



West Fargo Public Library Board of
Directors
Regular Meeting Agenda
Thursday, February 10, 2022
West Fargo City Commission Chambers
800 4th Ave. E., Suite 1
West Fargo, ND 58078

Consent Agenda - Approve the Following:

1. Approval of Minutes – January 13th, 2022
2. Approval of financial reports

Regular Agenda

1. Library Report
2. Other Business
3. Adjourn

West Fargo Public Library Board of Directors

Meeting Date: January 13, 2022

Time: 5:30 PM

Place: West Fargo City Commission Chambers and streamed live on YouTube

Roll Call:

Jodi Haring, Alanna Rerick, Tony Stukel, Commissioner Mandy George. Absent: Liann Hanson. Also attending, Kirsten Henagin, Adult Services Manager, Lauren Nephew, Youth Services Manager, John Shockley, West Fargo City Attorney, and Alisha Reis, Office Coordinator.

1. Call to order

Haring called the meeting to order.

2. Approve order of agenda

3. Consent agenda - approve the following:

Stukel moved and Rerick seconded to approve the consent agenda. No opposition. Motion carried.

- a. Approval of Minutes – December 9th, 2021
- b. Approval of Financial Reports

Regular Agenda:

1. New board member application process

- The memo regarding this item was discussed by the Library Board. Following discussion, Rerick requested that the following be documented on the timeline: current board members who renew their term will need to adhere to the same procedure as new board members.

2. Budget planning process (Action)

- Rerick moved and Commissioner George seconded to appoint Alanna Rerick and Commissioner Mandy George to serve on the 2023 Library budget committee. No opposition. Motion carried.

3. Director's Report

- Lauren Nephew, Youth Services Manager, gave a programming update.

4. Other Business

- Commissioner George, who will serve on the hiring committee, gave an update on the hiring process of a new Director.
- Henagin brought forward the library lease to reassure it is on the agenda for the Commission meeting on January 17th, 2022.

5. Adjourn

- Rerick moved to adjourn, Stukel seconded. No opposition. Meeting adjourned.
Next meeting: 5:30 P.M., Thursday, February 10th, 2022.

02/01/22
10:59:48

CITY OF WEST FARGO, ND
Budget Detail Report
For the Accounting Periods: 12/21 - 12/21

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Report ID: B160

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 4679125	Payroll 12/03/2021		/ /	40,055.66	12/21			
JV 4680127	Payroll 12/17/2021		/ /	26,259.69	12/21			
JV 4697 90	Payroll 12/30/2021		/ /	29,231.14	12/21			
	Object Total:			95,546.49	720,924.48	683,521.00	-37,403.48	105%
114 PART TIME SALARIES								
JV 4679126	Payroll 12/03/2021		/ /	2,883.23	12/21			
JV 4680128	Payroll 12/17/2021		/ /	3,405.76	12/21			
JV 4697 91	Payroll 12/30/2021		/ /	2,614.59	12/21			
	Object Total:			8,903.58	94,650.65	124,365.00	29,714.35	76%
209 CLASSIFIED ADS								
			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
220 SOCIAL SECURITY								
JV 4679127	Payroll 12/03/2021		/ /	3,208.43	12/21			
JV 4680129	Payroll 12/17/2021		/ /	2,198.69	12/21			
JV 4697 92	Payroll 12/30/2021		/ /	2,436.13	12/21			
	Object Total:			7,843.25	60,583.61	61,803.00	1,219.39	98%
230 RETIREMENT								
JV 4679128	Payroll 12/03/2021		/ /	4,107.17	12/21			
JV 4680130	Payroll 12/17/2021		/ /	3,922.16	12/21			
JV 4697 93	Payroll 12/30/2021		/ /	3,810.53	12/21			
	Object Total:			11,839.86	105,161.51	96,223.00	-8,938.51	109%
240 WORKFORCE SAFETY INSURANCE								
			/ /					
	Object Total:			0.00	1,252.63	1,865.00	612.37	67%
245 CORPORATE EDUCATION								
			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
250 UNEMPLOYMENT								
			/ /					
	Object Total:			0.00	0.00	1,000.00	1,000.00	%
312 ATTORNEY								
CL 100696 7 100772 library			/ /	448.00	12/21	353 OHNSTAD TWICHELL		
CL 101472 3 101291 lib			01/07/22	55.50	12/21	353 OHNSTAD TWICHELL		
CL 101472 8 101291 Lib			01/07/22	82.50	12/21	353 OHNSTAD TWICHELL		
	Object Total:			586.00	4,053.91	1,000.00	-3,053.91	405%
320 HEALTH INSURANCE								
JV 4679129	Payroll 12/03/2021		/ /	3,186.07	12/21			
JV 4680131	Payroll 12/17/2021		/ /	2,843.81	12/21			
	Object Total:			6,029.88	72,328.48	101,995.00	29,666.52	71%
321 PROPERTY INSURANCE								
			/ /					
	Object Total:			0.00	960.00	0.00	-960.00	%

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7000 LIBRARY								
411600 LIBRARY								
333 BUILDING RENTAL								
CL 100678 1	100841 DECEMBER BUILDING RENT	MISC06274	11/24/21	9,740.00	12/21	549 WF PUB SCHOOLS DIST #6		
Object Total:				9,740.00	107,140.00	117,000.00	9,860.00	92%
340 TRAVEL & EDUCATION								
CL 100451 1	100738 MILEAGE		11/17/21	22.96	12/21	4114 KRISTIN KRAMER		
CL 100459 1	100829 TRAVEL & EDUCATION		11/02/21	921.20	12/21	3161 VISA LIBRARY #1		
CL 100567 1	100654 MILEAGE		11/30/21	20.72	12/21	3869 ALISHA REIS		
CL 100567 2	100654 MILEAGE		11/30/21	15.68	12/21	3869 ALISHA REIS		
CL 100821 1	100950 MILEAGE		12/01/21	7.28	12/21	4114 KRISTIN KRAMER		
CL 100822 1	100899 MILEAGE		12/03/21	11.40	12/21	3417 CHELSEA SIMDORN		
CL 100940 5	101037 TRAVEL AND EDUCATION		/ /	530.00	12/21	3161 VISA LIBRARY #1		
CL 101154 1	101075 MILEAGE		12/15/21	8.96	12/21	3869 ALISHA REIS		
CL 101189 1	101093 MILEAGE		12/28/21	13.53	12/21	3417 CHELSEA SIMDORN		
CL 101567 1	101359 TRAVEL & EDUCATION		01/02/22	660.00	12/21	3161 VISA LIBRARY #1		
RV 6525 2	Carissa	Cash	/ /	-516.40	12/21			
Hansen/PaidAirplan Tic								
Object Total:				1,695.33	4,145.00	7,050.00	2,905.00	59%
348 BUYOUTS								
				/ /				
Object Total:				0.00	0.00	0.00	0.00	%
356 TELEPHONE								
CL 101031 30	101027 Nov 2021 library	9894507887	11/08/21	39.52	12/21	3668 VERIZON WIRELESS		
CL 101525 30	101329 Dec 2021 pw library	9896748008	12/08/21	127.49	12/21	3668 VERIZON WIRELESS		
Object Total:				167.01	5,107.97	6,650.00	1,542.03	77%
360 MISC PRINTING & MAILING								
				/ /				
Object Total:				0.00	1,075.60	7,000.00	5,924.40	15%
387 MEDICAL/VACCINES								
				/ /				
Object Total:				0.00	643.00	500.00	-143.00	129%
399 RECRUITMENT/EMPLOYMENT TESTING								
CL 100827 1	101055 RECRUITMENT/EQUIPMENT TESTING	R53856033	11/24/21	324.00	12/21	4203 YOURMEMBERSHIP.COM, INC		
CL 100940 3	101037 RECRUITMENT/EQUIPMENT TESTING		/ /	57.04	12/21	3161 VISA LIBRARY #1		
Object Total:				381.04	1,910.04	3,000.00	1,089.96	64%
410 OFFICE SUPPLIES								
CL 100453 1	100675 OFFICE SUPPLIES	W011556891	11/08/21	137.34	12/21	351 BUSINESS ESSENTIALS		
CL 100459 5	100829 OFFICE SUPPLIES		/ /	6.88	12/21	3161 VISA LIBRARY #1		
CL 100565 1	100822 R2R LIBRARY CARDS	I511577	11/11/21	578.94	12/21	2211 VANGUARD ID SYSTEMS		
CL 100570 1	100699 OFFICE SUPPLIES	7041753	11/15/21	107.60	12/21	77 DEMCO INC		
CL 100826 1	100889 OFFICE SUPPLIES	W011601511	12/06/21	64.22	12/21	351 BUSINESS ESSENTIALS		
CL 100915 1	100995 OFFICE SUPPLIES	8013871121	11/30/21	87.78	12/21	3276 PREMIUM WATERS INC		
CL 100917 1	100934 OFFICE SUPPLIES	V12102744	12/08/21	154.20	12/21	139 FRS WORKS		
CL 100940 1	101037 OFFICE SUPPLIES		12/02/21	41.07	12/21	3161 VISA LIBRARY #1		
CL 101014 1	100889 OFFICE SUPPLIES	W011613781	12/13/21	137.97	12/21	351 BUSINESS ESSENTIALS		
CL 101152 1	101085 OFFICE SUPPLIES	W011625791	12/20/21	147.55	12/21	351 BUSINESS ESSENTIALS		
CL 101152 2	101085 OFFICE SUPPLIES	W011625792	12/21/21	27.49	12/21	351 BUSINESS ESSENTIALS		

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7000 LIBRARY								
411600 LIBRARY								
CL 101157 1	101076 OFFICE SUPPLIES		12/17/21	124.23	12/21	3490 AMAZON CAPITAL SERVICES		
CL 101535 1	101360 OFFICE SUPPLIES	8013871221	12/31/21	95.63	12/21	3276 PREMIUM WATERS INC		
		Object Total:		1,710.90	11,996.09	16,000.00	4,003.91	75%
420 OPERATION & MAINTENANCE								
CL 101260 1	101287 FIRE EXTINGUISHER INSPECTION	40126	12/17/21	3.00	12/21	322 NOVA FIRE PROTECTION		
		Object Total:		3.00	3.00	0.00	-3.00	%
424 GAS AND OIL								
			/ /					
		Object Total:		0.00	0.00	500.00	500.00	%
427 VEHICLES MAINTENANCE								
			/ /					
		Object Total:		0.00	0.00	1,000.00	1,000.00	%
428 SERVICE AGREEMENTS-CONTRA								
CL 100573 1	100725 SERVICE AGREEMENTS-CONTRACT	30509914	11/19/21	442.89	12/21	2877 GREATAMERICA FINANCIAL		
CL 100814 1	101005 annual fee	50145	10/05/21	200.00	12/21	3485 SENSOURCE		
CL 100823 1	101021 SERVICE AGREEMENTS - CONTRACT	30517	12/01/21	2,900.00	12/21	3658 TLC CLEANING LLC		
CL 100918 1	100955 SERVICE AGREEMENTS/CONTRACT	3893267	12/02/21	992.71	12/21	3418 LOFFLER		
CL 100939 1	100943 SERVICE AGREEMENTS/CONTRACTS	252500	12/09/21	77.50	12/21	781 HOUCHEN BINDERY LTD		
CL 101072 1	100922 renewal	52403	04/06/21	725.00	12/21	2089 ENVISIONWARE, INC		
CL 101073 1	100922 renewal	55359	09/01/21	2,626.04	12/21	2089 ENVISIONWARE, INC		
CL 101656 1	SERVICE AGREEMENTS - CONTRACTS	Q20211173	10/18/21	808.00	12/21	2521 IMAGE ACCESS, INC.		
		Object Total:		8,772.14	49,780.77	46,755.00	-3,025.77	106%
497 TECHNOLOGY								
CC 799 1	ASANA.COM		11/06/21	1,261.14	12/21	2439 VISA IT		
CL 100569 1	100660 TECHNOLOGY		12/19/19	675.00	12/21	2206 AWE ACQUISITION, INC		
JV 4710 22	4Q IT equip Lib Inv 1017		/ /	5,825.63	12/21			
		Object Total:		7,761.77	23,476.23	25,699.00	2,222.77	91%
640 FURNITURE & EQUIPMENT								
			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
641 FURN & EQUIP-NON DEPRECIATED <\$5000								
CL 100452 1	100816 FURN & EQUIPMENT	60182	11/02/21	2,518.30	12/21	4190 TMC FURNITURE		
CL 100568 1	100816 FURN & EQUIP	60218	11/23/21	2,518.30	12/21	4190 TMC FURNITURE		
		Object Total:		5,036.60	8,697.33	8,762.00	64.67	99%
644 POSTAL METER RENT								
CL 100566 1	100781 POSTAL METER RENT	3314705511	11/25/21	243.09	12/21	384 PITNEY BOWES		
		Object Total:		243.09	972.36	1,200.00	227.64	81%

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7000 LIBRARY								
411600 LIBRARY								
645 EQUIPMENT REPLACEMENT								
			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
648 PROFESSIONAL PUBLICATIONS								
CL 100459 2 100829 PROFESSIONAL PUBLICATIONS			/ /	99.00	12/21	3161 VISA LIBRARY #1		
CL 101157 2 101076 PROFESSIONAL PUBLICATIONS			12/19/21	29.66	12/21	3490 AMAZON CAPITAL SERVICES		
CL 101567 6 101359 PROFESSIONAL PUBLICATIONS			/ /	11.00	12/21	3161 VISA LIBRARY #1		
		Object Total:		139.66	723.30	1,200.00	476.70	60%
649 PROGRAMMING								
CL 100459 3 100829 PROGRAMMING			/ /	322.32	12/21	3161 VISA LIBRARY #1		
CL 100459 8 100829 PROGRAMMING REFUND			/ /	-45.00	12/21	3161 VISA LIBRARY #1		
CL 100679 1 100656 PROGRAMMING			11/29/21	101.45	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100679 2 100656 PROGRAMMING			11/29/21	429.24	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100825 1 101016 PROGRAMMING		3117165	12/01/21	533.00	12/21	2187 SWANK MOVIE LICENSING USA		
CL 100831 1 100969 PROGRAMMING		IN00013556	12/01/21	2,318.25	12/21	4204 MORRIS PRESS COOKBOOKS		
CL 100940 2 101037 PROGRAMMING			/ /	222.95	12/21	3161 VISA LIBRARY #1		
CL 101567 2 101359 PROGRAMMING			/ /	140.67	12/21	3161 VISA LIBRARY #1		
		Object Total:		4,022.88	17,155.08	11,000.00	-6,155.08	156%
650 E RESOURCES								
CL 100820 1 100966 E RESOURCES		501352949	11/30/21	1,220.39	12/21	1854 MIDWEST TAPE		
CL 101283 1 101269 E RESOURCES		501491569	12/31/21	1,497.78	12/21	1854 MIDWEST TAPE		
		Object Total:		2,718.17	30,917.77	36,000.00	5,082.23	86%
653 CAPITAL IMPROVEMENTS								
			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
661 POSTAGE/FREIGHT/SHIPPING								
CL 100459 7 100829 POSTAGE			/ /	10.35	12/21	3161 VISA LIBRARY #1		
CL 100937 1 100994 POSTAGE			12/14/21	1,000.00	12/21	1483 PITNEY BOWES RESERVE ACCOUNT		
CL 101284 1 101300 SHIPPING SUPPLIES		1019767067	12/29/21	24.22	12/21	3921 PITNEY BOWES INC		
		Object Total:		1,034.57	4,196.05	0.00	-4,196.05	%
662 BOOKS								
CL 100456 1 100656 BOOKS			11/17/21	36.13	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100456 2 100656 BOOKS			11/14/21	933.76	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100456 3 100656 BOOKS			11/14/21	161.60	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100456 4 100656 BOOKS			11/16/21	356.91	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100456 5 100656 BOOKS			11/11/21	192.12	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100456 6 100656 BOOKS			11/10/21	509.68	12/21	3490 AMAZON CAPITAL SERVICES		
CL 100457 1 100661 BOOKS		2036311785	11/08/21	190.97	12/21	1695 BAKER & TAYLOR		
CL 100457 2 100661 BOOKS		2036285372	11/02/21	357.58	12/21	1695 BAKER & TAYLOR		
CL 100457 3 100661 BOOKS		2036290640	10/28/21	294.98	12/21	1695 BAKER & TAYLOR		
CL 100457 4 100661 BOOKS		2036271590	10/27/21	399.57	12/21	1695 BAKER & TAYLOR		
CL 100457 5 100661 BOOKS		2036274113	10/27/21	712.64	12/21	1695 BAKER & TAYLOR		
CL 100459 6 100829 BOOKS			/ /	42.89	12/21	3161 VISA LIBRARY #1		
CL 100571 1 100661 BOOKS		2036288045	11/12/21	327.84	12/21	1695 BAKER & TAYLOR		
CL 100571 2 100661 BOOKS		2036306285	11/12/21	450.05	12/21	1695 BAKER & TAYLOR		
CL 100571 3 100661 BOOKS		2036294768	11/10/21	592.69	12/21	1695 BAKER & TAYLOR		
CL 100575 1 100696 BOOKS		7656873	11/19/21	453.00	12/21	4194 DATA AXLE CITY DIRECTORIES		
CL 100575 2 100696 BOOKS		7656874	11/19/21	515.00	12/21	4194 DATA AXLE CITY DIRECTORIES		

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7000 LIBRARY										
411600 LIBRARY										
CL 100679	3	100656 BOOKS		11/19/21	1,123.19	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100679	4	100656 BOOKS		11/19/21	174.09	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100679	5	100656 BOOKS		11/23/21	48.96	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100679	6	100656 BOOKS		11/29/21	145.51	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100679	7	100656 BOOKS		11/30/21	46.68	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100818	1	100873 BOOKS		12/03/21	587.42	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100818	2	100873 BOOKS		12/05/21	106.13	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100818	3	100873 BOOKS		12/07/21	415.15	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100818	4	100873 BOOKS		12/07/21	232.58	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100830	1	100895 BOOKS	76138075	11/03/21	200.74	12/21	1623 CENGAGE GALE			
CL 100830	2	100895 BOOKS	76110858	10/28/21	1,799.66	12/21	1623 CENGAGE GALE			
CL 100920	1	101019 BOOKS	0577638IN	12/13/21	1,005.56	12/21	3053 THE PENWORTHY COMPANY LLC			
CL 100921	1	100873 BOOKS		12/13/21	278.10	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100921	2	100873 BOOKS		12/14/21	876.26	12/21	3490 AMAZON CAPITAL SERVICES			
CL 100923	1	100879 BOOKS	2036329013	11/16/21	63.84	12/21	1695 BAKER & TAYLOR			
CL 100923	2	100879 BOOKS	2036319748	11/18/21	525.26	12/21	1695 BAKER & TAYLOR			
CL 100923	3	100879 BOOKS	2036352851	11/29/21	2,296.52	12/21	1695 BAKER & TAYLOR			
CL 100923	4	100879 BOOKS	2036333409	11/29/21	357.23	12/21	1695 BAKER & TAYLOR			
CL 100923	5	100879 BOOKS	2036345216	11/23/21	426.40	12/21	1695 BAKER & TAYLOR			
CL 100923	6	100879 BOOKS	2036336761	11/22/21	659.80	12/21	1695 BAKER & TAYLOR			
CL 100987	1	100886 BOOKS	105286	12/02/21	769.00	12/21	4220 BRAINSTORM INC			
CL 101015	1	100873 BOOKS		12/14/21	612.63	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101155	1	101119 BOOKS	86648	12/21/21	480.76	12/21	3109 LIBRARY IDEAS, INC			
CL 101157	3	101076 BOOKS		12/19/21	23.99	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101157	4	101076 BOOKS		12/19/21	9.99	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101157	5	101076 BOOKS		12/20/21	56.82	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101157	6	101076 BOOKS		12/27/21	171.24	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101157	7	101076 BOOKS		12/25/21	23.49	12/21	3490 AMAZON CAPITAL SERVICES			
CL 101158	1	101079 BOOKS	2036336778	12/01/21	2,124.36	12/21	1695 BAKER & TAYLOR			
CL 101158	2	101079 BOOKS	2036349670	11/30/21	595.17	12/21	1695 BAKER & TAYLOR			
CL 101158	3	101079 BOOKS	2036361907	11/30/21	155.31	12/21	1695 BAKER & TAYLOR			
CL 101158	4	101079 BOOKS	2036383652	12/09/21	629.25	12/21	1695 BAKER & TAYLOR			
CL 101158	5	101079 BOOKS	2036265465	12/08/21	129.25	12/21	1695 BAKER & TAYLOR			
CL 101158	6	101079 BOOKS	2036365490	12/07/21	500.31	12/21	1695 BAKER & TAYLOR			
CL 101158	7	101079 BOOKS	2036380635	12/07/21	237.53	12/21	1695 BAKER & TAYLOR			
CL 101282	1	101259 BOOKS	86817	12/28/21	119.85	12/21	3109 LIBRARY IDEAS, INC			
CL 101292	1	101185 BOOKS	2036377616	12/14/21	433.75	12/21	1695 BAKER & TAYLOR			
CL 101292	2	101185 BOOKS	2036380930	12/16/21	2,305.35	12/21	1695 BAKER & TAYLOR			
CL 101292	3	101185 BOOKS	2036393093	12/16/21	931.00	12/21	1695 BAKER & TAYLOR			
CL 101292	4	101185 BOOKS	2036405338	12/17/21	533.33	12/21	1695 BAKER & TAYLOR			
CL 101292	5	101185 BOOKS	2036425226	12/27/21	517.99	12/21	1695 BAKER & TAYLOR			
CL 101292	6	101185 BOOKS	2036409401	12/27/21	466.49	12/21	1695 BAKER & TAYLOR			
CL 101417	1	101185 BOOKS	2036415276	12/29/21	408.96	12/21	1695 BAKER & TAYLOR			
CL 101417	2	101185 BOOKS	2036431894	12/30/21	147.06	12/21	1695 BAKER & TAYLOR			
Object Total:					30,279.37	99,463.66	100,750.00	1,286.34	99%	

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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								
663 MAGAZINES								
CL 100572 1 100805	MAGAZINES		11/18/21	40.00	12/21	2372 STATE HISTORICAL CENTER		
CL 100940 4 101037	MAGAZINES		/ /	119.00	12/21	3161 VISA LIBRARY #1		
CL 101567 3 101359	MAGAZINES		/ /	539.99	12/21	3161 VISA LIBRARY #1		
Object Total:				698.99	5,148.10	6,500.00	1,351.90	79%
664 AUDIO VIDEO								
CL 100455 1 100752	AUDIOBOOK	501290368	11/17/21	42.24	12/21	1854 MIDWEST TAPE		
CL 100455 2 100752	AUDIOBOOK	501290650	11/17/21	52.24	12/21	1854 MIDWEST TAPE		
CL 100455 3 100752	AUDIOBOOK	501254117	11/10/21	37.24	12/21	1854 MIDWEST TAPE		
CL 100455 4 100752	AUDIOBOOK	501254119	11/10/21	47.24	12/21	1854 MIDWEST TAPE		
CL 100455 5 100752	AUDIOBOOK	501254118	11/10/21	42.24	12/21	1854 MIDWEST TAPE		
CL 100455 6 100752	DVD	501290635	11/17/21	316.40	12/21	1854 MIDWEST TAPE		
CL 100455 7 100752	DVD	501290636	11/17/21	524.90	12/21	1854 MIDWEST TAPE		
CL 100455 8 100752	DVD	501290652	11/17/21	41.38	12/21	1854 MIDWEST TAPE		
CL 100455 9 100752	DVD	501290369	11/17/21	38.64	12/21	1854 MIDWEST TAPE		
CL 100455 10 100752	DVD	501290367	11/17/21	31.08	12/21	1854 MIDWEST TAPE		
CL 100574 1 100740	AUDIO VIDEO		/ /	8,573.90	12/21	3109 LIBRARY IDEAS, INC		
CL 100829 1 100966	DVD	501360097	12/02/21	18.54	12/21	1854 MIDWEST TAPE		
CL 100829 2 100966	DVD	501360096	12/02/21	81.48	12/21	1854 MIDWEST TAPE		
CL 100829 3 100966	DVD	501360560	12/02/21	21.89	12/21	1854 MIDWEST TAPE		
CL 100829 4 100966	DVD	501360562	12/02/21	37.44	12/21	1854 MIDWEST TAPE		
CL 100829 5 100966	AUDIOBOOK	501360099	12/02/21	84.48	12/21	1854 MIDWEST TAPE		
CL 100829 6 100966	AUDIOBOOK	501360098	12/02/21	549.12	12/21	1854 MIDWEST TAPE		
CL 100922 1 100966	DVD	501390231	12/09/21	75.64	12/21	1854 MIDWEST TAPE		
CL 100922 2 100966	DVD	501393607	12/09/21	64.48	12/21	1854 MIDWEST TAPE		
CL 100922 3 100966	AUDIOBOOK	501390232	12/09/21	17.24	12/21	1854 MIDWEST TAPE		
CL 101156 1 101126	AUDIOBOOKS	501448774	12/22/21	42.24	12/21	1854 MIDWEST TAPE		
CL 101156 2 101126	AUDIOBOOKS	501448772	12/22/21	17.24	12/21	1854 MIDWEST TAPE		
CL 101156 3 101126	DVD	501448775	12/22/21	34.89	12/21	1854 MIDWEST TAPE		
Object Total:				10,792.18	32,660.98	31,500.00	-1,160.98	104%
667 MEMBERSHIPS								
CL 100458 1 100830	MEMBERSHIPS		11/02/21	298.00	12/21	3162 VISA LIBRARY #2		
Object Total:				298.00	3,472.00	3,218.00	-254.00	108%
668 PRINTING								
Object Total:				0.00	1,182.79	0.00	-1,182.79	%
669 INSURANCE								
Object Total:				0.00	0.00	2,750.00	2,750.00	%
671 SUMMER READING PROGRAM								
Object Total:				0.00	0.00	0.00	0.00	%
672 EMERGENCY MEDICAL SUPPLIES								
Object Total:				0.00	303.99	250.00	-53.99	122%

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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								
673 CLEANING SUPPLIES			/ /					
	Object Total:			0.00	0.00	500.00	500.00	%
674 HOMEWORK ROOM			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
682 STRATEGIC PLANNING			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
689 PROMOTIONAL ACTIVITIES								
CL 100454 1 100790 PROMOTIONAL ACTIVITIES 186639		11/10/21		3,946.35	12/21	1071 S & S PROMOTIONAL GROUP		
CL 100459 4 100829 PROMOTIONAL ACTIVITIES		/ /		208.66	12/21	3161 VISA LIBRARY #1		
CL 100938 1 101038 PROMOTIONAL ACTIVITIES		12/02/21		76.33	12/21	3162 VISA LIBRARY #2		
CL 100940 6 101037 PROMOTIONAL ACTIVITIES		/ /		164.79	12/21	3161 VISA LIBRARY #1		
CL 101567 4 101359 PROMOTIONAL ACTIVITIES		/ /		20.00	12/21	3161 VISA LIBRARY #1		
	Object Total:			4,416.13	13,509.84	11,400.00	-2,109.84	119%
724 CONSULTING/TESTING FEES			/ /					
	Object Total:			0.00	1,375.00	0.00	-1,375.00	%
740 SERVICE CHARGES								
JV 4707 6 TransFirst Libr Dec 2021		/ /		83.22	12/21			
	Object Total:			83.22	1,509.97	0.00	-1,509.97	%
750 MISC.								
CL 100938 2 101038 MISC - INTEREST CHARGES		/ /		2.48	12/21	3162 VISA LIBRARY #2		
CL 100940 7 101037 MISC - INTEREST CHARGES		/ /		13.04	12/21	3161 VISA LIBRARY #1		
CL 101153 1 101132 MISC - BOOK REPLACEMENT		12/14/21		25.00	12/21	1252 NORTH DAKOTA STATE LIBRARY		
CL 101567 5 101359 MISC CREDIT		/ /		-13.04	12/21	3161 VISA LIBRARY #1		
	Object Total:			27.48	128.96	750.00	621.04	17%
852 WEBSITE			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
870 CAPITALIZED ASSETS - OVER \$5,000			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
901 CATALOGING								
CL 100819 1 100985 CATALOGING		12/01/21		195.34	12/21	3416 OCLC, INC.		
	Object Total:			195.34	2,321.10	2,300.00	-21.10	101%
902 ONLINE DATE BASE (STATE)			/ /					
	Object Total:			0.00	0.00	0.00	0.00	%
903 HISTORY ROOM			/ /					
	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								
994 ODIN								
			/ /					
		Object Total:		0.00	12,000.00	12,000.00	0.00	100%
		Account Total:		220,965.93	1,500,931.25	1,533,006.00	32,074.75	
		Fund Total:		220,965.93	1,500,931.25	1,533,006.00	32,074.75	

***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).

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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 4713130	Payroll 1/14/2022		/ /	28,721.83	1/22			
		Object Total:		28,721.83	28,721.83	788,076.00	759,354.17	4%
114 PART TIME SALARIES								
JV 4713131	Payroll 1/14/2022		/ /	3,375.63	1/22			
		Object Total:		3,375.63	3,375.63	120,471.00	117,095.37	3%
209 CLASSIFIED ADS								
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
220 SOCIAL SECURITY								
JV 4713132	Payroll 1/14/2022		/ /	2,362.13	1/22			
		Object Total:		2,362.13	2,362.13	69,504.00	67,141.87	3%
230 RETIREMENT								
JV 4713133	Payroll 1/14/2022		/ /	3,658.86	1/22			
		Object Total:		3,658.86	3,658.86	118,692.00	115,033.14	3%
240 WORKFORCE SAFETY INSURANCE								
		Object Total:	/ /	0.00	0.00	1,470.00	1,470.00	%
245 CORPORATE EDUCATION								
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
250 UNEMPLOYMENT								
		Object Total:	/ /	0.00	0.00	1,000.00	1,000.00	%
312 ATTORNEY								
		Object Total:	/ /	0.00	0.00	4,000.00	4,000.00	%
320 HEALTH INSURANCE								
JV 4713134	Payroll 1/14/2022		/ /	3,420.74	1/22			
		Object Total:		3,420.74	3,420.74	81,079.00	77,658.26	4%
333 BUILDING RENTAL								
		Object Total:	/ /	0.00	0.00	120,510.00	120,510.00	%
340 TRAVEL & EDUCATION								
		Object Total:	/ /	0.00	0.00	17,392.00	17,392.00	%
348 BUYOUTS								
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
356 TELEPHONE								
		Object Total:	/ /	0.00	0.00	1,531.00	1,531.00	%
360 MISC PRINTING & MAILING								
		Object Total:	/ /	0.00	0.00	0.00	0.00	%

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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								
387 MEDICAL/VACCINES			/ /					
		Object Total:		0.00	0.00	500.00	500.00	%
399 RECRUITMENT/EMPLOYMENT TESTING			/ /					
		Object Total:		0.00	0.00	3,000.00	3,000.00	%
410 OFFICE SUPPLIES								
CL 101298 5 101180 OFFICE SUPPLIES			01/05/22	59.99	1/22	3490 AMAZON CAPITAL SERVICES		
		Object Total:		59.99	59.99	13,000.00	12,940.01	%
424 GAS AND OIL			/ /					
		Object Total:		0.00	0.00	1,200.00	1,200.00	%
427 VEHICLES MAINTENANCE			/ /					
		Object Total:		0.00	0.00	6,000.00	6,000.00	%
428 SERVICE AGREEMENTS-CONTRA								
CL 101164 1 101168 SERVICE		30698631	12/20/21	442.89	1/22	2877 GREATAMERICA FINANCIAL		
		AGREEMENTS-CONTRACT						
CL 101295 1 101322 SERVICE		31610	01/01/22	2,900.00	1/22	3658 TLC CLEANING LLC		
		AGREEMENTS-CONTRACT						
CL 101392 1 101260 SERVICE		3919189	01/04/22	322.94	1/22	3418 LOFFLER		
		AGREEMENTS-CONTRACT						
		Object Total:		3,665.83	3,665.83	11,100.00	7,434.17	33%
490 MISC			/ /					
		Object Total:		0.00	0.00	750.00	750.00	%
497 TECHNOLOGY			/ /					
		Object Total:		0.00	0.00	45,070.00	45,070.00	%
500 SUPPLIES			/ /					
		Object Total:		0.00	0.00	500.00	500.00	%
640 FURNITURE & EQUIPMENT			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
641 FURN & EQUIP-NON DEPRECIATED <\$5000			/ /					
		Object Total:		0.00	0.00	2,810.00	2,810.00	%
644 POSTAL METER RENT			/ /					
		Object Total:		0.00	0.00	1,200.00	1,200.00	%
645 EQUIPMENT REPLACEMENT			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%

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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								
648 PROFESSIONAL PUBLICATIONS								
			/ /					
Object Total:				0.00	0.00	2,440.00	2,440.00	%
649 PROGRAMMING								
CL 101162 1	101166 PROGRAMMING		12/20/21	390.96	1/22 3494 ASCAP			
CL 101163 1	101169 PROGRAMMING	202108	12/16/21	200.00	1/22 4046 MSUM PLANETARIUM			
Object Total:				590.96	590.96	21,000.00	20,409.04	3%
650 E RESOURCES								
CL 101390 1	101197 E RESOURCES	76354783	01/02/22	1,575.00	1/22 1623 CENGAGE GALE			
CL 101390 2	101197 E RESOURCES	76354900	01/02/22	1,010.10	1/22 1623 CENGAGE GALE			
Object Total:				2,585.10	2,585.10	36,000.00	33,414.90	7%
653 CAPITAL IMPROVEMENTS								
			/ /					
Object Total:				0.00	0.00	0.00	0.00	%
661 POSTAGE/FREIGHT/SHIPPING								
			/ /					
Object Total:				0.00	0.00	6,000.00	6,000.00	%
662 BOOKS								
CL 101297 1	101183 BOOKS	113988	01/04/22	1,301.00	1/22 3160 APPLE BOOKS			
CL 101298 1	101180 BOOKS		01/02/22	764.57	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101298 2	101180 BOOKS		01/05/22	14.09	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101298 3	101180 BOOKS		01/06/22	182.30	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101298 4	101180 BOOKS		01/06/22	99.61	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101391 1	101180 BOOKS		01/07/22	19.87	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101391 2	101180 BOOKS		01/10/22	31.74	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101391 3	101180 BOOKS		01/10/22	39.46	1/22 3490 AMAZON CAPITAL SERVICES			
CL 101418 1	101185 BOOKS	2036434139	01/03/22	187.87	1/22 1695 BAKER & TAYLOR			
CL 101420 1	101180 BOOKS		01/12/22	21.72	1/22 3490 AMAZON CAPITAL SERVICES			
Object Total:				2,662.23	2,662.23	100,750.00	98,087.77	3%
663 MAGAZINES								
			/ /					
Object Total:				0.00	0.00	5,260.00	5,260.00	%
664 AUDIO VIDEO								
CL 101296 1	101269 DVD	501426645	01/03/22	17.79	1/22 1854 MIDWEST TAPE			
Object Total:				17.79	17.79	31,500.00	31,482.21	%
667 MEMBERSHIPS								
			/ /					
Object Total:				0.00	0.00	3,176.00	3,176.00	%
668 PRINTING								
			/ /					
Object Total:				0.00	0.00	1,000.00	1,000.00	%
669 INSURANCE								
			/ /					
Object Total:				0.00	0.00	2,750.00	2,750.00	%

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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								
671 SUMMER READING PROGRAM								
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
672 EMERGENCY MEDICAL SUPPLIES			/ /					
		Object Total:	/ /	0.00	0.00	250.00	250.00	%
673 CLEANING SUPPLIES			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
674 HOMEWORK ROOM			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
682 STRATEGIC PLANNING			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
689 PROMOTIONAL ACTIVITIES			/ /					
		Object Total:	/ /	0.00	0.00	11,400.00	11,400.00	%
724 CONSULTING/TESTING FEES			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
740 SERVICE CHARGES			/ /					
		Object Total:	/ /	0.00	0.00	500.00	500.00	%
750 MISC.			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
852 WEBSITE			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
864 FURN & EQUIP DEPRECIATED >\$5,000			/ /					
		Object Total:	/ /	0.00	0.00	10,707.00	10,707.00	%
870 CAPITALIZED ASSETS - OVER \$5,000			/ /					
		Object Total:	/ /	0.00	0.00	0.00	0.00	%
880 COST ALLOCATIONS			/ /					
		Object Total:	/ /	0.00	0.00	41,238.00	41,238.00	%
890 TRANSFERS OUT			/ /					
		Object Total:	/ /	0.00	0.00	20,000.00	20,000.00	%
901 CATALOGING								
CL 101294 1 101289 CATALOGING		1000184750	01/01/22	195.34	1/22	3416 OCLC, INC.		
		Object Total:		195.34		2,450.00	2,254.66	8%

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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								
902 ONLINE DATE BASE (STATE)			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
903 HISTORY ROOM			/ /					
		Object Total:		0.00	0.00	0.00	0.00	%
994 ODIN			/ /					
		Object Total:		0.00	0.00	20,000.00	20,000.00	%
		Account Total:		51,316.43	51,316.43	1,725,276.00	1,673,959.57	
		Fund Total:		51,316.43	51,316.43	1,725,276.00	1,673,959.57	

***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

Account	Object	Description	----- Current Year -----				----- Last Year -----	
			Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
Revenue								
	310001	PROPERTY TAXES	194,361.16	194,361.16	1,682,739.00	-1,488,377.84	384,369.59	384,369.59
	310002	DISCOUNT PROPERTY TAXES			-62,261.00	62,261.00		
	335600	STATE AID			31,000.00	-31,000.00		
Total Revenue			194,361.16	194,361.16	1,651,478.00	-1,457,116.84	384,369.59	384,369.59
Expenses								
411600		LIBRARY						
	110	PERMANENT EMP SALARIES	28,721.83	28,721.83	788,076.00	759,354.17	72,124.87	72,124.87
	114	PART TIME SALARIES	3,375.63	3,375.63	120,471.00	117,095.37	12,248.43	12,248.43
	220	SOCIAL SECURITY	2,362.13	2,362.13	69,504.00	67,141.87	6,297.77	6,297.77
	230	RETIREMENT	3,658.86	3,658.86	118,692.00	115,033.14	10,754.36	10,754.36
	240	WORKFORCE SAFETY INSURANCE			1,470.00	1,470.00		
	250	UNEMPLOYMENT			1,000.00	1,000.00		
	312	ATTORNEY			4,000.00	4,000.00		
	320	HEALTH INSURANCE	3,420.74	3,420.74	81,079.00	77,658.26	6,307.82	6,307.82
	333	BUILDING RENTAL			120,510.00	120,510.00		
	340	TRAVEL & EDUCATION			17,392.00	17,392.00	14.01	14.01
	356	TELEPHONE			1,531.00	1,531.00		
	387	MEDICAL/VACCINES			500.00	500.00		
	399	RECRUITMENT/EMPLOYMENT TESTING			3,000.00	3,000.00		
	410	OFFICE SUPPLIES	59.99	59.99	13,000.00	12,940.01	634.68	634.68
	424	GAS AND OIL			1,200.00	1,200.00		
	427	VEHICLES MAINTENANCE			6,000.00	6,000.00		
	428	SERVICE AGREEMENTS-CONTRA	3,665.83	3,665.83	11,100.00	7,434.17	2,900.00	2,900.00
	490	MISC			750.00	750.00		
	497	TECHNOLOGY			45,070.00	45,070.00	-119.88	-119.88
	500	SUPPLIES			500.00	500.00		
	641	FURN & EQUIP-NON DEPRECIATED			2,810.00	2,810.00		
	644	POSTAL METER RENT			1,200.00	1,200.00		
	648	PROFESSIONAL PUBLICATIONS			2,440.00	2,440.00	57.99	57.99
	649	PROGRAMMING	590.96	590.96	21,000.00	20,409.04	100.00	100.00
	650	E RESOURCES	2,585.10	2,585.10	36,000.00	33,414.90	2,018.87	2,018.87
	661	POSTAGE/FREIGHT/SHIPPING			6,000.00	6,000.00		
	662	BOOKS	2,662.23	2,662.23	100,750.00	98,087.77	140.24	140.24
	663	MAGAZINES			5,260.00	5,260.00		
	664	AUDIO VIDEO	17.79	17.79	31,500.00	31,482.21	557.81	557.81
	667	MEMBERSHIPS			3,176.00	3,176.00		
	668	PRINTING			1,000.00	1,000.00		
	669	INSURANCE			2,750.00	2,750.00		
	672	EMERGENCY MEDICAL SUPPLIES			250.00	250.00		
	689	PROMOTIONAL ACTIVITIES			11,400.00	11,400.00		
	740	SERVICE CHARGES			500.00	500.00	51.67	51.67
	864	FURN & EQUIP DEPRECIATED			10,707.00	10,707.00		

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CITY OF WEST FARGO, ND
Income Statement - Comparison to Prior Year
For the Accounting Period: 1 / 22

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Report ID: LB170

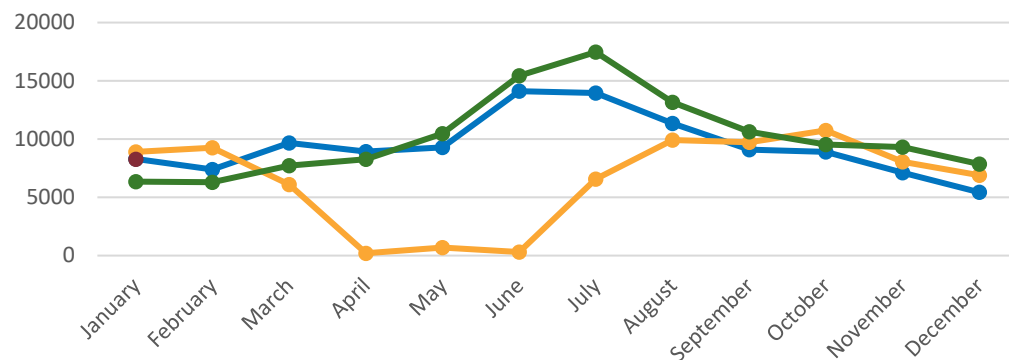
Combined Funds

			----- Current Year -----				----- Last Year -----	
Account	Object	Description	Current Month	Current YTD	Budget	Variance	Prior Year Month	Prior Year YTD
	880	COST ALLOCATIONS			41,238.00	41,238.00		
	890	TRANSFERS OUT			20,000.00	20,000.00		
	901	CATALOGING	195.34	195.34	2,450.00	2,254.66	191.51	191.51
	994	ODIN			20,000.00	20,000.00		
		Total Account	51,316.43	51,316.43	1,725,276.00	1,673,959.57	114,280.15	114,280.15
		Total Expenses	51,316.43	51,316.43	1,725,276.00	1,673,959.57	114,280.15	114,280.15
		Net Income from Operations	143,044.73	143,044.73			270,089.44	270,089.44
		Other Revenue						
	360000	MISCELLANEOUS REVENUE	2,790.75	2,790.75	5,000.00	-2,209.25	201.94	201.94
	360100	SPONSORSHIPS			25,000.00	-25,000.00		
		Total Other Revenue	2,790.75	2,790.75	30,000.00	-27,209.25	201.94	201.94
		Other Expenses						
521000		TRANSFERS OUT						
	890	TRANSFERS OUT					5,000.00	5,000.00
		Total Account					5,000.00	5,000.00
		Total Other Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00
		Net Income	145,835.48	145,835.48			265,291.38	265,291.38

West Fargo Public Library

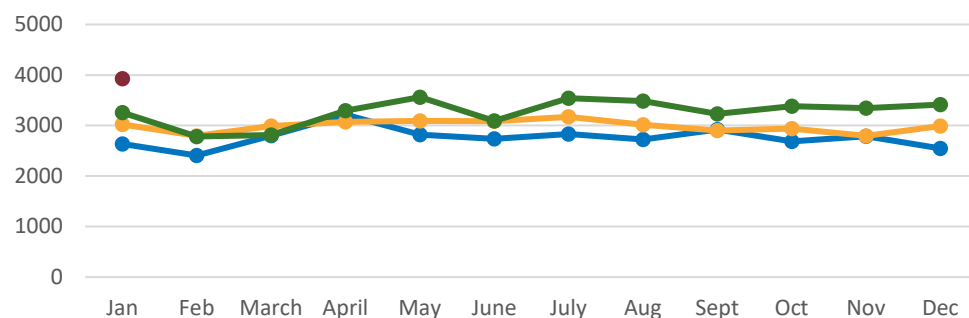
Monthly Impact Report January 2022

Physical Item Circulation



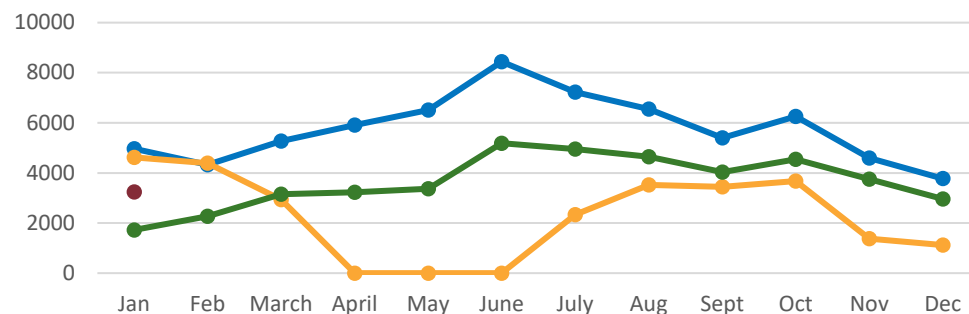
	2019	2020	2021	2022
Jan	8292	8890	6355	8271
Feb	7391	9253	6299	
March	9662	6107	7709	
April	8941	203	8279	
May	9293	682	10457	
June	14109	319	15429	
July	13960	6567	17465	
Aug	11359	9913	13159	
Sept	9092	9730	10629	
Oct	8899	10745	9544	
Nov	7123	8041	9316	
Dec	5433	6897	7847	
Total	113554	77347	122488	

Electronic Materials Circulation



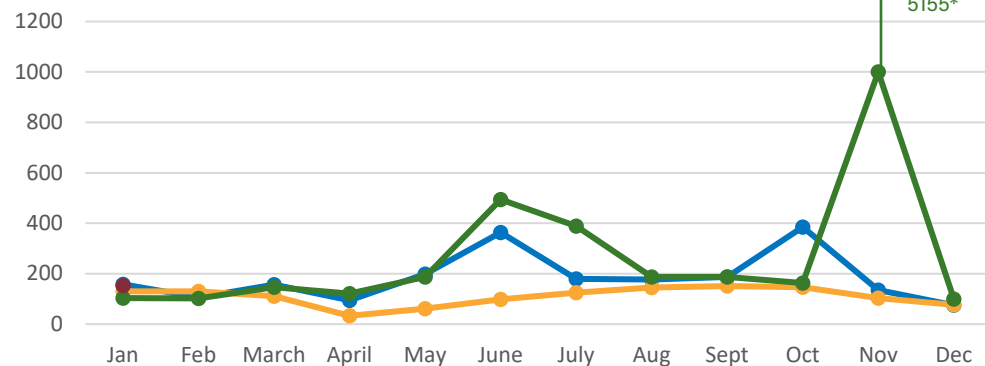
	2019	2020	2021	2022
Jan	2637	3022	3259	3927
Feb	2407	2796	2783	
March	2800	2987	2810	
April	3215	3074	3291	
May	2822	3094	3562	
June	2738	3086	3093	
July	2834	3172	3542	
Aug	2723	3014	3487	
Sept	2923	2904	3230	
Oct	2689	2941	3383	
Nov	2789	2796	3345	
Dec	2547	2990	3416	
Total	33124	35876	39201	

Door Count



	2019	2020	2021	2022
Jan	4968	4620	1725	3235
Feb	4328	4389	2264	
March	5277	2938	3156	
April	5905	0	3223	
May	6512	0	3365	
June	8440	0	5187	
July	7220	2331	4952	
Aug	6543	3527	4642	
Sept	5403	3439	4039	
Oct	6254	3677	4549	
Nov	4592	1382	3747	
Dec	3772	1122	2956	
Total	69214	27425	43805	

Library Card Applications



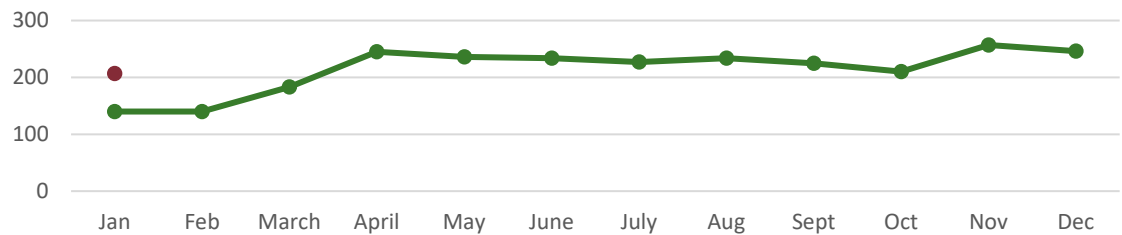
	2019	2020	2021	2022
Jan	158	130	103	153
Feb	106	130	102	
March	157	111	146	
April	95	33	121	
May	199	61	187	
June	364	98	494	
July	180	125	389	
Aug	177	145	187	
Sept	187	151	187	
Oct	385	147	163	
Nov	135	104	1000	
Dec	75	77	99	
Total	2218	1312	3178	

*The library added over 5000 cardholders in November 2021 due to partnership with WFPS.

Outreach Services

	2021	2022
Jan	140	207
Feb	140	
March	183	
April	245	
May	236	
June	234	
July	227	
Aug	234	
Sept	225	
Oct	210	
Nov	257	
Dec	246	
Total	2577	

Outreach Materials Circulation



Adult Book Deliveries

Locations Served	6
Patrons Served	28
Total Items Circulated	87

Daycare Book Deliveries

Locations Served	5
Total Items Circulated	120

Daycare Storytimes

Locations Served	8
Storytime Sessions	21
Total Attendees	291

Programming

Adult Programs

Program	Attendance
Technology Tutoring (3x/week)	8
Genealogy Assistance	1
Monday Night Readers	8
Novel Afternoons Book Club	12
Third Thursday Book Club	8
Books & Brews Book Club	10
Total	38

Family Programs & Community Events

Program	Attendance
Freedom Family Literacy Night	39
Total	39

Youth Programs

Program	Attendance
Teen Pop-up Programs (Passive)	0
Early Literacy Storytime (Weekly)	99
Baby Boost Storytime (Weekly)	23
Total	122

1000 Books Before Kindergarten

Total Registered This Month	7
Total Registered YTD	7
Total Registered All Time	120

Beanstack

Total Active Users This Month	326
Total Users YTD	22

Active Challenge	Registered
1000 Books Before Kindergarten (Online)	90
Horace High Hawks Reading	19
Winter Reading Challenge	161
Total	210

Patron Interaction

Molly helped a young girl check out two books using her student ID number. Her response was, **"This is SO great how this works. I love it!"**

"West Fargo Library is my favorite library. Sometimes I go to other ones, but then I'm like 'Nope! I'm going back to West Fargo.' It's very comfortable here."

Wendy and Vika helped a patron who said, **"I am so pleased with the service at this library that I look forward to needing to call for help again."**

"I don't know what I would do without the library!"

After Kirsten helped a woman with some basic technology who said she worried she would take up too much of her family's time to learn these things. **"You have opened up a whole new world for me," she said. "I really appreciate you taking the time to talk through this with me!"**