



West Fargo Public Library Board of Directors
Regular Meeting Agenda
West Fargo City Hall Commission Chambers
2515 6th St E, West Fargo
Thursday, April 9, 2026 5:00 PM
Watch live on YouTube

Meeting Items

1. Call to Order
2. Roll Call
3. Approve Order of Agenda
4. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the Library Board. Board of Directors will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the Library Board Meeting you wish to attend.

[Library Board Meeting Public Comment](#)

Consent Agenda - Approve the Following:

1. Approval of Minutes – March 12, 2026
2. Approval of Financial Reports

Regular Agenda

Old Business

New Business

1. Approve Revised Circulation Policy (**ACTION**)
2. Q1 Strategic Plan Goals Update
3. Director's Report
4. Adjourn



West Fargo Public Library Board of Directors Meeting

West Fargo City Hall Commission Chambers

2515 6th St E, West Fargo ND

March 12, 2026

[YouTube recording](#)

Board Members Present: Liann Hanson, Commissioner Roben Anderson, Tyler Erickson, Tony Stukel, Sara Westall (via Teams)

Board Member Absent: All Board members were present

Also Present: Library Director Jenna Kahly, Circulation Manager Kayla Birkholz

I. Call to Order

Hanson called the meeting to order at 5 p.m.

II. Roll Call

III. Approve Order of the Agenda

Commissioner Anderson moved and Erickson seconded to approve the order of the agenda. No opposition. Motion carried.

IV. Public Comment

No members of the public signed up for comment.

V. Consent Agenda

Erickson moved and Commissioner Anderson seconded to approve the consent agenda. No opposition. Motion carried.

- Approval of Minutes – February 12, 2026
- Approval of Financial Reports

Regular Agenda

Old Business

- No old business

New Business

VI. Approval of Changes to Staff Positions (ACTION)

- Kahly presented proposed changes to the library's Programming teams. Two new positions – an Adult Services Librarian and a Youth Services Librarian – would be added after approval. The existing roles of Outreach Coordinator and Adult Services Program Assistant would be replaced by these positions to better distribute duties for program production and execution, collection development, and high-demand services, such as technology tutoring. Erickson moved, and Stukel seconded to approve changes to staff positions. No opposition. Motion carried.

VII. Report on Satellite Usage

- Birkholz provided a report on the Satellite's usage for its first year of operations, including a brief description of how the "express version" of the library operates, how items travel between locations, how the

location is staffed, and patron feedback about the location, reporting largely positive comments from users. She also shared usage statistics for the first year of operation, including 5,102 visits, 7,315 checkouts, and 105 new library cards.

VIII. Director's Report

Kahly provided a report highlighting:

- Financial information, such as year-to-date expenditures at 12% and the timeline for the FY2027 Budget.
- Monthly usage statistics at both locations, including continued growth in physical and electronic circulation and door count year over year, and meeting room usage reaching a record high, with nearly 100 hours reserved in February.
- Updates about current vacancies, such as the Adult Services Manager position, which was filled and slated to start March 16, and the Adult Services Librarian position on March 23. Interviews were underway for an open part-time Library Assistant position, and Summer Intern positions would open shortly.
- Updates on recent youth programs, such as storytime sessions attracting up to 50 attendees each, and other popular programs like a family Dungeons & Dragons session and Pokémon crafts.
- Updates on recent adult programs, like Monday Matinees, which continued to be popular and garnered positive feedback. She also shared that there was a reduction in adult programs due to recent staff turnover, but recurring programs continued and popular services like technology tutoring would resume soon.
- The March Madness reading challenge for all ages started March 1 and at the time of reporting, had 212 registered readers.

IX. Adjourn

Commissioner Anderson moved to adjourn, Erickson seconded. No opposition. Motion carried at 5:40 p.m. The next meeting is on April 9, 2026, at 5 p.m. at the West Fargo City Hall Commission Chambers.



Year To Date As of March 2026

Revenues		Note	Revenue/Transfers		
Fund	Description		YTD Actual	Annual Budget	% Received
7000	PROPERTY TAXES		\$ 1,863,755	\$ 2,544,185	73%
7000	DISCOUNT PROPERTY TAXES		-	(106,856)	0%
7000	STATE AID		-	44,626	0%
7000	MISCELLANEOUS REVENUE		2,876	5,000	58%
7000	SPONSORSHIPS		50	3,000	2%
7000	INTEREST ON INVESTMENTS		22,927	142,113	16%
7000	GRANTS		-	-	0%
7000	DONATIONS		-	-	0%
7000	TRANSFER IN		-	-	0%
7010	Library Capital		-	-	0%
	Total Revenues		\$ 1,889,608	\$ 2,632,068	72%
			Expenditure/Transfers		
			YTD Actual	Annual Budget	% Spent
7000	Payroll Expenses		\$ 341,003	\$ 1,972,744	17%
7000	Employee Expenses		4,135	21,305	19%
7000	Professional		-	8,150	0%
7000	Building Expenses		40,263	205,267	20%
7000	Operations		10,158	95,573	11%
7000	Vehicle Expenses		13,411	56,650	24%
7000	Programming		781	16,000	5%
7000	Collections		70,197	219,699	32%
7000	Capital Improvements		-	10,000	0%
7000	Promotions		2,271	26,680	9%
	Total Expenditures		\$ 482,220	\$ 2,632,068	18%
			Cash Balances		
			Beginning Bal	Change in Bal	Ending Bal
7000	Library		2,303,406.91	725,047.95	3,028,454.86
7010	Library Equipment & Maintenance		25,000.00	-	25,000.00
	Total Cash		\$ 2,328,407	\$ 725,048	\$ 3,053,455

Notes to the Financials

Payroll Expenses	Permanent Emp Salaries; PT salaries; Social Security; Retirement; Workforce Safety Insurance; Unemployment; Health Insurance; Cost Allocation
Professional	Attorney; Professional Services
Building	Lease/Rental; Insurance
Employee	Employee Development; Medical/Vaccines; Recruitment / Employee Testing; Professional Publications; Memberships
Operations	Telephone; Office Supplies; Service Agreements - Contracts; Misc; Technology; Supplies; Furn & Equip-Non Depreciated <\$5000; Postal Meter Rent; Emergency Medical Supplies; Service Charges
Vehicle	Gas and Oil; Vehicles Maintenance;
Programming	Programming
Collections	E Resources; Books; Magazines; Audio Video; Library of Things; Cataloging; ODIN
CIP	Transfers Out
Promotions	Printing; Promotional Activities

CITY OF WEST FARGO, ND
 Revenue Budget vs. Actual
 For the Accounting Period: March

Fund	Fund Description	Account	Account Description	Received		Estimated Revenue	Revenue to be Received
				Current Month	Received YTD		
7000	LIBRARY	310001	PROPERTY TAXES	881,692.80	1,863,755.40	2,544,185.00	680,429.60
7000	LIBRARY	310002	DISCOUNT PROPERTY TAXES	0.00	0.00	-106,856.00	-106,856.00
7000	LIBRARY	335600	STATE AID	0.00	0.00	44,626.00	44,626.00
7000	LIBRARY	360000	MISCELLANEOUS REVENUE	1,087.78	2,875.76	5,000.00	2,124.24
7000	LIBRARY	360100	SPONSORSHIPS	49.96	49.96	3,000.00	2,950.04
7000	LIBRARY	361000	INTEREST ON INVESTMENTS	0.00	22,926.73	142,113.00	119,186.27
7000	LIBRARY	363400	GRANTS	0.00	0.00	0.00	0.00
7000	LIBRARY	375000	DONATIONS	0.00	0.00	0.00	0.00
7000	LIBRARY	383000	TRANSFER IN	0.00	0.00	0.00	0.00
				882,830.54	1,889,607.85	2,632,068.00	742,460.15

Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: March

Fund	Account	Object	Committed YTD	Current Appropriation	
7000 LIBRARY	411600 LIBRARY	110 PERMANENT EMP SALARIES	230,756.75	1,315,880.00	Payroll
7000 LIBRARY	411600 LIBRARY	114 PART TIME SALARIES	17,183.34	134,448.00	Payroll
7000 LIBRARY	411600 LIBRARY	220 SOCIAL SECURITY	18,099.45	110,686.00	Payroll
7000 LIBRARY	411600 LIBRARY	230 RETIREMENT	36,781.00	212,865.00	Payroll
7000 LIBRARY	411600 LIBRARY	240 WORKFORCE SAFETY INSURANCE	676.95	3,124.00	Payroll
7000 LIBRARY	411600 LIBRARY	250 UNEMPLOYMENT	0.00	500.00	Payroll
7000 LIBRARY	411600 LIBRARY	312 ATTORNEY	0.00	5,150.00	Professional
7000 LIBRARY	411600 LIBRARY	320 HEALTH INSURANCE	37,505.72	195,241.00	Payroll
7000 LIBRARY	411600 LIBRARY	340 EMPLOYEE DEVELOPMENT	2,586.06	12,950.00	Employee
7000 LIBRARY	411600 LIBRARY	356 TELEPHONE	377.18	3,044.00	Operations
7000 LIBRARY	411600 LIBRARY	360 PRINTING & MAILING PROJECTS	2,120.50	13,000.00	Promotions
7000 LIBRARY	411600 LIBRARY	387 MEDICAL/VACCINES	0.00	500.00	Employee
7000 LIBRARY	411600 LIBRARY	389 LEASE/RENTAL	40262.94	199211.00	Building
7000 LIBRARY	411600 LIBRARY	399 RECRUITMENT/EMPLOYMENT TESTING	0.00	3000.00	Employee
7000 LIBRARY	411600 LIBRARY	410 OFFICE SUPPLIES	700.42	15,750.00	Operations
7000 LIBRARY	411600 LIBRARY	418 PROFESSIONAL SERVICES	0.00	3,000.00	Professional
7000 LIBRARY	411600 LIBRARY	424 GAS AND OIL	47.86	2,000.00	vehicle
7000 LIBRARY	411600 LIBRARY	427 VEHICLES MAINTENANCE	0.00	1,200.00	vehicle
7000 LIBRARY	411600 LIBRARY	428 SERVICE AGREEMENTS-CONTRACTS	4,607.20	22,008.00	Operations
7000 LIBRARY	411600 LIBRARY	490 MISC	54.21	500.00	Operations
7000 LIBRARY	411600 LIBRARY	497 TECHNOLOGY	4,024.78	37,379.00	Operations
7000 LIBRARY	411600 LIBRARY	500 SUPPLIES	0.00	850.00	Operations
7000 LIBRARY	411600 LIBRARY	641 FURN & EQUIP-NON DEPRECIATED <\$5000	0.00	11,520.00	Operations
7000 LIBRARY	411600 LIBRARY	644 POSTAL METER RENT	0.00	2,772.00	Operations
7000 LIBRARY	411600 LIBRARY	648 PROFESSIONAL PUBLICATIONS	0.00	535.00	Employee
7000 LIBRARY	411600 LIBRARY	649 PROGRAMMING	780.61	16,000.00	Programming
7000 LIBRARY	411600 LIBRARY	650 E RESOURCES	12,997.82	44,065.00	Collections
7000 LIBRARY	411600 LIBRARY	662 BOOKS	19,839.90	112,324.00	Collections
7000 LIBRARY	411600 LIBRARY	663 MAGAZINES	4,572.07	4,850.00	Collections
7000 LIBRARY	411600 LIBRARY	664 AUDIO VIDEO	3,408.38	16,250.00	Collections
7000 LIBRARY	411600 LIBRARY	667 MEMBERSHIPS	1,549.00	4,320.00	Employee
7000 LIBRARY	411600 LIBRARY	669 INSURANCE	0.00	6,056.00	Building
7000 LIBRARY	411600 LIBRARY	672 EMERGENCY MEDICAL SUPPLIES	108.72	0.00	Operations
7000 LIBRARY	411600 LIBRARY	680 Library of Things	129.98	4,500.00	Collections
7000 LIBRARY	411600 LIBRARY	689 PROMOTIONAL ACTIVITIES	150.68	13,680.00	Promotions
7000 LIBRARY	411600 LIBRARY	740 SERVICE CHARGES	285.95	1,750.00	Operations
7000 LIBRARY	411600 LIBRARY	880 COST ALLOCATIONS	13,363.26	53,450.00	vehicle
7000 LIBRARY	411600 LIBRARY	890 TRANSFERS OUT	0.00	10,000.00	CIP
7000 LIBRARY	411600 LIBRARY	901 CATALOGING	0.00	3,210.00	Collections
7000 LIBRARY	411600 LIBRARY	994 ODIN	29249.20	34,500.00	Collections
			482,219.93	2,632,068.00	

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
110 PERMANENT EMP SALARIES									
JV 6286138		Payroll 02/06/2026		/ /	44,533.50	2/26			
JV 6318127		Payroll 02/20/2026		/ /	42,278.47	2/26			
		Object Total:			86,811.97	146,199.81	1,315,880.00	1,169,680.19	11%
114 PART TIME SALARIES									
JV 6286139		Payroll 02/06/2026		/ /	3,506.60	2/26			
JV 6318128		Payroll 02/20/2026		/ /	3,360.92	2/26			
		Object Total:			6,867.52	10,552.03	134,448.00	123,895.97	8%
220 SOCIAL SECURITY									
JV 6286140		Payroll 02/06/2026		/ /	3,514.70	2/26			
JV 6318129		Payroll 02/20/2026		/ /	3,331.07	2/26			
		Object Total:			6,845.77	11,444.30	110,686.00	99,241.70	10%
230 RETIREMENT									
JV 6286141		Payroll 02/06/2026		/ /	7,141.79	2/26			
JV 6318130		Payroll 02/20/2026		/ /	6,834.30	2/26			
		Object Total:			13,976.09	23,068.36	212,865.00	189,796.64	11%
240 WORKFORCE SAFETY INSURANCE									
		Object Total:		/ /	0.00	0.00	3,124.00	3,124.00	%
245 CORPORATE EDUCATION (DO NOT USE)									
		Object Total:		/ /	0.00	0.00	0.00	0.00	%
250 UNEMPLOYMENT									
		Object Total:		/ /	0.00	0.00	500.00	500.00	%
312 ATTORNEY									
		Object Total:		/ /	0.00	0.00	5,150.00	5,150.00	%
320 HEALTH INSURANCE									
JV 6286142		Payroll 02/06/2026		/ /	-412.11	2/26			
JV 6286143		Payroll 02/06/2026		/ /	7,408.29	2/26			
JV 6318131		Payroll 02/20/2026		/ /	6,989.58	2/26			
		Object Total:			13,985.76	23,526.35	195,241.00	171,714.65	12%
321 PROPERTY INSURANCE									
		Object Total:		/ /	0.00	0.00	0.00	0.00	%
333 BUILDING RENTAL (DO NOT USE)									
		Object Total:		/ /	0.00	0.00	0.00	0.00	%
340 EMPLOYEE DEVELOPMENT									
CC 1939 5		STAFF TRAINING	437	01/15/26	49.98	2/26	3161 VISA LIBRARY #1		
CC 1939 6		PANERA	999999	01/20/26	473.83	2/26	3161 VISA LIBRARY #1		
CC 1939 7		MAROTZ AT&L ALA	999999	01/27/26	582.00	2/26	3161 VISA LIBRARY #1		
CC 1940 3		NATURAL GROCERS	999999	01/18/26	5.95	2/26	3162 VISA LIBRARY #2		
CC 1940 4		STAFF TRAINING	4177	01/18/26	28.30	2/26	3162 VISA LIBRARY #2		
CC 1941 10		MARITZ AT&L ALA	999999	01/22/26	364.00	2/26	4576 VISA LIBRARY #3		
CC 1941 11		MARITZ AT&L ALA	999999	01/22/26	364.00	2/26	4576 VISA LIBRARY #3		
CC 1941 12		LIBRARY MARKETING CONF	999999	01/27/26	45.00	2/26	4576 VISA LIBRARY #3		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY							
411600 LIBRARY							
	Object Total:		1,913.06	1,913.06	12,950.00	11,036.94	15%
356 TELEPHONE							
CL 130700 31 -94292	Jan 2026 - library	01/08/26	188.59	2/26	3668 VERIZON WIRELESS		
	Object Total:		188.59	188.59	3,044.00	2,855.41	6%
360 PRINTING & MAILING PROJECTS							
CL 130590 1 -94419	POSTAGE REFILL	02/12/26	2,000.00	2/26	1483 PITNEY BOWES BANK INC -		
CL 130595 2 -94359	MAILING BOXES & PADDED ENVELOP	02/02/26	77.94	2/26	3490 AMAZON CAPITAL SERVICES		
	Object Total:		2,077.94	2,077.94	13,000.00	10,922.06	16%
387 MEDICAL/VACCINES							
	Object Total:	/ /	0.00	0.00	500.00	500.00	%
389 LEASE/RENTAL							
CL 130462 2 -94495	Feb 2026 Lease - Satellite Lib	02/01/26	2,777.43	2/26	5229 AMB INVESTMENTS, LLC		
CL 130592 1 -94417	FEBRUARY 2026 RENT	01/26/26	10,643.55	2/26	549 WF PUB SCHOOLS DIST #6		
CL 130775 1 -94260	MARCH RENT	02/25/26	10,643.55	2/26	549 WF PUB SCHOOLS DIST #6		
	Object Total:		24,064.53	37,485.51	199,211.00	161,725.49	19%
399 RECRUITMENT/EMPLOYMENT TESTING							
	Object Total:	/ /	0.00	0.00	3,000.00	3,000.00	%
410 OFFICE SUPPLIES							
CC 1939 1	HAND SOAP	3490 01/06/26	34.77	2/26	3161 VISA LIBRARY #1		
CC 1939 2	RECEIPT PAPER	3490 01/10/26	55.80	2/26	3161 VISA LIBRARY #1		
CC 1939 3	MAGIC ERASERS	3490 01/11/26	14.94	2/26	3161 VISA LIBRARY #1		
CC 1939 8	PURE WATER	999999 01/28/26	100.00	2/26	3161 VISA LIBRARY #1		
CC 1939 9	NOTE PADS	3490 01/29/26	12.18	2/26	3161 VISA LIBRARY #1		
CL 130593 1 -94416	BINDER CLIPS;TISSUES	02/04/26	56.60	2/26	351 BUSINESS ESSENTIALS		
CL 130595 1 -94359	WALL MOUNT REMOTE/CABLE HOLDER	02/02/26	26.58	2/26	3490 AMAZON CAPITAL SERVICES		
	Object Total:		300.87	324.36	15,750.00	15,425.64	2%
418 PROFESSIONAL SERVICES							
	Object Total:	/ /	0.00	0.00	3,000.00	3,000.00	%
420 OPERATION & MAINTENANCE							
	Object Total:	/ /	0.00	0.00	0.00	0.00	%
424 GAS AND OIL							
JV 6304 12	Jan fuel usage allocation	/ /	20.41	2/26			
	Object Total:		20.41	20.41	2,000.00	1,979.59	1%
427 VEHICLES MAINTENANCE							
	Object Total:	/ /	0.00	0.00	1,200.00	1,200.00	%

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice Invoice Date	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
428 SERVICE AGREEMENTS-CONTRACTS									
CL 130596 1	-94415	LEASE FOR PRINTERS		01/28/26	714.62	2/26	5349 MARCO TECHNOLOGIES, LLC		
				Object Total:	714.62			3,661.58	22,008.00
								18,346.42	17%
490 MISC									
CL 130609 1	118145	MISSING BOOK FEE		02/11/26	19.00	2/26	1252 NORTH DAKOTA STATE LIBRARY		
				Object Total:	19.00			82.00	500.00
								418.00	16%
497 TECHNOLOGY									
CC 1941 1		SIGNUPGENIUS	999999	01/06/26	269.89	2/26	4576 VISA LIBRARY #3		
				Object Total:	269.89			3,370.85	37,379.00
								34,008.15	9%
500 SUPPLIES				/ /					
				Object Total:	0.00			0.00	850.00
								850.00	%
640 FURNITURE & EQUIPMENT (DO NOT USE)				/ /					
				Object Total:	0.00			0.00	0.00
								0.00	%
641 FURN & EQUIP-NON DEPRECIATED <\$5000				/ /					
				Object Total:	0.00			0.00	11,520.00
								11,520.00	%
644 POSTAL METER RENT				/ /					
				Object Total:	0.00			0.00	2,772.00
								2,772.00	%
648 PROFESSIONAL PUBLICATIONS				/ /					
				Object Total:	0.00			0.00	535.00
								535.00	%
649 PROGRAMMING									
CL 130792 1	118208	ANNUAL RENEWAL 1/2026-12/26		12/01/25	572.00	2/26	2187 SWANK MOVIE LICENSING USA		
				Object Total:	572.00			572.00	16,000.00
								15,428.00	4%
650 E RESOURCES									
CL 130594 1	118149	WEBDEWEY 2/2/26-6/30/26		02/02/26	165.94	2/26	3416 OCLC, INC.		
				Object Total:	165.94			10,459.77	44,065.00
								33,605.23	24%
653 CAPITAL IMPROVEMENTS				/ /					
				Object Total:	0.00			0.00	0.00
								0.00	%
661 POSTAGE/FREIGHT/SHIPPING				/ /					
				Object Total:	0.00			0.00	0.00
								0.00	%
662 BOOKS									
CL 130600 1	-94411	BOOKS		01/28/26	15.60	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 2	-94411	BOOKS		01/28/26	21.50	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 3	-94411	BOOKS		01/29/26	20.00	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 4	-94411	BOOKS		01/29/26	13.70	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 5	-94411	BOOKS		01/29/26	13.08	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 6	-94411	BOOKS		01/29/26	322.91	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 7	-94411	BOOKS		01/29/26	27.71	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 8	-94411	BOOKS		01/29/26	13.25	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 9	-94411	BOOKS		01/29/26	68.78	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 10	-94411	BOOKS		01/29/26	110.14	2/26	4592 INGRAM LIBRARY SERVICES		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice Invoice	Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
CL 130600	11	-94411 BOOKS		01/29/26	766.56	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	12	-94411 BOOKS		01/29/26	15.19	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	13	-94411 BOOKS		01/29/26	23.88	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	14	-94411 BOOKS		01/29/26	18.21	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	15	-94411 BOOKS		01/29/26	13.60	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	16	-94411 BOOKS		01/29/26	8.91	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	17	-94411 BOOKS		01/29/26	10.49	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	18	-94411 BOOKS		01/29/26	60.17	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	19	-94411 BOOKS		01/29/26	65.90	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	20	-94411 BOOKS		01/29/26	149.29	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	21	-94411 BOOKS		01/29/26	7.45	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	22	-94411 BOOKS		01/29/26	14.20	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	23	-94411 BOOKS		01/29/26	248.80	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	24	-94411 BOOKS		01/29/26	84.40	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	25	-94411 BOOKS		01/29/26	61.75	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	26	-94411 BOOKS		02/02/26	14.58	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	27	-94411 BOOKS		02/02/26	12.01	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	28	-94411 BOOKS		02/02/26	13.86	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	29	-94411 BOOKS		02/02/26	19.35	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	30	-94411 BOOKS		02/02/26	27.08	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	31	-94411 BOOKS		02/02/26	19.88	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	32	-94411 BOOKS		02/02/26	502.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	33	-94411 BOOKS		02/02/26	523.25	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	34	-94411 BOOKS		02/02/26	51.37	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	35	-94411 BOOKS		02/02/26	116.55	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	36	-94411 BOOKS		02/02/26	61.57	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	37	-94411 BOOKS		02/03/26	27.09	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	38	-94411 BOOKS		02/03/26	15.63	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	39	-94411 BOOKS		02/03/26	15.31	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	40	-94411 BOOKS		02/03/26	23.64	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	41	-94411 BOOKS		02/03/26	15.29	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	42	-94411 BOOKS		02/03/26	39.21	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	43	-94411 BOOKS		02/03/26	29.69	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	44	-94411 BOOKS		02/03/26	13.84	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	45	-94411 BOOKS		02/03/26	23.51	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	46	-94411 BOOKS		02/03/26	17.33	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	47	-94411 BOOKS		02/03/26	42.98	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	48	-94411 BOOKS		02/04/26	19.14	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	49	-94411 BOOKS		02/04/26	19.10	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	50	-94411 BOOKS		02/05/26	14.00	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	51	-94411 BOOKS		02/05/25	29.99	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	52	-94411 BOOKS		02/05/26	54.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	53	-94411 BOOKS		02/05/26	97.85	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	54	-94411 BOOKS		02/05/26	96.34	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	55	-94411 BOOKS		02/05/26	22.56	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	56	-94411 BOOKS		02/09/26	13.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	57	-94411 BOOKS		02/09/26	17.50	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600	58	-94411 BOOKS		02/09/26	66.71	2/26	4592 INGRAM LIBRARY SERVICES		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
CL 130600 59	-94411	BOOKS		02/09/26	81.57	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 60	-94411	BOOKS		02/09/26	22.51	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 61	-94411	BOOKS		02/09/26	18.06	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 62	-94411	BOOKS		02/09/26	23.47	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 63	-94411	BOOKS		02/09/26	34.13	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 64	-94411	BOOKS		02/09/26	27.37	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 65	-94411	BOOKS		02/09/26	25.38	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 66	-94411	BOOKS		02/09/26	13.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 67	-94411	BOOKS		02/09/26	17.19	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 68	-94411	BOOKS		02/09/26	39.34	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 69	-94411	BOOKS		02/09/26	29.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 70	-94411	BOOKS		02/09/26	40.55	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 71	-94411	BOOKS		02/09/26	28.20	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 72	-94411	BOOKS		02/09/26	21.63	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 73	-94411	BOOKS		02/10/26	74.37	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 74	-94411	BOOKS		02/10/26	13.28	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 75	-94411	BOOKS		02/10/26	23.64	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 76	-94411	BOOKS		02/10/26	17.72	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130600 77	-94411	BOOKS		02/10/26	36.89	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 1	-94241	BOOKS		02/12/26	19.90	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 2	-94241	BOOKS		02/12/26	16.93	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 3	-94241	BOOKS		02/12/26	18.65	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 4	-94241	BOOKS		02/12/26	39.60	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 5	-94241	BOOKS		02/12/26	40.99	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 6	-94241	BOOKS		02/12/26	37.90	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 7	-94241	BOOKS		02/13/26	16.64	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 8	-94241	BOOKS		02/13/26	24.89	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 9	-94241	BOOKS		02/13/26	32.97	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 10	-94241	BOOKS		02/13/26	27.28	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 11	-94241	BOOKS		02/13/26	20.66	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 12	-94241	BOOKS		02/13/26	14.23	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 13	-94241	BOOKS		02/13/26	57.82	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 14	-94241	BOOKS		02/15/26	100.80	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 15	-94241	BOOKS		02/15/26	43.51	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 16	-94241	BOOKS		02/17/26	182.72	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 17	-94241	BOOKS		02/17/26	32.47	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 18	-94241	BOOKS		02/17/26	24.55	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 19	-94241	BOOKS		02/17/26	30.98	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 20	-94241	BOOKS		02/17/26	18.73	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 21	-94241	BOOKS		02/17/26	18.85	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 22	-94241	BOOKS		02/18/26	13.25	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 23	-94241	BOOKS		02/18/26	177.14	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 24	-94241	BOOKS		02/18/26	154.23	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 25	-94241	BOOKS		02/18/26	13.69	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 26	-94241	BOOKS		02/18/26	27.29	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 27	-94241	BOOKS		02/18/26	19.16	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 28	-94241	BOOKS		02/18/26	36.55	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801 29	-94241	BOOKS		02/18/26	12.44	2/26	4592 INGRAM LIBRARY SERVICES		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
CL 130801	30	-94241 BOOKS		02/18/26	38.55	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	31	-94241 BOOKS		02/18/26	88.25	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	32	-94241 BOOKS		02/18/26	22.56	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	33	-94241 BOOKS		02/19/26	28.45	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	34	-94241 BOOKS		02/19/26	42.03	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	35	-94241 BOOKS		02/19/26	18.60	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	36	-94241 BOOKS		02/19/26	22.38	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	37	-94241 BOOKS		02/19/26	59.84	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	38	-94241 BOOKS		02/19/26	23.74	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	39	-94241 BOOKS		02/19/26	21.96	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	40	-94241 BOOKS		02/19/26	13.66	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	41	-94241 BOOKS		02/19/26	14.95	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	42	-94241 BOOKS		02/19/26	21.31	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	43	-94241 BOOKS		02/19/26	14.49	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	44	-94241 BOOKS		02/19/26	22.34	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	45	-94241 BOOKS		02/19/26	20.53	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	46	-94241 BOOKS		02/20/26	14.02	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	47	-94241 BOOKS		02/20/26	11.88	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	48	-94241 BOOKS		02/20/26	31.78	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	49	-94241 BOOKS		02/20/26	21.73	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	50	-94241 BOOKS		02/20/26	39.47	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	51	-94241 BOOKS		02/20/26	105.44	2/26	4592 INGRAM LIBRARY SERVICES		
CL 130801	52	-94241 BOOKS		02/20/26	20.98	2/26	4592 INGRAM LIBRARY SERVICES		
Object Total:					6,832.54	10,066.46	112,324.00	102,257.54	9%
663 MAGAZINES									
Object Total:					0.00	4,572.07	4,850.00	277.93	94%
664 AUDIO VIDEO									
CC 1939	4		3490	01/11/26	23.96	2/26	3161 VISA LIBRARY #1		
CL 130597	1	-94414 DVD		01/21/26	57.53	2/26	1854 MIDWEST TAPE		
CL 130597	2	-94414 DVD		01/27/26	97.38	2/26	1854 MIDWEST TAPE		
CL 130597	3	-94414 DVD		01/27/26	65.91	2/26	1854 MIDWEST TAPE		
CL 130597	4	-94414 DVD		01/27/26	281.97	2/26	1854 MIDWEST TAPE		
CL 130597	5	-94414 DVD		02/03/26	83.94	2/26	1854 MIDWEST TAPE		
CL 130597	6	-94414 DVD		02/03/26	245.81	2/26	1854 MIDWEST TAPE		
CL 130597	7	-94414 DVD		02/03/26	332.53	2/26	1854 MIDWEST TAPE		
CL 130597	8	-94414 DVD		01/27/26	30.72	2/26	1854 MIDWEST TAPE		
CL 130597	9	-94414 DVD		02/03/26	68.16	2/26	1854 MIDWEST TAPE		
CL 130597	10	-94414 DVD		02/10/26	45.24	2/26	1854 MIDWEST TAPE		
CL 130597	11	-94414 DVD		02/10/26	27.72	2/26	1854 MIDWEST TAPE		
CL 130597	12	-94414 DVD		02/10/26	32.26	2/26	1854 MIDWEST TAPE		
CL 130798	1	-94244 DVD		02/18/26	129.78	2/26	1854 MIDWEST TAPE		
Object Total:					1,522.91	1,814.52	16,250.00	14,435.48	11%

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY									
411600 LIBRARY									
667 MEMBERSHIPS									
CC 1940 1		KAYLA MEMBERSHIP RENEWAL	25	01/06/26	215.00	2/26	3162 VISA LIBRARY #2		
CC 1940 2		KAYLA MEMBERSHIP	1252	01/07/26	60.00	2/26	3162 VISA LIBRARY #2		
CC 1941 2		MOUNTAIN PLAINS LIB	999999	01/08/26	65.00	2/26	4576 VISA LIBRARY #3		
CC 1941 3		SARAH MEMBERSHIPS	25	01/08/26	332.00	2/26	4576 VISA LIBRARY #3		
CC 1941 4		AMY MEMERBERSHIP	25	01/09/26	215.00	2/26	4576 VISA LIBRARY #3		
CC 1941 5		SARAH MEMBERSHIP	1252	01/10/26	45.00	2/26	4576 VISA LIBRARY #3		
CC 1941 6		AMY MEMBERSHIP	1252	01/10/26	60.00	2/26	4576 VISA LIBRARY #3		
CC 1941 7		CASSANDRA MEMBERSHIP	1252	01/13/26	35.00	2/26	4576 VISA LIBRARY #3		
CC 1941 8		BREE MEMBERSHIP	1252	01/21/26	60.00	2/26	4576 VISA LIBRARY #3		
CC 1941 9		OLIVIA MEMBERSHIP	1252	01/21/26	45.00	2/26	4576 VISA LIBRARY #3		
		Object Total:			1,132.00		1,132.00	4,320.00	3,188.00 26%
668 PRINTING (DO NOT USE)									
		Object Total:		/ /	0.00		0.00	0.00	0.00 %
669 INSURANCE									
		Object Total:		/ /	0.00		0.00	6,056.00	6,056.00 %
672 EMERGENCY MEDICAL SUPPLIES									
		Object Total:		/ /	0.00		43.04	0.00	-43.04 %
680 Library of Things									
		Object Total:		/ /	0.00		0.00	4,500.00	4,500.00 %
689 PROMOTIONAL ACTIVITIES									
CC 1941 13		FACEBOOK	999999	01/31/26	93.69	2/26	4576 VISA LIBRARY #3		
		Object Total:			93.69		93.69	13,680.00	13,586.31 1%
710 PRINCIPAL									
		Object Total:		/ /	0.00		0.00	0.00	0.00 %
720 INTEREST									
		Object Total:		/ /	0.00		0.00	0.00	0.00 %
724 CONSULTING/TESTING FEES (DO NOT USE)									
		Object Total:		/ /	0.00		0.00	0.00	0.00 %
740 SERVICE CHARGES									
JV 6339 1		FIBT TSYS/TRANSFIRST FEB		/ /	138.00	2/26			
		Object Total:			138.00		285.95	1,750.00	1,464.05 16%
864 FURN & EQUIP DEPRECIATED >\$5,000									
		Object Total:		/ /	0.00		0.00	0.00	0.00 %

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LIBRARY							
411600 LIBRARY							
870 CAPITALIZED ASSETS - OVER \$5,000		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
880 COST ALLOCATIONS							
JV 6353 16	February 2026 Cost Allocation	/ /	4,454.42	2/26			
		Object Total:	4,454.42	8,908.84	53,450.00	44,541.16	17%
890 TRANSFERS OUT		/ /					
		Object Total:	0.00	0.00	10,000.00	10,000.00	%
901 CATALOGING		/ /					
		Object Total:	0.00	0.00	3,210.00	3,210.00	%
994 ODIN		/ /					
		Object Total:	0.00	29,249.20	34,500.00	5,250.80	85%
		Account Total:	172,967.52	331,112.69	2,632,068.00	2,300,955.31	
		Fund Total:	172,967.52	331,112.69	2,632,068.00	2,300,955.31	

***Detail total may not match report total. The report total reflects the actual amount posting to the budget line. The detail includes all transactions that posted to the budget line during the period (including amounts that may have been closed).

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY								
411600 LIBRARY								
110 PERMANENT EMP SALARIES								
JV 6355138	Payrol	03/06/2026	/ /	42,278.47	3/26			
JV 6377127	Payrol	03/20/2026	/ /	42,278.47	3/26			
			Object Total:	84,556.94	230,756.75	1,315,880.00	1,085,123.25	18%
114 PART TIME SALARIES								
JV 6355139	Payrol	03/06/2026	/ /	3,177.41	3/26			
JV 6377128	Payrol	03/20/2026	/ /	3,453.90	3/26			
			Object Total:	6,631.31	17,183.34	134,448.00	117,264.66	13%
220 SOCIAL SECURITY								
JV 6355140	Payrol	03/06/2026	/ /	3,316.99	3/26			
JV 6377129	Payrol	03/20/2026	/ /	3,338.16	3/26			
			Object Total:	6,655.15	18,099.45	110,686.00	92,586.55	16%
230 RETIREMENT								
JV 6355141	Payrol	03/06/2026	/ /	6,863.66	3/26			
JV 6377130	Payrol	03/20/2026	/ /	6,848.98	3/26			
			Object Total:	13,712.64	36,781.00	212,865.00	176,084.00	17%
240 WORKFORCE SAFETY INSURANCE								
CL 131177 23 -94022 Li brary				676.95	3/26	571 ND WORKFORCE SAFETY &		
			Object Total:	676.95	676.95	3,124.00	2,447.05	22%
245 CORPORATE EDUCATION (DO NOT USE)								
			/ /					
			Object Total:	0.00	0.00	0.00	0.00	%
250 UNEMPLOYMENT								
			/ /					
			Object Total:	0.00	0.00	500.00	500.00	%
312 ATTORNEY								
			/ /					
			Object Total:	0.00	0.00	5,150.00	5,150.00	%
320 HEALTH INSURANCE								
JV 6355142	Payrol	03/06/2026	/ /	6,989.79	3/26			
JV 6377131	Payrol	03/20/2026	/ /	6,989.58	3/26			
			Object Total:	13,979.37	37,505.72	195,241.00	157,735.28	19%
321 PROPERTY INSURANCE								
			/ /					
			Object Total:	0.00	0.00	0.00	0.00	%
333 BUILDING RENTAL (DO NOT USE)								
			/ /					
			Object Total:	0.00	0.00	0.00	0.00	%
340 EMPLOYEE DEVELOPMENT								
CC 1966 4	MARITZ AT&L ALA		999999	02/20/26	414.00	3/26	4576 VISA LIBRARY #3	
CC 1966 5	MARITZ AT&L ALA		999999	02/20/26	259.00	3/26	4576 VISA LIBRARY #3	
			Object Total:	673.00	2,586.06	12,950.00	10,363.94	20%
356 TELEPHONE								
CL 131184 31	Feb 2026 - library			02/08/26	188.59	3/26	3668 VERI ZON WI RELESS	
			Object Total:	188.59	377.18	3,044.00	2,666.82	12%

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY							
411600 LIBRARY							
360 PRINTING & MAILING PROJECTS							
CC 1964 1	SHIPPING BOXES	3490 02/24/26	42.56	3/26 3161	VISA LIBRARY #1		
		Object Total:	42.56	2,120.50	13,000.00	10,879.50	16%
387 MEDICAL/VACCINES		/ /					
		Object Total:	0.00	0.00	500.00	500.00	%
389 LEASE/RENTAL							
CL 130885 2	-94173 Mar 2026 Lease - Satellite Lib	03/01/26	2,777.43	3/26 5229	AMB INVESTMENTS, LLC		
		Object Total:	2,777.43	40,262.94	199,211.00	158,948.06	20%
399 RECRUITMENT/EMPLOYMENT TESTING		/ /					
		Object Total:	0.00	0.00	3,000.00	3,000.00	%
410 OFFICE SUPPLIES							
CC 1964 2	OFFICE SUPPLIES	3490 02/24/26	51.61	3/26 3161	VISA LIBRARY #1		
CC 1964 3	PUREWATER	999999 02/25/26	100.00	3/26 3161	VISA LIBRARY #1		
CL 131030 1	-94098 COPY PAPER/PAPER TOWELS	03/09/26	238.70	3/26 351	BUSINESS ESSENTIALS		
CL 131246 1	BATTERIES	03/10/26	12.33	3/26 3490	AMAZON CAPITAL SERVICES		
CL 131246 3	CREDIT (WALL MOUNTED REMOTE)	03/05/26	-26.58	3/26 3490	AMAZON CAPITAL SERVICES		
		Object Total:	376.06	700.42	15,750.00	15,049.58	4%
418 PROFESSIONAL SERVICES		/ /					
		Object Total:	0.00	0.00	3,000.00	3,000.00	%
420 OPERATION & MAINTENANCE		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
424 GAS AND OIL							
JV 6354 12	Feb fuel usage allocation	/ /	27.45	3/26			
		Object Total:	27.45	47.86	2,000.00	1,952.14	2%
427 VEHICLES MAINTENANCE		/ /					
		Object Total:	0.00	0.00	1,200.00	1,200.00	%
428 SERVICE AGREEMENTS-CONTRACTS							
CL 130958 1	-94136 LEASE FOR LIBRARY PRINTERS	02/25/26	714.62	3/26 5349	MARCO TECHNOLOGIES, LLC		
CL 131088 1	-94066 LEASE FOR POSTAGE MACHINE	03/05/26	231.00	3/26 384	PITNEY BOWES GLOBAL		
		Object Total:	945.62	4,607.20	22,008.00	17,400.80	21%
490 MISCELLANEOUS							
CL 130959 1	118267 REPLACEMENT BOOK COST	02/17/26	7.20	3/26 5721	MCVILLE COMMUNITY LIBRARY		
RV 10413 1	Damaged Book Reimbursement	Electronic / /	-34.99	3/26			
		Object Total:	-27.79	54.21	500.00	445.79	11%

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice Invoice	Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY									
411600 LIBRARY									
497 TECHNOLOGY									
CC 1965 1		GOOGLE ONE	999999	02/11/26	19.99	3/26	3162 VISA LIBRARY #2		
CL 130955 1	-94139	MOBILE PRNT RNWAL 6/26-5/27		03/01/26	633.94	3/26	2089 ENVISIONWARE, INC		
Object Total:					653.93	4,024.78	37,379.00	33,354.22	11%
500 SUPPLIES									
Object Total:					0.00	0.00	850.00	850.00	%
640 FURNITURE & EQUIPMENT (DO NOT USE)									
Object Total:					0.00	0.00	0.00	0.00	%
641 FURN & EQUIP-NON DEPRECIATED <\$5000									
Object Total:					0.00	0.00	11,520.00	11,520.00	%
644 POSTAL METER RENT									
Object Total:					0.00	0.00	2,772.00	2,772.00	%
648 PROFESSIONAL PUBLICATIONS									
Object Total:					0.00	0.00	535.00	535.00	%
649 PROGRAMMING									
CC 1966 2		PROGRAMMING SUPPLIES	3701	02/05/26	12.97	3/26	4576 VISA LIBRARY #3		
CL 131246 2		YOUTH PROGRAMMING SUPPLIES		03/13/26	195.64	3/26	3490 AMAZON CAPITAL SERVICES		
Object Total:					208.61	780.61	16,000.00	15,219.39	5%
650 E RESOURCES									
CL 130956 1	-94138	EBOOK		02/26/26	1,329.47	3/26	2126 OVERDRIVE, INC		
CL 130956 2	-94138	AUDIOBOOK		02/26/26	1,208.58	3/26	2126 OVERDRIVE, INC		
Object Total:					2,538.05	12,997.82	44,065.00	31,067.18	29%
653 CAPITAL IMPROVEMENTS									
Object Total:					0.00	0.00	0.00	0.00	%
661 POSTAGE/FREIGHT/SHIPPING									
Object Total:					0.00	0.00	0.00	0.00	%
662 BOOKS									
CL 130957 1	-94137	BOOKS		02/25/26	239.55	3/26	5464 KNOWBUDDY RESOURCES		
CL 130961 1	-94135	BOOKS		02/25/26	167.93	3/26	5465 WILLOW LANE EDUCATION		
CL 131011 1	-94108	BOOKS		02/24/26	9.34	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 2	-94108	BOOKS		02/24/26	91.43	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 3	-94108	BOOKS		02/24/26	239.84	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 4	-94108	BOOKS		02/24/26	24.22	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 5	-94108	BOOKS		02/24/26	40.34	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 6	-94108	BOOKS		02/24/26	30.07	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 7	-94108	BOOKS		02/24/26	16.06	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 8	-94108	BOOKS		02/24/26	30.20	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 9	-94108	BOOKS		02/24/26	45.34	3/26	4592 INGRAM LIBRARY SERVICES		
CL 131011 10	-94108	BOOKS		02/24/26	20.81	3/26	4592 INGRAM LIBRARY SERVICES		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice Invoice	Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY									
411600 LI BRARY									
CL 131011 11	-94108	BOOKS		02/24/26	54.57	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 12	-94108	BOOKS		02/24/26	20.43	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 13	-94108	BOOKS		02/25/26	12.76	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 14	-94108	BOOKS		02/25/26	12.48	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 15	-94108	BOOKS		02/25/26	28.54	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 16	-94108	BOOKS		02/25/26	29.30	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 17	-94108	BOOKS		02/25/26	17.00	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 18	-94108	BOOKS		02/25/26	16.21	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 19	-94108	BOOKS		02/25/26	25.63	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 20	-94108	BOOKS		02/25/26	58.56	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 21	-94108	BOOKS		02/25/26	56.20	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 22	-94108	BOOKS		02/27/26	35.80	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 23	-94108	BOOKS		02/27/26	27.73	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 24	-94108	BOOKS		02/27/26	73.88	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 25	-94108	BOOKS		02/27/26	19.43	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 26	-94108	BOOKS		02/27/26	46.93	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 27	-94108	BOOKS		02/27/26	15.62	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 28	-94108	BOOKS		02/27/26	18.92	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 29	-94108	BOOKS		02/27/26	17.83	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 30	-94108	BOOKS		02/27/26	15.67	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 31	-94108	BOOKS		02/27/26	29.75	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 32	-94108	BOOKS		02/27/26	20.49	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 33	-94108	BOOKS		03/03/26	26.82	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 34	-94108	BOOKS		03/03/26	13.54	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 35	-94108	BOOKS		03/03/26	28.28	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 36	-94108	BOOKS		03/03/26	61.57	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 37	-94108	BOOKS		03/03/26	72.52	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 38	-94108	BOOKS		03/03/26	35.11	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 39	-94108	BOOKS		03/03/26	20.93	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 40	-94108	BOOKS		03/03/26	33.22	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 41	-94108	BOOKS		03/05/26	22.77	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 42	-94108	BOOKS		03/06/26	25.79	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 43	-94108	BOOKS		03/06/26	86.50	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 44	-94108	BOOKS		03/06/26	157.68	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 45	-94108	BOOKS		03/06/26	34.40	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 46	-94108	BOOKS		03/06/26	101.63	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 47	-94108	BOOKS		03/06/26	12.87	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 48	-94108	BOOKS		03/06/26	18.10	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 49	-94108	BOOKS		03/06/26	56.53	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 50	-94108	BOOKS		03/06/26	7.39	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 51	-94108	BOOKS		03/06/26	271.84	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 52	-94108	BOOKS		03/06/26	359.95	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 53	-94108	BOOKS		03/06/26	96.82	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 54	-94108	BOOKS		03/06/26	200.79	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 55	-94108	BOOKS		03/11/26	12.68	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 56	-94108	BOOKS		03/11/26	12.98	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 57	-94108	BOOKS		03/11/26	14.76	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011 58	-94108	BOOKS		03/11/26	28.70	3/26	4592 INGRAM LI BRARY	SERVI CES	

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line #	Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY								
411600 LIBRARY								
CL 131011	59	-94108 BOOKS	03/11/26	13.40	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131011	60	-94108 BOOKS	03/11/26	45.44	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131250	1	BOOKS	03/12/26	1,205.02	3/26	3109 LI BRARY IDEAS, LLC		
CL 131250	2	BOOK CREDIT	01/29/26	-48.36	3/26	3109 LI BRARY IDEAS, LLC		
CL 131253	1	JR NF BOOKS	03/20/26	474.04	3/26	3953 SMART APPLE MEDIA		
CL 131256	1	BOOKS	03/12/26	25.66	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	2	BOOKS	03/12/26	14.04	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	3	BOOKS	03/12/26	23.04	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	4	BOOKS	03/12/26	1,120.89	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	5	BOOKS	03/12/26	490.64	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	6	BOOKS	03/12/26	854.46	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	7	BOOKS	03/12/26	13.19	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	8	BOOKS	03/12/26	17.51	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	9	BOOKS	03/12/26	21.47	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	10	BOOKS	03/12/26	22.77	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	11	BOOKS	03/12/26	32.29	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	12	BOOKS	03/12/26	18.86	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	13	BOOKS	03/12/26	13.66	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	14	BOOKS	03/12/26	28.92	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	15	BOOKS	03/12/26	60.76	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	16	BOOKS	03/12/26	45.84	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	17	BOOKS	03/16/26	25.25	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	18	BOOKS	03/16/26	20.95	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	19	BOOKS	03/16/26	36.13	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	20	BOOKS	03/16/26	12.51	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	21	BOOKS	03/16/26	18.83	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	22	BOOKS	03/16/26	15.08	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	23	BOOKS	03/16/26	10.58	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	24	BOOKS	03/16/26	15.66	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	25	BOOKS	03/16/26	17.69	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	26	BOOKS	03/16/26	27.03	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	27	BOOKS	03/17/26	15.16	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	28	BOOKS	03/17/26	16.24	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	29	BOOKS	03/17/26	21.41	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	30	BOOKS	03/17/26	21.17	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	31	BOOKS	03/17/26	24.58	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	32	BOOKS	03/17/26	22.09	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	33	BOOKS	03/17/26	23.63	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	34	BOOKS	03/18/26	10.32	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	35	BOOKS	03/18/26	13.50	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	36	BOOKS	03/18/26	20.12	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	37	BOOKS	03/18/26	21.55	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	38	BOOKS	03/18/26	25.22	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	39	BOOKS	03/18/26	80.34	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	40	BOOKS	03/18/26	70.11	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	41	BOOKS	03/18/26	30.57	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	42	BOOKS	03/18/26	14.48	3/26	4592 INGRAM LI BRARY	SERVI CES	
CL 131256	43	BOOKS	03/18/26	67.54	3/26	4592 INGRAM LI BRARY	SERVI CES	

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%	
7000 LI BRARY									
411600 LIBRARY									
CL 131256 44	BOOKS		03/18/26	26.45	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 45	BOOKS		03/18/26	24.24	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 46	BOOKS		03/18/26	14.50	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 47	BOOKS		03/18/26	11.66	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 48	BOOKS		03/18/26	47.57	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 49	BOOKS		03/19/26	212.53	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 50	BOOKS		03/19/26	164.13	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 51	BOOKS		03/19/26	18.89	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 52	BOOKS		03/19/26	34.93	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 53	BOOKS		03/19/26	33.34	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 54	BOOKS		03/20/26	111.72	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 55	BOOKS		03/20/26	64.57	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 56	BOOKS		03/20/26	13.87	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 57	BOOKS		03/20/26	13.89	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 58	BOOKS		03/20/26	26.56	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 59	BOOKS		03/20/26	11.08	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 60	BOOKS		03/20/26	29.01	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 61	BOOKS		03/20/26	12.10	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 62	BOOKS		03/20/26	38.03	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 63	BOOKS		03/20/26	21.12	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 64	BOOKS		03/20/26	18.12	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 65	BOOKS		03/20/26	21.82	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 66	BOOKS		03/20/26	6.83	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 67	BOOKS		03/20/26	39.24	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 68	BOOKS		03/20/26	16.18	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 69	BOOKS		03/20/26	13.17	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 70	BOOKS		03/20/26	46.29	3/26	4592 INGRAM LI BRARY	SERVI CES		
CL 131256 71	BOOKS		03/20/26	67.29	3/26	4592 INGRAM LI BRARY	SERVI CES		
Object Total:				9,773.44		19,839.90	112,324.00	92,484.10	18%
663 MAGAZINES									
Object Total:				0.00		4,572.07	4,850.00	277.93	94%
664 AUDIO VIDEO									
CL 131031 1	-94097 DVD		03/04/26	21.72	3/26	1854 MI DWEST	TAPE		
CL 131031 2	-94097 DVD		03/04/26	65.91	3/26	1854 MI DWEST	TAPE		
CL 131031 3	-94097 DVD		03/04/26	168.85	3/26	1854 MI DWEST	TAPE		
CL 131031 4	-94097 DVD		03/04/26	310.14	3/26	1854 MI DWEST	TAPE		
CL 131031 5	-94097 DVD		02/24/26	41.97	3/26	1854 MI DWEST	TAPE		
CL 131031 6	-94097 DVD		02/24/26	40.44	3/26	1854 MI DWEST	TAPE		
CL 131031 7	-94097 DVD		02/24/26	320.61	3/26	1854 MI DWEST	TAPE		
CL 131031 8	-94097 DVD		03/11/26	27.72	3/26	1854 MI DWEST	TAPE		
CL 131031 9	-94097 DVD		03/11/26	47.94	3/26	1854 MI DWEST	TAPE		
CL 131031 10	-94097 DVD		03/11/26	268.47	3/26	1854 MI DWEST	TAPE		
CL 131031 11	-94097 DVD		03/11/26	122.73	3/26	1854 MI DWEST	TAPE		
CL 131031 12	-94097 DVD		03/11/26	32.26	3/26	1854 MI DWEST	TAPE		
CL 131254 1	DVD		03/17/26	27.72	3/26	1854 MI DWEST	TAPE		
CL 131254 2	DVD		03/17/26	20.22	3/26	1854 MI DWEST	TAPE		
CL 131254 3	DVD		03/17/26	77.16	3/26	1854 MI DWEST	TAPE		

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY 411600 LIBRARY							
		Object Total:	1,593.86	3,408.38	16,250.00	12,841.62	21%
667 MEMBERSHI PS							
CC 1966 1	BREE MEMBERSHI PS	25 02/05/26	297.00	3/26	4576 VISA LIBRARY #3		
CC 1966 3	ELLEN MEMBERSHIP	25 02/19/26	120.00	3/26	4576 VISA LIBRARY #3		
		Object Total:	417.00	1,549.00	4,320.00	2,771.00	36%
668 PRINTING (DO NOT USE)		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
669 INSURANCE		/ /					
		Object Total:	0.00	0.00	6,056.00	6,056.00	%
672 EMERGENCY MEDICAL SUPPLIES							
CL 131252 1	MEDICAL SUPPLIES	03/16/26	65.68	3/26	756 NELCO FIRST AID		
		Object Total:	65.68	108.72	0.00	-108.72	%
680 Library of Things							
CC 1965 2	MOBILE BEACON	999999 02/26/26	129.98	3/26	3162 VISA LIBRARY #2		
		Object Total:	129.98	129.98	4,500.00	4,370.02	3%
689 PROMOTIONAL ACTIVITIES							
CC 1966 6	FACEBOOK	999999 02/28/26	56.99	3/26	4576 VISA LIBRARY #3		
		Object Total:	56.99	150.68	13,680.00	13,529.32	1%
710 PRINCIPAL		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
720 INTEREST		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
724 CONSULTING/TESTING FEES (DO NOT USE)		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
740 SERVICE CHARGES		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
864 FURN & EQUIP DEPRECIATED >\$5,000		/ /					
		Object Total:	0.00	285.95	1,750.00	1,464.05	16%
870 CAPITALIZED ASSETS - OVER \$5,000		/ /					
		Object Total:	0.00	0.00	0.00	0.00	%
880 COST ALLOCATIONS							
JV 6352 16	March 2026 Cost Allocation	/ /	4,454.42	3/26			
		Object Total:	4,454.42	13,363.26	53,450.00	40,086.74	25%
890 TRANSFERS OUT		/ /					
		Object Total:	0.00	0.00	10,000.00	10,000.00	%

Funds 7000-7000, Accounts 411600-411600, AND ACCOUNT=411600

Fund/Account/ Doc/Line # Check	Description	Invoice Invoice Date	End Month/ Amount	Year to Date/ Period	Budget/ Vendor	Available Appropriation	%
7000 LI BRARY 411600 LI BRARY 901 CATALOGING		/ /					
	Object Total:		0.00	0.00	3,210.00	3,210.00	%
994 ODIN		/ /					
	Object Total:		0.00	29,249.20	34,500.00	5,250.80	85%
	Account Total:		151,107.24	482,219.93	2,632,068.00	2,149,848.07	
	Fund Total:		151,107.24	482,219.93	2,632,068.00	2,149,848.07	

***Detail total may not match report total. The report total reflects the actual amount posting to the budget line. The detail includes all transactions that posted to the budget line during the period (including amounts that may have been closed).

Combined Funds

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
Revenue						
310001	PROPERTY TAXES	881,692.80	1,863,755.40	2,544,185.00	-680,429.60	73
310002	DISCOUNT PROPERTY TAXES			-106,856.00	106,856.00	
335600	STATE AID			44,626.00	-44,626.00	75
	Total Revenue	881,692.80	1,863,755.40	2,481,955.00	-618,199.60	75
Expenses						
411600	LIBRARY					
110	PERMANENT EMP SALARIES	84,556.94	230,756.75	1,315,880.00	1,085,123.25	18
114	PART TIME SALARIES	6,631.31	17,183.34	134,448.00	117,264.66	13
220	SOCIAL SECURITY	6,655.15	18,099.45	110,686.00	92,586.55	16
230	RETIREMENT	13,712.64	36,781.00	212,865.00	176,084.00	17
240	WORKFORCE SAFETY INSURANCE	676.95	676.95	3,124.00	2,447.05	22
250	UNEMPLOYMENT			500.00	500.00	
312	ATTORNEY			5,150.00	5,150.00	
320	HEALTH INSURANCE	13,979.37	37,505.72	195,241.00	157,735.28	19
340	EMPLOYEE DEVELOPMENT	673.00	2,586.06	12,950.00	10,363.94	20
356	TELEPHONE	188.59	377.18	3,044.00	2,666.82	12
360	PRINTING & MAILING PROJECTS	42.56	2,120.50	13,000.00	10,879.50	16
387	MEDICAL/VACCINES			500.00	500.00	
389	LEASE/RENTAL	2,777.43	40,262.94	199,211.00	158,948.06	20
399	RECRUITMENT/EMPLOYMENT TESTING			3,000.00	3,000.00	
410	OFFICE SUPPLIES	376.06	700.42	15,750.00	15,049.58	4
418	PROFESSIONAL SERVICES			3,000.00	3,000.00	
424	GAS AND OIL	27.45	47.86	2,000.00	1,952.14	2
427	VEHICLES MAINTENANCE			1,200.00	1,200.00	
428	SERVICE AGREEMENTS-CONTRACTS	945.62	4,607.20	22,008.00	17,400.80	21
490	MISC	-27.79	54.21	500.00	445.79	11
497	TECHNOLOGY	653.93	4,024.78	37,379.00	33,354.22	11
500	SUPPLIES			850.00	850.00	
641	FURN & EQUIP-NON DEPRECIATED <\$5000			11,520.00	11,520.00	
644	POSTAL METER RENT			2,772.00	2,772.00	
648	PROFESSIONAL PUBLICATIONS			535.00	535.00	
649	PROGRAMMING	208.61	780.61	16,000.00	15,219.39	5
650	E RESOURCES	2,538.05	12,997.82	44,065.00	31,067.18	29
662	BOOKS	9,773.44	19,839.90	112,324.00	92,484.10	18
663	MAGAZINES		4,572.07	4,850.00	277.93	94
664	AUDIO VIDEO	1,593.86	3,408.38	16,250.00	12,841.62	21
667	MEMBERSHIPS	417.00	1,549.00	4,320.00	2,771.00	36
669	INSURANCE			6,056.00	6,056.00	
672	EMERGENCY MEDICAL SUPPLIES	65.68	108.72		-108.72	
680	Library of Things	129.98	129.98	4,500.00	4,370.02	

Combined Funds

		----- Current Year -----				
Account Object	Description	Current Month	Current YTD	Budget	Variance	%
689	PROMOTIONAL ACTIVITIES	56.99	150.68	13,680.00	13,529.32	1
740	SERVICE CHARGES		285.95	1,750.00	1,464.05	16
880	COST ALLOCATIONS	4,454.42	13,363.26	53,450.00	40,086.74	25
890	TRANSFERS OUT			10,000.00	10,000.00	
901	CATALOGING			3,210.00	3,210.00	
994	ODIN		29,249.20	34,500.00	5,250.80	85
	Total Account	151,107.24	482,219.93	2,632,068.00	2,149,848.07	18
	Total Expenses	151,107.24	482,219.93	2,632,068.00	2,149,848.07	18
	Net Income from Operations	730,585.56	1,381,535.47			
Other Revenue						
360000	MISCELLANEOUS REVENUE	1,087.78	2,875.76	5,000.00	-2,124.24	58
360100	SPONSORSHIPS	49.96	49.96	3,000.00	-2,950.04	2
361000	INTEREST ON INVESTMENTS		22,926.73	142,113.00	-119,186.27	16
						17
	Total Other Revenue	1,137.74	25,852.45	150,113.00	-124,260.55	17
	Net Income	731,723.30	1,407,387.92			

Note: Formula for % columns = revenue*100/total expense for Fund.

Item Title: Approval of revised Circulation Policy

Presented By: Jenna Kahly, Library Director

Requested Action/Staff Recommendation: Approve revised Circulation Policy

Summary

I am requesting your approval of our revised Circulation Policy as presented.

This policy came under review by the library leadership team as part of our efforts to remove the existing \$1 replacement fee for lost/stolen library cards. This change is one of the 2026 objectives we defined as part of our Strategic Plan. Removal of the \$1 card replacement fee would have a positive impact on quality of customer service and increase access to the library for patrons.

We do not anticipate any issues with patrons taking advantage of this policy change. We allow patrons to check out materials without a card if they are able to provide a valid ID or answer identifying questions. Each new card gives the patron an entirely new card number. Someone forgetting their card at home is not cause for them to get a new card.

Upon review of the policy, we did make a few other edits to the text, which are shown in the redlined version. These edits include slight formatting and language adjustments for readability, adding links to related policies within the text, removal of any mention of the Equipment Checkout Policy (which is no longer in use,) and removal of mentions of iPads, which are no longer available for checkout.

Strategic Plan

The request to remove mention of the \$1 card replacement fee from this policy supports the Area of Focus: Access to the Library as defined in our Strategic Plan.



Circulation Policy

~~A Revision approved:~~ Sept. 15, 2022
~~Revised:~~ March 30, 2023, April 9, 2026

I. Purpose

The West Fargo Public Library provides a variety of resources and items to its patrons to check out and borrow. This policy outlines the eligibility, parameters, and terms of borrowing items through the West Fargo Public Library.

II. Definitions

Circulation and Borrowing: Items in the Library's collection may be borrowed by cardholders based on that item's circulation settings. Circulation is how the Library quantifies how many times that item is borrowed from the collection by patrons.

Damaged: Items are assessed and deemed "damaged" by library staff.

Good Standing: A patron account is considered in "good standing" if the charges on the account total less than thirty-five dollars (\$35.00).

Hold: Patrons can place a hold on an item in the Library's collection when the item is not immediately available. A hold creates a virtual queue on the item in the Library's electronic system.

Late: Items returned after their due date are considered late. The due date varies on the item's loan period.

Loan Period: The loan period is the amount of time patrons are allowed to keep an item when borrowing it from the Library. The amount of time in a loan period varies by the type of item.

Lost: Items are deemed "lost" when unreturned twenty-eight (28) days after their final due date (including any renewals).

Renewal: The loan period of an item can be renewed, allowing a patron to keep an item longer. Not all items are eligible for renewals.

Special Item and Equipment: The Library provides more than physical books. Items in the collection defined as "Special Items" or "Equipment" have specific loan periods and circulation parameters based on the number of items in the collection and the cost of the item.

- Examples include: Book Club Kits, Ozobots, ~~Apple iPads~~, Playaway Launchpad tablets, mobile hotspots, and State Park Passes.

III. Borrowing and Returning Items

- A patron is responsible for the return, in good condition, of any Library materials checked out on their library card.
- Patrons must maintain an account in good standing in order to borrow items from the Library's collection.

IV. Circulation Limits

- Resident and Non-Resident Cardholders may check out up to 50 items per card, including but not exceeding one (1) of each type of special item (~~iPad, children's tablet, State Park Pass, Ozobot, Mobile Hotspot~~) if eligible per the [Equipment Check-out Policy](#).
- Temporary Cardholders may check out up to 10 items per card. Temporary cardholders are unable to check out special items.
- Institutional Cardholders may check out up to 75 items per card, including but not exceeding one (1) of each type of special item (~~iPad, children's tablet, State Park Pass, Ozobot, Mobile Hotspot~~) if eligible per the [Equipment Check-out Policy](#).
- Interlibrary Loans are only available to Resident Cardholders. Reciprocity Cardholders and Temporary Cardholders are ineligible for ILLs. See [Interlibrary Loan and Consortia Hold Policy](#).

V. Loan Periods

Most materials may be checked out for up to three (3) weeks with the exception of the following:

- DVDs and State Park Passes have a 1-week loan period.
- Book Club Kits have an 8-week loan period.
- The loan period for digital electronic materials varies as they are automatically returned.
- The loan period for interlibrary loans varies based on lending library.

VI. Renewals and Holds

Renewals:

- Patrons in good standing may renew most circulating items not on hold for another patron for two additional loan periods which will begin at the time of renewal, not to extend the length of the loan to more than three consecutive loan periods.
- If the item is eligible, renewals will be made automatically, but patrons may also renew items online, in person, or over the phone.
- Book club kits may not be renewed.

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Holds:

- Most circulating items may be placed on hold online, by phone, or in person. Available items will be ready for the patron to collect at the hold pickup location in the library within 24 hours of submitting the request.
- For any item already checked out or on hold, the patron will be placed on that item's waiting list.
- A patron may have up to ten (10) active holds at any time, including loaned and pending holds.

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VII. Late Fines

- ~~The West Fargo Public Library does not charge late fines with the exception of Mobile Hotspots, Ozobots, iPads, and children's tablets.~~
- ~~The late fine for Mobile Hotspots, Ozobots, iPads, and children's tablets is \$5 per day. The late fine is based on the total number of days the item is overdue, excluding days that the Library is not open.~~
- ~~Patrons are responsible for the full amount of their late fines.~~

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VIII. Non-Returned or Damaged Items

- Patrons will be assessed the full replacement cost of the item to replace non-returned or lost items.
- The replacement fee is non-refundable.
- A patron may be assessed a charge for any damage to Library materials occurring while the materials are checked out, regardless of whether or not the patron was directly responsible for the damage.
- The amount charged for damage is determined by assessment of:
 - The extent of the damage to the materials in question.
 - The appearance and future usability of the damaged items.
- Damage charges may be assessed up to the total of the full replacement costs of the materials.
- In the event that the patron is assessed full replacement costs, the patron is entitled to keep the damaged materials when full payment has been made. Items will be held for the patron for up to two months from the time of withdrawal from the Library catalog.
- The Library does not accept replacement items in lieu of payment of replacement cost or damage fees.

IX. Related Charges

• Library Card Fees:

Resident, Temporary or Institutional Card	No charge
Non-Resident Library Card	\$25 per year
Replacement of damaged card	No charge
Replacement of lost/stolen card	\$1 No charge

• Replacement Charges:

Replacement charges for lost or damaged items will vary with the cost of the item.

• Copier/Printer Charges:

Copier/Printer fee (black and white)	\$0.10 per page
Copier/Printer fee (color)	\$0.50 per page

• Fax Charges

Outgoing or incoming faxes (excluding cover page)	\$1 per page
--	--------------

X. Referenced Policies and Resources

This policy is subject to all federal, state, and local laws and policies including, but not limited to:

- WFPL Board. [Collection Development and Management Policy](#)
- ~~WFPL Board. Equipment Checkout Policy~~
- WFPL Board. [Interlibrary Loan and Consortia Hold Policy](#)
- WFPL Board. [Library Cards Policy](#)
- WFPL Board. [Reciprocal Borrowing Policy](#)

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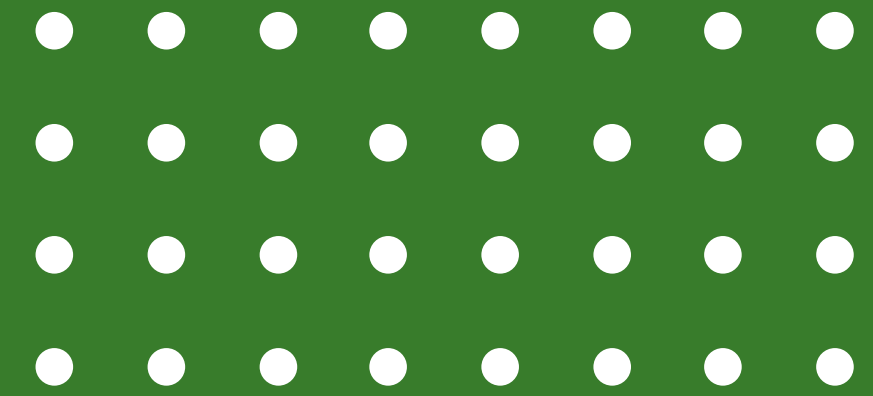


West Fargo Public Library ■ ■ ■
DIRECTOR'S REPORT

For April 9, 2026 Library Board Meeting
Presented by Jenna Kahly, Library Director



2026 Finances



Expenditures through March

Month to Date

\$151,107.24

Year to Date

\$482,219.93

Available Appropriation

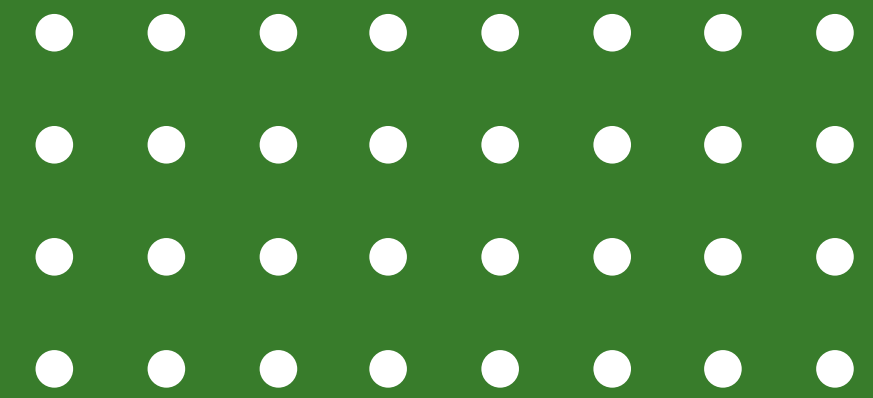
\$2,149,848.07

18%

**Expended
YTD**



FY 2027 Budget Timeline



April

First draft of Preliminary Budget shared with Library Board

May

Approval of Preliminary Budget by Library Board, shared with City

June

First draft of City Preliminary Budget shared with Commission

July

City Preliminary Budget work continues

August

City Preliminary Budget must be approved on or before **Aug. 10** (NDCC 40-40-04)

September

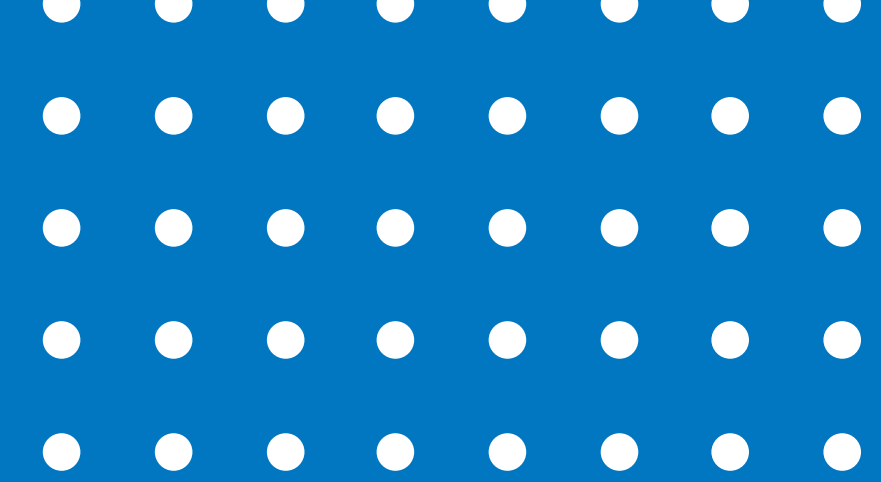
Library Final Budget presented to Board
City has Public Hearing on budget

October

City Final Budget due to County Auditor on or before **October 10**.
Library Budget finalized at Oct. meeting after our levy has been set by the Final City Budget



Satellite Library

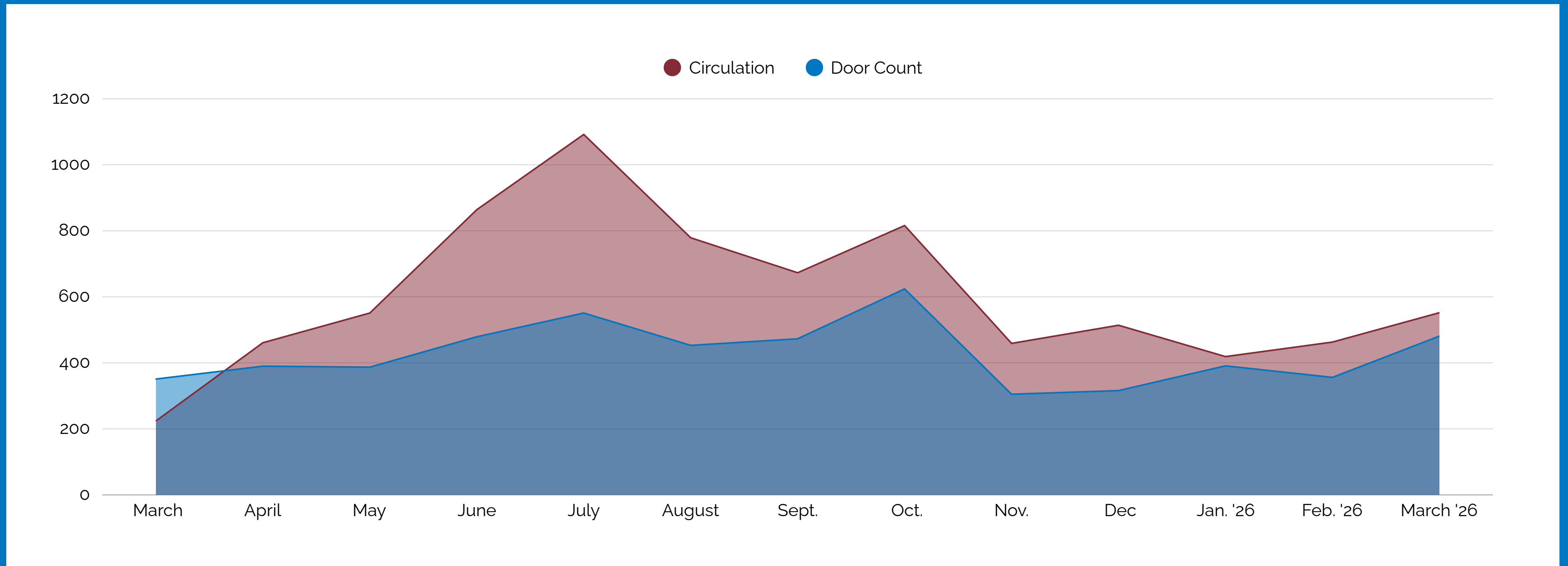


March Satellite Usage

Physical Circulation - 552

Door Count - 481

Library Cards Made - 11





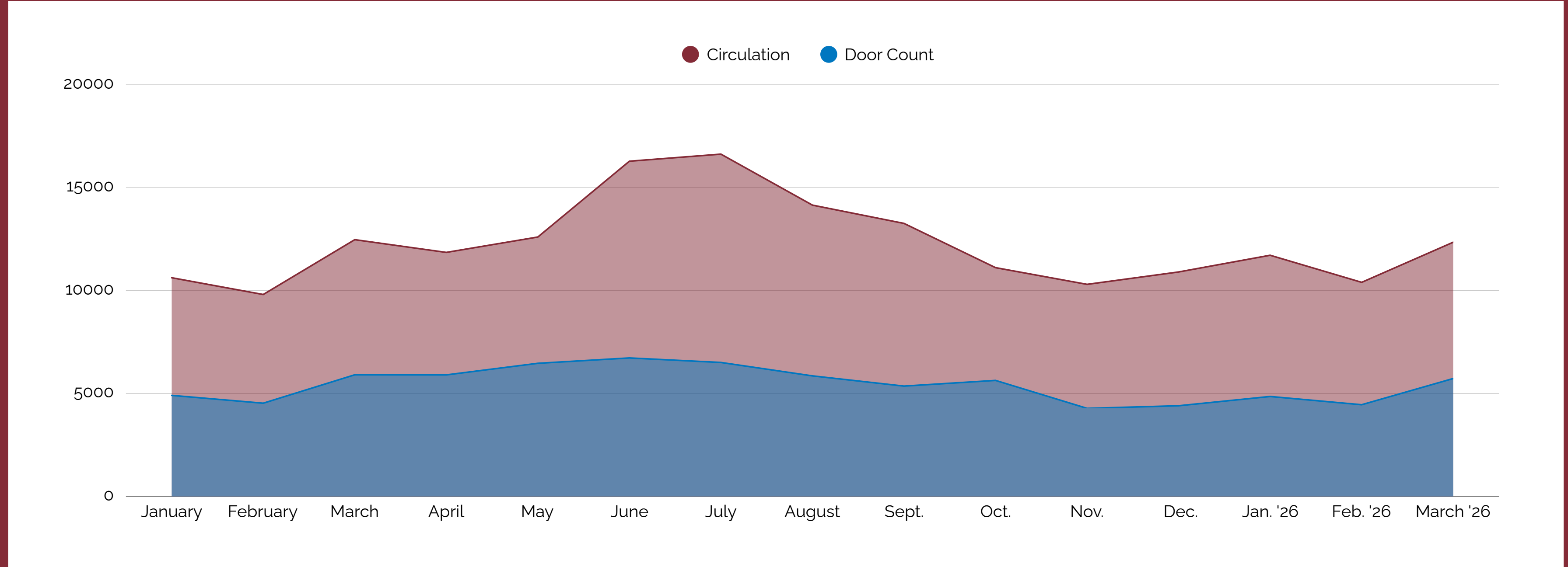
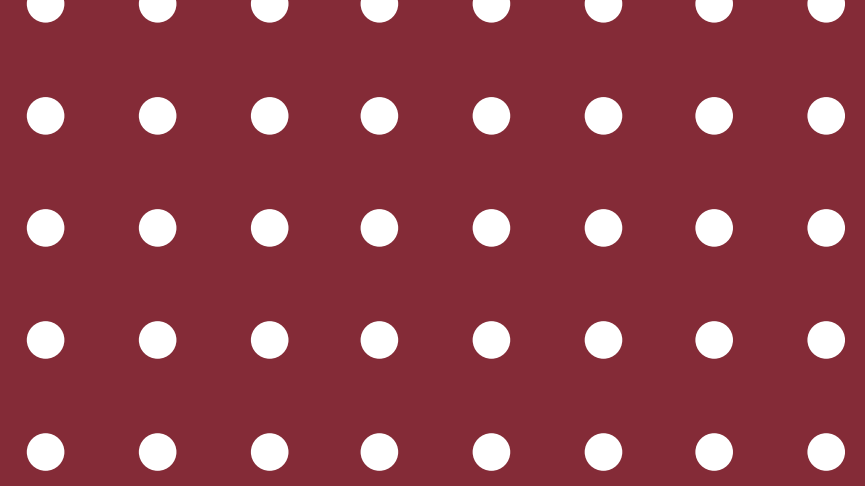
Main Library

March Main Library Usage

Physical Circulation - 12,351

Door Count - 5,730

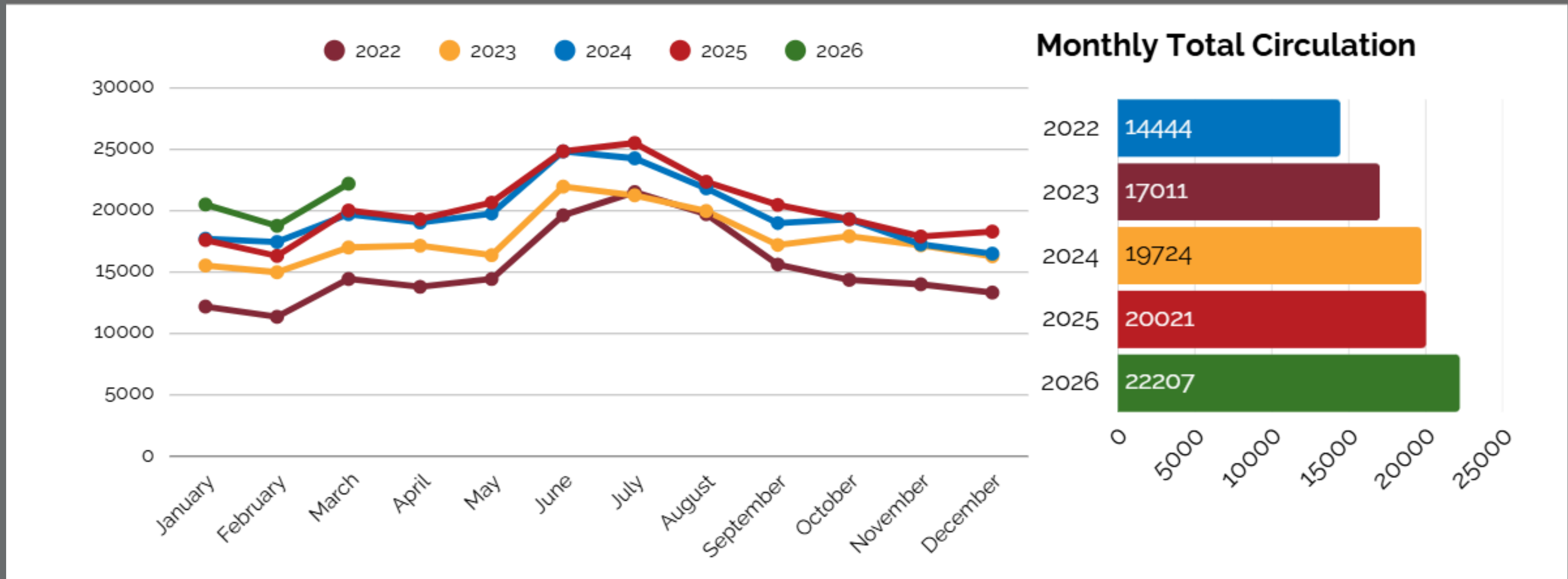
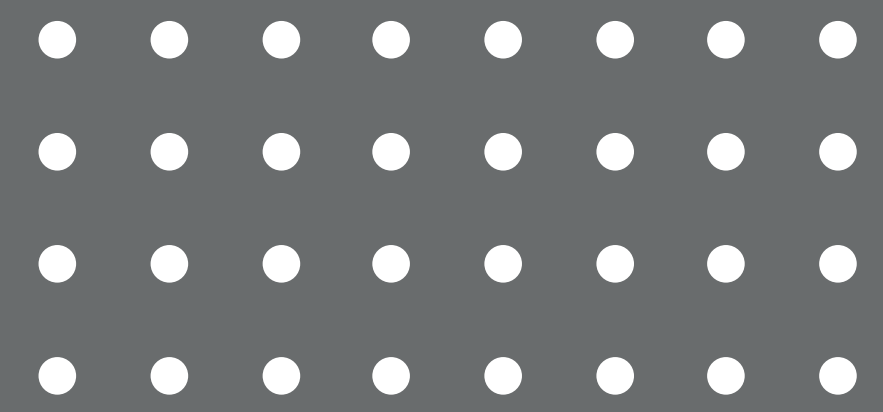
Library Cards Made - 192





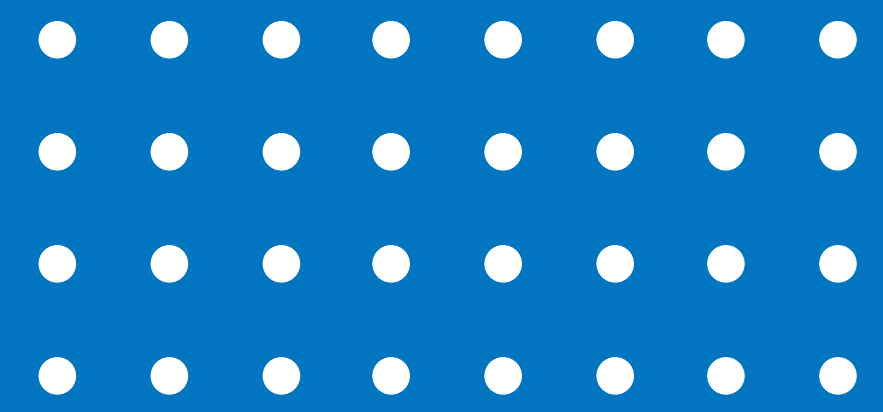
Total Circulation

- Circulation continues to trend upward

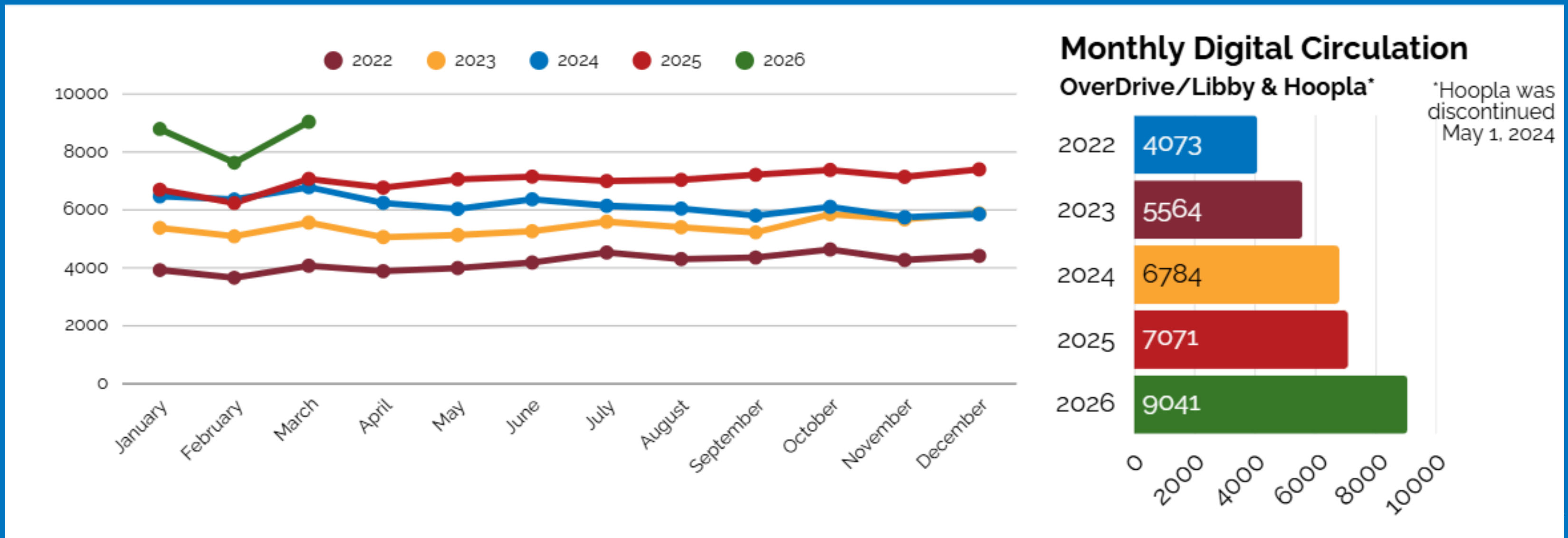




Electronic Circulation

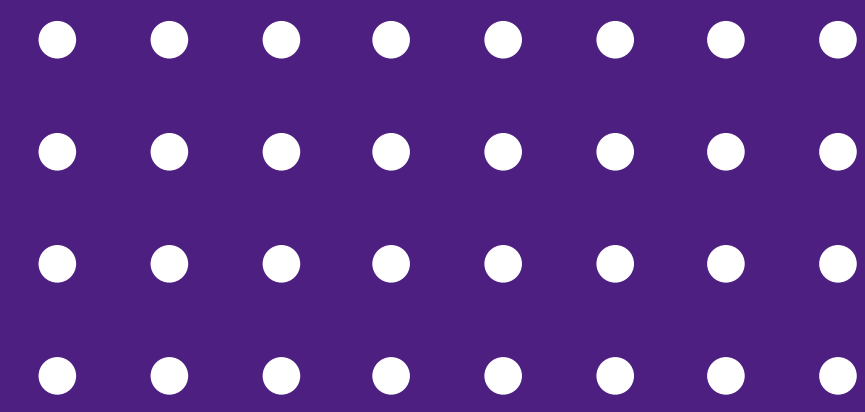


- Digital materials on Libby continue to be very popular.



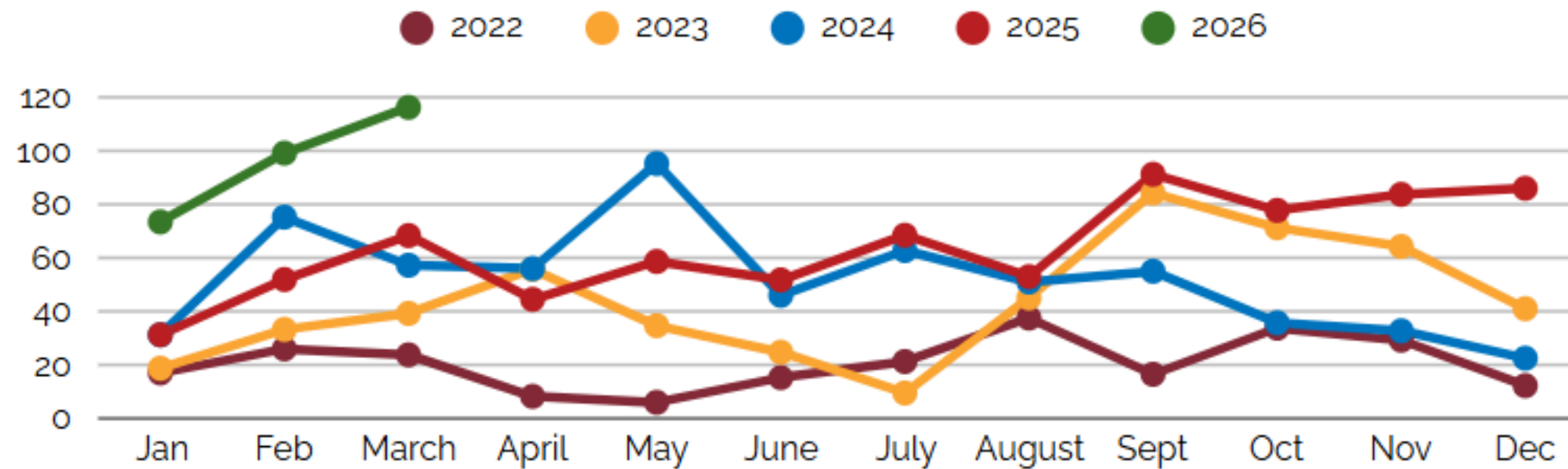


Meeting Room Usage



- Meeting room usage continues to grow. We **broke the record again** for hours reserved. This still does not include Satellite usage.

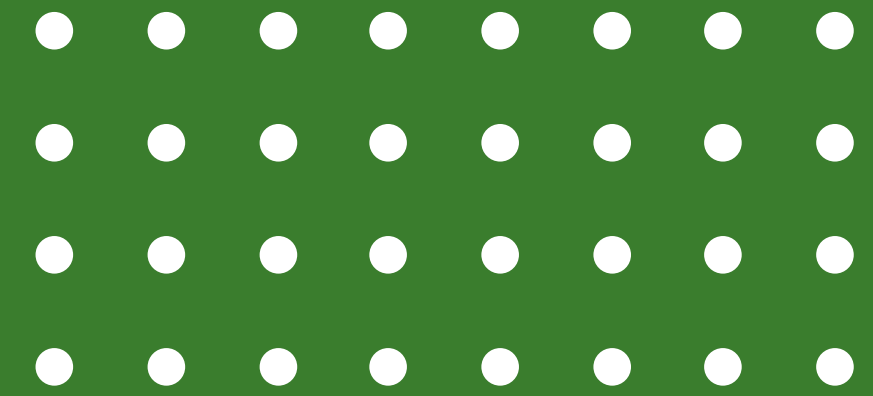
Meeting Room Hours Reserved



Total Meeting Room Use
March Hours Reserved 116.25
Hours Reserved YTD 288.86
March Total Reservations 51
Reservations YTD 131

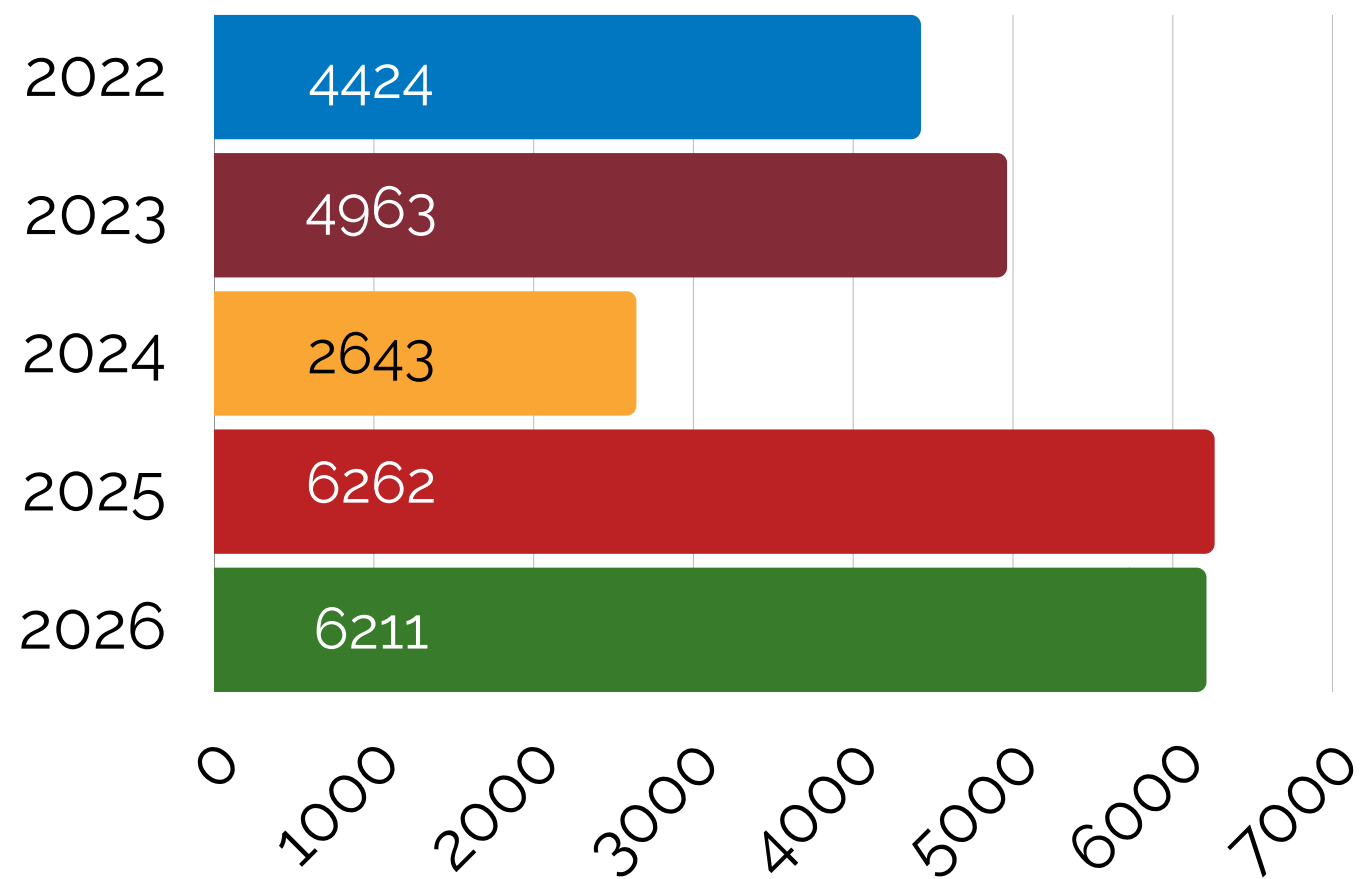


More Stats

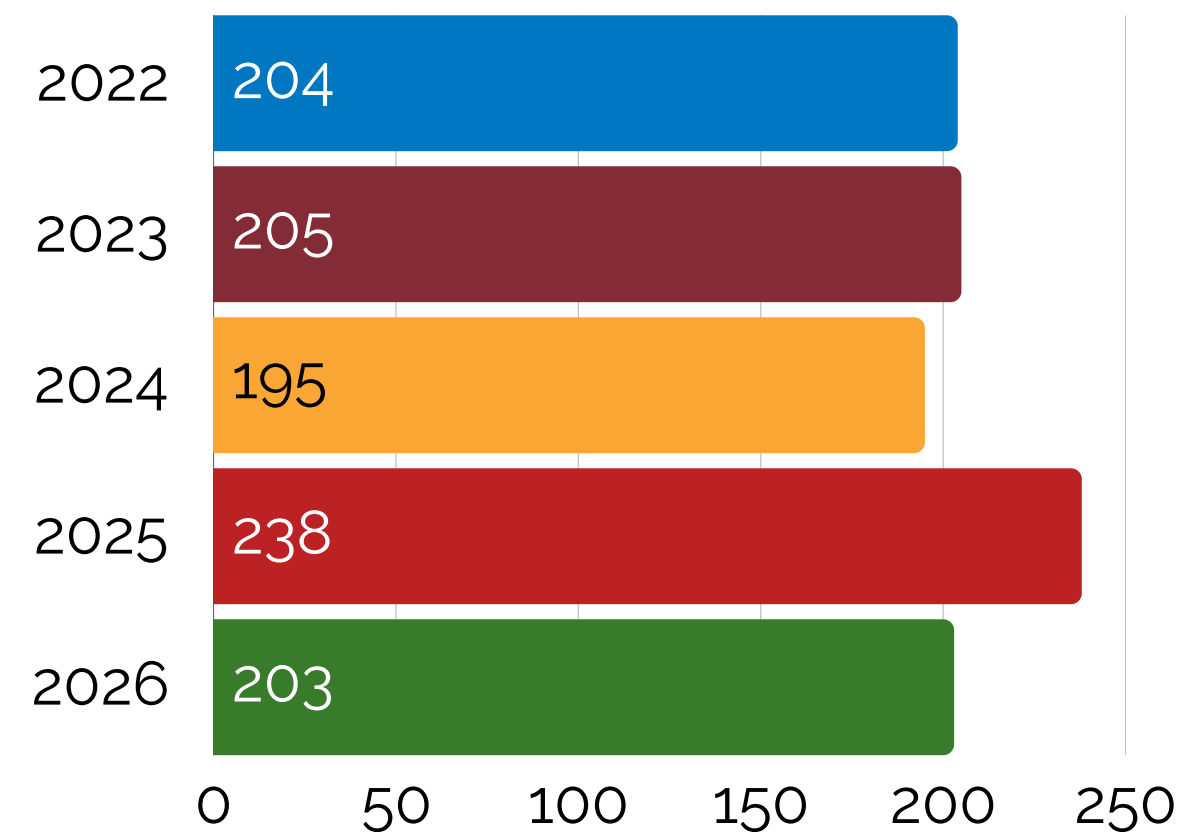


- Slightly less Visits and Library Card Signups than March of last year.

Monthly Visits: March



Monthly Library Card Signups: March



■ ■ ■ Staffing Update

- Youth Librarian | closing April 12
- Summer Interns | closing April 12
- New Library Assistant - Kaitlyn Neuharth
 - Previously participated in our Summer Intern program!



Youth & Family Programs

Recent Updates

- **Second-Grade Tours** started in March. We've had 20 classes come through the Library so far.
- **Storytime** numbers continue to rise. We frequently have 60+ people here for Baby Boost.
- We had 89 people come out for **Spring Break events**, where we made fidgets and played with LEGOs.
- Just a few days left of **March Madness Reading Challenge**, nearly 250 people participating this year!



Second graders enjoy silent reading following their tour and activity

■ ■ ■ Adult Programs

Recent Updates

- Adult Services is now fully staffed!
- **Seed Library** continues to be popular, with lots of positive comments from patrons. We are looking for seed packet donations from the community to help keep a stock available. Donations can be brought to the service desk.
- **Monday Matinees** continue to be well attended and are seeing record attendance in the new space.
- **Dungeons & Dragons Campaign** had a full house last week. All registered attendees joined the fun. We look forward to continuing offering DnD programs for adults in the future when this campaign wraps up in May.
- **Technology Tutoring** is back. We are excited to once again have timeslots available to meet this community need.



Cassie, Adult Services Librarian, joined Fargo Public Library at Noble Hare on Sheyenne Street for an outreach silent reading event.



PLA 2026

Library workers from across the state attended the Public Library Association Conference in Minneapolis last week. We had 5 WFPL staff members attend this phenomenal national conference!

Library Vision Grant

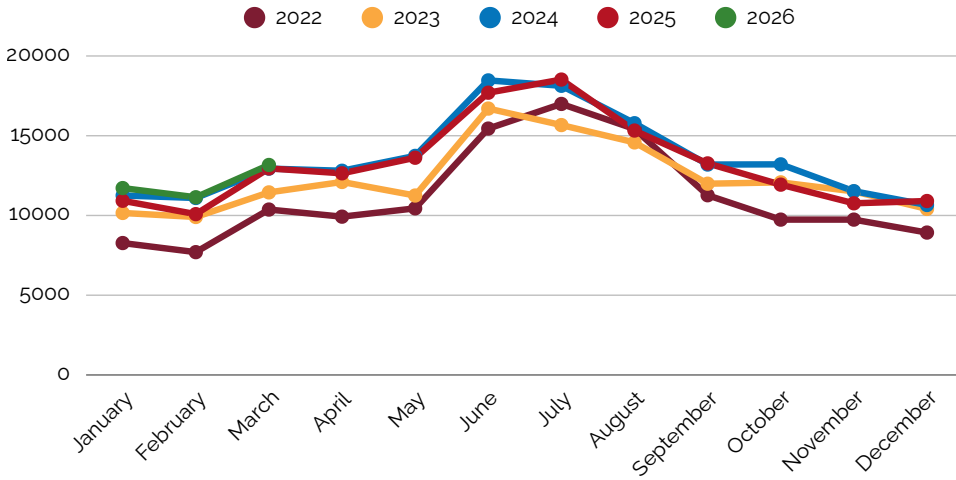
Awarded a Library Vision Grant from the State Library in the amount of \$9675 to cover expenses related to staff training and assessments for Clifton StrengthsFinder for the whole staff!



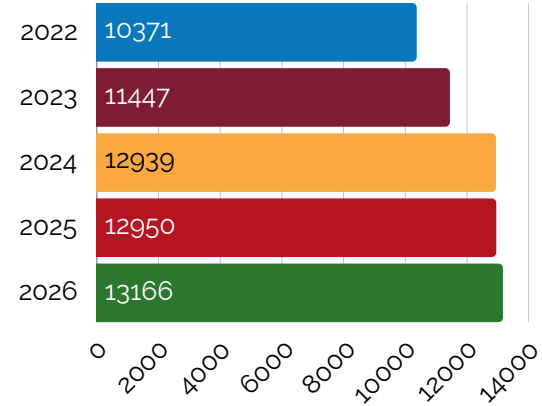
QUESTIONS? ■ ■ ■

Thank you for your time!

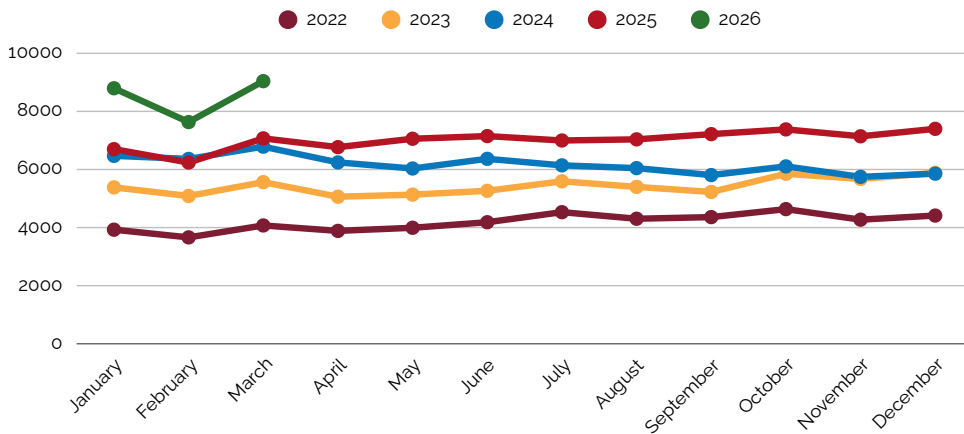
Physical Item Circulation - All Locations



March Physical Circulation

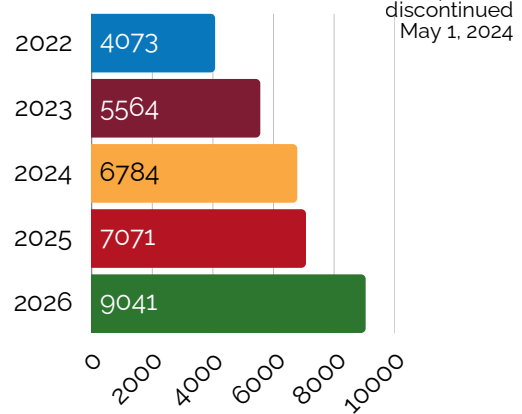


Electronic Materials Circulation

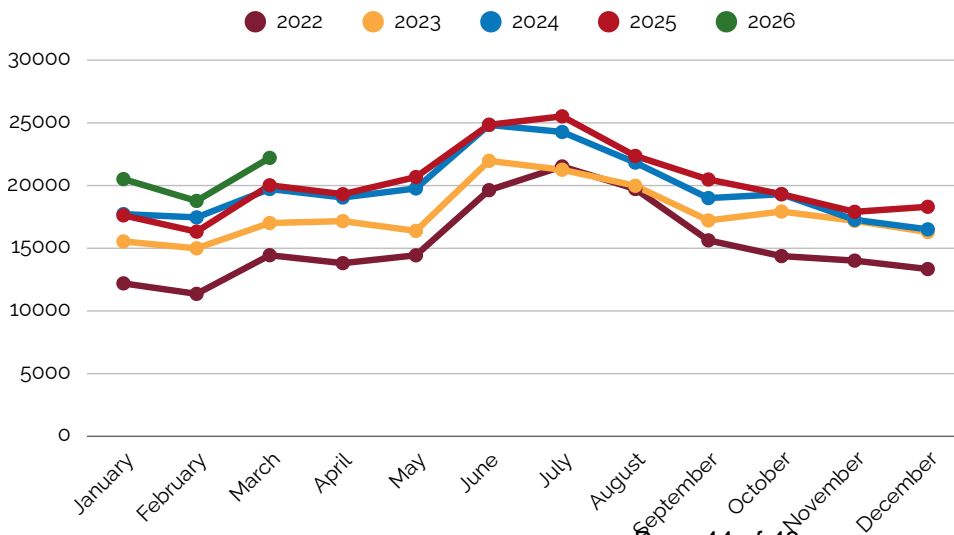


March Digital Circulation

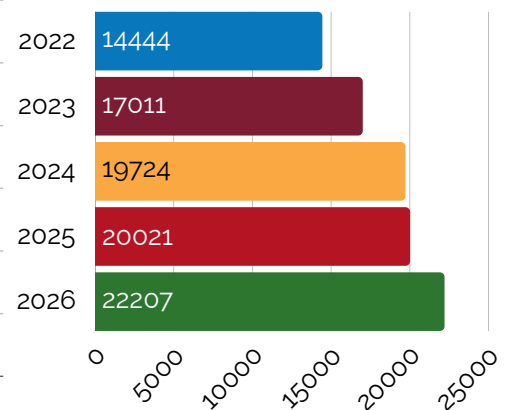
OverDrive/Libby & Hoopla*



Total Circulation

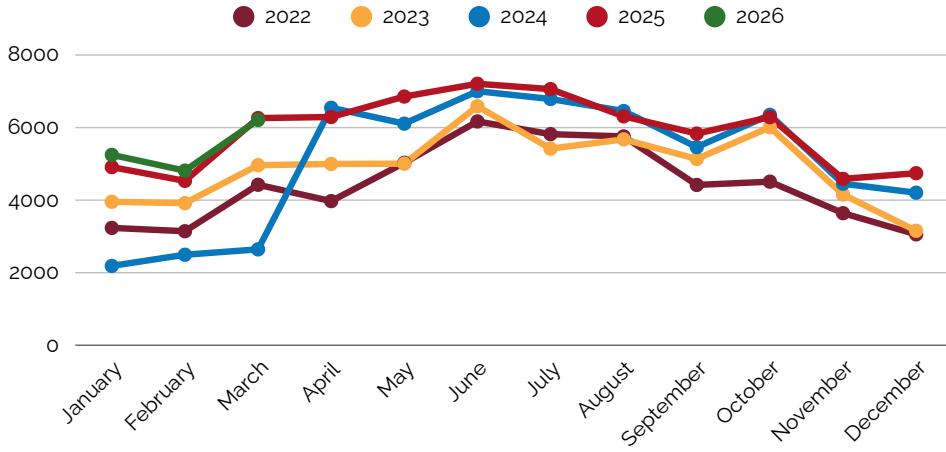


March Total Circulation

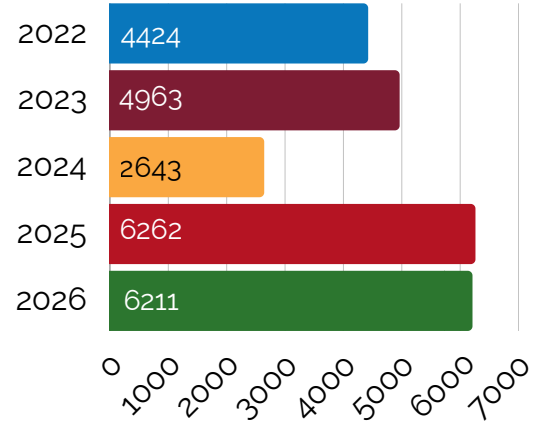


Door Count

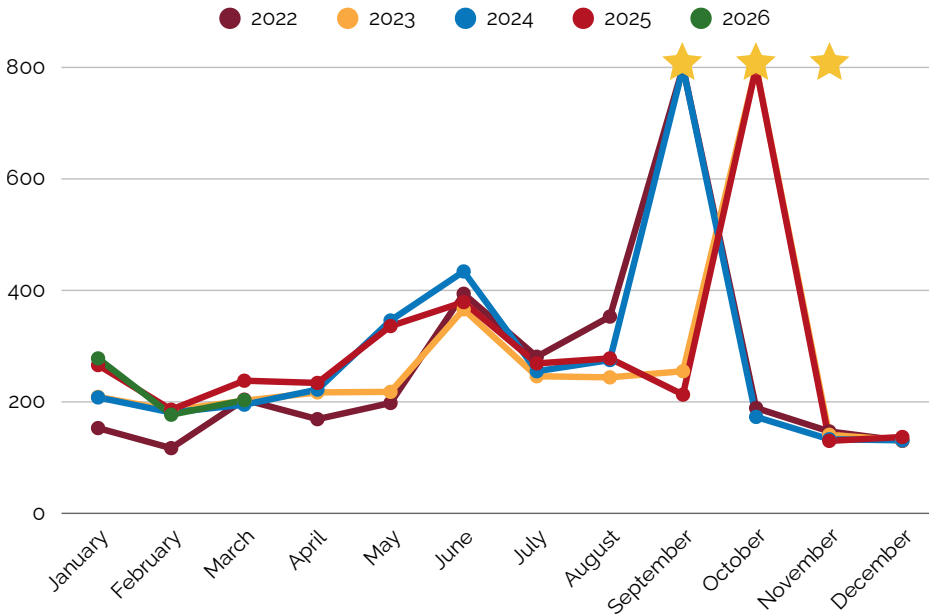
Total Door Count



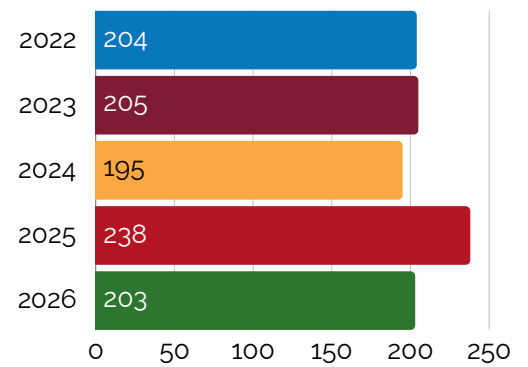
Monthly Visits: March



Library Card Signups



Monthly Library Card Signups: March

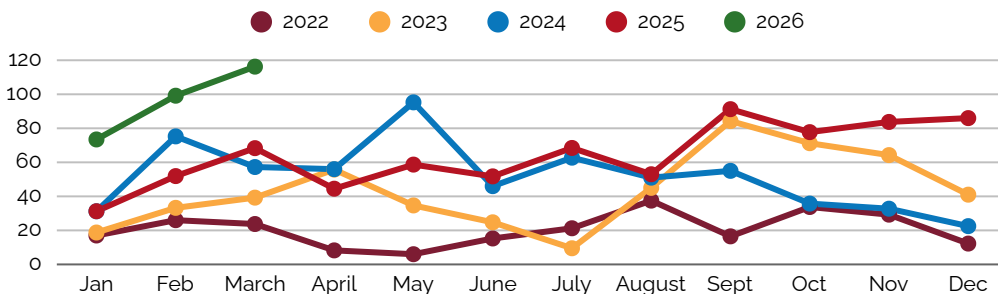


March Active Library Cards - 12,781

★ In Nov. 2021, the WFPL added over 5000 library cards through a partnership with West Fargo Public Schools. This partnership continues, with additions occurring in Sept. 2022, Oct. 2023, Sept. 2024, and Oct. 2025.

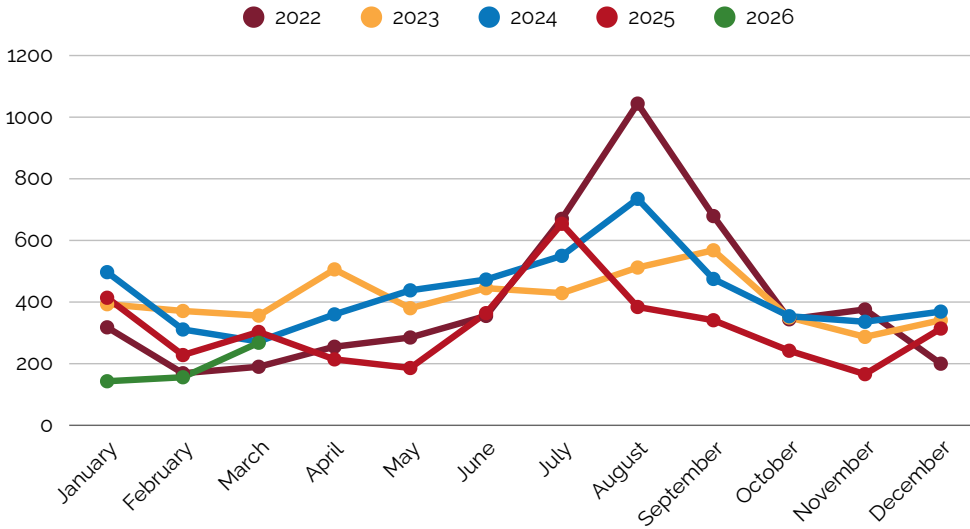
Meeting Room Usage

Meeting Room Hours Reserved

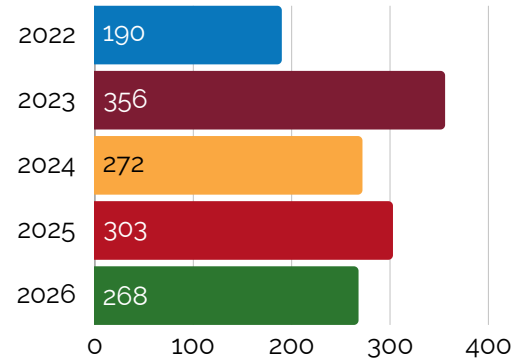


Total Meeting Room Use
 March Hours Reserved 116.25
 Hours Reserved YTD 288.86
 March Total Reservations 51
 Reservations YTD 131

Offsite Book Drop Usage



March Offsite Book Drop Usage



Discontinued use of Eagle Run book drop in March 2025.

Outreach Services

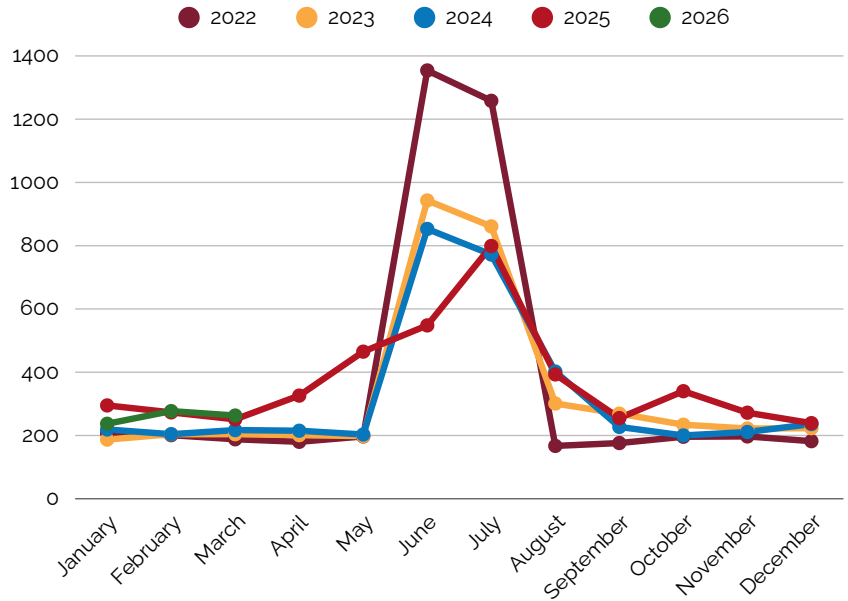
Monthly Outreach Circulation

Total Monthly Circulation*	2022	2023	2024	2025	2026
	188	204	217	251	263

*This number includes senior book deliveries, daycare book deliveries, and any books checked out from outreach pop-up libraries.

Outreach Deliveries and Item Circulation

Senior Living Locations Served	5
Senior Outreach Participants	12
Daycare Locations Served	6
Total Outreach Circulation	263



Outreach & Community Events Attendance

Library on Wheels stops (0 stops)	0
Silent Reading Party at Noble Hare	20
Children of FM Spring Family Event	99
Total Attendance	119

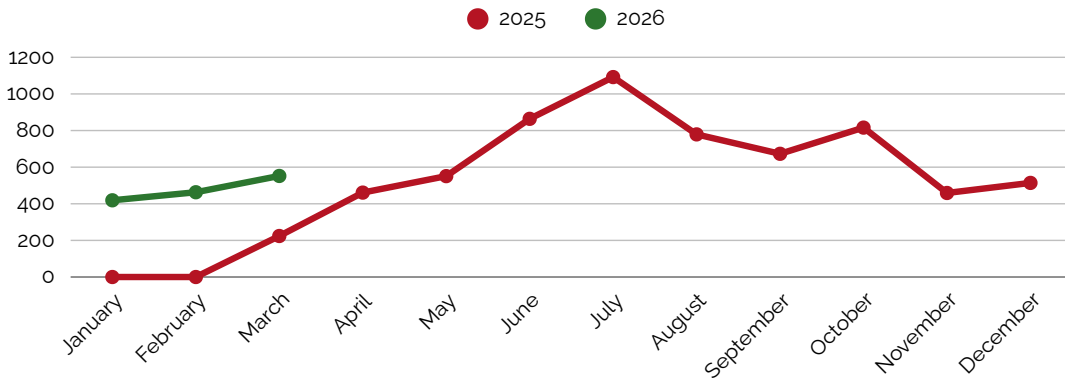
Cassie, Adult Services Librarian, joined Fargo Public Library at Noble Hare on Sheyenne Street for an outreach silent reading event.



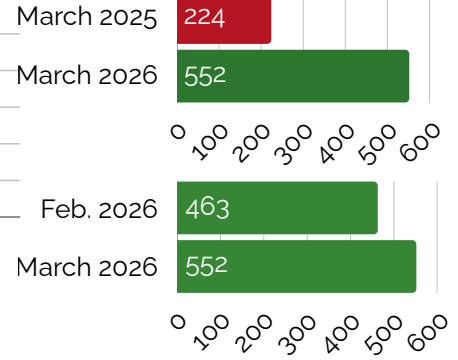
Other Satellite Library Stats

This section will be built out to better reflect usage trends when more comparison data is available.

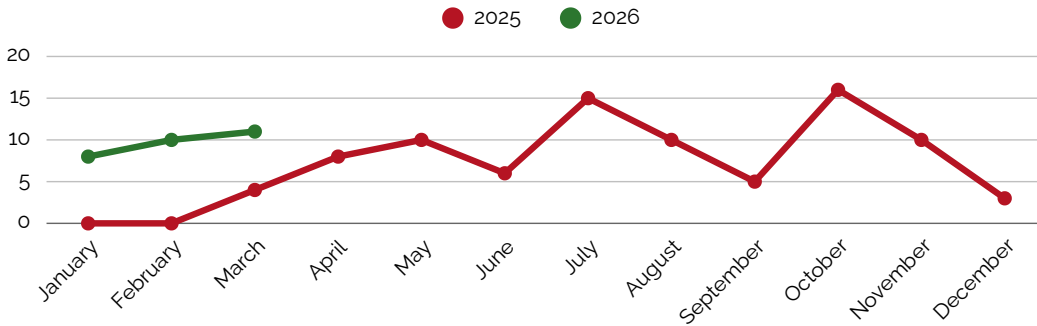
Physical Item Circulation at Satellite



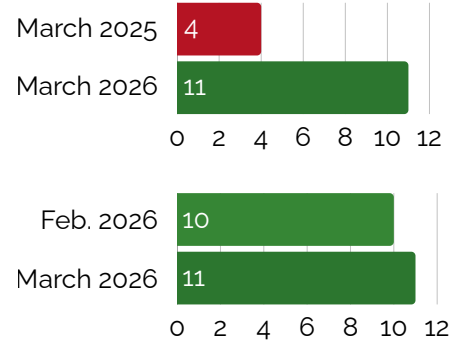
Monthly Satellite Circulation



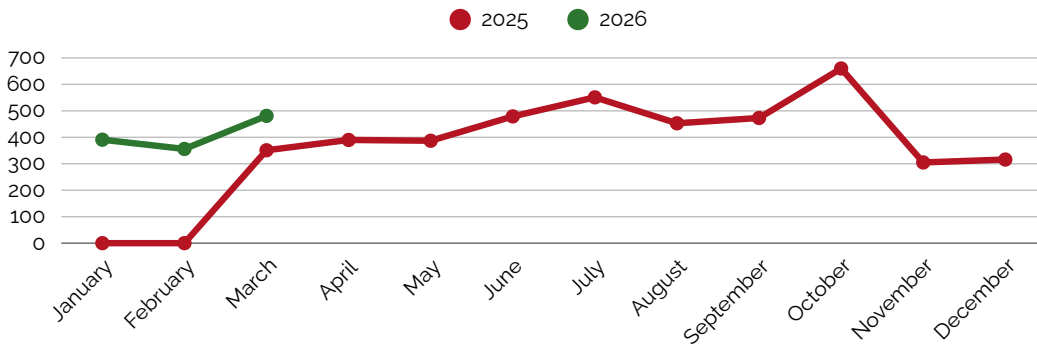
Library Card Signups at Satellite



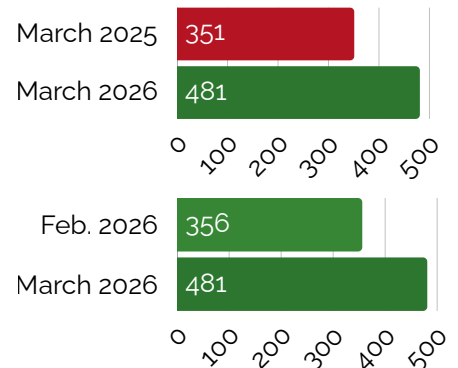
Feb. Satellite New Library Cards



Door Count at Satellite



Feb. Satellite Door Count



Programs

Program Attendance

Youth

Ready to Read Storytime	123
Baby Boost Storytime	176
Teeter Tots Storytime	205
Teen Events	7
STEM	17
Other Youth Events	536
Total Attendance	1064

Adult

Book Clubs	40
Movie Screenings	142
Writing Circle	18
Other Clubs	6
Other Events	0
Total Attendance	206

All-Ages

LEGO Day	43
Family Craft Night	11
Total Attendance	54

Reference Services

Technology Tutoring	
Notary Public	Paused due to staffing.
Total Attendance	

Reading & Activity Challenges

Career Readiness Challenge (Ongoing)

Monthly New Registrations	6
YTD Registrations	14
Lifetime Registrations	92

1000 Books Before Kindergarten (Ongoing)

Monthly New Registrations	4
YTD Registrations	18
Lifetime Registrations	820

March Madness Reading Challenge

Monthly New Registrations	116
Total Registrations	247

Youth Services is still helping facilitate reading challenges for area middle schools in addition to our challenges.

