Anoka County
LIBRARY
Ideas, Information, Inspiration.

CALL TO MEETING

LIBRARY BOARD MEETING
LIBRARY SUPPORT SERVICES
Teleconference
August 17, 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
August 17, 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. Public members may monitor this meeting through the internet at https://www.anokacounty.us/2632/Library-Board or by calling 1-415-655-0003 at the meeting time for telephonic access. Public monitoring in this manner is done pursuant to Minn. Stat. 13D.021

A. **President calls meeting to order/Adoption of the Agenda**

B. **Roll Call**

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

C. **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.

D. **Action Items**
1. Consider approving the minutes from the July 20, 2020 library board meeting. **See attached** minutes.
2. Consider approving and accepting of gifts. **See attached** list.
3. Consider approving June bills. **See attached** invoices.
4. Consider approving expansion of services at St. Francis. **See attached** action item 2020-0018
5. Consider approving Fall Library hours. **See attached** action item 2020-0019
6. Consider approving Fall Programming Plan. **See attached** action item 2020-0020

E. **Information Items**

1. Consider, for informational purposes, County Commissioner Robyn West's MELSA update.
2. Consider, for informational purposes, Erin Straszewski's update on partnership with Libraries without Borders and the Park Plaza manufactured home co-op in Fridley.
3. Consider, for informational purposes, CARES Funding Update
    i. Lockers/Self Service Lobby/Security
    ii. Return Technology
    iii. Books by Mail
    iv. Circ Desks
    v. E-books
    vi. Picnic Tables
    vii. Children's Toys/Furniture
    viii. Glass Additions
    ix. Small display or other shelving
    x. Beanstack
    xi. Laptops, headphones, etc.
    xii. Conference Room cameras
    xiii. Virtual Studio Space
    xiv. NTN Meeting Room Virtual Meeting Set-up

4. Consider, for informational purposes, Patti Hetrick's Policy Plan Update
5. Consider, for informational purposes, the Centennial Branch Manager's Report. **See attached** report.
6. Consider, for informational purposes, the Monthly Statistics Report. **See attached** report.
7. Consider, for informational purposes, financial report and budget recap. **See attached** report.

F. **Adjournment**

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

LIBRARY BOARD MINUTES JULY 2020 - DRAFT

The Anoka County Library Board met in the Meeting Room of the Northtown Library, on July 20, 2020. Present were: Board Members: Backlund, Greensweig, Keister, Kost, Lenz, Martineau-Dunlop, Orpen and Commissioner West.

Also present: Patti Hetrick Interim Library Director, Jacquie Kramer Assistant Library Director, Kathryn Timm Assistant County Attorney, Andrew Wylie Collection Strategies Manager, Judy Soule Systems Analyst, Erin Straszewski Communications Manager, and Dana Weigman Office Administration Supervisor.

Meeting was called to order by Board President Lenz at 5:31 p.m.

Lenz read the following statement:
The Anoka County Library Board will hold their regularly scheduled meeting at the above location and via WebEx. All members of the committee will be present either in person or on WebEx. However, due to the applicable Governor's Emergency Executive Orders, and a determination by the county board chair that public attendance is not feasible due to the health pandemic, members of the public will not be allowed to attend this meeting in person. Public members may monitor this meeting through the internet at https://www.anokacounty.us/2632/Library-Board or by calling 1-415-655-0003 at the meeting time for telephonic access. Public monitoring in this manner is done pursuant to Minn. Stat. 13D.021

FRIENDS OF THE LIBRARY REPORT AND OPEN FORUM
Straszewski reported that the Friends of the Library are currently on a break until September.

ROLL CALL

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

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

	Yes	No
Backlund	x	
Greensweig	x	
Keister	x	
Kost	x	

Lenz	x
Martineau-Dunlop	x
Orpen	x

MINUTES

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

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

GIFTS

There were no gifts to approve.

Volunteer Hours: Volunteen Hours: 0
Volunteer Hours: 0

BILLS

On a motion by Kost, second by Backlund, bills approved in the amount of: $206,397.91.

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

ACTION ITEMS

Open Hours

Kramer reported that libraries are currently open 30 hours per week, with all of the open hours occurring on weekday afternoons and evenings. Currently there are 5 FTE positions open, plus the temporary shelver positions have been terminated. Potential options include providing open hours in the morning or on Saturday. Another consideration is that some patrons have been requesting making curbside service available. Lenz suggested being open on Saturdays. Keister asked which are the least busy days. West suggested opening early on one day. Greensweig recommends letting staff have input on the schedule to make most efficient use of staff time.

Kost made a motion, second by Keister, to instruct staff to implement a new schedule two weeks prior to the next Library Board meeting based on pre-Covid and present utilization trends to add more variety to

hours keeping current staffing levels and 30 open hours per week. Staff will inform the board of the new open schedule and report back to the board at the next meeting.

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

Print Management Contract

On a motion by Greensweig, second by Martineau-Dunlop, the library board unanimously agreed to contract with Comprise for print management services. This project is approximately $93,000 and will be paid with MELSA funds. The contract will begin on July 27, 2020 and will take six to eight weeks to implement.

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

INFORMATIONAL ITEMS

County/MELSA Report

Commissioner West had no new report.

Branch Status and Opening Status

Kramer reported that there is currently 5 FTE open, 3 LSAs left due to Covid. There are no shelvers or volunteers working in the branches currently. Mississippi Library staff are working in other branches during construction but will return to their home branch in early August. The public PCs are open at 50% capacity and have seen increased usage. Social distancing at some branches is difficult. Some librarians are still working remotely part-time answering phones, providing email and chat reference, and program planning. The phones are answered on the pre-Covid open schedule because of expense and difficulty changing hours with the phone service. Lenz suggests that phone hours are posted on website. Kost questioned phone answering remotely. Soule answered that it is an outside service requiring two weeks to get the changes done to the phone schedule. Staff response to Covid has differed. Many are wearing masks, and all are doing their best to remain socially distanced. Patrons are happy to be able to come to the buildings, but some would still like curbside.

Mississippi Library Construction Update
Construction will be completed by the end of July or early August. A community celebration will be planned, perhaps virtually as a safer environment with Covid.

Budget CIP Update
No changes have been made aside from the price of replacing the Mississippi Library roof went to $280,000 because of complexity of the job.

Material Acquisition 2021 Budget
Some specific major categories will be added to budget codes to see where spending is being done in library collections.

Johnsville AMH Update
The AMH order has been delayed, with installation planned for mid-August. The library will remain open during construction. Hetrick reported that social distancing is a challenge at St. Francis. One option is to move some staff to another building or possibly add some square footage to the building using CARES funds. Orpen will visit the library with Hetrick to look at possibilities. The county has access to $43 million in CARES money which needs to be spent for Covid-related expenses and complete by December 1st.

Display Policy
Wylie reported that shortly after the George Floyd incident, a social media post from the library with a #BlackLivesMatter was asked to be removed by the county. A recent display at one branch titled "Black Stories Matter" was requested by the library's management team to be removed due to similarity with "Black Lives Matter" and previous direction from the county. Library management is asking for guidance from the Library Board to address the purpose of displays, what to do if a display is challenged, and a process for handling reconsideration. Timm added that policy concerns are a Library Board decision and that under the Freedom to Read Act, if things are appropriate in promoting collection and for library purposes, that should be the focus instead of underlying politics. Kost asked about the display policy that pertains to the public putting displays in the libraries. Lenz suggested that working in concert with the County Board, a task force be formed including Commissioner West to develop a display policy for the library. The committee will consist of Commissioner West, Keister, Greensweig, Orpen, and select library staff. The group will report back to the board at a future meeting.

Service Discussion
Hetrick presented briefly on survey responses about library services sent to the Library Board and Library Public Services Team. There was a wide range of priorities between the groups. Hetrick would like to get a clear roadmap from the Library Board on priorities to assure resources are allocated appropriately. She mentioned using CARES money to put lockers in libraries for 24-hour access.

Other Libraries respond to Covid-19
Hetrick reported that libraries across the Twin Cities metro have a wide range of openness and services. Anoka County Library is most open.

Future Shutdown Due to Covid-19
Hetrick would like the Library Board to think of a plan for if we close the buildings again due to Covid-19 and services to be offered.

CARES Funds
Hetrick reported that the county has $43 million in CARES funds for Covid-related expenses. Any projects must be complete by December 1st.

Financial Report and Quarterly Statistics
Hetrick reported that at this point in the year we should have spent half of the budget, but we are currently at 44% because of savings associated with open positions and the end of the temporary employee contract. She added that the air conditioning unit at Rum River Library needs repair, which will be an added expense.

Adjournment
On a motion by Kost, second by Keister, the meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Dana Weigman
Office Administration Supervisor

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ANOKA COUNTY LIBRARY BOARD
CONSENT AGENDA ITEM

August 17, 2020

AGENDA ITEM NO: D-2
AGENDA ITEM: Receive/Acknowledge Gifts

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

BACKGROUND INFORMATION:

Gifts received: no gifts were received this month

Volunteer Hours July: Volunteen Hours: 0
Volunteer Hours: 4.5

Bills approved in the amount of August: $ **187,215.35**

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

ANOKA COUNTY LIBRARY

INVOICES FOR APPROVAL AT THE BOARD MEETING - AUGUST 17, 2020

MELSA EQUALIZATION	886.51
MELSA FORMULA	4,497.00
BUILDING FUND	1,800.00
COVID RELATED	13,797.65
OPERATING ACCOUNTS	166,234.19
(INCLUDES $37.66 DONATION MONEY SPENT)	
TOTAL INVOICES SENT FOR PAYMENT 7/8/20 THRU 8/3/20	187,215.35
TOTAL INVOICES SENT FOR PAYMENT - 2020 YTD	1,480,347.99

ANOKA COUNTY LIBRARY - MONTHLY INVOICES

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
MELSA EQUALIZATION	ANOKA COUNTY	JVC31317	TRANSFER/ADOBE ADDL MODULE	761.00	2380110101	61575	23010001	61575
MELSA EQUALIZATION	FRONTLINE TECHNOLOGIES	INVUS123452	ACCT 14110 LIBRARY	125.51	2380110101	61575	23010001	61575
	TOTAL MELSA EQUALIZATION			**886.51**				
MELSA FORMULA	BIBLIOTHECA LLC	INV-US33686	FLEX BOOK DROP (JOH AMH)	4,497.00	2380137001	65380	23010003	65380
	TOTAL MELSA FORMULA			**4,497.00**				
BUILDING FUND	OSTVIG TREE INC	34877	TREE REMOVAL LINO LAKES PROPERTY	1,800.00	4194071301	63010	4120002	63010
	TOTAL BUILDING FUND			**1,800.00**				
COVID RELATED	AMAZON.COM		PROCUREMENT CARD	119.90	2380114001	61149	00575	61149
COVID RELATED	AMAZON.COM		PROCUREMENT CARD	184.20	2380114001	61149	00575	61149
COVID RELATED	AMZN MKTP		PROCUREMENT CARD	39.98	2380114001	61149	00575	61149
COVID RELATED	AMZN MKTP		PROCUREMENT CARD	16.49	2380114001	61149	00575	61149
COVID RELATED	AMZN MKTP		PROCUREMENT CARD	59.99	2380114001	61149	00575	61149
COVID RELATED	AMZN MKTP		PROCUREMENT CARD	69.95	2380114001	61149	00575	61149
COVID RELATED	AMZN MKTP		PROCUREMENT CARD	161.60	2380114001	61149	00575	61149
COVID RELATED	APPLE.COM/BILL		PROCUREMENT CARD	10.00	2380110101	61549	00575	61549
COVID RELATED	NORTHERN SANITARY SUPPLY CO IN	199041	ACCT A1018 LIBRARY	113.00	2380114001	61149	00575	61149
COVID RELATED	NORTHERN SANITARY SUPPLY CO IN	199260	CUST A1018 LIBRARY	339.00	2380114001	61149	00575	61149
COVID RELATED	OFFICE DEPOT		PROCUREMENT CARD	19.66	2380114001	61149	00575	61149
COVID RELATED	PERFECTION PLUS, INC	113241	LIBRARY COVID CLEAN 6/24-7/8	12,640.00	2380110101	63064	00575	63064
COVID RELATED	WM SUPERCENTER		PROCUREMENT CARD	23.88	2380114001	61149	00575	61149
	TOTAL COVID RELATED			**13,797.65**				
DONATION $ SPENT	AMAZON.COM		PROCUREMENT CARD	19.18	2380115001	63710		
DONATION $ SPENT	AMAZON.COM		PROCUREMENT CARD	5.26	2380115001	63710		
DONATION $ SPENT	BAKER AND TAYLOR	2035318790	ACCT L042226 2 LIBRARY	9.63	2380115001	63710		
DONATION $ SPENT	INGRAM LIBRARY SVCS	47088107	ACCT 2011296 LIBRARY PO4544	3.59	2380115001	63710		
	TOTAL DONATION $ SPENT			**37.66**				
SUPPLIES	AMAZON.COM		PROCUREMENT CARD	20.11	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	(59.80)	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	(59.80)	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	28.99	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	176.57	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	89.95	2380114001	61149		
SUPPLIES	AMZN MKTP		PROCUREMENT CARD	148.14	2380114001	61149		
SUPPLIES	BATTERIES PLUS	P28300036	CUST ANOKLIB LIBRARY	77.94	2380112001	61105		
SUPPLIES	BLAINE LOCK AND SAFE	27980	CUST ANOLIB	15.00	2380112001	61105		
SUPPLIES	CINTAS CORP NO 470	4054195952	CUST 12448679 LIBRARY	3.70	2380112001	61120		
SUPPLIES	CINTAS CORP NO 470	4054319864	CUST 12436514 LIBRARY	8.44	2380112001	61120		
SUPPLIES	FESTIVAL FOODS		PROCUREMENT CARD	8.49	2380110101	61149		
SUPPLIES	GIRARDS BUSINESS SOLUTIONS INC	93264	ACCT ANOCOUL LIBRARY	875.00	2380114001	61149		
SUPPLIES	GRAINGER INC	9574885324	ACCT 806469060 LIBRARY	622.80	2380112001	61105		
SUPPLIES	GRAINGER INC	9575596797	ACCT 806469060 LIBRARY	1,009.00	2380112001	61105		
SUPPLIES	GRAINGER INC	9588051343	ACCT 806469060 LIBRARY	104.40	2380112001	61105		
SUPPLIES	GRAINGER INC	9590585130	ACCT 806469060 LIBRARY	522.00	2380112001	61105		
SUPPLIES	GRAINGER INC	9591495446	ACCT 806469060 LIBRARY	422.73	2380112001	61105		
SUPPLIES	HOME DEPOT CREDIT SERVICES	13-JUL-2020	6035 3225 3883 6655 LIBRARY	481.95	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	199080	CUST A1018 LIBRARY	368.00	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	199101	CUST A1018 LIBRARY	97.12	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	199260	CUST A1018 LIBRARY	298.20	2380112001	61105		
SUPPLIES	NORTHERN SANITARY SUPPLY CO IN	199273	CUST A1018 LIBRARY	48.56	2380112001	61105		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	830.57	2380114001	61149		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	22.40	2380114001	61149		
SUPPLIES	OFFICE DEPOT		PROCUREMENT CARD	269.56	2380114001	61149		
SUPPLIES	PAPER ROLL PRODUCTS		PROCUREMENT CARD	259.80	2380114001	61149		
SUPPLIES	PRESTO GRAPHICS INC	65742	ANOKA COUNTY LIBRARY	79.50	2380110101	61149		
SUPPLIES	PRESTO GRAPHICS INC		PROCUREMENT CARD	97.50	2380110101	61149		
SUPPLIES	SHOWCASES		PROCUREMENT CARD	211.90	2380114001	61149		
SUPPLIES	STRYKER SALES CORP	3060871M	ACCT 1326741 LIBRARY	390.00	2380112001	61105		
	TOTAL SUPPLIES			**7,468.72**				
REPAIRS/MTC	ALL SAFE INC	178715	CENTENNIAL BRANCH LIBRARY	175.63	2380134001	61250		
REPAIRS/MTC	COMMERCIAL ROOFING AND SHEET M	20-4622	RUM RIVER LIB LEAK REPAIRS	1,346.00	2380141001	61250		
REPAIRS/MTC	CORVAL CONSTRUCTORS INC	862507	CUST 100793 NORTHTOWN LIBRARY	11,900.00	2380111001	61251		
REPAIRS/MTC	CYBRARIAN CORP	8-72048	JAMEX WARRANTY 2020-2021	4,090.00	2380114001	61251		
REPAIRS/MTC	EGAN	SVC103900	ANOKA15 CROOKED LK LIBRARY	353.43	2380132001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	600.00	2380111001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	720.00	2380121001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	180.00	2380132001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	180.00	2380133001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	720.00	2380134001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	300.00	2380135001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	240.00	2380136001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	180.00	2380137001	61250		
REPAIRS/MTC	ELECTRO WATCHMAN INC	348768	CUST 2186 LIBRARY	180.00	2380141001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2140295	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2148799	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2148803	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2149035	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2149077	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2150016	CUST 48266 LIBRARY	125.00	2380111001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159270	ACCT 42854 PEST CONTROL	38.00	2380121001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159271	ACCT 42854 PEST CONTROL	38.00	2380141001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159272	ACCT 42854 PEST CONTROL	38.00	2380132001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159274	ACCT 42854 PEST CONTROL	38.00	2380134001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159275	ACCT 42854 PEST CONTROL	38.00	2380137001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159276	ACCT 42854 PEST CONTROL	38.00	2380136001	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2159298	ACCT 42854 PEST CONTROL	38.00	2380110101	61250		
REPAIRS/MTC	GUARDIAN PEST SOLUTIONS INC	2160989	ACCT 42854 PEST CONTROL	125.00	2380111001	61250		
REPAIRS/MTC	PROTEC DESIGN	95812	CENTENNIAL LIBRARY	3,810.00	2380134001	61251		
REPAIRS/MTC	TITAN ENERGY SYSTEMS	200508-013	ACCT 5976 LIBRARY	1,254.25	2380111001	61251		
REPAIRS/MTC	UHL COMPANY	61594	CUST 10060 LIBRARY QTR 4	990.25	2380110101	61250		
	TOTAL REPAIRS/MTC			**28,360.56**				
TRAVEL	SJOQUIST, KATHRYN		MILEAGE REIMB	4.03	2380114001	61475		
TRAVEL	SMALLEY, JASON		MILEAGE REIMB	73.04	2380114001	61475		
	TOTAL TRAVEL			**77.07**				
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99615	CROOKED LAKE LIBRARY	502.39	2380132001	61548		
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99709	JOHNSVILLE LIBRARY	218.25	2380137001	61548		
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99710	NORTHTOWN LIBRARY	368.20	2380121001	61548		
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99713	MISSISSIPPI LIBRARY	176.00	2380133001	61548		
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99715	RUM RIVER LIBRARY	302.55	2380141001	61548		
GROUNDSKEEPING	A PLUS OUTDOOR SVCS INC	99825	CROOKED LAKE LIBRARY	430.55	2380132001	61548		
	TOTAL GROUNDSKEEPING			**1,997.94**				
PROGRAMS	ARTISTRY THEATER AND VISUAL AR	1370	ONLINE CLASSES-LIBRARY	495.00	2380110101	61549		
PROGRAMS	FERRIS, HEIDI	2020	LIBRARY PROGRAMS 07/09/20	250.00	2380110101	61549		
PROGRAMS	HOME DEPOT CREDIT SERVICES	13-JUL-2020	6035 3225 3883 6655 LIBRARY	16.35	2380110101	61549		
PROGRAMS	PRAIRIE RESTORATIONS INC		PROCUREMENT CARD	75.00	2380110101	61549		
PROGRAMS	PRESTO GRAPHICS INC	65868	LIBRARY POSTERS	23.06	2380110101	61549		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
PROGRAMS	THE BAKKEN MUSEUM	SUMMER 2020-2	SUMMER LIBRARY ONLINE PROGRAM	325.00	2380110101	61549		
	TOTAL PROGRAMS			**1,184.41**				
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	48.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	19.71	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	28.36	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	17.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	45.49	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	15.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	25.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	14.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	19.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	29.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	70.72	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	31.98	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	53.85	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	13.89	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	11.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	39.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	19.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	29.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	31.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	135.92	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	14.59	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	13.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	33.51	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMAZON.COM		PROCUREMENT CARD	10.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	9.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	34.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	44.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	26.10	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	34.09	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	9.03	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	47.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	26.42	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	40.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	AMZN MKTP		PROCUREMENT CARD	32.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	ANOKA COUNTY	JVC31320	TRANSFER/VISIO LICENSE	132.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035262144	ACCT L579508 2 LIBRARY	438.88	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035267318	ACCT L579508 2 LIBRARY	366.71	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035270301	ACCT L579508 2 LIBRARY	340.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035270420	ACCT L042226 2 LIBRARY	1,121.48	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035274845	ACCT L421025 2 LIBRARY	250.31	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035281789	ACCT L042226 2 LIBRARY	724.32	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035283064	ACCT L042226 2 LIBRARY	527.77	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035291461	ACCT L031708 2 LIBRARY	2,077.50	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035295038	ACCT L042226 2 LIBRARY	1,175.48	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035299579	ACCT L042226 2 LIBRARY	763.89	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035300333	ACCT L579508 2 LIBRARY	179.28	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035302683	ACCT L421025 2 LIBRARY	316.06	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035307107	ACCT C016998 3 LIBRARY	282.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035307170	ACCT L042226 2 LIBRARY	1,259.52	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035308740	ACCT L031708 2 LIBRARY	264.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035309881	ACCT L579508 2 LIBRARY	448.05	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035309961	ACCT L042226 2 LIBRARY	870.87	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035312800	ACCT L042226 2 LIBRARY	795.48	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035314887	ACCT L421025 2 LIBRARY	1,174.45	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035318790	ACCT L042226 2 LIBRARY	928.93	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035320778	ACCT L042226 2 LIBRARY	783.95	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035322189	ACCT C016998 3 LIBRARY	282.78	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035324019	ACCT L421025 2 LIBRARY	347.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035324187	ACCT L579508 2 LIBRARY	612.70	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035324241	ACCT L042226 2 LIBRARY	729.92	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035325519	ACCT L042226 2 LIBRARY	874.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035327868	ACCT L042226 2 LIBRARY	781.92	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035328909	ACCT L031708 2 LIBRARY	2,407.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035331752	ACCT L042226 2 LIBRARY	556.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035332049	ACCT L579508 2 LIBRARY	443.06	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035333371	ACCT L421025 2 LIBRARY	327.46	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035333851	ACCT L042226 2 LIBRARY	839.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035334033	ACCT L579508 2 LIBRARY	480.30	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035335969	ACCT L042226 2 LIBRARY	724.37	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035338141	ACCT L042226 2 LIBRARY	571.42	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035341154	ACCT L579508 2 LIBRARY	185.68	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035344009	ACCT L042226 2 LIBRARY	1,492.21	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035346570	ACCT L421025 2 LIBRARY	213.30	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035346573	ACCT L042226 2 LIBRARY	1,463.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035346808	ACCT L579508 2 LIBRARY	442.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035349114	ACCT L042226 2 LIBRARY	1,141.27	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035351669	ACCT L042226 2 LIBRARY	844.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035360321	ACCT L579508 2 LIBRARY	381.06	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035365608	ACCT L042226 2 LIBRARY	1,064.99	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	2035365844	ACCT L579508 2 LIBRARY	558.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016256728	ACCT C016998 3 LIBRARY	61.57	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016268799	ACCT C016998 3 LIBRARY	115.76	2380110101	61575		
LIB MATERIALS/SOFTWARE	BAKER AND TAYLOR	5016288248	ACCT C016998 3 LIBRARY	27.09	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US33825	CUST C0000272 LIBRARY 06/20	2,554.21	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US33826	CUST C0000272 LIBRARY 06/20	12,770.41	2380110101	61575		
LIB MATERIALS/SOFTWARE	BIBLIOTHECA LLC	INV-US33827	CUST C0000272 LIBRARY 06/20	3,417.53	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY		PROCUREMENT CARD	134.97	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY		PROCUREMENT CARD	356.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	BLACKSTONELIBRARY		PROCUREMENT CARD	45.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	EBSCO PUBLISHING	1602257	ACCT CG-F-29297-00 LIBRARY	20.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	EBSCO PUBLISHING	2008049	ACCT CG-F-29297-00 LIBRARY	64.80	2380110101	61575		
LIB MATERIALS/SOFTWARE	ECM SUBSCRIPTIONS		PROCUREMENT CARD	76.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70726551	ACCT 154592 LIBRARY	28.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	GALE GROUP, THE	70920348	ACCT 154592 LIBRARY	133.55	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46416173	ACCT 2011296 LIBRARY PO4544	147.20	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46429878	ACCT 2011296 LIBRARY PO4544	868.36	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46444037	ACCT 2011296 LIBRARY PO4544	545.67	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46444038	ACCT 2011296 LIBRARY PO4544	319.12	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46477151	ACCT 2011296 LIBRARY PO4544	229.72	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46477152	ACCT 2011296 LIBRARY PO4544	314.32	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46498463	ACCT 2011296 LIBRARY PO4544	342.49	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46590027	ACCT 2011296 LIBRARY PO4544	513.83	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46590028	ACCT 2011296 LIBRARY PO4544	567.42	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46619240	ACCT 2011296 LIBRARY PO4544	166.75	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46640503	ACCT 2011296 LIBRARY PO4544	220.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46679317	ACCT 2011296 LIBRARY PO4544	276.35	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46689722	ACCT 2011296 LIBRARY PO4544	123.37	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46689723	ACCT 2011296 LIBRARY PO4544	80.86	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46727911	ACCT 2011296 LIBRARY PO4544	233.21	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46755209	ACCT 2011296 LIBRARY PO4544	331.07	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46776067	ACCT 2011296 LIBRARY PO4544	225.85	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46776068	ACCT 2011296 LIBRARY PO4544	175.23	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46776069	ACCT 2011296 LIBRARY PO4544	107.13	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46793062	ACCT 2011296 LIBRARY PO4544	114.64	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46804311	ACCT 2011296 LIBRARY PO4544	322.44	2380110101	61575		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46924485	ACCT 2011296 LIBRARY PO4544	1,010.79	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46924486	ACCT 2011296 LIBRARY PO4544	96.91	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46939340	ACCT 2011296 LIBRARY PO4544	445.17	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46939341	ACCT 2011296 LIBRARY PO4544	138.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	46950075	ACCT 2011296 LIBRARY PO4544	253.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47036075	ACCT 2011296 LIBRARY PO4544	66.58	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47075846	ACCT 2011296 LIBRARY PO4544	236.26	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47088107	ACCT 2011296 LIBRARY PO4544	688.94	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47146652	ACCT 2011296 LIBRARY PO4544	507.57	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47146653	ACCT 2011296 LIBRARY PO4544	85.02	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47165885	ACCT 2011296 LIBRARY PO4544	248.60	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47177747	ACCT 2011296 LIBRARY PO4544	105.97	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47193749	ACCT 2011296 LIBRARY PO4544	(9.08)	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47205185	ACCT 2011296 LIBRARY PO4544	543.66	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47234002	ACCT 2011296 LIBRARY PO4544	75.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47234003	ACCT 2011296 LIBRARY PO4544	144.87	2380110101	61575		
LIB MATERIALS/SOFTWARE	INGRAM LIBRARY SVCS	47247641	ACCT 2011296 LIBRARY PO4544	127.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99001044	PO4543 CUST 2000006792 LIBRARY	1,036.37	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99023769	PO4543 CUST 2000006792 LIBRARY	172.93	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99026433	PO4543 CUST 2000006792 LIBRARY	298.42	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99061102	PO4543 CUST 2000006792 LIBRARY	227.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99061974	PO4543 CUST 2000006792 LIBRARY	717.47	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99084374	PO4543 CUST 2000006792 LIBRARY	222.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99084552	PO4543 CUST 2000006792 LIBRARY	158.95	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99103783	PO4543 CUST 2000006792 LIBRARY	1,189.56	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99118036	PO4543 CUST 2000006792 LIBRARY	394.26	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99145397	PO4543 CUST 2000006792 LIBRARY	637.16	2380110101	61575		
LIB MATERIALS/SOFTWARE	MIDWEST TAPE	99170551	PO4543 CUST 2000006792 LIBRARY	559.01	2380110101	61575		
LIB MATERIALS/SOFTWARE	OCLC INC	1000042765	ACCT 5037 LIBRARY	2,300.21	2380114001	61575		
LIB MATERIALS/SOFTWARE	OCLC INC	1000049750	ACCT 5037 LIBRARY	336.60	2380114001	61575		
LIB MATERIALS/SOFTWARE	OCLC INC	1000051934	ACCT 5037 LIBRARY	2,300.21	2380114001	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	277.41	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	277.41	2380110101	61575		
LIB MATERIALS/SOFTWARE	RECORDED BOOKS		PROCUREMENT CARD	111.38	2380110101	61575		
LIB MATERIALS/SOFTWARE	REI*MATTHEW BENDER &CO		PROCUREMENT CARD	814.46	2380110101	61575		
LIB MATERIALS/SOFTWARE	REI*MATTHEW BENDER &CO		PROCUREMENT CARD	400.31	2380110101	61575		
LIB MATERIALS/SOFTWARE	SAMS TECHNICAL PUBLISHING	26097	ACCT 26370 LIBRARY 2020-2021	700.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	SQ *NORTH SHORE PHO		PROCUREMENT CARD	79.90	2380110101	61575		
LIB MATERIALS/SOFTWARE	T MOBILE	965098942-06/20	ACCT 965098942 LIBRARY	535.00	2380110101	61575		
LIB MATERIALS/SOFTWARE	THE CHILDS WORLD		PROCUREMENT CARD	664.30	2380110101	61575		
LIB MATERIALS/SOFTWARE	WALMART.COM		PROCUREMENT CARD	254.08	2380110101	61575		
LIB MATERIALS/SOFTWARE	WHITEPINEPR		PROCUREMENT CARD	65.00	2380110101	61575		
	TOTAL LIB MATERIALS/SOFTWARE			**79,606.36**				
RENTAL	HLP LLC	AUG 2020 LIBRARY	NO CENTRAL LIBR LEASE AUG 2020	4,650.06	2380135001	62101		
	TOTAL RENTAL			**4,650.06**				
UTILITIES	ACE SOLID WASTE INC	6036654	ACCT 3067-192854-001 LIBRARY	87.64	2380111001	62228		
UTILITIES	ACE SOLID WASTE INC	6036654	ACCT 3067-192854-001 LIBRARY	43.82	2380141001	62228		
UTILITIES	CENTENNIAL UTILITIES	71047-07/20	ACCT 71047.00 LIBRARY	22.71	2380134001	62225		
UTILITIES	CENTENNIAL UTILITIES	71047-07/20	ACCT 71047.00 LIBRARY	42.20	2380134001	62227		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	108.36	2380111001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	318.27	2380121001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	30.02	2380132001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	133.27	2380133001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	29.36	2380135001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	17.06	2380136001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	38.22	2380137001	62225		
UTILITIES	CENTERPOINT ENERGY	8000015459-06/20	ACCT 8000015459-3 LIBRARY	410.68	2380141001	62225		

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
UTILITIES	CITY OF ANOKA	501210-06/20	ACCT 02-501210-01 LIBRARY	3,381.33	2380141001	62226		
UTILITIES	CITY OF ANOKA	501210-06/20	ACCT 02-501210-01 LIBRARY	425.40	2380141001	62227		
UTILITIES	CITY OF BLAINE	4000011-07-20	CUST 4000011-000 LIBRARY	137.25	2380121001	62227		
UTILITIES	CITY OF BLAINE	4000200-07-20	CUST 4000200-000 LIBRARY	58.89	2380111001	62227		
UTILITIES	CITY OF BLAINE	4000602-07-20	CUST 4000602-000 LIBRARY	164.35	2380137001	62227		
UTILITIES	CITY OF ST FRANCIS	2479-0/20	ACCT 2479 LIBRARY	48.84	2380136001	62227		
UTILITIES	CONNEXUS ENERGY	178588-07/20	ACCT 684587-178588 LIBRARY	220.42	2380136001	62226		
UTILITIES	CONNEXUS ENERGY	203085-07/20	ACCT 386179-203085 LIBRARY	719.51	2380137001	62226		
UTILITIES	CONNEXUS ENERGY	230469-06/20	ACCT 386179-230469 LIBRARY	184.18	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	230477-06/20	ACCT 386179-230477 LIBRARY	214.13	2380135001	62226		
UTILITIES	CONNEXUS ENERGY	231009-07/20	ACCT 386181-231009 LIBRARY	1,293.57	2380111001	62226		
UTILITIES	CONNEXUS ENERGY	231010-07/20	ACCT 386180-231010 LIBRARY	3,954.57	2380121001	62226		
UTILITIES	CONNEXUS ENERGY	312858-07/20	ACCT 386178-312858 LIBRARY	1,542.63	2380134001	62226		
UTILITIES	PITNEY BOWES RESERVE ACCOUNT	LIBRARY 2020-4	ACCT 10266468 LIBRARY POSTAGE	2,000.00	2380110101	62231		
UTILITIES	STATE OF MN IT SVCS	DV20060408	CUST 100A00205 WAN LIBR 06/20	810.00	2380114001	62275		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	74.48	2380132001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	94.63	2380133001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	74.48	2380134001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	94.58	2380135001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	82.48	2380136001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	74.48	2380137001	62229		
UTILITIES	TDS METROCOM	434-9806-07/20	ACCT 763 434 9806 LIBRARY	74.48	2380141001	62229		
UTILITIES	VERIZON WIRELESS	9858160412	ACCT 286867228-1 LIBRARY	438.57	2380110101	62229		
UTILITIES	VERIZON WIRELESS	9858160412	ACCT 286867228-1 LIBRARY	148.93	2380112001	62229		
UTILITIES	XCEL ENERGY	692461841	ACCT 51-6181280-6 LIBRARY	1,261.83	2380132001	62226		
UTILITIES	XCEL ENERGY	692461841	ACCT 51-6181280-6 LIBRARY	1,779.92	2380133001	62226		
	TOTAL UTILITIES			**20,635.54**				
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4054319863	CUST 12436731 NORTHTOWN LIBR	94.57	2380121001	63064		
PROFESSIONAL SERVICES	CINTAS CORP NO 470	4054319864	CUST 12436514 LIBRARY	13.20	2380111001	63064		
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	950.00	2380111001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	3,441.55	2380121001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	950.00	2380132001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	475.00	2380133001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	575.00	2380134001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	600.00	2380135001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	430.00	2380136001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	800.00	2380137001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113175	LIBRARY CLEANING SVCS JUN 2020	2,625.00	2380141001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	950.00	2380111001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	3,441.55	2380121001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	950.00	2380132001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	575.00	2380134001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	695.00	2380135001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	875.00	2380136001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	800.00	2380137001	63064	23012011	63064
PROFESSIONAL SERVICES	PERFECTION PLUS, INC	113209	LIBRARY CLEANING SVCS JUL 2020	2,625.00	2380141001	63064	23012011	63064
	TOTAL PROFESSIONAL SERVICES			**21,865.87**				
ADMIN EXPENSE	BACKLUND, LINDA	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	GREENSWEIG, DANIEL	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	KEISTER, MELANIE	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	KOST, VIRGINIA	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	LENZ, MARK	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	MARTINEAU DUNLOP, JANICE	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
ADMIN EXPENSE	ORPEN, RICHARD	JUL 2020	LIBRARY BOARD MTG PER DIEM	50.00	2380110101	63362		
	TOTAL ADMIN EXPENSE			**350.00**				

DEPT/ACCT	VENDOR NAME	INVOICE #	DESCRIPTION	AMOUNT	GL KEY	GL OBJECT	JL KEY	JL OBJECT
AUGUST 4, 2020								
	MELSA EQUALIZATION			886.51				
	MELSA FORMULA			4,497.00				
	BUILDING FUND			1,800.00				
	COVID-RELATED			13,797.65				
	OPERATING ACCOUNTS			166,234.19				
	(INCLUDES $37.66 DONATIONS $ SPENT)							
	TOTAL INVOICES SEND FOR PAYMENT 7/8/20 THRU 8/3/20			187,215.35				

ANOKA COUNTY LIBRARY BOARD ACTION ITEM

DATE: AUGUST 17, 2020

2020-0018

ACTION REQUESTED	Consider recommending the Library Board approve expansion of services at St. Francis
BACKGROUND	The capacity of the St. Francis Branch is a total of 18 people. Due to Covid-19, only 50% of capacity is allowed. Nine people including staff make it difficult to serve that area's population. We, along with Richard, Orpen, met there to discuss options. These options include: • Adding lockers to current computer room for all hold items with separate access (rest of library can be locked). • Adding a patio with an awning to the front of the building. • Redoing storage area behind the desk. • Moving computers along the wall to the left as you enter the library with plexi-glass and privacy screens to allow more active computers. • Expanding hours for holds.
CONCLUSION	Due to the limited capacity at the St. Francis Library, we are asking the Library Board to approve expanding services to ensure that the St. Francis area is served adequately.

ANOKA COUNTY LIBRARY BOARD ACTION ITEM

DATE: AUGUST 17, 2020

2020-0019

ACTION REQUESTED	Consider recommending the Anoka County Library Board approve Fall, 2020 library hours.
BACKGROUND	At the July Library Board meeting, the Library Board requested library staff implement a new schedule based upon pre-COVID-19 and post-COVID-19 service trends and staff input. Library leadership elected to keep the current hours of operation in late July and early August and do a more detailed analysis of service trends and staff input prior to presenting building hour options to the Library Board at the August meeting. Based upon our findings, please find three building hours options below. Specific statistics will be available at the August Library Board Meeting.

1.

Mon	Tues	Wed	Thur	Fri	Sat	Sun
1pm-7pm	10am-4pm	1pm-7pm	10am-4pm	12pm-6pm	Closed	Closed

This option allows for two days of evening hours and two days of morning hours. This option also keeps the net hours at 30 per week. With this option we would propose opening the buildings to students for distance learning hours either prior to opening to the public, after closing to the public, or on Saturdays – based upon feedback from and collaboration with Anoka County school districts and community colleges.

2.

Mon	Tues	Wed	Thur	Fri	Sat
1pm-7pm	10am-4pm	1pm-7pm	10am-4pm	Closed	10am-4pm

This option provides two days of evening hours and three days of morning hours. This option also keeps the net open hours at 30 per week. This option includes Saturday hours. Data shows that patron traffic in buildings increases on Saturdays in Fall. This option could also include opening buildings before and/or after business hours for distancing learning hours for students and parents. Statistical evidence supports closing on Fridays due to lower use. The Friday closure also leaves room for serving the student community. Having Saturday hours does call for most staff to work all Saturdays. This could affect work-life balance.

	3. Other options as discussed by Library Board – including variations of the options outlined above.
CONCLUSION	Recommend the Anoka County Library Board approve one of the above options for Fall, 2020 library building hours.

ANOKA COUNTY LIBRARY BOARD ACTION ITEM

DATE: AUGUST 17, 2020

2020-0020

ACTION REQUESTED	Consider recommending the Library Board approve plans for Fall 2020 programming to be conducted virtually with expanded services to schools and students.
BACKGROUND	Library programming has shifted due to the COVID-19 pandemic. The library has adjusted programming offered to the public to virtual environments for the safety of staff and patrons. For the Fall 2020 season, we would like to continue with mainly virtual programs and a few in-person programs (such as story walks) that can be done with social distancing in place. We would like staff to direct branch programming efforts away from broad, prerecorded programs and move toward supporting schools and students in their area. Programming would be based on their new needs due to the hybrid education models in place throughout the county. Some options for this type of programming support include: • Virtual classroom visits, • Virtual library orientations for teachers and parents, • "Just for Students" hours at the library.
CONCLUSION	Recommend that the board approve the library Fall 2020 program plan to continue to offer programs virtually and that staff efforts focus on programs to support students and families while vendor programs reach a broader audience.

Anoka County
LIBRARY
Ideas, Information, Inspiration.

Branch Library Report -Centennial Library
Date August 17, 2020

TRENDS IN THE SERVICE AREA

- Before COVID-19, we were working with the County, the City of Circle Pines, the school district, and local groups to increase the awareness of the US census and to make sure everyone was counted. We had a plan to hold events at the library to support the efforts. Just recently we were able to help the Census staff by opening our Community Room after approval from County Administration. Training for door-to-door Census workers was held for 4 days in the beginning of August with a make-up day as well. I know they were very grateful for the ability to use our room, and our key card access was very helpful to let them utilize the room before hours.

- The Landings for Lexington was completed this Spring. This complex is very prominent at the corner of Lovell and Lexington. There are 180 units of affordable apartment luxury living. The management group also utilized our community room for their open houses earlier in the year. While we aren't really able to track how many people are coming over from the complex, we suspect the new apartments could bring an increase in patrons to the library over time, being so close, residents there could walk or ride their bikes to the library.

LIBRARY ISSUES AND SERVICE TRENDS

- Our patrons were very happy to have us start up curbside after the start of curbside at RUM, JOH and NTN. Patrons were grateful they did not have to go too far from home to get their materials. We were able to get a slower start and towards the end were booking up daily.

- We are very lucky to have the building we do for the various aspects of COVID-19. Our back room allows for much better social distancing of staff. Our lobby and service desks are set up for social distancing as well. The AMH takes away the handling of materials more than necessary. A larger building also allows us to have more people in our building at one time. On Mondays and Wednesdays, we have come close to our magic number of 50, but have yet to have people standing outside waiting.

LIBRARY SERVICES AND EVENTS

- Some of our key partnerships this summer have been with Wargo Nature Center and the Centennial Community education department centering around our Storywalks. Storywalks are signs with the pages of books that allow participants to go on a walk while reading. We have over 18 titles and have been loaning them to Wargo since COVID started. Recently our local Kids Club reached out to us on how we could help them this summer and we thought since we couldn't have staff do an official storytime, then we could at least bring the stories to them, outside. I was recently asked by another local group if they could borrow the Storywalks for their event as well. Great way to promote the library and literacy all while being outside.

- In the past Matt Youngbauer has done outreach to the schools by going into the classroom and sharing stories with the kids. We know that won't be a possibility at this time, but we are looking at ways that he might be able to do that virtually. He did make a video last spring, but we are hoping to do more virtual visits. Another thing we want to explore, once the teachers and students get "settled," is to get library cards for students so they can access our digital resources more readily. The library piloted a program like this with Westwood Middle school and it was very successful, so we think that could be duplicated.

- One of the best highlights of this summer has been our book club. We have been able to hold 2 meetings now, out in our greenspace/courtyard, for our book club members and it has been great to have our group back together. Mother Nature has been cooperating with us and we have been lucky enough to have enjoyed 2 beautiful Monday nights of lively conversation, social distance style. We have retained the same 10-12 people for the last 2 years now.

Anoka County Library

July 2020

Virtual Programs

- 76 virtual programs
  - Storytime views on Facebook: 4,971
  - RAD Zoo 393 views on Facebook
  - Schiffelly Puppets 275 views on Facebook
  - Other programs: Brodini Comedy Magic, Capturing the Moment with Collage, Creative Hands at Home, Picasso Pop Can Portraits
  - Views on Youtube: 325

Plants in progress at Northtown Prairie Garden

In-person (socially distanced) programs

- High Five for Shoreline: Prairie Garden Planting
- 19 Storywalks

Social Media

- New Facebook followers: 42
- New Instagram followers: 20
- New Twitter followers: 16

Summer Adventures Reading Program

Registered users 378 in July (2,147 total)

Reviews written 606 in July (1,425 total)

8,069 hours 34 minutes in July (Community Reading total 15,703 hours 11 minutes)

Circulation in July

Location	JULY ↑ 108% from June	Gate counts	Holds ↓ 58% from June
Centennial	11,035	4,341	530
Crooked Lake	6,765	3,413	255
Johnsville	16,001	4,210	755
LSS	362	n/a	9
Mississippi	0	0	0
North Central	3,462	n/a	224
Northtown	24,048	10,281	970
Rum River	26,006	8,716	1,094
St. Francis	3,500	n/a	169
Total	91,179	30,961	4006

Location	Physical checkouts includes renewals ↑ 179% from June	Items returned ↑ 89% from June
ACHC	36	n/a
Andover-On the Go	31	n/a
Centennial	15,172	11,502
Crooked Lake	9,692	8,415
Johnsville	21,760	16,737
LSS	1,316	1,175
Mississippi	2,377	15
North Central	5,439	4,266
Northtown	31,816	25,247
Ramsey-On the Go	13	n/a
Rum River	35,102	24,469
St. Francis	5,034	3,987
Total	127,752	95,183

Books By Mail

- 512 items/142 mailings

Library Card Applications

- 620 applications created online ↑ 42% from June

Website

- 55,607 visits ↑ 13% from June
- 96,773 page views ↑ 9.6% from June

CloudLibrary Checkouts

- eBook: 19,351 eAudio: 9,050

RBDigital Checkouts

- 1,755

Phone & Email Reference Inquiries

2,088 total, Phone 1,799, Email 276, AskMN 9

Date: 8/11/20

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

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Jul Actual	Balance Remaining	% Complete Target = 58%	July Activity
Revenues							
53130	EDP - Fax Services	11,000	11,000	3,329.34	(7,670.66)	30%	0.00
53150	Contract Services	300	300	122.43	(177.57)	41%	52.03
53515	Damage Fees and charges	6,000	6,000	1,326.69	(4,673.31)	22%	377.74
53620	Lost Material Payments	18,000	18,000	3,931.98	(14,068.02)	22%	550.07
53630	Video Rental	16,000	16,000	5,622.48	(10,377.52)	35%	1,124.56
	Total:	51,300	51,300	14,332.92	(36,967.08)	28%	2,104.40
54110	Overdue Book Fees	130,000	130,000	43,466.56	(86,533.44)	33%	4,708.87
54112	Collections Revenue	50,000	50,000	29,045.48	(20,954.52)	58%	2,404.91
	Total:	180,000	180,000	72,512.04	(107,487.96)	40%	7,113.78
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	474.65	(6,025.35)	7%	168.80
55771	MELSA-Other Miscellaneous Gran	111,721	111,721	303,390.54	191,669.54	272%	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	984,565.84	626,921.84	275%	168.80
56210	Vehicle and Equipment Sales	0	0	5.00	5.00	0%	0.00
56211	Material Sales	0	0	219.49	219.49	0%	46.70
56213	Book Sales	10,000	10,000	2,595.69	(7,404.31)	26%	5.61
56219	Copy Sales	42,000	42,000	13,421.64	(28,578.36)	32%	2,158.53
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 - Jul Actual	Balance Remaining	% Complete Target = 58%	July 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	14,080.62	4,080.62	141%	24.00
56294	Refunds & Reimbursements	32,000	32,000	142.02	(31,857.98)	0%	0.00
56299	Other Misc. Revenue	13,350	13,350	13,310.00	(40.00)	100%	6,655.00
	Total:	105,350	105,350	43,774.46	(61,575.54)	42%	8,889.84
59140	Employee Jury Duty Reimburseme	0	0	20.00	20.00	0%	0.00
59142	Credit Card Discounts	(2,600)	(2,600)	(909.34)	1,690.66	35%	(121.29)
59910	Increase in Inventory	0	0	0.00	0.00	0%	0.00
	Total:	(2,600)	(2,600)	(889.34)	1,710.66	34%	(121.29)
	Total - Revenues	691,694	691,694	1,114,295.92	422,601.92	161%	18,155.53
Expenditure							
60110	Salaries; Regular Employees	4,167,404	4,167,404	2,189,369.37	1,978,034.63	53%	305,585.25
60190	Salaries-Variable Demand Pool	0	0	0.00	0.00	0%	0.00
60210	Salaries; Non-Regular Employee	0	132,962	28,132.87	104,829.13	21%	0.00
60250	Temporary Salaries-Intermitten	159,556	0	0.00	0.00	0%	0.00
60260	Temporary Salaries-Students	0	26,594	5,562.90	21,031.10	21%	0.00
60320	Salaries; Overtime	7,850	7,850	6,059.44	1,790.56	77%	204.95
60430	Severance Pay	112,519	112,519	65,636.62	46,882.38	58%	9,376.66
60714	Health Insurance	874,200	874,200	509,950.00	364,250.00	58%	72,850.00
60715	Life Insurance	2,419	2,419	1,232.31	1,186.69	51%	176.64
60716	Social Security (FICA)	331,612	331,612	162,999.76	168,612.24	49%	22,066.45
60717	Retirement (PERA)	310,442	310,442	165,466.53	144,975.47	53%	22,820.44
60718	Work Comp Insurance	2,940	2,940	1,715.35	1,224.65	58%	245.05
60719	Unemployment Compensation	6,502	6,502	3,793.02	2,708.98	58%	541.86
60720	Dental Insurance	29,574	29,574	14,859.17	14,714.83	50%	2,111.20

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

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Jul Actual	Balance Remaining	% Complete Target = 58%	July Activity
61355	Conf, Conventions & Mtgs-Staff	17,779	17,779	624.98	17,154.02	4%	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	1,680.25	4,769.75	26%	77.07
61476	Other Travel Expense	1,550	1,550	1,132.58	417.42	73%	0.00
61477	Meals & Lodging	1,800	1,800	2,633.62	(833.62)	146%	0.00
61495	Freight	2,000	0	0.00	0.00	0%	0.00
61548	Landscape Expense	81,700	81,700	23,767.49	57,932.51	29%	1,997.94
61549	Program Expense	48,796	48,796	4,350.78	44,445.22	9%	3,261.90
61552	Bank Charges	2,500	2,500	1,749.40	750.60	70%	252.82
61557	Dues & Memberships	1,900	1,900	1,744.95	155.05	92%	0.00
61558	Advertising	50	50	0.00	50.00	0%	0.00
61559	Subscriptions & Publications	0	0	0.00	0.00	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	541,861.59	593,218.41	48%	81,454.70
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	1,773,822	764,388.09	1,009,433.91	43%	123,241.25

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

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Jul Actual	Balance Remaining	% Complete Target = 58%	July Activity
62101	Rental-Buildings	56,000	56,000	27,900.36	28,099.64	50%	4,650.06
62110	OnBase Allocation	375	375	218.75	156.25	58%	31.25
62114	PC Replacement Allocation	62,080	62,080	36,213.31	25,866.69	58%	5,173.33
62117	Network Allocation	182,000	182,000	106,166.69	75,833.31	58%	15,166.67
62118	IT Overhead Allocation	38,890	38,890	22,685.81	16,204.19	58%	3,240.83
62120	Rental-Equipment	3,450	0	0.00	0.00	0%	0.00
62124	Leases & Rentals	0	28,950	15,584.15	13,365.85	54%	1,694.73
62150	Lease-Copier	25,500	0	0.00	0.00	0%	0.00
62222	Property Tax-Assessments	2,717	2,717	1,886.82	830.18	69%	0.00
62225	Fuel-Heating	47,150	47,150	30,920.31	16,229.69	66%	1,107.95
62226	Electric	149,980	149,980	67,107.10	82,872.90	45%	14,754.79
62227	Water	15,750	15,750	5,880.17	9,869.83	37%	913.11
62228	Waste Disposal	1,500	1,500	1,316.07	183.93	88%	131.46
62229	Phones	15,750	15,750	8,153.97	7,596.03	52%	1,157.11
62231	Postage	18,000	24,000	7,789.16	16,210.84	32%	1,900.00
62272	Telecom Service Allocation	0	0	0.00	0.00	0%	0.00
62275	State Internet Connectivity	13,050	13,050	4,860.00	8,190.00	37%	810.00
62277	Fiber Service	43,200	43,200	25,200.00	18,000.00	58%	3,600.00
62278	Fiber Access Maintenance Alloc	0	0	0.00	0.00	0%	0.00
62365	Insurance-Allocation	22,865	22,865	13,337.94	9,527.06	58%	1,905.42
62401	Bad Debt Expense	0	0	0.00	0.00	0%	0.00
	Total:	698,257	704,257	375,220.61	329,036.39	53%	56,236.71
63010	Professional Services	5,000	5,000	1,405.15	3,594.85	28%	0.00
63064	Janitorial & Sanitation	205,689	205,689	103,461.61	102,227.39	50%	34,505.87
63066	Software, SaaS, & Maintenance	0	147,833	133,977.99	13,855.01	91%	0.00
63067	Building Security	0	0	0.00	0.00	0%	0.00
63362	Expenses-Board & Advisory Comm	5,000	5,000	2,500.00	2,500.00	50%	350.00
63710	Dedicated Donations	0	0	5,057.57	(5,057.57)	0%	37.66

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

GL Object	GL Object Description	Adopted Budget	Working Budget	Jan - Jul Actual	Balance Remaining	% Complete Target = 58%	July Activity
	Expense						
63799	Misc Administrative Expense	0	0	0.00	0.00	0%	0.00
	Total:	215,689	363,522	246,402.32	117,119.68	68%	34,893.53
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	9,494.50	(9,494.50)	0%	4,497.00
	Total:	25,000	25,000	9,494.50	15,505.50	38%	4,497.00
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	4,553,441.84	4,324,781.16	51%	655,265.44
	Net County Share:	**8,158,529**	**8,186,529**	**3,439,145.92**	**3,902,179.24**	**42%**	**637,109.91**