Marais Public Library
Avenue West | PO Box 280
Marais, MN 55604-0280
naraislibrary.org | 218.387.1140

Agenda

Meeting of the Board of Trustees of the Grand Marais Public Library
Date: **Thursday, October 22, 2026 at 5:00 PM**
Location: **Grand Marais Public Library**
Members of the Board may participate in this meeting via electronic means.

A. 5:00 PM Call to Order

B. Roll Call and Introduction of Visitors

C. Open Forum

The public is invited to speak at this time. Open Forum is limited to one half-hour. No person may speak more than five (5) minutes or more than once. Each subject will have a limit of ten (10) minutes. Board members may ask questions of the speaker. With the agreement of the Board, such matters taken up during the open forum may be scheduled on the current agenda or future agenda.

D. Approve Consent Agenda

- Agenda
- Bills
- Minutes

E. Boiler Update. Shane Steele, City of Grand Marais Sustainability Coordinator

F. Old Business

- Library Annual Performance Review

G. Library Director's Report

H. Communication

- **Fund Statement:** St Paul Minnesota Foundation

STANDING ITEM
I. Strategic Plan Implementation

The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.

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Bills

9/29/2026				
Acct.#	**Description**	**Category**	**Expense**	
211				
	Amazon	200	$18.29	16VT-F1TQ-331C
	Amazon	200	$259.97	17TH-X3JM-3Y64
	Amazon	200	$0.00	1L36-94JX-36QC
	Amazon	200	$25.96	1MKJ-M4CT-CJ9Y
	Amazon	200	$46.71	1CTR-CLRT-K6DC
	Amazon	200	$8.99	1RW1-VPW3-6CLN
	Amazon	449	$1,178.34	1RW1-VPW3-6CLN
	Amazon	200	$22.14	1WLV-N4Q9-43MQ
	Amazon	437	$118.74	1WLV-N4Q9-43MQ
	Amazon	447	$93.90	1WLV-N4Q9-43MQ
	Amazon	200	$78.06	14L6-RND7-F34W
	Amazon	200	$12.39	1C9R-63WH-9TF9
	Metro Sales	200	$158.46	INV3190345
	Metro Sales	200	$112.02	INV3190987
	Metro Sales	200	$467.01	INV3183662
	Vestis	310	$232.43	#2630587203
	USPS	322	$8.15	9/28/2026
	Chris Determan	330	$191.40	ALS Tech Meeting
	Petty Cash	330	$10.00	ALS Tech Meeting-employee lunch
VISA	MLA	330	$195.00	Annual Conference
	City of GM Utilities	380	$439.82	August
	Amazon	435	$31.99	19M3-W9YM-71F1
	Atlantic	435	99.99	Annual renewal
	Ingram	435	$ 917.56	#99461680
	Two Harbors Public Library	435	$ 19.00	Lost item
	Midwest Tape	437	$ 42.99	#509466472
	Midwest Tape	437	$ 42.99	#509402406
	Amazon	437	$ 19.96	1DRL-7T4K-P4QX
	Johnson's Food	447	$ 38.46	8/14/2026
	Amazon	449	$ 209.76	13FN-WWWL-7TNC
	Sundew Tech	449	$ 61.98	9/14/2026
VISA	Web Results (Domain Regs)	449	$ 30.00	9/29/2026
	TOTAL		$5,192.46	

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10/14/2026				
Acct.#	Description	Category	Expense	Comments
211				
	Midwest Tape	437	$25.49	#509145372
	Midwest Tape	437	$45.99	#509181756
	Midwest Tape	437	$ 176.20	#509245591
	Midwest Tape	437	$ 25.49	#509277200
	Amazon	200	$ 262.33	1VDX-P7M7-FLXp
	Amazon	200	$ 17.81	1D9V-3YDN-6JkJ
	Amazon	437	$ 19.15	1D9V-3YDN-6JkJ
	Buck's Hardware	200	$ 12.58	#10670486
	Petty Cash	200	$ 4.32	Joynes Ben Frank. 10/7/26
	Vestis	310	$ 234.18	#2630596174
	Taproot landscaping	310	$ 970.72	#1089
	US Postal Service	322	$ 8.05	2-Oct-26
	Petty Cash	330	$ 10.00	ALS - staff meal reimburs.
	Chris Determan	330	$ 191.40	ALS-Mileage reimburs.
	Wowbrary	340	$ 500.00	2026-9621-1
	City of Grand Marais	380	$ 393.62	Utilities
	Ingram	435	$ 1,082.56	#99723883
	Amazon	437	$ 52.83	11NQ-7TJ3-1FFX
	Amazon	437	$ 19.00	1WR1-3HMC-R6DG
	Midwest Tape	437	$ 47.99	#509532103
	Amazon	449	$ 1,187.33	1RW1-VPw3-6CLN
	Michelle Johnson	330	$ 500.00	11/1/2026--Cataloging processes
	Gene's Foods	330	$ 53.41	#00279758
211 SUBTOTAL			$ 5,840.45	

CITY OF GRAND MARAIS INVESTMENTS
August 2026

FUND	INVESTMENT	DATE OF PURCHASE	MATURITY DATE	INTEREST RATE	BEGINNING BALANCE	PURCHASE	INTEREST RECEIVED	REDEMPTIO	ENDING BALANCE	
215- Library Restricted										
LMCIT	4M Fund			1.71%	40,764.20		125.66		40,889.86	215-10101
M. Lacey	NSFCU	09/23/04		0.3510%	18,553.95		7.88		18,561.83	215-10101
Patronage R	NSFCU			10.47%	2,958.69		24.05		2,982.74	215-10101
SSB	SECSB MM			0.90%	0.00				0.00	215-10104
LMCIT	4M Fund			1.71%	197,846.61		609.68		198,456.29	215-10104
										$260,890.72
									62,434.43	215-10101
									198,456.29	215-10104

CITY OF GRAND MARAIS

City of Grand Marais Balance Sheet

Current Period: August 2026

Account Descr		Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2026 YTD Bal
211 LIBRARY							
LIBRARY							
G 211-10100	Cash	$393,157.18	$1,376.67	$36,297.77	$491,798.64	$262,809.67	$622,146.15
G 211-10200	Petty Cash	$23.00	$0.00	$0.00	$0.00	$0.00	$23.00
G 211-11500	Accounts Receiv	-$26.50	$0.00	$4.99	$2.00	$38.49	-$62.99
G 211-11800	Return Checks	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 211-15500	Prepaid Items	$5,542.32	$0.00	$0.00	$0.00	$0.00	$5,542.32
G 211-20200	Accounts Payabl	-$2,115.96	$0.00	$0.00	$2,057.45	$0.00	-$58.51
G 211-20202	Accounts Payabl	-$13,148.52	$0.00	$0.00	$0.00	$0.00	-$13,148.52
G 211-20203	AP Compensated	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 211-20800	Taxes Due (Stat	-$34.00	$67.00	$67.77	$388.00	$401.72	-$47.72
G 211-25300	Unassigned Fun	-$377,855.20	$36,230.77	$1,303.91	$262,419.67	$493,415.88	-$608,851.41
G 211-25301	Nonspendable F	-$5,542.32	$0.00	$0.00	$0.00	$0.00	-$5,542.32
LIBRARY		$0.00	$37,674.44	$37,674.44	$756,665.76	$756,665.76	$0.00
211 LIBRARY		$0.00	$37,674.44	$37,674.44	$756,665.76	$756,665.76	$0.00

CITY OF GRAND MARAIS

City of Grand Marais Balance Sheet

Current Period: August 2026

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2026 YTD Bal
215 LIBRARY RESTRICTED FUND						
LIBRARY RESTRICTED FUND						
G 215-10100 Cash	$1,306.32	$2,651.15	$4,123.24	$66,297.73	$62,550.75	$5,053.30
G 215-10101 MONEY MARKET	$61,169.40	$157.59	$0.00	$1,265.03	$0.00	$62,434.43
G 215-10102 CASH-RESTRICT	$194,414.39	$609.68	$0.00	$4,041.90	$0.00	$198,456.29
G 215-10104 Cash - Reserve	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 215-11500 Accounts Receiv	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 215-15500 Prepaid Items	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 215-20200 Accounts Payabl	-$25.25	$0.00	$0.00	$25.25	$0.00	$0.00
G 215-20700 Due to Other Fu	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 215-25300 Unassigned Fun	-$56,268.87	$4,123.24	$2,808.74	$22,083.36	$24,120.62	-$58,306.13
G 215-25301 Nonspendable F	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
G 215-25306 Retricted Fund B	-$118,500.00	$0.00	$0.00	$0.00	$0.00	-$118,500.00
G 215-25307 Unassigned-Hma	-$6,345.99	$0.00	$609.68	$41,467.39	$45,509.29	-$10,387.89
G 215-25317 Asd Fd-Ins. Rese	-$10,000.00	$0.00	$0.00	$0.00	$0.00	-$10,000.00
G 215-25320 Asd Fd-Carpet	-$38,250.00	$0.00	$0.00	$0.00	$3,000.00	-$41,250.00
G 215-25326 Assigned Fnd Ba	-$27,500.00	$0.00	$0.00	$0.00	$0.00	-$27,500.00
G 215-25328 Asd Fd-Lib Impr	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
LIBRARY RESTRICTED FUND	$0.00	$7,541.66	$7,541.66	$135,180.66	$135,180.66	$0.00
215 LIBRARY RESTRICTED FUN	$0.00	$7,541.66	$7,541.66	$135,180.66	$135,180.66	$0.00

CITY OF GRAND MARAIS

City of Grand Marais Revenue Guideline

Current Period: August 2026

Current Qtr: 3

F Account Descr	2026 Budget	August 2026 Amt	2026 YTD Amt	2026 YTD Balance	2026 % of Budget	2025 YTD Amt
211 LIBRARY						
00000 General Departments						
R 211-00000-33100 Federal Grants an	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-33620 Other County Gra	$222,587.00	$0.00	$222,587.00	$0.00	100.00%	$220,410.00
R 211-00000-34109 Miscellaneous Ser	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-35103 Library Fines	$0.00	$3.70	$112.70	-$112.70	0.00%	$131.60
R 211-00000-36210 Interest Earnings	$0.00	$88.38	$484.46	-$484.46	0.00%	$0.00
R 211-00000-36222 Copies Charged	$5,750.00	$863.93	$5,049.72	$700.28	87.82%	$4,766.31
R 211-00000-36224 Book Replacemen	$0.00	$34.95	$239.24	-$239.24	0.00%	$274.47
R 211-00000-36225 Library Card Repla	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-36226 Out of State Libra	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-36230 Contributions and	$0.00	$97.00	$896.00	-$896.00	0.00%	$1,300.02
R 211-00000-36231 Other Grants	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-36239 ALS Crossover Rei	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-36243 ALS Postage Reim	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-39201 Transfer from Gen	$252,530.00	$0.00	$252,529.98	$0.02	100.00%	$250,900.18
R 211-00000-39206 Transfer From Ha	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 211-00000-39210 Transfer From Lib	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
00000 General Departments	$480,867.00	$1,087.96	$481,899.10	-$1,032.10		$477,782.58
211 LIBRARY	$480,867.00	$1,087.96	$481,899.10	-$1,032.10		$477,782.58

CITY OF GRAND MARAIS

City of Grand Marais Revenue Guideline

Current Period: August 2026

Current Qtr: 3

F Account Descr	2026 Budget	August 2026 Amt	2026 YTD Amt	2026 YTD Balance	2026 % of Budget	2025 YTD Amt
215 LIBRARY RESTRICTED FUND						
00000 General Departments						
R 215-00000-33620 Other County Gra	$1,000.00	$0.00	$1,000.00	$0.00	100.00%	$1,000.00
R 215-00000-36210 Interest Earnings	$0.00	$158.74	$1,297.73	-$1,297.73	0.00%	$1,658.47
R 215-00000-36230 Contributions and	$0.00	$2,650.00	$19,505.87	-$19,505.87	0.00%	$15,767.71
R 215-00000-36231 Other Grants	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 215-00000-36236 Minnesota Founda	$0.00	$0.00	$1,691.77	-$1,691.77	0.00%	$1,533.54
R 215-00000-36238 Margret Lacey Me	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 215-00000-36239 ALS Crossover Rei	$0.00	$0.00	$1,600.00	-$1,600.00	0.00%	$2,610.00
R 215-00000-36240 Insurance Refund	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 215-00000-36242 ALS Best Sellers Pl	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
R 215-00000-39201 Transfer from Gen	$1,000.00	$0.00	$1,000.00	$0.00	100.00%	$1,000.00
R 215-00000-39205 Transfer From Lib	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
00000 General Departments	$2,000.00	$2,808.74	$26,095.37	-$24,095.37		$23,569.72
45508 Special Collections						
R 215-45508-36210 Interest Earnings	$0.00	$609.68	$4,041.90	-$4,041.90	0.00%	$4,285.79
R 215-45508-39206 Transfer From Ha	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
45508 Special Collections	$0.00	$609.68	$4,041.90	-$4,041.90		$4,285.79
215 LIBRARY RESTRICTED FUND	$2,000.00	$3,418.42	$30,137.27	-$28,137.27		$27,855.51

CITY OF GRAND MARAIS

City of Grand Marais Expenditure Guideline

Current Period: August 2026

F	Account	Descr	2026 Budget	August 2026 Amt	2026 YTD Amt	2026 Balance	2026 % of Budget	2025 YTD Amt
211 LIBRARY								
45500 Libraries (GENERAL)								
E	211-45500-101	Salary (Full-Time Em	$185,082.00	$12,897.74	$91,290.86	$93,791.14	49.32%	$109,695.74
E	211-45500-103	Salary (Part-Time Em	$94,398.00	$8,843.14	$58,197.00	$36,201.00	61.65%	$58,295.70
E	211-45500-105	Overtime	$0.00	$0.00	$1,226.75	-$1,226.75	0.00%	$1,635.93
E	211-45500-109	Salary(Maintenance)	$1,800.00	$116.95	$1,097.31	$702.69	60.96%	$441.62
E	211-45500-111	Salary - Clean	$7,100.00	$0.00	$3,729.60	$3,370.40	52.53%	$3,878.90
E	211-45500-121	PERA	$21,629.00	$1,639.35	$11,665.63	$9,963.37	53.94%	$13,001.23
E	211-45500-122	FICA	$17,880.00	$1,286.01	$9,290.41	$8,589.59	51.96%	$10,360.64
E	211-45500-125	Medicare	$4,293.00	$300.75	$2,172.76	$2,120.24	50.61%	$2,422.99
E	211-45500-126	MN Medical Leave	$0.00	$66.67	$474.38	-$474.38	0.00%	$0.00
E	211-45500-127	MN Family Leave	$0.00	$29.50	$209.99	-$209.99	0.00%	$0.00
E	211-45500-131	Employer Paid Health	$50,889.00	$3,335.94	$17,981.31	$32,907.69	35.33%	$21,190.48
E	211-45500-133	Employer Paid Life	$495.00	$44.77	$275.07	$219.93	55.57%	$225.42
E	211-45500-140	Unemployment Comp	$0.00	$0.00	$3,154.20	-$3,154.20	0.00%	$251.73
E	211-45500-150	Worker s Comp (GEN	$1,600.00	$0.00	$673.88	$926.12	42.12%	$1,133.21
E	211-45500-200	Office Supplies (GEN	$6,000.00	$432.66	$1,914.10	$3,938.51	34.36%	$4,080.21
E	211-45500-217	Heating Fuel	$4,200.00	$0.00	$1,227.32	$2,972.68	29.22%	$1,313.75
E	211-45500-220	Repair/Maint Supply (	$1,000.00	$0.00	$2,699.67	-$1,699.67	269.97%	$475.29
E	211-45500-221	Equipment Parts/Buili	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	211-45500-310	Service Agreements	$11,400.00	$1,311.26	$5,457.10	$5,429.51	52.37%	$6,788.71
E	211-45500-321	Telephone	$2,500.00	$215.95	$1,792.83	$494.05	80.24%	$1,648.84
E	211-45500-322	Postage	$75.00	$0.00	$56.73	$18.27	75.64%	$45.83
E	211-45500-330	Transportation/Schoo	$4,800.00	$0.00	$1,627.97	$3,172.03	33.92%	$1,148.60
E	211-45500-340	Advertising	$600.00	$0.00	$568.00	$32.00	94.67%	$444.00
E	211-45500-360	Insurance (GENERAL	$10,000.00	$0.00	$0.00	$10,000.00	0.00%	$0.00
E	211-45500-380	Utility Services (GENE	$7,000.00	$429.41	$4,486.37	$2,513.63	64.09%	$1,311.90
E	211-45500-428	Cash Short	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	211-45500-430	Miscellaneous (GENE	$300.00	$0.00	$0.00	$300.00	0.00%	$305.10
E	211-45500-435	Books, Periodicals	$28,500.00	$2,035.27	$15,090.45	$12,574.69	55.88%	$18,409.74
E	211-45500-436	Membership Dues	$575.00	$0.00	$554.60	$20.40	96.45%	$410.00
E	211-45500-437	Audio Visual / DVD	$4,000.00	$699.30	$1,612.09	$2,367.96	40.80%	$797.35
E	211-45500-440	Other Physical Items	$250.00	$0.00	$475.42	-$225.42	190.17%	$0.00
E	211-45500-444	Electronic Books, Peri	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	211-45500-447	Programming	$12,000.00	$1,420.71	$7,227.09	$3,921.60	67.32%	$371.91
E	211-45500-449	Automation	$2,500.00	$909.44	$2,871.29	-$483.25	119.33%	$1,238.50
E	211-45500-520	Capital Outlay (Buildi	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	211-45500-580	Capital Outlay (Equip	$0.00	$0.00	$8,102.71	-$8,102.71	0.00%	$0.00
45500 Libraries (GENERAL)			$480,866.00	$36,014.82	$257,202.89	$220,971.13		$261,323.32
211 LIBRARY			$480,866.00	$36,014.82	$257,202.89	$220,971.13		$261,323.32

CITY OF GRAND MARAIS

City of Grand Marais Expenditure Guideline

Current Period: August 2026

F	Account	Descr	2026 Budget	August 2026 Amt	2026 YTD Amt	2026 Balance	2026 % of Budget	2025 YTD Amt
215 LIBRARY RESTRICTED FUND								
45500 Libraries (GENERAL)								
E	215-45500-200	Office Supplies (GEN	$0.00	$0.00	$0.00	$0.00	0.00%	$43.80
E	215-45500-220	Repair/Maint Supply (	$0.00	$0.00	$0.00	$0.00	0.00%	$1,172.58
E	215-45500-221	Equipment Parts/Buili	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-225	Landscaping Material	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-304	Attorney(Civil)	$0.00	$0.00	$765.00	-$765.00	0.00%	$11,564.82
E	215-45500-330	Transportation/Schoo	$0.00	$0.00	$0.00	$0.00	0.00%	$664.44
E	215-45500-430	Miscellaneous (GENE	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-435	Books, Periodicals	$0.00	$0.00	$0.00	$0.00	0.00%	$1,283.29
E	215-45500-436	Membership Dues	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-437	Audio Visual / DVD	$0.00	$1,573.24	$1,573.24	-$1,803.19	0.00%	$0.00
E	215-45500-438	Donations-Other Org	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-444	Electronic Books, Peri	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-447	Programming	$0.00	$2,550.00	$2,550.00	-$2,550.00	0.00%	$6,041.66
E	215-45500-449	Automation	$0.00	$0.00	$0.00	$0.00	0.00%	$3,675.88
E	215-45500-520	Capital Outlay (Buildi	$2,000.00	$0.00	$0.00	$2,000.00	0.00%	$0.00
E	215-45500-560	Capital Outlay (Furnit	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-580	Capital Outlay (Equip	$0.00	$0.00	$16,169.87	-$16,169.87	0.00%	$0.00
E	215-45500-590	Capital Outlay Books	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45500-711	Transfer to Library Fu	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
45500 Libraries (GENERAL)			$2,000.00	$4,123.24	$21,058.11	-$19,288.06		$24,446.47
45508 Special Collections								
E	215-45508-228	Repair & Maintenanc	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45508-302	Architects Fees	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45508-304	Attorney(Civil)	$0.00	$0.00	$0.00	$0.00	0.00%	$5,162.50
E	215-45508-447	Programming	$0.00	$0.00	$0.00	$0.00	0.00%	$500.00
E	215-45508-520	Capital Outlay (Buildi	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45508-523	Capital Outlay (Land)	$0.00	$0.00	$0.00	$0.00	0.00%	$5,302.00
E	215-45508-560	Capital Outlay (Furnit	$0.00	$0.00	$0.00	$0.00	0.00%	$0.00
E	215-45508-580	Capital Outlay (Equip	$0.00	$0.00	$0.00	$0.00	0.00%	$49,421.70
45508 Special Collections			$0.00	$0.00	$0.00	$0.00		$60,386.20
215 LIBRARY RESTRICTED FUND			$2,000.00	$4,123.24	$21,058.11	-$19,288.06		$84,832.67

Trustee's Review of Library Performance

Department: Library	Date: October 2026

Instructions: Utilizing the current strategic plan and your own observations of the library's performance, place an "X" in the column under the category that best describes this department's performance in the following areas of responsibility during 2026. Please add **written or typed comments for each category.** Note especially any strengths, weaknesses, and opportunities for improvement.

Strategic Goals and Priorities	**Exceeds Expectations**	**Meets Expectations**	**More is Expected**	**Performance Not Demonstrated**	**Evaluator has no basis for judgment**
• The library maintains strategic goals that adequately reflect the needs of the library and the communities it serves		4 votes	1 vote		
• Is continually progressing in the achievement of the current strategic goals	2 votes	3 votes			

Comments:

We've done a great job in the past year of continuously focusing on strategic goals, rather than creating goals and then not looking at them again until the next time we have to create a strategic plan.

I haven't heard about opportunities that have been investigated with the community stakeholders mentioned. I would like to push for that as a member of the board. I do feel by continuing to meet regularly the board members can reach out to the community.

The library board and director have kept the strategic plan on the forefront this year, with dedicated time to reaching financial goals in particular.

Budget Effectiveness	**Exceeds Expectations**	**Meets Expectations**	**More is Expected**	**Performance Not Demonstrated**	**Evaluator has no basis for judgment**
• Responsibly and effectively allocates financial resources to achieve the strategic goals		4 votes			1 vote
• Maintains a collection that is up-to-date and appealing to patrons	1 vote	4 votes			
• Makes effective use of technology for its own operations	2 votes	2 votes			1 Vote
• Meets the community's technology needs	1 vote	3 votes			1 vote
• Maintains the building and grounds		5 votes			
• Offers appealing programs for all ages on a wide variety of topics	3 votes	2 votes			

Comments:

- Event attendance shows how effective they are.
- Summer reading program participation numbers were high. Great variety of programming offered for varying ages.
- I was excited to see past meeting minutes show that the intra-library system was utilized quite a bit in the past which helps to broaden the diversity of the collection.
- The director has assessed collection needs based on MPLARS data and adjusted digital content accordingly, responding to patrons' changing needs.
- The board and director developed a budget that included long-term capital planning.
- The director's partnership with the Library Friends group has resulted in upgrades to computers.

Marketing & Publicity	Exceeds Expectations	Meets Expectations	More is Expected	Performance Not Demonstrated	Evaluator has no basis for judgment
• Keeps the public informed about library functions, events, and activities	1 vote	4 votes			
• Use of local media (WTIP, newspapers, Boreal)		4 votes			1 vote
• Use of social media and web platforms (Library website, Facebook, Instagram, etc.)		5 votes			

Comments:

- I've appreciated the new press releases for events. They are being sent out well ahead of time and are well-written and timely.
- I am able to track down information about events and library content easily even before my role as a trustee.
- Launching the new website was a big success for the year!
- Creative publicity for summer reading program -working with new partners to promote library services.

Successes:

1. **What specific aspects of the library's work align with our mission to foster creativity, learning and connection?**

- The weekly children's story time brings the community together. Events such as Possibilities Quartet brings in music and a whole new side for a multigenerational event.
- The programming creates connections for residents who might not visit the building to check-out books, but will come for a specific program. The more programming, the better – programming is always a good investment.
- The programming.
- The library continues to offer a broad range of programs, which are well attended. Circulation numbers remain high, reflecting a collection that the community values

2. **Significant accomplishments this year:**

- I think the updated website is a big improvement. The expanding of the other online services for digital check-outs is also good.
- Hiring a full staff again, including filling the children's library position finally, seems to be making everything else go more smoothly.
- Summer reading celebration
- Beginning of capital planning, update of website, well-attended and varied programming, investments in staff development

Opportunities for improvement:

1. **Where does the library not meet the needs of its patrons, miss key opportunities, or stray from its strategic priorities?**

- Unknown
- I still don't think the library is doing the best job of extending its reach to the far ends of the county. It's a big, inaccessible county, so solving this issue is not easy. I don't have answers for how this is done, but I also don't think we've spent a lot of time with it. Our improving electronic reach is obviously fulfilling some of this need but I think that works better for adult items than for kids' books.
- Engaging with the greater county.

2. **For each area of concern, describe the issue, its impact, and what success would look like in this area?**

- One community member mentioned to me that the new staff seem more interested in looking at their phones than engaging the patrons.
- Library books routinely in the hands of kids who live more than 20 miles from the library.
- Programming or outreach to those areas.

Overall Performance (Select One Description)	**Exceeds Expectations**	**Meets Expectations**	**More is Expected**	**Performance Not Demonstrated**
		4 votes	**1 vote**	

What overall goals would you recommend for 2027?

- I think this library continues to be on the right track. I have no suggestions.
- Maintaining staff harmony and keeping a full library staff.
- Working towards extending the library's reach.
- Adding to programming opportunities, especially in the summer and on Saturdays.
- Assess community needs, either through survey or other method, for future goals.
- Continue conversations with City & County partners regarding budget and capital planning.
- Begin next phase of strategic planning.

Marais Public Library
Avenue West | PO Box 280
Marais, MN 55604-0280
naraislibrary.org | 218.387.1140

Library Director's Report: October 2026

Prepared by: Elektra Branwen, Library Director

Computer installation

Sundew Tech. plans to complete new public computer installations by the end of October. The Library Friends of Cook County are planning a ribbon-cutting ceremony for the reveal November 20 starting at 10 AM.

Marketing materials

The Library Performance Review highlighted the importance of keeping the public informed about library services, as well as using local media and digital platforms to reach the community. Current and in-progress investments to raise awareness of existing services, collections, and opportunities to engage include:

- **WOWbrary:** A weekly e-newsletter linked to our catalog, highlighting new collection items in an appealing, accessible format.
- **BookPage:** A monthly print publication featuring newly published books and reading recommendations.
- **Welcome Materials:** Rack cards introducing library services to public utilities customers, campers, and lodge guests.

Tracking Marketing Investments. Historically, expenses for promotional materials and services have been recorded under general categories such as *service agreements* or *supplies*, while *advertising* has primarily been used for job announcements. To provide a clearer picture of the library's financial investment in marketing and publicity, I plan to itemize applicable promotional expenses under *advertising*. This is an initial step toward a more intentional approach to marketing and publicity, informed by the library's outreach priorities and the Board's feedback.

Staff Development

On Thursday, October 15, our Team Development consultant facilitated a workshop introducing staff to fundamentals of teamwork including the stages of team development and a framework for assessing where we are as a team. Staff will spend the next month engaging with the model before completing the two-workshop series in mid-November. This work builds on the Board's support for team development and establishes a foundation for continued staff learning and collaboration.

At our next staff meeting, an attorney from Justice North is expected to speak with staff about legal aid services available to Cook County residents and how to make appropriate referrals. This session will strengthen staff awareness of community resources and support our ability to connect library patrons with relevant services.

Elektra Branwen
104 2nd Avenue West
PO Box 280
Grand Marais, MN 55604

SAINT PAUL & MINNESOTA FOUNDATION

Fund Statement

August 1, 2026 - August 31, 2026
Prepared on: September 25, 2026

370 Wabasha Street North, Suite 300
Saint Paul, MN 55102

651.224.5463 | philanthropy@spmcf.org

Enclosed are the statements for the following fund(s):

Fund Name	Fund #	Legacy Fund #
The Grand Marais Public Library Endowment Fund	182315	5330

Thank you for choosing the Saint Paul & Minnesota Foundation for your philanthropic goals.
To access your fund online, please visit the DonorView website at https://spmf.iphiview.com/spmf.

For questions about this statement, please contact:
Tod Herskovitz 651-325-4208 tod.herskovitz@spmcf.org

Fund Activity Summary

Beginning Balance (August 1, 2026)	**$53,479.99**
Contributions	
Contributions	$0.00
Grants	
Grants Paid	$0.00
Grants Returned [1]	$0.00
Investments	
Interest & Dividends	$44.97
Realized & Unrealized Gain (Loss) [2]	$677.66
Administrative Fees	
Administrative Fees [3]	$0.00
Other Income (Expense) [4]	
Other Income	$0.00
Other (Expense)	$0.00
Ending Balance (August 31, 2026)	**$54,202.62**
Approved Grants to be Paid at a Future Date	$0.00
Uncommitted Balance [5]	**$54,202.62**

Investment Holdings and Performance [6] [7] [8]

			YTD	1 Year	3 Year	5 Year
Asset Detail	$	%		(Annualized)		
SPMF Multi-Asset Endowment Portfolio	$54,202.62	100.00				
Total	**$54,202.62**					

Available to Grant

Amount Available to Grant Carried Over from Previous Year	$0.00
Spending Policy Calculation for Current Year [9]	$2,063.13
Administrative Fees	($371.36)
Grants (Paid) Returned in Current Year	($1,691.77)
Amount Available to Grant as of August 31, 2026	**$0.00**
Grants Scheduled to Be Paid in the Current Year	$0.00
Pending Amount Available to Grant as of August 31, 2026	**$0.00**

SAINT PAUL & MINNESOTA FOUNDATION

Fund Statement Terms

Please note: some definitions outlined below may not be applicable for your Fund.

1. Grants returned is when a grant payment is returned to the Foundation and added back to a fund. Grants may be returned for a variety of reasons (e.g. the organization is unable to accept the funds or use the funds for the specified purpose).

2. Realized & unrealized gain (loss) may include gains or losses from the sale of assets in the investment portfolio(s) in which your fund is invested; gains or losses from a stock or mutual fund gift between the time it was received in our account and when it was sold; changes in the market value associated with the investment holdings in the investment portfolio(s) in which your fund is invested. These gains or losses are net of investment management expenses in the investment portfolio(s) in which your fund is invested. Investment expenses are the costs for related staff time, investment consultants, investment software, and taxes. Investment expenses are assessed monthly.

3. Administrative fees are assessed to cover the expenses of managing and maintaining funds and related staff time. Administrative fees allow the Saint Paul & Minnesota Foundation to continue our work in inspiring generosity, investing in community-led solutions, and advancing equity. For nonpermanent funds, administrative fees are assessed quarterly in the month after the previous quarter for most funds. For permanent funds, administrative fees are assessed annually in the first quarter of the year.

4. Other income (expense) is where accounts receivable and other credits or expenses are listed (e.g. Program Related Investment (PRI) interest, investment transfers).

5. Uncommitted balance is the total of fund assets less any grants scheduled.

6. Investment holdings are the different investment portfolios or accounts in which a fund may have assets. The holdings percentages may differ from selected investment allocations due to the nature and timing of investments and assets moving into and out of a fund. Visit the DonorView website to see or change investment allocations, if applicable.

7. Investment performance is the overall performance for the investment portfolio(s) in which your fund is invested. Performance detail is shown in the quarterly statement.

8. Cash balances are short-term in nature and do not include money market investments. A positive cash amount is the result of a gift waiting to be invested in the fund's selected investment portfolio(s). A negative cash amount is a grant and/or fee that was paid during the month and will be moved out of the fund's investment portfolio(s). Cash transactions occur on the 1st business day of the month. This may not be applicable in a statement if there is no such activity in the fund during the statement timeframe.

9. The current spending policy is 5 percent of the 21-quarter rolling average of a fund's market value. The amount to be distributed in the current year is calculated in the first quarter of the year with December 31 of the previous year as the last measurement point. Administrative fees are deducted before delivery of the annual distribution.

Library Strategic Plan | 2024 - 2027

Approved By: Library Board of Trustees
Adoption Date: February 2024

Focus Area 1: The Library inspires robust community involvement

The Library attracts a wide range of stakeholders to participate in its vitality, by establishing relationships with the next generation of library users, strengthening relationships with communities and groups that have cultural or physical barriers to enjoying the library, and forging new strategic partnerships with local businesses.

Action items:

- Survey the community (what services do you want, what groups are underserved)
- Request meeting(s) with Grand Portage Community leaders to find partnership opportunities
- Visit classrooms countywide to promote services and generate ideas for new services
- Create a user guide for people wanting to access library services
- Promote library services directly to underserved groups
- Establish strategic partnerships with 3 businesses to provide extended service
- Collaborate with 3 largest J-1 visa sponsors to welcome workers and promote services

Focus Area 2: The Library leadership uses financial resources wisely to honor public and private contributions

Library Leadership uses contributions in combination with levied funds to ensure the continuous development of services, supporting personal development of all Cook County residents. To honor public and private contributions the plan will include commitments to 3 key areas:

1. Professional board training on their role in capital planning
2. Regular review of contributions and levied funds to achieve strategic goals
3. Publicize the plan and results

Action items:

- Provide training for new board members on their role in capital planning
- Develop a policy for allocating contributions
- Institute annual board review of contributions & levied funding's dynamic application to further strategic goals
- Publicize quarterly and annual updates highlighting the use of contributions & levied funds

Focus Area 3: The Library provides staff and leadership the environment and resources they need to provide quality service

The Library supports staff in providing quality service to the community by investing in staff training and development opportunities, as well as the facility, its furnishings, and technologies.

Action items:

Identify and replace top 5 tech items/furnishings to improve staff productivity
Facility investments
Trustees and staff develop a 10-year plan for the facility
Staff Development

Completed actions:

- Replaced Interior Lighting
- Installed silent alarms.
- Installed a security door between the staff and public areas.
- Installed professional security cameras.
- Replaced Staff PCs.
- Explored building modifications to improve safety and security.
- Implemented installation of home security camera system.
- Explored installation of an additional emergency exit.

In progress:

- Replacing Public PCs—scheduled for 2026
- Boiler replacement project in progress.
- Establishing a Capital Fund
- Implementing 2-year Team Development work with consultant support

Focus Area 4: The Library provides service to underrepresented and underserved parts of the county

Every community member feels welcome and encouraged to take advantage of library services that meet their needs.

Action items:

- Promote mail-a-book service
- Conduct pop-up library events
- Augment collection to attract underserved members of the county.
- Host events that attract underrepresented and underserved members of the county