035105640	ACCT L421025 2 LIBRARY	41.87	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035105752	ACCT L042226 2 LIBRARY	2,372.87	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035108766	ACCT L042226 2 LIBRARY	742.27	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035109554	ACCT L042226 2 LIBRARY	496.08	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035111923	ACCT L042226 2 LIBRARY	618.52	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035112127	ACCT L042226 2 LIBRARY	690.71	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035112731	ACCT L031708 2 LIBRARY	1,038.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035114254	ACCT L042226 2 LIBRARY	419.57	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035116782	ACCT L042226 2 LIBRARY	451.62	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035116793	ACCT L421025 2 LIBRARY	353.29	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035117331	ACCT L579508 2 LIBRARY	438.56	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016007541	ACCT C016998 3 LIBRARY	284.15	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016023501	ACCT C016998 3 LIBRARY	49.29	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR ENTERTAINMENT	H43893260	CUST 40001214 LIBRARY	8.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US29104	CUST C0000272 LIBRARY	1,008.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US29105	CUST C0000272 LIBRARY	12,931.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US29106	CUST C0000272 LIBRARY	995.65	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	15.91	2380110101	61575		
LIB MATERIALS/SOFTWARE	CENTER POINT LARGE PRINT		PROCUREMENT CARD	92.28	2380110101	61575		
LIB MATERIALS/SOFTWARE	CENTER POINT LARGE PRINT		PROCUREMENT CARD	134.22	2380110101	61575		
LIB MATERIALS/SOFTWARE	COLE INFORMATION SERVICE		PROCUREMENT CARD	3,343.12	2380110101	61575		
LIB MATERIALS/SOFTWARE	EBSCO PUBLISHING	2005291	ACCT CG-F-29297-00 LIBRARY	11.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69331421	ACCT 154592 LIBRARY	10,500.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69788166	ACCT 154592 LIBRARY	201.54	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69788331	ACCT 154592 LIBRARY	60.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69809413	ACCT 154592 LIBRARY	159.15	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69826750	ACCT 154592 LIBRARY	50.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69866498	ACCT 154592 LIBRARY	17.59	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69866499	ACCT 154592 LIBRARY	17.59	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69883957	ACCT 154592 LIBRARY	236.73	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69899686	ACCT 154592 LIBRARY	24.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69913854	ACCT 154592 LIBRARY	15.19	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43828752	ACCT 2011296 LIBRARY PO4544	341.34	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43828753	ACCT 2011296 LIBRARY PO4544	268.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43848167	ACCT 2011296 LIBRARY PO4544	19.18	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43865873	ACCT 2011296 LIBRARY PO4544	269.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43881839	ACCT 2011296 LIBRARY PO4544	921.48	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43881840	ACCT 2011296 LIBRARY PO4544	202.37	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43895213	ACCT 2011296 LIBRARY PO4544	585.03	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43912518	ACCT 2011296 LIBRARY PO4544	41.48	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43979452	ACCT 2011296 LIBRARY PO4544	342.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43996808	ACCT 2011296 LIBRARY PO4544	568.86	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	43996809	ACCT 2011296 LIBRARY PO4544	133.62	2380110101	61575		
LIB MATERIALS/SOFTWARE	LONGHORNFILMSLLC		PROCUREMENT CARD	23.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98575800	PO4543 CUST 2000006792 LIBRARY	599.82	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98577351	PO4543 CUST 2000006792 LIBRARY	687.57	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98602572	PO4543 CUST 2000006792 LIBRARY	643.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98611793	PO4543 CUST 2000006792 LIBRARY	136.47	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98627112	PO4543 CUST 2000006792 LIBRARY	452.73	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98631817	PO4543 CUST 2000006792 LIBRARY	49.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	PAYPAL *HUNTERSPPRES EBA		PROCUREMENT CARD	49.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	PRESS PUBLICATIONS INC		PROCUREMENT CARD	32.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	140.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	69.97	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	87.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	272.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	ROCHESTER PUBLIC LIBRARY	08-JAN-2020	PAYMENT FOR LOST ILL MATERIAL	14.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	SOFTWARE HOUSE INTL INC	B11303020	CUST 1013831 LIBRARY	15,382.24	2380114001	61575		
LIB MATERIALS/SOFTWARE	THE STAR TRIBUNE CIRCULAT		PROCUREMENT CARD	490.36	2380110101	61575		
LIB MATERIALS/SOFTWARE	WALMART.COM		PROCUREMENT CARD	78.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	WALMART.COM		PROCUREMENT CARD	59.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	WASHINGTON COUNTY MN	ILL 121319	PAYMENT FOR LOST ILL MATERIAL	20.84	2380110101	61575		
	TOTAL LIBRARY MATERIALS/SOFTWARE			69,464.06				
RENTAL	HLP LLC	MAR 2020 LIBRARY	NO CENTRAL LIBR LEASE MAR 2020	4,650.06	2380135001	62101		
	TOTAL RENTAL			4,650.06				
UTILITIES	CENTENNIAL UTILITIES	71047-02/20	ACCT 71047.00 LIBRARY	830.25	2380134001	62225		
UTILITIES	CENTENNIAL UTILITIES	71047-02/20	ACCT 71047.00 LIBRARY	55.20	2380134001	62227		
UTILITIES	CITY OF BLAINE	4000011-02-20	CUST 4000011-000 LIBRARY	55.74	2380121001	62227		
UTILITIES	CITY OF BLAINE	4000200-02-20	CUST 4000200-000 LIBRARY	61.59	2380111001	62227		
UTILITIES	CITY OF BLAINE	4000602-02-20	CUST 4000602-000 LIBRARY	93.06	2380137001	62227		
UTILITIES	CONNEXUS ENERGY	203085-02/20	ACCT 386179-203085 LIBRARY	808.96	2380137001	62226		
UTILITIES	CONNEXUS ENERGY	231009-02/20	ACCT 386181-231009 LIBRARY	899.20	2380111001	62226		
UTILITIES	CONNEXUS ENERGY	231010-02/20	ACCT 386180-231010 LIBRARY	2,333.94	2380121001	62226		
UTILITIES	CONNEXUS ENERGY	312858-02/20	ACCT 386178-312858 LIBRARY	998.66	2380134001	62226		
UTILITIES	PITNEY BOWES RESERVE ACCOUNT	LIBRARY 2020-2	ACCT 10266468 LIBRARY POSTAGE	2,000.00	2380110101	62231		
UTILITIES	STATE OF MN IT SVCS	DV20010383	CUST 100A00205 WAN LIBR 01/20	810.00	2380114001	62275		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	73.68	2380132001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	93.83	2380133001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	73.68	2380134001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	93.78	2380135001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	81.68	2380136001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	73.68	2380137001	62229		
UTILITIES	TDS METROCOM	434-9806-02/20	ACCT 763 434 9806 LIBRARY	73.68	2380141001	62229		
UTILITIES	USPS PO		PROCUREMENT CARD	2.80	2380110101	62231		
UTILITIES	VERIZON WIRELESS	9847837279	ACCT 286867228-1 LIBRARY	443.56	2380110101	62229		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
UTILITIES	VERIZON WIRELESS	9847837279	ACCT 286867228-1 LIBRARY	153.66	2380112001	62229		
UTILITIES	XCEL ENERGY	673136992	ACCT 51-6181280-6 LIBRARY	928.40	2380132001	62226		
UTILITIES	XCEL ENERGY	673136992	ACCT 51-6181280-6 LIBRARY	1,412.16	2380133001	62226		
	TOTAL UTILITIES			12,451.19				
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039137013	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039232458	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039237790	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039345193	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039625842	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039732204	CUST 12436757 CROOKED LK LIBR	28.80	2380132001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039737752	CUST 12436731 NORTHTOWN LIBR	92.97	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039747749	CUST 12436514 LIBRARY	13.20	2380111001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039848362	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4039962948	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040205574	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040327835	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040427259	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040588049	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040818153	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040861356	CUST 12436757 CROOKED LK LIBR	28.80	2380132001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040942350	CUST 12436514 LIBRARY	13.20	2380111001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4040942588	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041054878	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041181596	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041183727	CUST 12436794 NO CENTRAL LIBR	12.80	2380135001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041431146	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041545148	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	950.00	2380111001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	3,441.55	2380121001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	950.00	2380132001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	950.00	2380133001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	575.00	2380134001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	600.00	2380135001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	430.00	2380136001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	800.00	2380137001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113039	LIBRARY CLEANING SVCS FEB 2020	2,625.00	2380141001	63064		
PROFESSIONAL SERVICES	UNIQUE MANAGEMENT SERVICES INC	590683	PROJ 1704 FDB LIBRARY JAN 2020	653.35	2380110101	63010		
	TOTAL PROFESSIONAL SERVICES			13,063.75				
ADM EXPENSE	BACKLUND, LINDA	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	GREENSWEIG, DANIEL	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	KEISTER, MELANIE	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	KOST, VIRGINIA	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	LENZ, MARK	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	MARTINEAU DUNLOP, JANICE	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADM EXPENSE	ORPEN, RICHARD	24-FEB-2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
	TOTAL ADM EXPENSE			350.00				

MELSA EQUALIZATION
BLDG FUND/CEN PROJECT

281.66
7,845.00

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
	CAPITAL/CEN PROJECT			155,802.22				
	OPERATING ACCOUNTS			116,248.44				
	(INCLUDES \$13.38 DONATIONS)							
	TOTAL INVOICES SENT FOR PAYMENT 2/13/20 THRU 3/4/20			280,177.32				

ANOKA COUNTY LIBRARY

INVOICES FOR APPROVAL AT THE BOARD MEETING - APRIL 20, 2020

MELSA EQUALIZATION	622.71
FRIENDS OF ANOKA COUNTY LIBRARY	163.35
OPERATING ACCOUNTS	154,516.84
(INCLUDES \$450.87 DONATIONS)	
TOTAL INVOICES SENT FOR PAYMENT 3/5/20 THRU 4/10/20	155,302.90

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
APRIL 13, 2020								
MELSA EQUALIZATION	FRONTLINE TECHNOLOGIES	INVUS113365	ACCT 14110 LIBRARY	314.87	2380110101	61575	23010001	61575
MELSA EQUALIZATION	FRONTLINE TECHNOLOGIES	INVUS114289	ACCT 14110 LIBRARY	307.84	2380110101	61575	23010001	61575
	TOTAL MELSA EQUALIZATION			622.71				
FRIENDS OF THE LIBRARY	ANOKA COUNTY MN	JAN-FEB-MAR 2020	EARBUD/FLASHDRIVE SALES REIMB	163.35	2380110101	61549	23010008	61549
	TOTAL FRIENDS OF THE LIBRARY			163.35				
DONATIONS	AMAZON.COM		PROCUREMENT CARD	14.24	2380115001	63710		
DONATIONS	AMAZON.COM		PROCUREMENT CARD	14.99	2380115001	63710		
DONATIONS	AMZN MKTP US		PROCUREMENT CARD	39.95	2380115001	63710		
DONATIONS	BAKER AND TAYLOR	2035135464	ACCT L042226 2 LIBRARY	10.19	2380115001	63710		
DONATIONS	BAKER AND TAYLOR	2035139126	ACCT L042226 2 LIBRARY	218.34	2380115001	63710		
DONATIONS	BAKER AND TAYLOR	2035141207	ACCT L042226 2 LIBRARY	21.40	2380115001	63710		
DONATIONS	BAKER AND TAYLOR	2035161585	ACCT L042226 2 LIBRARY	55.30	2380115001	63710		
DONATIONS	BAKER AND TAYLOR	2035171632	ACCT L042226 2 LIBRARY	28.80	2380115001	63710		
DONATIONS	WALMART.COM		PROCUREMENT CARD	28.27	2380115001	63710		
DONATIONS	WALMART.COM		PROCUREMENT CARD	19.39	2380115001	63710		
	TOTAL DONATIONS			450.87				
SUPPLIES	ALTERNATIVE BUSINESS FURNITURE	63062	LIBRARY LSS	225.54	2380114001	61101		
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	31.72	2380114001	61149		
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	41.30	2380114001	61149		
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	7.31	2380114001	61149		
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	11.90	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	24.59	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	53.16	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	295.00	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	99.91	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	18.27	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	21.70	2380114001	61149		
SUPPLIES	AMZN MKTP US		PROCUREMENT CARD	525.95	2380137001	61149		
SUPPLIES	BLACKBOURN INC	1106372	ACCT 106017 LIBRARY	966.36	2380114001	61149		
SUPPLIES	BLAINE LOCK AND SAFE	26855	CUST ANOLIB-LIBRARY KEYS	36.00	2380112001	61105		
SUPPLIES	CINTAS CORP NO 470	4042031408	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4042152217	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4042641426	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4042764348	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4043261255	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4043382319	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4043888871	CUST 12448679 RUM RIVER LIBR	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4044026236	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	FILMTOOLS	SI-82389828	ACCT 1545039123 LIBRARY	417.60	2380114001	61149		
SUPPLIES	HOME DEPOT CREDIT SERVICES	13-MAR-2020	6035 3225 3883 6655 LIBRARY	80.85	2380112001	61105		
SUPPLIES	IN *ELM USA INC.		PROCUREMENT CARD	1,476.00	2380114001	61149		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198004	ACCT A1018 LIBRARY	397.60	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198110	ACCT A1018 LIBRARY	164.80	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198169	ACCT A1018 LIBRARY	138.24	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198255	ACCT A1018 LIBRARY	397.60	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198336	ACCT A1018 LIBRARY	202.70	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO	198462	CUST A1018 LIBRARY	343.50	2380112001	61105		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	7.57	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	353.03	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	68.53	2380114001	61149		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	9.98	2380114001	61149		
SUPPLIES	PRESTO GRAPHICS INC	65271	LIBRARY POSTCARDS	70.20	2380110101	61149		
SUPPLIES	PRESTO GRAPHICS INC	65354	LIBRARY POSTERS/SIGNS	48.22	2380110101	61102		
SUPPLIES	PRESTO GRAPHICS INC	65365	LIBRARY SIGNS	54.07	2380114001	61149		
SUPPLIES	WAL-MART		PROCUREMENT CARD	105.77	2380114001	61149		
SUPPLIES	WAL-MART		PROCUREMENT CARD	18.78	2380114001	61149		
SUPPLIES	WAL-MART		PROCUREMENT CARD	8.18	2380114001	61149		
SUPPLIES	WAL-MART		PROCUREMENT CARD	38.61	2380114001	61149		
SUPPLIES	WAL-MART		PROCUREMENT CARD	7.32	2380114001	61149		
SUPPLIES	WENDELL'S INC		PROCUREMENT CARD	9.08	2380110101	61149		
	TOTAL SUPPLIES			6,825.50				
REPAIRS/MTC	BIBLIOTHECA LLC	INV-US30749	CUST C0000272 LIBRARY	3,778.00	2380114001	61251		
REPAIRS/MTC	CORVAL CONSTRUCTORS INC	859210	CUST 9754 HVAC MAINT MAR 2020	828.94	2380110101	61250		
REPAIRS/MTC	CORVAL CONSTRUCTORS INC	859924	CUST 9754 HVAC MAINT APR 2020	828.94	2380110101	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	343818	CUST 2186 JOHNSVILLE LIBRARY	227.50	2380137001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	343819	CUST 2186 ST FRANCIS LIBRARY	227.50	2380136001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	343974	CUST 2186 LIBRARY	532.98	2380111001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	343979	CUST 2186 LIBRARY	227.50	2380134001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	345476	CUST 2186 LIBRARY	359.58	2380121001	61250		
REPAIRS/MTC	MINNESOTA AIR INC	5136466-00	ACCT 91125 LIBRARY	124.28	2380136001	61250		
REPAIRS/MTC	TECH LOGIC CORP	15006531S4C	CUST ANO003C LIBRARY	267.92	2380121001	61251		
REPAIRS/MTC	TECHTRON ENGINEERING INC	23138	MISSISSIPPI LIBR ASBESTOS TEST	144.00	2380133001	61251		
REPAIRS/MTC	UHL COMPANY	60637	CUST 10060 LIBRARY APR 2020	990.25	2380110101	61250		
REPAIRS/MTC	VINCO INC	37668	RUM RIVER LIBRARY LIGHTING	1,171.19	2380141001	61250		
REPAIRS/MTC	VSI VIDEO SERVICES INC	118495	CENTENNIAL LIBRARY	375.00	2380134001	61251		
	TOTAL REPAIRS/MTC			10,083.58				
STAFF DEVELOPMENT	MINNESOTA LIBRARY ASSOCIA		PROCUREMENT CARD	25.00	2380110101	61355		
STAFF DEVELOPMENT	U OF M CONTLEARNING OS		PROCUREMENT CARD	(350.00)	2380110101	61355		
	TOTAL STAFF DEVELOPMENT			(325.00)				
TRAVEL	BAJO SEXTO TACO		PROCUREMENT CARD	20.36	2380121001	61477		
TRAVEL	BAJO SEXTO TACO		PROCUREMENT CARD	10.34	2380132001	61477		
TRAVEL	BISCUIT LOVE		PROCUREMENT CARD	19.01	2380121001	61477		
TRAVEL	BISCUIT LOVE		PROCUREMENT CARD	18.22	2380132001	61477		
TRAVEL	BONGO JAVA OMNI NASHVL		PROCUREMENT CARD	12.05	2380110101	61477		
TRAVEL	BONGO JAVA OMNI NASHVL		PROCUREMENT CARD	14.65	2380121001	61477		
TRAVEL	BONGO JAVA OMNI NASHVL		PROCUREMENT CARD	10.04	2380132001	61477		
TRAVEL	COBLE, HAYLEY		MILEAGE	17.26	2380121001	61475		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	11.58	2380110101	61477		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	12.44	2380121001	61477		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	15.61	2380121001	61477		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	9.39	2380132001	61477		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	11.37	2380132001	61477		
TRAVEL	CORNER BAKERY		PROCUREMENT CARD	12.46	2380132001	61477		
TRAVEL	DELTA AIR BAGGAGE FEE		PROCUREMENT CARD	30.00	2380121001	61476		
TRAVEL	DELTA AIR BAGGAGE FEE		PROCUREMENT CARD	30.00	2380121001	61476		
TRAVEL	DELTA AIR BAGGAGE FEE		PROCUREMENT CARD	30.00	2380132001	61476		
TRAVEL	DELTA AIR BAGGAGE FEE		PROCUREMENT CARD	30.00	2380132001	61476		
TRAVEL	EGBERT, ANDREA		MILEAGE	57.50	2380141001	61475		
TRAVEL	TAXI/ELIAS K. LEMMA		PROCUREMENT CARD	34.80	2380132001	61476		
TRAVEL	TAXI/FEISAL MOHAMED		PROCUREMENT CARD	31.20	2380121001	61476		
TRAVEL	HEDLUND, OLIVIA		MILEAGE	39.68	2380136001	61475		
TRAVEL	HENDREN, STACEY		MILEAGE	69.03	2380121001	61475		
TRAVEL	HENDREN, STACEY		TRAVEL/MEALS	13.32	2380121001	61477		
TRAVEL	HETRICK, PATRICIA		MILEAGE	201.25	2380110101	61475		
TRAVEL	HONKYTONK CENTRAL		PROCUREMENT CARD	18.70	2380121001	61477		
TRAVEL	HONKYTONK CENTRAL		PROCUREMENT CARD	15.00	2380132001	61477		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
TRAVEL	KUEHN, AERYLE		MILEAGE	5.18	2380137001	61475		
TRAVEL	LASHINSKI, CHRISTINE		MILEAGE	27.03	2380136001	61475		
TRAVEL	LEGENDAIRY MILKSHAKE		PROCUREMENT CARD	18.08	2380121001	61477		
TRAVEL	LEGENDAIRY MILKSHAKE		PROCUREMENT CARD	15.32	2380132001	61477		
TRAVEL	NELSON, CAROL		MILEAGE	21.86	2380136001	61475		
TRAVEL	NEUERBURG, DIANA		MILEAGE	22.44	2380132001	61475		
TRAVEL	OMNI NASHVILLE		PROCUREMENT CARD	882.24	2380110101	61477		
TRAVEL	OMNI NASHVILLE		PROCUREMENT CARD	588.18	2380121001	61477		
TRAVEL	OMNI NASHVILLE		PROCUREMENT CARD	588.14	2380132001	61477		
TRAVEL	POPEYES		PROCUREMENT CARD	11.34	2380121001	61477		
TRAVEL	SJOQUIST, KATHRYN		MILEAGE	6.90	2380114001	61475		
TRAVEL	WENDYS		PROCUREMENT CARD	7.42	2380132001	61477		
TRAVEL	WOODSIDE, BARBARA		MILEAGE	27.62	2380132001	61475		
	TOTAL TRAVEL			3,017.01				
PROGRAMS	AMZN MKTP US		PROCUREMENT CARD	11.03	2380110101	61549		
PROGRAMS	OFFICE DEPOT		PROCUREMENT CARD	39.77	2380110101	61549		
PROGRAMS	WAL-MART		PROCUREMENT CARD	1.18	2380110101	61549		
PROGRAMS	WAL-MART		PROCUREMENT CARD	3.68	2380114001	61549		
	TOTAL PROGRAMS			55.66				
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	(5.99)	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	13.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	504.32	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	27.96	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	5.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	96.75	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	24.34	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	27.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	14.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	52.17	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	15.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	45.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	29.46	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	19.70	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	14.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	15.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	9.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	12.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	35.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	15.45	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	10.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	19.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	9.53	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	13.25	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	21.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	42.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	18.96	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	35.27	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP US		PROCUREMENT CARD	8.72	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035089158	ACCT L031708 2 LIBRARY	546.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035120802	ACCT L042226 2 LIBRARY	533.70	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035123154	ACCT L042226 2 LIBRARY	1,252.62	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035123494	ACCT L042226 2 LIBRARY	918.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035123666	ACCT L421025 2 LIBRARY	226.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035124170	ACCT L579508 2 LIBRARY	463.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035124735	ACCT L031708 2 LIBRARY	565.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035127160	ACCT L042226 2 LIBRARY	507.07	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035129000	ACCT L042226 2 LIBRARY	839.23	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035129191	ACCT L579508 2 LIBRARY	326.54	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035130161	ACCT L031708 2 LIBRARY	1,493.84	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035135464	ACCT L042226 2 LIBRARY	945.24	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035137583	ACCT L421025 2 LIBRARY	190.96	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035138771	ACCT L579508 2 LIBRARY	382.28	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035139126	ACCT L042226 2 LIBRARY	2,250.63	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035141207	ACCT L042226 2 LIBRARY	581.13	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035142370	ACCT L031708 2 LIBRARY	472.37	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035143440	ACCT L042226 2 LIBRARY	1,716.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035143783	ACCT L042226 2 LIBRARY	919.28	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035146541	ACCT L042226 2 LIBRARY	856.92	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035147657	ACCT L579508 2 LIBRARY	251.92	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035150218	ACCT L421025 2 LIBRARY	136.12	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035150929	ACCT L579508 2 LIBRARY	383.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035154295	ACCT L042226 2 LIBRARY	1,543.30	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035156561	ACCT L042226 2 LIBRARY	334.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035156701	ACCT L579508 2 LIBRARY	402.30	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035157236	ACCT L031708 2 LIBRARY	1,705.09	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035161585	ACCT L042226 2 LIBRARY	718.73	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035164931	ACCT L421025 2 LIBRARY	342.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035166584	ACCT L579508 2 LIBRARY	222.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035166588	ACCT L042226 2 LIBRARY	728.13	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035169043	ACCT L042226 2 LIBRARY	755.74	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035169504	ACCT L042226 2 LIBRARY	567.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035170026	ACCT L031708 2 LIBRARY	725.83	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035171632	ACCT L042226 2 LIBRARY	1,376.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035176475	ACCT L579508 2 LIBRARY	371.46	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016038806	ACCT C016998 3 LIBRARY	160.06	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016054744	ACCT C016998 3 LIBRARY	149.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016070665	ACCT C016998 3 LIBRARY	209.34	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016086257	ACCT C016998 3 LIBRARY	408.86	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016099767	ACCT C016998 3 LIBRARY	24.62	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR ENTERTAINMENT	H44087620	CUST 40001214 LIBRARY	44.87	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR ENTERTAINMENT	H44523070	CUST 40001214 LIBRARY	11.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR ENTERTAINMENT	H44744840	CUST 40001214 LIBRARY	121.06	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US30328	CUST C0000272 LIBRARY	96.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US30329	CUST C0000272 LIBRARY	801.03	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US30330	CUST C0000272 LIBRARY	8,041.03	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US30331	CUST C0000272 LIBRARY	699.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	314.93	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	45.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	45.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	179.97	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY.COM		PROCUREMENT CARD	974.91	2380110101	61575		
LIB MATERIALS/SOFTWARE	BRAINSTORM BOOKS		PROCUREMENT CARD	227.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	BROWNS VALLEY PUBLIC LIBRARY	21-NOV-2019	ILL MATERIAL-FOXHOLE COURT	12.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	CARVER COUNTY MN	736565	ILL MATERIAL-100 QUES/ANSWERS	21.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	CARVER COUNTY MN	777039	LOST ILL MATERIAL-CLUTTERFREE	14.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	CENTER POINT LARGE PRINT		PROCUREMENT CARD	66.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	EBSCO PUBLISHING	2006147	ACCT CG-F-29297-00 LIBRARY	60.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	FRIENDS OF SWEDE HOLLOW	26-FEB-2020	LIBRARY	44.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69976929	ACCT 154592 LIBRARY	51.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69994668	ACCT 154592 LIBRARY	51.18	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	69994832	ACCT 154592 LIBRARY	94.47	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70065200	ACCT 154592 LIBRARY	22.39	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70079413	ACCT 154592 LIBRARY	167.93	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70086839	ACCT 154592 LIBRARY	57.58	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70087264	ACCT 154592 LIBRARY	93.76	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70134612	ACCT 154592 LIBRARY	1,028.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70168720	ACCT 154592 LIBRARY	28.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44040745	ACCT 2011296 LIBRARY PO4544	41.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44047871	ACCT 2011296 LIBRARY PO4544	633.72	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44110934	ACCT 2011296 LIBRARY PO4544	72.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44126493	ACCT 2011296 LIBRARY PO4544	164.07	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44126494	ACCT 2011296 LIBRARY PO4544	85.73	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44131460	ACCT 2011296 LIBRARY PO4544	273.36	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44175144	ACCT 2011296 LIBRARY PO4544	6.89	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44197967	ACCT 2011296 LIBRARY PO4544	469.05	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44224935	ACCT 2011296 LIBRARY PO4544	243.83	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44267776	ACCT 2011296 LIBRARY PO4544	607.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44267777	ACCT 2011296 LIBRARY PO4544	207.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44305271	ACCT 2011296 LIBRARY PO4544	393.63	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44327649	ACCT 2011296 LIBRARY PO4544	753.47	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44339354	ACCT 2011296 LIBRARY PO4544	19.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44375617	ACCT 2011296 LIBRARY PO4544	25.75	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44396395	ACCT 2011296 LIBRARY PO4544	417.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	44396396	ACCT 2011296 LIBRARY PO4544	9.58	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98639646	PO4543 CUST 2000006792 LIBRARY	839.23	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98640703	PO4543 CUST 2000006792 LIBRARY	41.22	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98660189	PO4543 CUST 2000006792 LIBRARY	495.53	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98660331	PO4543 CUST 2000006792 LIBRARY	268.01	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98661266	PO4543 CUST 2000006792 LIBRARY	124.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98662822	PO4543 CUST 2000006792 LIBRARY	24.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98669892	PO4543 CUST 2000006792 LIBRARY	366.55	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98692753	PO4543 CUST 2000006792 LIBRARY	178.10	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98696926	PO4543 CUST 2000006792 LIBRARY	1,644.57	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98724687	PO4543 CUST 2000006792 LIBRARY	950.59	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98733432	PO4543 CUST 2000006792 LIBRARY	644.25	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98734127	PO4543 CUST 2000006792 LIBRARY	71.23	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	98786968	PO4543 CUST 2000006792 LIBRARY	127.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	OCLC INC	1000009381	ACCT 5037 LIBRARY JAN 2020	2,300.21	2380114001	61575		
LIB MATERIALS/SOFTWARE	OCLC INC	1000016169	ACCT 5037 LIBRARY FEB 2020	2,300.21	2380114001	61575		
LIB MATERIALS/SOFTWARE	RAMSEY COUNTY MN	11-DEC-2019	ILL MATERIAL-MARRY HIGHLANDER	3.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	READING GROUP CHOICES		PROCUREMENT CARD	52.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	222.74	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	73.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	222.74	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	277.41	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	515.22	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	6.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	160.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	236.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	556.85	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	6.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	562.40	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	364.61	2380110101	61575		
LIB MATERIALS/SOFTWARE	SOMALI KIDS BOO		PROCUREMENT CARD	106.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	T MOBILE	965098942-02/20	ACCT 965098942 LIBRARY	509.33	2380110101	61575		
LIB MATERIALS/SOFTWARE	T MOBILE	965098942-03/20	ACCT 965098942 LIBRARY	533.83	2380110101	61575		
LIB MATERIALS/SOFTWARE	THE STAR TRIBUNE CIRCULAT		PROCUREMENT CARD	490.36	2380110101	61575		
LIB MATERIALS/SOFTWARE	WALMART.COM		PROCUREMENT CARD	31.47	2380110101	61575		
LIB MATERIALS/SOFTWARE	WALMART.COM		PROCUREMENT CARD	41.04	2380110101	61575		
LIB MATERIALS/SOFTWARE	WKI*CCH INC CYBERSOURC		PROCUREMENT CARD	249.54	2380110101	61575		
LIB MATERIALS/SOFTWARE	ZOOBEAN INC	16160	ZOOBEAN READING PROG2 20-2021	5,395.00	2380110101	61575		
	TOTAL LIB MATERIALS/SOFTWARE			67,503.94				
RENTAL	HLP LLC	APR 2020 LIBRARY NO CENTRAL LIBR LEASE APR 2020		4,650.06	2380135001	62101		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
RENTAL	HLP LLC	MAY 2020 LIBRARY	NO CENTRAL LIBR LEASE MAY 2020	4,650.06	2380135001	62101		
RENTAL	PITNEY BOWES	3103781349	ACCT 0011741352 LIBRARY	847.62	2380110101	62124		
	TOTAL RENTAL			10,147.74				
UTILITIES	ACE SOLID WASTE INC	5695318	ACCT 3067-192854-001 LIBRARY	87.64	2380111001	62228		
UTILITIES	ACE SOLID WASTE INC	5695318	ACCT 3067-192854-001 LIBRARY	43.82	2380141001	62228		
UTILITIES	ACE SOLID WASTE INC	5782323	ACCT 3067-192854-001 LIBRARY	87.64	2380111001	62228		
UTILITIES	ACE SOLID WASTE INC	5782323	ACCT 3067-192854-001 LIBRARY	43.82	2380141001	62228		
UTILITIES	CENTENNIAL UTILITIES	71047-03/20	ACCT 71047.00 LIBRARY	650.57	2380134001	62225		
UTILITIES	CENTENNIAL UTILITIES	71047-03/20	ACCT 71047.00 LIBRARY	57.80	2380134001	62227		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	620.38	2380111001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	2,134.44	2380121001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	499.38	2380132001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	1,361.62	2380133001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	307.25	2380135001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	100.99	2380136001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	261.33	2380137001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-02/20	ACCT 8000015459-3 LIBRARY	2,013.45	2380141001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	535.89	2380111001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	1,865.28	2380121001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	321.99	2380132001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	1,296.15	2380133001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	227.06	2380135001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	79.45	2380136001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	234.51	2380137001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-03/20	ACCT 8000015459-3 LIBRARY	1,891.04	2380141001	62225		
UTILITIES	CITY OF ANOKA	501210-02/20	ACCT 02-501210-01 LIBRARY	2,771.72	2380141001	62226		
UTILITIES	CITY OF ANOKA	501210-02/20	ACCT 02-501210-01 LIBRARY	455.23	2380141001	62227		
UTILITIES	CITY OF ANOKA	501210-03/20	ACCT 02-501210-01 LIBRARY	2,229.36	2380141001	62226		
UTILITIES	CITY OF ANOKA	501210-03/20	ACCT 02-501210-01 LIBRARY	435.55	2380141001	62227		
UTILITIES	CITY OF BLAINE	4000011-03-20	CUST 4000011-000 LIBRARY	55.07	2380121001	62227		
UTILITIES	CITY OF BLAINE	4000200-03-20	CUST 4000200-000 LIBRARY	58.74	2380111001	62227		
UTILITIES	CITY OF BLAINE	4000602-03-20	CUST 4000602-000 LIBRARY	93.04	2380137001	62227		
UTILITIES	CITY OF COON RAPIDS	46020-02/20	ACCT 9011440011 LIBRARY	359.99	2380132001	62227		
UTILITIES	CITY OF ST FRANCIS	2479-02/20	ACCT 2479 LIBRARY	48.84	2380136001	62227		
UTILITIES	CITY OF ST FRANCIS	2479-03/20	ACCT 2479 LIBRARY	48.84	2380136001	62227		
UTILITIES	CONNEXUS ENERGY	178588-02/20	ACCT 684587-178588 LIBRARY	174.74	2380136001	62226		
UTILITIES	CONNEXUS ENERGY	178588-03/20	ACCT 684587-178588 LIBRARY	146.25	2380136001	62226		
UTILITIES	CONNEXUS ENERGY	203085-03/20	ACCT 386179-203085 LIBRARY	782.85	2380137001	62226		
UTILITIES	CONNEXUS ENERGY	230469-02/20	ACCT 386179-230469 LIBRARY	140.05	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	230469-03/20	ACCT 386179-230469 LIBRARY	150.62	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	230477-02/20	ACCT 386179-230477 LIBRARY	224.97	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	230477-03/20	ACCT 386179-230477 LIBRARY	217.10	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	231009-03/20	ACCT 386181-231009 LIBRARY	849.40	2380111001	62226		
UTILITIES	CONNEXUS ENERGY	231010-03/20	ACCT 386180-231010 LIBRARY	2,241.67	2380121001	62226		
UTILITIES	CONNEXUS ENERGY	312858-03/20	ACCT 386178-312858 LIBRARY	934.58	2380134001	62226		
UTILITIES	STATE OF MN IT SVCS	DV20020384	CUST 100A00205 WAN LIBR 02/20	810.00	2380114001	62275		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	73.68	2380132001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	93.83	2380133001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	73.68	2380134001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	93.78	2380135001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	81.68	2380136001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	73.68	2380137001	62229		
UTILITIES	TDS METROCOM	434-9806-03/20	ACCT 763 434 9806 LIBRARY	73.68	2380141001	62229		
UTILITIES	UPS		PROCUREMENT CARD	14.12	2380110101	62231		
UTILITIES	VERIZON WIRELESS	9849920979	ACCT 286867228-1 LIBRARY	443.56	2380110101	62229		
UTILITIES	VERIZON WIRELESS	9849920979	ACCT 286867228-1 LIBRARY	153.90	2380112001	62229		
UTILITIES	XCEL ENERGY	676875692	ACCT 51-6181280-6 LIBRARY	893.61	2380132001	62226		
UTILITIES	XCEL ENERGY	676875692	ACCT 51-6181280-6 LIBRARY	1,442.25	2380133001	62226		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
	TOTAL UTILITIES			31,461.56				
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041678668	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4041771764	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042031408	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042039626	CUST 12436757 CROOKED LK LIBR	28.80	2380132001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042152200	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042152217	CUST 12436514 LIBRARY	13.20	2380111001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042268451	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042394281	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042641426	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042764427	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042867945	CUST 12436813 CENTENNIAL LIBR	10.78	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4042992599	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043261255	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043267812	CUST 12436757 CROOKED LK LIBR	28.80	2380132001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043382171	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043382319	CUST 12436514 LIBRARY	13.20	2380111001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043494414	CUST 12436813 CENTENNIAL LIBR	12.37	2380134001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043614619	CUST 12436786 MISSISSIPPI LIBR	19.42	2380133001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043619232	CUST 12436794 NO CENTRAL LIBR	29.16	2380135001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4043888871	CUST 12448679 RUM RIVER LIBR	80.00	2380141001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4044026187	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	FIRST IMPRESSIONS BLDG SVCS LL	3792	LIBRARY LLS BLDG	480.00	2380111001	63064		
PROFESSIONAL SERVICES	FIRST IMPRESSIONS BLDG SVCS LL	3793	ST FRANCIS LIBRARY	200.00	2380136001	63064		
PROFESSIONAL SERVICES	FIRST IMPRESSIONS BLDG SVCS LL	3794	NORTHTOWN LIBRARY	582.60	2380121001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	950.00	2380111001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	3,441.55	2380121001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	950.00	2380132001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	950.00	2380133001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	575.00	2380134001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	600.00	2380135001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	430.00	2380136001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	800.00	2380137001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113074	LIBRARY CLEANING SVCS MAR 2020	2,625.00	2380141001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	950.00	2380111001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	3,441.55	2380121001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	950.00	2380132001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	950.00	2380133001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	575.00	2380134001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	600.00	2380135001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	430.00	2380136001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	800.00	2380137001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113102	LIBRARY CLEANING SVCS APR 2020	2,625.00	2380141001	63064		
PROFESSIONAL SERVICES	UNIQUE MANAGEMENT SERVICES INC	592547	PROJ 1704 FDB LIBRARY FEB 2020	456.45	2380110101	63010		
	TOTAL PROFESSIONAL SERVICES			25,295.98				
	MELSA EQUALIZATION			622.71				
	FRIENDS OF THE ANOKA COUNTY LIBRARY			163.35				
	OPERATING ACCOUNTS			154,516.84				
	(INCLUDES \$450.87 DONATIONS)							
	TOTAL INVOICES SENT FOR PAYMENT 3/5/20 THRU 4/10/20			155,302.90				



Anoka County LIBRARY

Ideas, Information, Inspiration.

ANOKA COUNTY LIBRARY BOARD ACTION ITEM

April 20, 2020

AGENDA ITEM NO: E- 1, 2020-0007
AGENDA ITEM: Read Down Your Fines Amnesty Program

ACTION REQUESTED | RECOMMENDATION:

Approve implementation of "Youth Read Down" program that will allow youth to "pay" their fines by reading in the library or at a library sponsored event outside of the library. Program would begin Monday, June 1, 2020 and end Friday, July 31, 2020.

BACKGROUND INFORMATION:

Youth often have fines on their cards which prevent them from effectively utilizing library services for school work and other activities. This program may restore library checkout privileges to them and encourage them to use the library again.

Youth overdue fines are often due to factors outside of their control. They do not drive, so visiting a local library to return materials is dependent on transportation from others. Parents who have exceeded their checkout or overdue fine limits will often use their children's cards for their materials and accrue more fines.

For the past several years, Anoka County Library has allowed kids and teens to read off fines during the months of June and July. Each year the number of young people participating increases:

2015, 461 youth read down \$2,286
2016, 505 youth read down \$2,579
2017, 665 youth read down \$3,311
2018, 713 youth read down \$3,234
2019, 782 youth read down \$3,490

Staff reported excitement from families and good will toward the Library from the program. The financial impact of this program is minimal but the opportunity for committed youth to again use their library cards is significant.

To Read Down, youth (up to age 17) will:

- Sign in at the beginning of their reading time and sign out at the end.
- Read for 15-minute increments in the library or at a library sponsored event.
- Print media only (books, comics, magazines, newspapers, textbooks, etc.)
- Time spent listening to audio books or being read to also counts.
- Earn a \$1.00 off for every 15 minutes of reading (no limits to the amount earned)

"Read Down" dollars can be applied to:

- Fines
- Bills
- Library Card Replacement Fees
- They may not be used for purchased items such as earbuds and bookbags

Exceptions:

- Kids will not receive cash. Amounts can only be used to reduce fines and bills.
- Amounts cannot be applied to future overdue charges or bills.
- Youth can only read down fines on their own cards, not for friends or family members.
- The account cannot have a profile of Collections.

	YES	NO
Backlund	_____	_____
Greensweig	_____	_____
Keister	_____	_____
Kost	_____	_____
Lenz	_____	_____
Martineau-Dunlop	_____	_____
Orpen	_____	_____



Anoka County
LIBRARY

Ideas, Information, Inspiration.

ANOKA COUNTY LIBRARY BOARD
ACTION ITEM

April 20, 2020

AGENDA ITEM NO: E- 2, 2020-0008
AGENDA ITEM: Increased Hours for Furloughed Branch Personnel

ACTION REQUESTED | RECOMMENDATION:

Approve increased hours for furloughed branch personnel based on demand of service

BACKGROUND INFORMATION:

Curbside service demand was much higher than projected, especially with only 3 branches covering for eight. We had 1016 holds requested at Northtown on Monday. Our staff was frustrated they couldn't serve more patrons. The Library Management Team reworked the process allowing double the patrons served each day and are continuing to look for system changes that will allow more efficiency. We asked County Administration to approve moving partially furloughed staff in the 3 branches back to their regular pre-furloughed hours.

	YES	NO
Backlund	_____	_____
Greensweig	_____	_____
Keister	_____	_____
Kost	_____	_____
Lenz	_____	_____
Martineau-Dunlop	_____	_____
Orpen	_____	_____



Anoka County
LIBRARY

Ideas, Information, Inspiration.

ANOKA COUNTY LIBRARY BOARD
ACTION ITEM

April 20, 2020

AGENDA ITEM NO: E- 3, 2020-0009
AGENDA ITEM: Summer Programs Virtual Service

ACTION REQUESTED I RECOMMENDATION:

Approve summer program planning for virtual services -relook at contracts for performers

BACKGROUND INFORMATION:

Due to Covid-19, we are expecting that summer programming will be presented virtually or with social distancing practices. We are asking the Library Board to allow us to renegotiate current contracts with performers to assess whether programing is suitable to virtual presentation or needs to be canceled prior to the 60-day notice clause.

	YES	NO
Backlund	_____	_____
Greensweig	_____	_____
Keister	_____	_____
Kost	_____	_____
Lenz	_____	_____
Martineau-Dunlop	_____	_____
Orpen	_____	_____



Anoka County
LIBRARY

Ideas, Information, Inspiration.

ANOKA COUNTY LIBRARY BOARD
INFORMATIONAL ITEM

April 20, 2020

AGENDA ITEM NO:

F-1

AGENDA ITEM:

Annual Report to State Library Services

ACTION REQUESTED / RECOMMENDATION:

Approve submission of the 2019 annual report to State Library Services.

BACKGROUND INFORMATION:

All public libraries are required by Minnesota statute to submit an annual report to State Library Services by April 1 each year. The annual report collects statistics and financial data related to facilities, services, programs, collections, staffing, hours of operation, and income and expenditures. The report has been submitted.

Because of the length of the full report, copies will be available at the meeting. Attached are the first ten pages documenting county-wide statistics.



**DEPARTMENT
OF EDUCATION**

Anoka County Library

2019 Minnesota Public Library Annual Report

This report reflects information for January 1 through December 31, 2019, unless otherwise specified. Financial data is reported for the fiscal year that ended December 31, 2019.

Please note that this document reflects the online submission data elements for both library administrative entities (headquarters) and library outlets (branches). There are some fields that request information at the administrative entity level only and some that request only library outlet information. Information entered at the outlet level 'rolls up' into a total for the administrative entity. In the case of a single-library location, the library is both the administrative entity and the library outlet, and data is reported within both.

GENERAL INFORMATION

G01) Library Name	Anoka County Library
G02) Regional System/Sequence Number	M0200
G03) Regional Public Library System	MELSA
G04) Street Address	707 County Rd 10 NE
G05) Location is a change from previous year	No
G06) City	Blaine
G07) ZIP Code	55434
G08) Mailing Address	707 County Rd 10 NE
G09) City	Blaine
G10) ZIP Code	55434
G11) County	Anoka
G12) Phone	763-324-1500
G13) Library Web Address	anokacountylibrary.org
G14) Director's Name	Patti Hetrick
G15) Director's Phone	763-324-1500
G16) Director's Extension	1716
G17) Director's E-mail Address	patti.hetrick@co.anoka.mn.us

Report Filer

G18) Name of Person Who Prepared the Public Library Report	Patti Hetrick
G19) Phone	763-324-1500
G20) E-mail	patti.hetrick@co.anoka.mn.us

IMLS Administrative Entity Codes

G21) Interlibrary Relationship Code	Member of a Federation or Cooperative
G22) Legal Basis Code	County/Parish
G23) Administrative Structure Code	Administrative Entity with Multiple Direct Service Outlets where Administrative Offices are separate
G24) IMLS Public Library Definition	Yes
G25) Geographic Code	County/Parish (exactly)
G26) Did the legal service area boundary change?	No

PUBLIC SERVICES INFORMATION

Data Element	Current Year	Previous Year
P01) Population of the Legal Service Area	331,854	335,855
P02) Registered Users – Residents	142,088	145,214
P03) Registered Users – Reciprocal	12,216	13,358
P04) Total Registered Users – Automatic Tally	154,304	158,572
P05) Last year Registered User Records Were Purged	2019	2018
P06) Visits	730,819	751,390
P07) Reference Transactions	69,851	83,174
P08) Annual Public Internet Computer Sessions	116,590	96,380
P09) Public Internet Computer Other Uses	tallies other computer usage in addition to Inte	
P10) Wireless Sessions	212,535	195,327
P11) ILL Provided to Other Libraries	14,622	14,467
P12) ILL Received from Other Libraries	16,067	13,352

Circulation

Data Element	Current Year	Previous Year
P13) Children's Circulation	1,023,731	1,049,728
P14) Adult Circulation	880,036	930,272
P15) Other Physical Media Circulation (No Audience Designation)	14,388	12,586
P16) Total Physical Media Circulation	1,918,155	1,992,586
P17) Downloadable E-books and E-serials Circulation	186,682	199,308
P18) Downloadable Audio and Video Circulation	109,620	104,870
P19) Total Downloadable Circulation	296,302	304,178
P20) Total Circulation	2,214,457	2,296,764

Programs

Data Element	Current Year	Previous Year
P21) Children's Programs	1,418	1,568
P22) Young Adult Programs	216	118
P23) Adult Programs	472	330
P24) Total Programs	2,106	2,016

Program Attendance

Data Element	Current Year	Previous Year
P25) Children's Program Attendance	40,818	44,601
P26) Young Adult Program Attendance	3,654	3,038
P27) Adult Program Attendance	4,544	3,660
P28) Total Program Attendance	49,016	51,299

Successful Retrieval of Information from Electronic Collections

Data Element	Current Year	Previous Year
P29) Number of Information Retrievals from Electronic Collections	332,671	294,400
P30) Electronic Content Use	628,973	598,578
P31) Total Collection Use	2,547,128	2,591,164

Website Visits

Data Element	Current Year	Previous Year
P32 Website Visits	1,169,989	708,049

PUBLIC SERVICE HOURS

Data Element	Current Year	Previous Year
H08 Number of Public Service Hours in a Regular Week	365	366
H09) Number of Public Service Hours in a Seasonal Week	357.0	85.0
H10) Seasonal Dates	05/27/2019 to 09/02/2019	
H12) Total Public Service Hours per Year	16,988	17,774

FACILITIES

Data Element	Current Year	Previous Year
F01) Central Libraries	1	1
F02) Branch Libraries	7	7
F03) Bookmobiles	0	0
F04) Supplementary Services	2	2
F12) Staff Internet Computers	126	126
F13) Public Internet Stationary Computers	136	136
F14) Public Internet Mobile Devices for On-Site Use	26	26
F15) Total Number of Public Internet Computers/Devices	162	162
F22) Number of Outlets with WI-Fi Available to Public	9	9
F23) Number of Outlets with a Meeting Room	6	6
F24) Non-Library Sponsored Events	8,529	6,031

STAFF INFORMATION

Staff Full Time Equivalent

Data Element	Current Year	Previous Year
S01) Total ALA/MLS Librarians	21.90	21.50
S02) Total Other Librarians	5.60	5.00
S03) Total Librarians	27.50	26.50
S04) Total Other Staff	58.85	59.15
S05) Total Paid Employees	86.35	85.65

Selected Salary Schedule

Position	Low Salary	High Salary
S06) Regional Director		
S07) Library Director	\$41.23	\$60.52
S08) Assistant Director	\$32.43	\$47.97
S09) Branch Manager	\$23.28	\$34.90
S10) Central Library Manager	\$28.54	\$42.41
S11) Department Head	\$28.54	\$42.41
S12) Other Librarian	\$23.28	\$34.90
S13) Technology Support	\$23.18	\$39.66
S14) Library Support Staff	\$14.96	\$23.03
S15) Administrative Support Staff	\$17.45	\$26.57
S16) Pages	\$11.49	\$18.06
S17) Do Any Library Staff Belong to a Union?	No	

LIBRARY COLLECTION

Data Element	Current Year	Previous Year
C01) Print Materials (Books and Periodicals)	299,645	285,145
C02) Audio Materials, Physical	41,269	40,419
C03) Video Materials, Physical	44,738	43,800
C04) Multi-format Materials	0	0
C05) Other Physical Materials	545	380
C06) Total Physical Materials	386,197	369,744
C07) Print Serial Subscriptions	945	990

Data Element	Current Year	Previous Year
C08) Electronic Serial Subscriptions, Licensed Locally, Downloadable	0	0
C09) Electronic Serial Subscriptions, Licensed Regionally, Downloadable	0	1
C10) Total Electronic Serial Subscriptions	0	1
C11) Electronic Books Licensed Locally	20,893	17,930
C12) Electronic Books Licensed Regionally	67,548	63,558
C13) Electronic Books Licensed Statewide	23,299	23,299
C14) Total Electronic Books	111,740	104,787
C15) Audio Downloadable Units, Licensed Locally	6,477	4,375
C16) Audio Downloadable Units, Licensed Regionally	18,178	14,108
C17) Total Audio Downloadable Units	24,655	18,483
C18) Video Downloadable Units, Licensed Locally	0	0
C19) Video Downloadable Units, Licensed Regionally	0	0
C20) Total Video Downloadable Units	0	0
C21) Electronic Collections Licensed Locally	10	8
C22) Electronic Collections Licensed Regionally		
C23) Electronic Collections Licensed via Other Cooperative Agreement	16	16
C24) Total Licensed Electronic Collections Local/Regional/Other Cooperative Agreement	26	24
C25) Electronic Collections Licensed Statewide	50	50
C26) Total Licensed Electronic Collections	76	74

POLICIES/PLANS

Data Element	Current Year	Previous Year
D01) Strategic Plan	2019	2017
D02) Disaster Plan	2019	2017
D03) Policy Manual	2019	2015
D04) Records Retention Schedule	2015	2015
D05) Building Accessibility Plan	2017	2017
D06) Technology Plan	2017	2017
D07) Internet Acceptable Use Policy	2019	2015

Community Engagement

Data Element	Current Year	Previous Year
Adult Basic Education	Yes	Yes
Adult Literacy Organization	Yes	Yes
Early Childhood Organization	Yes	Yes
Correctional Facility	Yes	Yes
Cultural Communities	Yes	Yes
Service to Homebound	Yes	Yes
School (K12)	Yes	Yes
Senior-Centered Organization	Yes	Yes
Workforce Development	Yes	Yes
Youth Development Organization	Yes	Yes
Arts Organization	Yes	Yes
Disability Organization	Yes	Yes
Homeschool Organization	Yes	Yes
Veterans Organization	No	No
Social Services Organizations	Yes	Yes
Other		

Community Partnerships

Data Element	Current Year	Previous Year
O12) Does this library partner with one or more community organizations or groups in order to address a community need?	Yes	
O13a) Communicative:Yes O13b) Cooperative:Yes O13c) Collaborative:Yes		
O14) If Yes, does this library measure the impact on the community due to the partnership's efforts?	Yes	

Volunteers

Data Element	Current Year	Previous Year
O15) Does this library have a volunteer program for individuals or groups to complete tasks willingly and without pay?	Yes	Yes
O16m) Number of Teen Volunteers	243	493
17m) Number of Adult Volunteers	49	52
O18m) Number of Teen Volunteer Hours	3,828	4,426
O19m) Number of Adult Volunteer Hours	2,107	1,947
O20) Total Number of Volunteers	292	545
O21) Total Number of Volunteer Hours	5,935	6,373

Summer Learning Program

Type(s) of summer learning programs	Both reading and learning programs
Intended age-groups for the program	

BOARD, FOUNDATION, FRIENDS

Library Board Of Trustees

I01) Does this library have a governing Board?	Yes
I02) Are this library's trustees elected or appointed officials?	Appointed
I03) Is this library's Board of Trustees the governing authority or advisory?	Governing

Library Foundation

I04) Does This Library Have a Foundation?	No
I05) Foundation Name	

Library Friends

I06) Does This Library Have a Friends Group?	Yes
I07) Friends Group Name	Friends of Anoka County Library

FINANCIAL DATA

Operating Revenue

Data Element	Current Year	Previous Year
LOCAL GOVERNMENT		
City		
R01) City Direct	\$0	\$0
R02) City Indirect	\$0	\$0
R03) City Operating Revenue Total	\$0	\$0
County		
R04) County Direct	\$7,896,758	\$7,797,300
R05) County Indirect	\$0	\$0
R06) County Total	\$7,896,758	\$7,797,300
Other Local Government		
R07) Other Local Government Direct	\$0	\$0
R08) Other Local Government Indirect	\$0	\$0
R09) Other Local Government Operating Revenue Total	\$0	\$0
R10) Total Local Government Operating Revenue	\$7,896,758	\$7,797,300
STATE		
R11) Arts & Cultural Heritage Fund	\$0	\$0
R12) Regional Library Basic System Support	\$0	\$0
R13) Regional Library Telecommunications Aid	\$0	\$0
R14) Other State	\$0	\$0
R15) Total State Government Operating Revenue	\$0	\$0
FEDERAL		
R16) Federal Library Services and Technology Act	\$0	\$0
R17) Federal Direct	\$0	\$0
R18) Federal Indirect	\$0	\$0

Data Element	Current Year	Previous Year
R19) Total Federal Operating Revenue	\$0	\$0
OTHER		
Regional System		
R20) Regional System Direct	\$345,566	\$329,839
R21) Regional System Indirect	\$50,887	\$51,061
R22) Regional System Operating Revenue Total	\$396,453	\$380,900
Multicounty, Multitype		
R23) Multicounty, Multitype Direct	\$0	\$0
R24) Multicounty, Multitype Indirect	\$0	\$0
R25) Multicounty, Multitype Operating Revenue Total	\$0	\$0
R26) Other Operating Direct	\$391,578	\$407,860
R27) Other Operating Indirect	\$0	\$0
R28) Other Operating Total	\$391,578	\$407,860
R29) Total Regional; Multicounty, Multitype and Other Operative Revenue	\$788,031	\$788,760
R30) Total Operating Revenue	\$8,684,789	\$8,586,060

Operating Expenditures

Personnel Expenditures

Data Element	Current Year	Previous Year
E01) Salaries & Wages	\$4,073,702	\$3,850,835
E02) Employee Benefits	\$1,559,363	\$1,345,519
E03) Total Personnel Costs	\$5,633,065	\$5,196,354

Collection Expenditures

Data Element	Current Year	Previous Year
E04) Collection Expenditures Print Materials	\$605,497	\$650,395
E05) Collection Expenditures Electronic Materials Electronic Books (E-books)	\$185,410	\$225,206
E06) Collection Expenditures Electronic Collections	\$38,521	\$50,000
E07) Collection Expenditures Electronic Materials Other Electronic Materials	\$0	\$0
E08) Collection Expenditures Electronic Materials Expenditures Total	\$223,931	\$275,206
E09) Collection Expenditures Other Materials Audio & Video Physical Materials	\$166,591	\$170,434
E10) Collection Expenditures Other Materials Other Physical Materials	\$4,531	\$0
E11) Collection Expenditures Other Materials Expenditures Total	\$171,122	\$170,434
Collection Expenditures Physical Materials Total	\$776,619	\$820,829
E12) Total Collection Expenditures	\$1,000,550	\$1,096,035

Other

Data Element	Current Year	Previous Year
E13) Other Operating Expenditures	\$1,898,619	\$1,478,893
E14) Total Operating Expenditures	\$8,532,234	\$7,771,282
E15) Expenditures Equal To or Less than Income?	Yes	Yes

Capital Revenue – Direct and Indirect

Data Element	Current Year	Previous Year
LOCAL		
City		
R31) City Direct	\$0	\$0
R32) City Indirect	\$0	\$0
R33) City Capital Revenue Total	\$0	\$0
County		
R34) County Direct	\$124,514	\$124,554
R35) County Indirect	\$0	\$0
R36) County Capital Revenue Total	\$124,514	\$124,554
Other Local Government		
R37) Other Local Government Direct	\$0	\$0
R38) Other Local Government Indirect	\$0	\$0
R39) Other Local Government Capital Revenue Total	\$0	\$0
R40) Total Local Government Capital Revenue	\$124,514	\$124,554
STATE		
R41) Library Construction Grant	\$0	\$0
R42) Other State Capital Revenue	\$0	\$0
R43) Total State Government Capital Revenue	\$0	\$0
FEDERAL		
R44) Federal Government Capital Revenue Library Services and Technology Act	\$0	\$0
R45) Federal Capital Direct	\$0	\$0
R46) Other Federal Indirect Capital Revenue	\$0	\$0
R47) Total Federal Government Capital Revenue	\$0	\$0
OTHER		
Regional System		
R48) Regional System Direct	\$0	\$0
R49) Regional System Indirect	\$0	\$0
R50) Regional System Capital Revenue Total	\$0	\$0
Multicounty, Multitype		
R54) Other Capital Direct	\$0	\$0
R55) Other Capital Indirect	\$0	\$0
R56) Other Capital Revenue Total	\$0	\$0
R57) Total Regional, Multicounty Multitype and Other Capital Revenue	\$0	\$0
R58) Total Capital Revenue	\$124,514	\$124,554

Capital Expenitures

Data Element	Current Year	Previous Year
EC01) Total Capital Expenditures	\$4,719,710	\$480,410

In-Kind

In-Kind Operating Contributions

Data Element	Current Year	Previous Year
R59) In-Kind Operating Contributions City	\$0	\$0
R60) In-Kind Operating Contributions County	\$0	\$0
R61) In-Kind Operating Contributions All Other	\$0	\$0
R62) Total In-Kind Operating Contributions		

In-Kind Contributions by Expenditure Area

Data Element	Current Year	Previous Year
EKA01) Personnel	\$0	\$0
EKA02) Collection	\$25,429	\$46,112
EKA03) All Other Operating Expenditures	\$0	\$0
EKA04) Total In-Kind Operating Contributions	\$25,429	\$46,112

In-Kind Capital Contributions

Data Element	Current Year	Previous Year
R63) In-Kind Capital Contributions City	\$0	\$0
R64) In-Kind Capital Contributions County	\$0	\$0
R65) In-Kind Capital Contributions All Other	\$0	\$0
R67) Total In-Kind Capital Contributions		



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Services.



2019 Minnesota Public Library Annual Report Approval Form

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Minnesota Department of Education no later than April 1 each year.

Please print the name of the library submitting this form below.

Anoka County Library
Name of library

I certify that I have read the library's annual report and approve its submission to the Minnesota Department of Education, State Library Services.

[Signature] 3/13/2020
Signature of Library Board President/City or County Representative Date

MARK D LUNZ
Print the name above

[Signature] 3/13/2020
Signature of Library Director Date

Patti Hetrick
Print the name above

Please return this signed form by mail, email or fax to:

State Library Services
Minnesota Department of Education
1500 Highway 36 W
Roseville, MN 55113-4266

Email: mde.lst@state.mn.us

Fax: 651-582-8752



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Anoka County
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**ANOKA COUNTY LIBRARY BOARD
INFORMATION ITEM**

April 20, 2020

AGENDA ITEM NO:

F-2

AGENDA ITEM:

Westwood Intermediate School Grant Partnership

ACTION REQUESTED / RECOMMENDATION:

Information and Discussion

Westwood Intermediate School Grant Partnership

The Westwood Intermediate School Grant Partnership has been approved for full funding (\$1000.00) and the Northtown Library will be partnering with Westwood Intermediate School on Coon Creek Watershed District's Water Education Grant. The library's role is to provide a small plot of the library grounds for installation of native grasses and plants. Students in the special education class will learn math, reading, and leadership skills by planting for clean water. The project will also develop students' environmental literacy skills and positively impact the community. As a demonstration spot, the plantings can support beauty, education, and engagement beyond the initial program dates.



Anoka County
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**ANOKA COUNTY LIBRARY BOARD
INFORMATIONAL ITEM**

April 20, 2020

AGENDA ITEM NO:

F-3

AGENDA ITEM:

Current Services Results

ACTION REQUESTED / RECOMMENDATION:

Information only

BACKGROUND INFORMATION:

During the board meeting we will update Library Board Members on current services being provided and the metrics of those services including online virtual programming, e-book usage, curbside, and calls.

#ACLatHome Serving Anoka County virtually by phone, email, online, & curbside

Virtual Programs

- Storytime on Facebook
[@AnokaCountyLibrary](#) weekdays 10:15am
 - Storytime views this week: 2,623



Storytime craft
pop-up book
submitted by patron

- Read to a Dog
- Create Your Own Pokemon
- Alldata Car Repair Resource
- Reader's Advisory Videos

Social Media

- New Facebook followers: 220
- New Twitter followers: 22
- New Instagram followers: 8

Social media comments: Curbside Pickup

5_otters: *We did our first curbside pick up today - THANK YOU! It's nice to have fresh books for my kids instead of reading the same ones over & over & over & over. I just finished a mystery novel "Girls Like Us" off the cloud library - it was great! My first time checking out electronically.*

duct_tape_and_alcohol: *Thank you so much for getting my hold to me!!! We watched Patch Adams together as a family, we couldn't find it anywhere for free on any of the paid media subscriptions...*

Samantha Chaffin: *Thanks for offering this service! My kiddos were so excited for the new stack of books we picked up yesterday using the curbside service.*

Shaun Leslie Olson: *Thank you, thank you, thank you!*

Rachel Burdeski: *This is a wonderful feature I used it last week and it was quick and easy.....thanks so much!*



Curbside Pickup

- Rum River: 673 items, 229 patrons served
- Northtown: 762 items, 192 patrons served
- Johnsville: 796 items, 193 patrons served

Library Card Applications

- Applications since closure: 485

Website

- Website visits up 3.3%
(9,832 visits vs 9,199 previous week)
- Page views up 5.0%
(18,721 views vs 16,924 previous week)

CloudLibrary app

- Checkouts up 2.3%
(7,388 checkouts vs 7,054 previous week)

Supporting County & Community

- Storywalks at Anoka County Parks
- Partnering with Anoka-Hennepin & Centennial school districts to provide books & resources

Branches by Quarter 2020

Total materials circulated

	Q1	Q2	Q3	Q4	YTD Total
AC History Ctr	335				335
Andover	2,098				2,098
Centennial	46,202				46,202
Crooked Lake	36,825				36,825
Johnsville	60,605				60,605
LSS	9,363				9,363
Mississippi	23,258				23,258
North Central	18,790				18,790
Northtown	90,547				90,547
Ramsey	403				403
Rum River	96,282				96,282
St. Francis	13,875				13,875
Total	398,583	-	-	-	398,583

Children's materials circulated

	Q1	Q2	Q3	Q4	YTD Total
	91				91
	877				877
	26,835				26,835
	17,023				17,023
	36,590				36,590
	2,433				2,433
	10,343				10,343
	9,997				9,997
	41,906				41,906
	131				131
	48,037				48,037
	7,379				7,379
Total	201,642	-	-	-	201,642

Registrations

	Q1	Q2	Q3	Q4	YTD Total
	27				27
	11				11
	392				392
	367				367
	296				296
	305				305
	147				147
	97				97
	572				572
	6				6
	584				584
	77				77
Total	2,881	-	-	-	2,881

Total Reference

	Q1	Q2	Q3	Q4	YTD Total
Centennial	2,704				2,704
Crooked Lake	1,625				1,625
Johnsville	2,002				2,002
Mississippi	2,392				2,392
North Central	494				494
Northtown	6,864				6,864
Rum River	5,759				5,759
St. Francis	1,092				1,092
Total	22,932	-	-	-	22,932

Visits

	Q1	Q2	Q3	Q4	YTD Total
	16,118				16,118
	16,793				16,793
	19,102				19,102
	15,384				15,384
	9,395				9,395
	37,133				37,133
	30,593				30,593
	6,938				6,938
Total	151,456	-	-	-	151,456

Meeting room use by outside groups

	Q1	Q2	Q3	Q4	YTD Total
	310				310
	45				45
	76				76
	75				75
	-				-
	1,022				1,022
	239				239
	-				-
Total	1,767	-	-	-	1,767

Volunteer hours

	Q1	Q2	Q3	Q4	YTD Total
Centennial	46				46
Crooked Lake	64				64
Johnsville	66.75				66.75
Mississippi	0				0
North Central	0				0
Northtown	80				80
Rum River	77.25				77.25
St. Francis	7.25				7.25
Total	341.25	0	0	0	341.25

Volunteer hours

	Q1	Q2	Q3	Q4	YTD Total
	0				0
	0				0
	32				32
	9				9
	2				2
	132				132
	210.5				210.5
	52				52
Total	437.5	0	0	0	437.5

Branches by Quarter 2020

Children's programs

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite	23				23
Centennial	46				46
Crooked Lake	34				34
Johnsville	20				20
Mississippi	19				19
North Central	19				19
Northtown	83				83
Rum River	54				54
St. Francis	21				21
Total	319	0	0	0	319

Children's program attendance

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite	970				970
Centennial	1487				1487
Crooked Lake	671				671
Johnsville	352				352
Mississippi	1054				1054
North Central	323				323
Northtown	1515				1515
Rum River	1369				1369
St. Francis	1033				1033
Total	8774	0	0	0	8774

Teen programs

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite					0
Centennial	7				7
Crooked Lake	3				3
Johnsville	12				12
Mississippi	9				9
North Central					0
Northtown	6				6
Rum River	9				9
St. Francis					0
Total	46	0	0	0	46

Teen program attendance

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite					0
Centennial	25				25
Crooked Lake	19				19
Johnsville	62				62
Mississippi	51				51
North Central					0
Northtown	58				58
Rum River	65				65
St. Francis					0
Total	280	0	0	0	280

Adult programs

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite	11				11
Centennial	12				12
Crooked Lake	10				10
Johnsville	6				6
Mississippi	8				8
North Central	7				7
Northtown	27				27
Rum River	11				11
St. Francis	3				3
Total	95	0	0	0	95

Adult program attendance

	Q1	Q2	Q3	Q4	YTD Total
ACL Offsite	36				36
Centennial	116				116
Crooked Lake	80				80
Johnsville	89				89
Mississippi	58				58
North Central	52				52
Northtown	427				427
Rum River	98				98
St. Francis	20				20
Total	976	0	0	0	976



Anoka County
LIBRARY

Ideas, Information, Inspiration.

**ANOKA COUNTY LIBRARY BOARD
INFORMATION ITEM**

April 20, 2020

AGENDA ITEM NO: H
AGENDA ITEM: Information

ACTION REQUESTED / RECOMMENDATION:
Information and Discussion

- 1. Financial Report and other information**
- 2. County Board Budget Direction**
- 3. YTD Budget Results**



H-1 Branch Library Report -Crooked Lake 3/16/2020

TRENDS IN THE SERVICE AREA

According to Data USA:

- A language other than English is spoken in 11% of Coon Rapids households.
- During the months of January and February 2020, the ACBC Food Shelf, which serves the cities of Andover, Anoka, Coon Rapids, Nowthen, Oak Grove, Ramsey, and portions of Champlin, served 4,148 families.

LIBRARY ISSUES AND SERVICE TRENDS

- Health and hygiene have been hot topics for our staff and our community
- This year we've established outreach with the local food shelf, the Park River Estates, and the Northwest Passage High School. We've also been a presence at every Early Literacy Family night event our area schools have hosted.
- We are focusing on the library as a community gathering space. This has been helped with our recent update to the furniture, the growth of our gaming community and a recent Town Hall meeting that exceeded the limits of our meeting room.

LIBRARY SERVICES AND EVENTS

In August of last year, Crooked Lake Library staff started an outreach program with the ACBC Food Shelf in Anoka. Staff provide a storytime and host a table in the reception area to help people sign up for library cards, talk about what they can access at the library and at home and connect them to services. ACBC Food Shelf is a Recycled Reads location.

Outreach with the Transformative Circle group has led to many wonderful community connections. They have been helpful in guiding us to host a Night to Unite celebration in 2020. We are working together on a Martin Luther King, Jr. Day event for the community in 2021.

We have begun the process of pulling together a Reading Buddies program where area volunteers would be trained to read with students who want to develop their English reading skills. We are working hard to have this program in place by Summer and going strong before school starts again in the Fall.

Young adults and Millennials have been a bigger presence thanks, in part, to our growing Games Collection and our monthly Game Day. Recently, we were the site of a recent town hall event, packing the library with civic and civil discourse.



H-1 Branch Library Report -St. Francis

Date: 4/20/2020

TRENDS IN THE SERVICE AREA

- “The City of St. Francis is a community that is still able to provide its residents with a small town feel while in the shadow of the Twin Cities Metropolitan Area.”-City of St. Francis website
- St. Francis is slowly but steadily growing. The city predicts a doubling of available household units, from 2,520 in 2010 to 5,100 by 2040.
- St. Francis tends to be a ‘bedroom community’ and is popular among families. 27.2% of the population is aged 14 or under.
- The library is staffed with 2.7 FTE (1 full-time librarian, 3 part-time staff members) and operates 42 open-hours/week from Labor Day through Memorial Day.

LIBRARY ISSUES AND SERVICE TRENDS

- The library, built in 1980, is feeling and showing its age. It can no longer accommodate some of the ways people want to use libraries. For example, at roughly 1800 square feet the St. Francis library has no meeting spaces (a frequent request from patrons) and struggles to offer programs within our library space.
- The library continues to be a destination for kids and families in the summer. The area’s lack of entertainment options (no pool, no beach, no movie theatre, no community center, etc.) makes the library and our summer offerings very appealing! Library staff worked with Community Engagement staff to shift some program offerings from spring to summer to better suit the community need. However, St. Francis library is closed on Saturdays in the summer, limiting program and service options (we are the only library in the system not open year-round on Saturdays).

LIBRARY SERVICES AND EVENTS

- ISD 15, St. Francis Area Schools, continues to be a partner. In winter 2019 library staff visited over 850 middle school students in their classrooms, sharing information about the library’s e-resources and challenging them with a digital scavenger hunt. Staff also visit parents and guardians participating the district’s Early Childhood Family Education (ECFE) programs.
- Olivia continues to perform a once-monthly outreach storytime at Manna Market St. Francis, a food rescue program operated by Trinity Lutheran Church and School providing free food rescued from grocery stores in partnership with Second Harvest

Heartland. This partnership began several years ago and has recently expanded to include Recycled Reads.

- Our Walking Book Club takes advantage of the beautiful trails of Rum River North County Park. Members read the book of the month then discuss it while getting some fresh air and some steps in! Membership has slowly grown since the program's inception in September 2018. Books recently read include "The Martian" by Andy Weir, "Britt-Marie was Here" by Fredrik Backman, and "The Atomic City Girls" by Janet Beard.
- Creative Hands, an adult craft program, continues to grow in popularity. Our March 13th session (cancelled due to COVID-19 concerns) had 14 registrants, nearly double our usual maximum of 8. We hope to reschedule that day's Sharpie Tie-Dye Tote Bag program in the future. Attendees of the series have said they most liked "learning new techniques - great class." and "...a chance to try something new."

St. Francis Library partnered with St. Francis Fire Department to offer a special Fire Safety Storytime on February 18th. 24 participants heard Olivia and Assistant Chief Lawrence (not pictured) read books, saw Chief Schmidt (left) and Captain Sturzl (right) demonstrate firefighter gear and what everything does, viewed a fire truck up close, and more!



The Waldvogel siblings show off their unique Polymer Clay Nordic Owls, crafted during a Legacy program on March 10th, at left.

Olivia, at right, attends a Legacy Suminagashi paper marbling class in October on her day off. She then adapted the content and methodology for Creative Hands and taught the ancient Japanese art to six eager participants in January 2020.



Anoka County
Revenue and Expense Report 2020
Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
Revenues							
53130	EDP - Fax Services	11,000	11,000	0.00	(11,000.00)	0%	0.00
53150	Contract Services	300	300	70.40	(229.60)	23%	70.40
53515	Damage Fees and charges	6,000	6,000	854.18	(5,145.82)	14%	150.42
53620	Lost Material Payments	18,000	18,000	2,876.66	(15,123.34)	16%	740.97
53630	Video Rental	16,000	16,000	3,618.03	(12,381.97)	23%	778.85
	Total:	51,300	51,300	7,419.27	(43,880.73)	14%	1,740.64
54110	Overdue Book Fees	130,000	130,000	34,457.35	(95,542.65)	27%	8,015.09
54112	Collections Revenue	50,000	50,000	17,529.29	(32,470.71)	35%	6,541.17
	Total:	180,000	180,000	51,986.64	(128,013.36)	29%	14,556.26
55190	Other Federal Grants	0	0	0.00	0.00	0%	0.00
55199	Other Federal Miscellaneous	0	0	0.00	0.00	0%	0.00
55407	Other State Grants	0	0	0.00	0.00	0%	0.00
55760	MELSA Grant-Formula	186,665	186,665	403,654.86	216,989.86	216%	0.00
55762	MELSA Grant-Automation	49,658	49,658	237,483.00	187,825.00	478%	0.00
55765	MELSA MN Legacy Grant	6,500	6,500	0.00	(6,500.00)	0%	0.00
55771	MELSA-Other Miscellaneous Gran	111,721	111,721	266,324.54	154,603.54	238%	0.00
55790	Other Local Grants	3,100	3,100	39,562.79	36,462.79	1,276%	0.00
	Total:	357,644	357,644	947,025.19	589,381.19	265%	0.00
56210	Vehicle and Equipment Sales	0	0	0.00	0.00	0%	0.00
56211	Material Sales	0	0	163.45	163.45	0%	32.69
56213	Book Sales	10,000	10,000	2,564.41	(7,435.59)	26%	453.29
56219	Copy Sales	42,000	42,000	10,874.61	(31,125.39)	26%	2,342.04
56220	Ref & Reimb Chg for Svc	(2,000)	(2,000)	0.00	2,000.00	0%	0.00
56260	Misc Chg for Svc	0	0	0.00	0.00	0%	0.00
56261	Misc Op Grnt & Cont	0	0	0.00	0.00	0%	0.00

Anoka County
Revenue and Expense Report 2020
 Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
56262	Misc Cap Grnt & Cont	0	0	0.00	0.00	0%	0.00
56290	Private Grants	0	0	0.00	0.00	0%	0.00
56291	Dedicated Donations	10,000	10,000	3,501.62	(6,498.38)	35%	5.00
56294	Refunds & Reimbursements	32,000	32,000	91.62	(31,908.38)	0%	91.62
56299	Other Misc. Revenue	13,350	13,350	6,655.00	(6,695.00)	50%	0.00
Total:		105,350	105,350	23,850.71	(81,499.29)	23%	2,924.64
59140	Employee Jury Duty Reimburseme	0	0	20.00	20.00	0%	20.00
59142	Credit Card Discounts	(2,600)	(2,600)	(657.19)	1,942.81	25%	(158.91)
59910	Increase in Inventory	0	0	0.00	0.00	0%	0.00
Total:		(2,600)	(2,600)	(637.19)	1,962.81	25%	(138.91)
Total - Revenues		691,694	691,694	1,029,644.62	337,950.62	149%	19,082.63

Expenditure

60110	Salaries; Regular Employees	4,167,404	4,167,404	828,587.82	3,338,816.18	20%	310,395.42
60190	Salaries-Variable Demand Pool	0	0	0.00	0.00	0%	0.00
60210	Salaries; Non-Regular Employee	0	0	22,857.19	(22,857.19)	0%	9,021.56
60250	Temporary Salaries-Intermittent	159,556	159,556	0.00	159,556.00	0%	0.00
60260	Temporary Salaries-Students	0	0	4,551.95	(4,551.95)	0%	1,794.26
60320	Salaries; Overtime	7,850	7,850	1,932.01	5,917.99	25%	864.69
60430	Severance Pay	112,519	112,519	28,129.98	84,389.02	25%	9,376.66
60714	Health Insurance	874,200	874,200	218,550.00	655,650.00	25%	72,850.00
60715	Life Insurance	2,419	2,419	526.35	1,892.65	22%	174.08
60716	Social Security (FICA)	331,612	331,612	63,486.55	268,125.45	19%	24,560.50
60717	Retirement (PERA)	310,442	310,442	63,419.61	247,022.39	20%	23,798.13
60718	Work Comp Insurance	2,940	2,940	735.15	2,204.85	25%	245.05
60719	Unemployment Compensation	6,502	6,502	1,625.58	4,876.42	25%	541.86
60720	Dental Insurance	29,574	29,574	6,341.13	23,232.87	21%	2,070.60

Anoka County
Revenue and Expense Report 2020
Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
60721	LTD Insurance	6,604	6,604	1,277.32	5,326.68	19%	420.03
60990	IntraCounty Reimbursement	0	0	0.00	0.00	0%	0.00
Total:		6,011,622	6,011,622	1,242,020.64	4,769,601.36	21%	456,112.84
61099	Expendable-Furniture & Office	7,000	7,000	0.00	7,000.00	0%	0.00
61100	Expendable-Computers & Related	147,800	147,800	0.00	147,800.00	0%	0.00
61101	Small Equipment	5,000	5,000	1,269.62	3,730.38	25%	0.00
61102	Printing	0	0	48.22	(48.22)	0%	48.22
61104	Copier Supplies	0	0	0.00	0.00	0%	0.00
61105	Cleaning & Building Supplies	28,000	28,000	6,738.70	21,261.30	24%	1,417.79
61108	Safety Equipment	0	0	0.00	0.00	0%	0.00
61110	Gasoline, Oil, Grease & Licens	0	0	0.00	0.00	0%	0.00
61112	Fleet Fuel Allocation	10,000	10,000	2,499.99	7,500.01	25%	833.33
61120	Uniforms	600	600	109.26	490.74	18%	48.56
61140	Purchases for Resale	0	0	0.00	0.00	0%	0.00
61141	Supplies-General Office	0	0	0.00	0.00	0%	0.00
61148	Program Supplies	0	0	28.76	(28.76)	0%	28.76
61149	General Supplies	61,481	66,481	24,933.26	41,547.74	38%	5,414.46
61158	Subsistence Supplies	0	0	0.00	0.00	0%	0.00
61245	Fleet R & M Allocation	3,000	3,000	750.00	2,250.00	25%	250.00
61250	R & M-Buildings	102,275	114,275	4,974.66	109,300.34	4%	3,339.89
61251	R & M Equipment & Other	86,561	86,561	2,210.24	84,350.76	3%	642.92
61252	R & M-Automotive	0	0	0.00	0.00	0%	0.00
61253	R & M-Large Equipment	2,500	2,500	0.00	2,500.00	0%	0.00
61256	R & M-Other Equipment	2,000	2,000	0.00	2,000.00	0%	0.00
61265	R & M - Software	147,833	147,833	0.00	147,833.00	0%	0.00
61274	Other Repairs & Maintenance	0	0	0.00	0.00	0%	0.00

Anoka County
Revenue and Expense Report 2020
Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
61355	Conf, Conventions & Mtgs-Staff	17,779	17,779	599.98	17,179.02	3%	0.00
61356	Education Programs-Tuition & B	1,000	1,000	0.00	1,000.00	0%	0.00
61475	Employee Mileage Reimbursement	6,450	6,450	1,372.57	5,077.43	21%	723.75
61476	Other Travel Expense	1,550	1,550	1,314.36	235.64	85%	1,314.36
61477	Meals & Lodging	1,800	1,800	2,356.92	(556.92)	131%	1,261.54
61495	Freight	2,000	2,000	0.00	2,000.00	0%	0.00
61548	Landscape Expense	81,700	81,700	12,566.50	69,133.50	15%	0.00
61549	Program Expense	48,796	48,796	769.78	48,026.22	2%	254.57
61552	Bank Charges	2,500	2,500	899.37	1,600.63	36%	265.36
61557	Dues & Memberships	1,900	1,900	1,645.00	255.00	87%	0.00
61558	Advertising	50	50	0.00	50.00	0%	0.00
61559	Subscriptions & Publications	0	0	45.00	(45.00)	0%	0.00
61573	Electronic Material	0	0	0.00	0.00	0%	0.00
61574	Books Allocations	0	0	0.00	0.00	0%	0.00
61575	Library Books & Materials	1,130,080	1,135,080	235,798.04	899,281.96	21%	50,220.76
61576	Periodicals	0	0	0.00	0.00	0%	0.00
61577	Audio Visual	0	0	0.00	0.00	0%	0.00
61578	Binding	0	0	0.00	0.00	0%	0.00
61581	Books-Reference	0	0	0.00	0.00	0%	0.00
61582	Books-Juvenile	0	0	0.00	0.00	0%	0.00
61583	Books-Adult Circulation	0	0	0.00	0.00	0%	0.00
61585	Book Processing	0	0	0.00	0.00	0%	0.00
61586	Mars- Service	0	0	0.00	0.00	0%	0.00
61599	Book Payment Refunds	0	0	0.00	0.00	0%	0.00
61810	Other Misc. Expenses	0	0	0.00	0.00	0%	0.00
61990	Intracounty Reimbursement	0	0	0.00	0.00	0%	0.00
Total:		1,899,655	1,921,655	300,930.23	1,620,724.77	16%	66,064.27

Anoka County
Revenue and Expense Report 2020
Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
62101	Rental-Buildings	56,000	56,000	13,950.18	42,049.82	25%	9,300.12
62110	OnBase Allocation	375	375	93.75	281.25	25%	31.25
62114	PC Replacement Allocation	62,080	62,080	15,519.99	46,560.01	25%	5,173.33
62117	Network Allocation	182,000	182,000	45,500.01	136,499.99	25%	15,166.67
62118	IT Overhead Allocation	38,890	38,890	9,722.49	29,167.51	25%	3,240.83
62120	Rental-Equipment	3,450	3,450	0.00	3,450.00	0%	0.00
62124	Leases & Rentals	0	0	7,690.92	(7,690.92)	0%	3,168.48
62150	Lease-Copier	25,500	25,500	0.00	25,500.00	0%	0.00
62222	Property Tax-Assessments	2,717	2,717	0.00	2,717.00	0%	0.00
62225	Fuel-Heating	47,150	47,150	15,362.65	31,787.35	33%	7,949.41
62226	Electric	149,980	149,980	23,426.76	126,553.24	16%	10,455.84
62227	Water	15,750	15,750	2,186.34	13,563.66	14%	1,128.71
62228	Waste Disposal	1,500	1,500	790.23	709.77	53%	131.46
62229	Phones	15,750	15,750	3,483.93	12,266.07	22%	1,161.47
62231	Postage	18,000	24,000	3,969.16	20,030.84	17%	(83.08)
62272	Telecom Service Allocation	0	0	0.00	0.00	0%	0.00
62275	State Internet Connectivity	13,050	13,050	1,620.00	11,430.00	12%	810.00
62277	Fiber Service	43,200	43,200	10,800.00	32,400.00	25%	3,600.00
62278	Fiber Access Maintenance Alloc	0	0	0.00	0.00	0%	0.00
62365	Insurance-Allocation	22,865	22,865	5,716.26	17,148.74	25%	1,905.42
62401	Bad Debt Expense	0	0	0.00	0.00	0%	0.00
Total:		698,257	704,257	159,832.67	544,424.33	23%	63,139.91
63010	Professional Services	5,000	5,000	1,109.80	3,890.20	22%	456.45
63064	Janitorial & Sanitation	205,689	205,689	35,954.26	169,734.74	17%	12,255.38
63066	Software, SaaS, & Maintenance	0	0	133,977.99	(133,977.99)	0%	0.00
63067	Building Security	0	0	0.00	0.00	0%	0.00
63362	Expenses-Board & Advisory Comm	5,000	5,000	600.00	4,400.00	12%	0.00
63710	Dedicated Donations	0	0	1,016.34	(1,016.34)	0%	450.87

Anoka County
Revenue and Expense Report 2020
Program: 801 Anoka County Library

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Mar Actual	Balance Remaining	% Complete Target = 25%	March Activity
	Expense						
63799	Misc Administrative Expense	0	0	0.00	0.00	0%	0.00
	Total:	215,689	215,689	172,658.39	43,030.61	80%	13,162.70
65180	Improvements	0	0	0.00	0.00	0%	0.00
65230	Machinery & Equipment (Non-mob)	0	0	0.00	0.00	0%	0.00
65250	Automotive	0	0	0.00	0.00	0%	0.00
65260	Mobile Equipment	0	0	0.00	0.00	0%	0.00
65340	Furniture & Office Equipment	25,000	25,000	0.00	25,000.00	0%	0.00
65380	Computers & Related Equipment	0	0	0.00	0.00	0%	0.00
	Total:	25,000	25,000	0.00	25,000.00	0%	0.00
69835	Operating Transfers Out	0	0	0.00	0.00	0%	0.00
69836	Transfers in within Fund	0	0	0.00	0.00	0%	0.00
69997	Budget Reduction Adjustment	0	0	0.00	0.00	0%	0.00
	Total:	0	0	0.00	0.00	0%	0.00
	Total - Expenditure	8,850,223	8,878,223	1,875,441.93	7,002,781.07	21%	598,479.72
	Net County Share:	8,158,529	8,186,529	845,797.31	6,664,830.45	10%	579,397.09