



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

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## Agenda

### Meeting of the Board of Trustees of the Grand Marais Public Library

**Date:** Thursday, December 18, 2025 at 5 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

- Approve Agenda
- Approve Bills

#### E. Communications

- St Paul MN Foundation: Fund Statement
- Boreal Waters: Fund Statements

#### F. Library Director's Report

- 2025 Safety and Security Improvement Goals Update

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



## Bills

	Description	Category	Expense	Comments
11/19/2025				
<b>211</b>				
	Amazon	200	\$ 29.67	14CJ-9PK3-X47K
	Amazon (credit)		\$ (23.99)	161V-1V3M-63L6
	Amazon (credit)		\$ (0.02)	16YL-QNY4-1R6C
	Amazon	200	\$ 44.99	11PT-QNMF-71V7
	Amazon	200	\$ 14.19	1PGL-QCK9-CX7F
	Amazon	440	\$ 18.96	1PGL-QCK9-CX7F
	amazon	200	\$ 49.99	14HN-YM9L-G93X
	Arrowhead Lib System	200	\$ 8.80	#00015362
	Cook County Home Center	200	\$ 2.84	#370680
	Demco	200	\$ 145.93	#52520188/7727059
	Como Oil & Propane	217	\$ 395.94	#1519392660
	Sundew Tech	310	\$ 63.98	11/3/2025
	Arrowhead Broadband	321	\$ 211.23	Billed 11/04/2025
	Petty Cash	322	\$ 1.90	
	CCHE	330	\$ 50.00	#000708
	Amazon	435	\$ 33.00	#14F7-9FP9-X66K
	New York Times	435	\$ 611.88	#345F78E82545
<b>VISA</b>	<b>GKIDS Team</b>	447	\$ 29.24	#51446
	GKIDS Team	447	\$ 150.00	#23184
	Sundew Tech	449	3159.5	11/17/2025
<b>0</b>				
<b>211</b>				
<b>SUBTOTAL</b>			\$ 4,998.03	
<b>215</b>				
<b>SUBTOTAL</b>			\$ -	
\$ -	<b>TOTAL</b>		\$4,998.03	

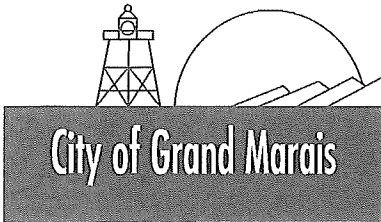


## Bills

12/3/2025

Acct.#	Description	Category	Expense	Comments
<b>211</b>				
	amazon	200	\$ 36.08	1WXW-LKQH-CQLL
	amazon	200	\$ 100.01	1XYT-MGFM-PKGW
	MSI	310	\$ 155.15	INV2941972
	Vestis	310	\$ 154.31	#2630493668
	Steve hargadon	330	\$ 199.00	#12022025-1023
	Country Inn & Suites	330	\$ 125.38	VISA
	City of Grand marais	380	\$ 533.82	Utilities
	Star Tribune	435	\$ 132.11	INV date Nov 23, 2025
	Johnson's	447	\$ 63.07	INV00008181; 12/1/2025
	amazon	447	\$ 68.94	11FC-43G9-666D
<b>0</b>				
<b>211 SUBTOTAL</b>			\$ 1,567.87	





# CITY OF GRAND MARAIS

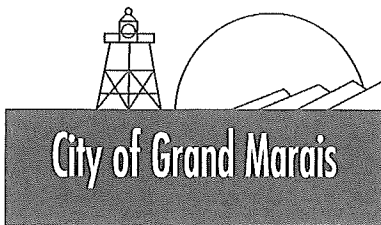
## City of Grand Marais Balance Sheet

Current Period: October 2025

11/24/25 8:36 AM

Page 1

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2025 YTD Bal
<b>211 LIBRARY</b>						
<b>LIBRARY</b>						
G 211-10100 Cash	\$294,201.77	\$1,025.18	\$44,228.38	\$487,795.21	\$338,924.05	\$443,072.93
G 211-10200 Petty Cash	\$23.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.00
G 211-11500 Accounts Receiv	\$0.00	\$0.00	\$0.00	\$0.00	\$4.50	-\$4.50
G 211-11800 Return Checks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 211-15500 Prepaid Items	\$6,265.81	\$0.00	\$0.00	\$0.00	\$0.00	\$6,265.81
G 211-20200 Accounts Payabl	-\$1,476.32	\$0.00	\$0.00	\$1,476.32	\$0.00	\$0.00
G 211-20202 Accounts Payabl	-\$12,624.09	\$0.00	\$0.00	\$0.00	\$0.00	-\$12,624.09
G 211-20203 AP Compensated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 211-20800 Taxes Due (Stat	-\$50.00	\$38.00	\$63.21	\$486.00	\$481.25	-\$45.25
G 211-25300 Unassigned Fun	-\$280,074.36	\$44,190.38	\$961.97	\$338,438.05	\$488,785.78	-\$430,422.09
G 211-25301 Nonspendable F	-\$6,265.81	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,265.81
<b>LIBRARY</b>	<b>\$0.00</b>	<b>\$45,253.56</b>	<b>\$45,253.56</b>	<b>\$828,195.58</b>	<b>\$828,195.58</b>	<b>\$0.00</b>
<b>211 LIBRARY</b>	<b>\$0.00</b>	<b>\$45,253.56</b>	<b>\$45,253.56</b>	<b>\$828,195.58</b>	<b>\$828,195.58</b>	<b>\$0.00</b>



# CITY OF GRAND MARAIS

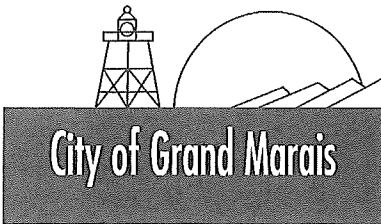
## City of Grand Marais Balance Sheet

Current Period: October 2025

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Page 2

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2025 YTD Bal
<b>215 LIBRARY RESTRICTED FUND</b>						
<b>LIBRARY RESTRICTED FUND</b>						
G 215-10100 Cash	-\$35,301.78	\$0.26	\$10.34	\$31,218.95	\$99,410.46	-\$103,493.29
G 215-10101 MONEY MARKET	\$70,047.95	\$205.09	\$0.00	\$2,063.61	\$0.00	\$72,111.56
G 215-10102 CASH-RESTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 215-10104 Cash - Reserve	\$276,748.70	\$532.63	\$0.00	\$5,346.86	\$0.00	\$282,095.56
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	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$17,159.15	\$10.34	\$205.35	\$38,176.76	\$24,772.56	\$30,563.35
G 215-25301 Nonspendable F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 215-25306 Retricted Fund B	-\$34,643.78	\$0.00	\$0.00	\$0.00	\$0.00	-\$34,643.78
G 215-25307 Unassigned-Hma	-\$245,561.74	\$0.00	\$532.63	\$54,723.70	\$5,346.86	-\$196,184.90
G 215-25320 Asd Fd-Carpet	-\$34,250.00	\$0.00	\$0.00	\$6,510.00	\$8,510.00	-\$36,250.00
G 215-25328 Asd Fd-Lib Impr	-\$14,198.50	\$0.00	\$0.00	\$0.00	\$0.00	-\$14,198.50
<b>LIBRARY RESTRICTED FUND</b>	<b>\$0.00</b>	<b>\$748.32</b>	<b>\$748.32</b>	<b>\$138,039.88</b>	<b>\$138,039.88</b>	<b>\$0.00</b>
<b>215 LIBRARY RESTRICTED FUN</b>	<b>\$0.00</b>	<b>\$748.32</b>	<b>\$748.32</b>	<b>\$138,039.88</b>	<b>\$138,039.88</b>	<b>\$0.00</b>



# CITY OF GRAND MARAIS

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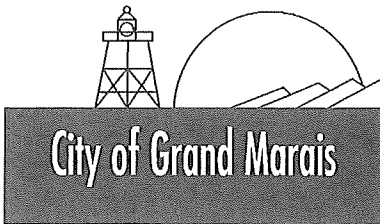
Page 1

## City of Grand Marais Revenue Guideline

Current Period: October 2025

Current Qtr: 4

f Account Descr	2025 Budget	October 2025 Amt	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2024 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	\$220,410.00	\$0.00	\$220,410.00	\$0.00	100.00%	\$202,469.00
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	\$22.92	\$165.47	-\$165.47	0.00%	\$106.10
R 211-00000-36222 Copies Charged	\$5,000.00	\$789.10	\$6,011.30	-\$1,011.30	120.23%	\$5,954.80
R 211-00000-36224 Book Replacemen	\$0.00	\$42.95	\$326.42	-\$326.42	0.00%	\$506.71
R 211-00000-36225 Library Card Repl	\$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%	\$62.68
R 211-00000-36230 Contributions and	\$0.00	\$107.00	\$1,433.02	-\$1,433.02	0.00%	\$1,765.60
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	\$249,881.00	\$0.00	\$250,900.18	-\$1,019.18	100.41%	\$232,825.00
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	\$475,291.00	\$961.97	\$479,246.39	-\$3,955.39		\$443,689.89
211 LIBRARY	\$475,291.00	\$961.97	\$479,246.39	-\$3,955.39		\$443,689.89



# CITY OF GRAND MARAIS

## City of Grand Marais Revenue Guideline

Current Period: October 2025

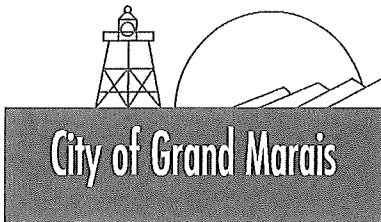
Current Qtr: 4

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Page 2

f Account Descr	2025 Budget	October 2025 Amt	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2024 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	\$205.35	\$2,065.97	-\$2,065.97	0.00%	\$2,169.06
R 215-00000-36230 Contributions and	\$0.00	\$0.00	\$16,267.71	-\$16,267.71	0.00%	\$13,223.00
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	\$1,533.54	-\$1,533.54	0.00%	\$1,609.41
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	\$2,610.00	-\$2,610.00	0.00%	\$4,805.50
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%	\$744.53
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	\$205.35	\$24,477.22	-\$22,477.22		\$24,551.50
45508 Special Collections						
R 215-45508-36210 Interest Earnings	\$0.00	\$532.63	\$5,346.86	-\$5,346.86	0.00%	\$6,169.00
R 215-45508-39206 Transfer From Ha	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
45508 Special Collections	\$0.00	\$532.63	\$5,346.86	-\$5,346.86		\$6,169.00
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$737.98	\$29,824.08	-\$27,824.08		\$30,720.50





# CITY OF GRAND MARAIS

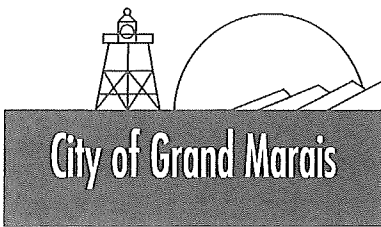
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## City of Grand Marais Expenditure Guideline

Page 1

Current Period: October 2025

F Account Descr	2025 Budget	October 2025 Amt	2025 YTD Amt	2025 Balance	2025 % of Budget	2024 YTD Amt
211 LIBRARY						
45500 Libraries (GENERAL)						
E 211-45500-101 Salary (Full-Time Em	\$184,746.00	\$14,282.04	\$132,559.92	\$52,186.08	71.75%	\$141,017.68
E 211-45500-103 Salary (Part-Time Em	\$106,605.00	\$7,684.95	\$73,627.53	\$32,977.47	69.07%	\$68,295.26
E 211-45500-105 Overtime	\$0.00	\$0.00	\$1,635.93	-\$1,635.93	0.00%	\$1,764.99
E 211-45500-109 Salary(Maintenance)	\$2,000.00	\$571.75	\$1,315.28	\$684.72	65.76%	\$755.33
E 211-45500-111 Salary - Clean	\$7,171.00	\$522.05	\$4,730.93	\$2,440.07	65.97%	\$2,987.14
E 211-45500-121 PERA	\$22,539.00	\$1,729.57	\$15,898.86	\$6,640.14	70.54%	\$16,106.52
E 211-45500-122 FICA	\$18,632.00	\$1,388.80	\$12,770.82	\$5,861.18	68.54%	\$12,777.65
E 211-45500-125 Medicare	\$4,482.00	\$324.78	\$2,986.63	\$1,495.37	66.64%	\$2,988.31
E 211-45500-126 MN Paid Leave	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 211-45500-131 Employer Paid Health	\$47,377.00	\$2,188.64	\$24,291.73	\$23,085.27	51.27%	\$28,196.18
E 211-45500-133 Employer Paid Life	\$495.00	\$26.64	\$274.64	\$220.36	55.48%	\$307.97
E 211-45500-140 Unemployment Comp	\$0.00	\$0.00	\$251.73	-\$251.73	0.00%	\$0.00
E 211-45500-150 Worker s Comp (GEN	\$1,500.00	\$0.00	\$1,133.21	\$366.79	75.55%	\$1,385.08
E 211-45500-200 Office Supplies (GEN	\$6,000.00	\$438.68	\$4,796.70	\$1,072.23	82.13%	\$4,037.04
E 211-45500-217 Heating Fuel	\$4,200.00	\$0.00	\$1,313.75	\$2,886.25	31.28%	\$2,099.97
E 211-45500-220 Repair/Maint Supply (	\$1,000.00	\$134.32	\$609.61	\$390.39	60.96%	\$1,350.21
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	\$8,600.00	\$2,290.78	\$9,765.08	-\$1,630.57	118.96%	\$8,839.20
E 211-45500-321 Telephone	\$2,500.00	\$206.63	\$2,062.89	\$225.88	90.96%	\$2,022.62
E 211-45500-322 Postage	\$75.00	\$0.00	\$45.83	\$29.17	61.11%	\$0.00
E 211-45500-330 Transportation/Schoo	\$4,800.00	\$195.50	\$1,410.09	\$3,389.91	29.38%	\$1,119.12
E 211-45500-340 Advertising	\$600.00	\$88.00	\$625.76	-\$25.76	104.29%	\$331.50
E 211-45500-360 Insurance (GENERAL	\$10,000.00	\$8,367.91	\$8,367.91	\$1,632.09	83.68%	\$9,500.57
E 211-45500-380 Utility Services (GENE	\$7,000.00	\$454.65	\$2,268.27	\$4,264.82	39.07%	\$5,290.25
E 211-45500-428 Cash Short	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7.51
E 211-45500-430 Miscellaneous (GENE	\$300.00	\$0.00	\$305.10	-\$5.10	101.70%	\$190.09
E 211-45500-435 Books, Periodicals	\$28,500.00	\$1,216.67	\$20,737.96	\$6,974.31	75.53%	\$24,233.55
E 211-45500-436 Membership Dues	\$575.00	\$0.00	\$410.00	\$165.00	71.30%	\$200.00
E 211-45500-437 Audio Visual / DVD	\$4,000.00	\$0.00	\$822.09	\$3,148.67	21.28%	\$1,476.62
E 211-45500-440 Other Physical Items	\$250.00	\$0.00	\$0.00	\$250.00	0.00%	\$203.98
E 211-45500-444 Electronic Books, Peri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 211-45500-447 Programming	\$0.00	\$1,064.00	\$1,435.91	-\$1,553.71	0.00%	\$0.00
E 211-45500-449 Automation	\$1,500.00	\$1,014.02	\$2,444.50	-\$944.50	162.97%	\$519.05
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	\$0.00	\$0.00	0.00%	\$0.00
45500 Libraries (GENERAL)	\$475,447.00	\$44,190.38	\$328,898.66	\$144,338.87		\$338,003.39
211 LIBRARY	\$475,447.00	\$44,190.38	\$328,898.66	\$144,338.87		\$338,003.39



# CITY OF GRAND MARAIS

## City of Grand Marais Expenditure Guideline

Current Period: October 2025

11/24/25 8:37 AM

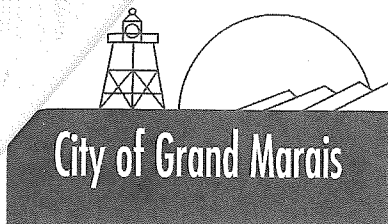
Page 2

F Account Descr	2025 Budget	October 2025 Amt	2025 YTD Amt	2025 Balance	2025 % of Budget I	2024 YTD Amt
<b>215 LIBRARY RESTRICTED FUND</b>						
45500 Libraries (GENERAL)						
E 215-45500-200 Office Supplies (GEN	\$0.00	\$0.00	\$76.04	-\$76.04	0.00%	\$1,339.86
E 215-45500-220 Repair/Maint Supply (	\$0.00	\$0.00	\$1,172.58	-\$1,172.58	0.00%	\$7,784.55
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	\$14,383.57	-\$14,383.57	0.00%	\$0.00
E 215-45500-330 Transportation/Schoo	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,897.02
E 215-45500-430 Miscellaneous (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$100.00
E 215-45500-435 Books, Periodicals	\$0.00	\$0.00	\$1,293.92	-\$1,293.92	0.00%	\$80.15
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	\$0.00	\$0.00	\$0.00	0.00%	\$450.00
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	\$10.34	\$8,533.25	-\$8,533.25	0.00%	\$5,725.25
E 215-45500-449 Automation	\$0.00	\$0.00	\$4,759.56	-\$4,759.56	0.00%	\$968.69
E 215-45500-520 Capital Outlay (Buildi	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%	\$16,949.00
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	\$0.00	\$0.00	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	\$10.34	\$30,218.92	-\$28,218.92		\$36,294.52
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	\$5,162.50	-\$5,162.50	0.00%	\$0.00
E 215-45508-447 Programming	\$0.00	\$0.00	\$500.00	-\$500.00	0.00%	\$0.00
E 215-45508-520 Capital Outlay (Buildi	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,012.24
E 215-45508-523 Capital Outlay (Land)	\$0.00	\$0.00	\$5,302.00	-\$5,302.00	0.00%	\$0.00
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	\$49,421.70	-\$49,421.70	0.00%	\$0.00
45508 Special Collections	\$0.00	\$0.00	\$60,386.20	-\$60,386.20		\$3,012.24
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$10.34	\$90,605.12	-\$88,605.12		\$39,306.76

## CITY OF GRAND MARAIS INVESTMENTS

September 2025

FUND	INVESTMENT	DATE OF PURCHASE	MATURITY DATE	INTEREST RATE	BEGINNING BALANCE	PURCHASE	INTEREST RECEIVED	REDEMPTION	ENDING BALANCE	
215- Library Restricted										
LMCIT	4M Fund			5.250%	50,540.37		173.10		50,713.47	215-10101
M. Lacey	NSFCU	09/23/04		0.500%	18,469.26		7.59		18,476.85	215-10101
Patronage R	NSFCU			10.000%	2,694.95		21.20		2,716.15	215-10101
SSB	SECSB MM			0.900%	141,217.62		49.52		141,267.14	215-10104
LMCIT	4M Fund			5.250%	139,816.87		478.92		140,295.79	215-10104
										\$353,469.40
									71,906.47	215-10101
									281,562.93	215-10104



# CITY OF GRAND MARAIS

## City of Grand Marais Balance Sheet

Current Period: September 2025

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Page 1

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2025 YTD Bal
211 LIBRARY						
LIBRARY						
G 211-10100 Cash	\$294,201.77	\$538.37	\$23,435.96	\$486,770.03	\$294,695.67	\$486,276.13
G 211-10200 Petty Cash	\$23.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.00
G 211-11500 Accounts Receiv	\$0.00	\$0.00	\$0.00	\$0.00	\$4.50	-\$4.50
G 211-11800 Return Checks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 211-15500 Prepaid Items	\$6,265.81	\$0.00	\$0.00	\$0.00	\$0.00	\$6,265.81
G 211-20200 Accounts Payabl	-\$1,476.32	\$0.00	\$0.00	\$1,476.32	\$0.00	\$0.00
G 211-20202 Accounts Payabl	-\$12,624.09	\$0.00	\$0.00	\$0.00	\$0.00	-\$12,624.09
G 211-20203 AP Compensated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 211-20800 Taxes Due (Stat	-\$50.00	\$51.00	\$36.53	\$448.00	\$418.04	-\$20.04
G 211-25300 Unassigned Fun	-\$280,074.36	\$23,384.96	\$501.84	\$294,247.67	\$487,823.81	-\$473,650.50
G 211-25301 Nonspendable F	-\$6,265.81	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,265.81
LIBRARY	\$0.00	\$23,974.33	\$23,974.33	\$782,942.02	\$782,942.02	\$0.00
211 LIBRARY	\$0.00	\$23,974.33	\$23,974.33	\$782,942.02	\$782,942.02	\$0.00



City of Grand Marais

# CITY OF GRAND MARAIS

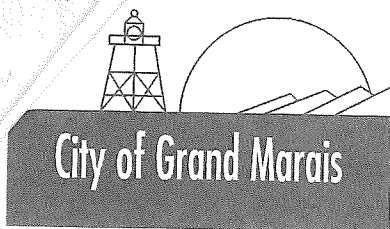
## City of Grand Marais Balance Sheet

Current Period: September 2025

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Page 2

Account Descr	Begin Yr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2025 YTD Bal
215 LIBRARY RESTRICTED FUND						
LIBRARY RESTRICTED FUND						
G 215-10100 Cash	-\$35,301.78	\$1,164.70	\$6,426.55	\$31,218.69	\$99,400.12	-\$103,483.21
G 215-10101 MONEY MARKET	\$70,047.95	\$201.89	\$0.00	\$1,858.52	\$0.00	\$71,906.47
G 215-10102 CASH-RESTRICT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 215-10104 Cash - Reserve	\$276,748.70	\$528.44	\$0.00	\$4,814.23	\$0.00	\$281,562.93
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	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$17,159.15	\$6,426.55	\$1,366.59	\$38,166.42	\$24,567.21	\$30,758.36
G 215-25301 Nonspendable F	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 215-25306 Retricted Fund B	-\$34,643.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
G 215-25307 Unassigned-Hma	-\$245,561.74	\$0.00	\$528.44	\$54,723.70	\$4,814.23	-\$195,652.27
G 215-25320 Asd Fd-Carpet	-\$34,250.00	\$0.00	\$0.00	\$6,510.00	\$8,510.00	-\$36,250.00
G 215-25328 Asd Fd-Lib Impr	-\$14,198.50	\$0.00	\$0.00	\$0.00	\$0.00	-\$14,198.50
LIBRARY RESTRICTED FUND	\$0.00	\$8,321.58	\$8,321.58	\$137,291.56	\$137,291.56	\$0.00
215 LIBRARY RESTRICTED FUN	\$0.00	\$8,321.58	\$8,321.58	\$137,291.56	\$137,291.56	\$0.00



# CITY OF GRAND MARAIS

## City of Grand Marais Revenue Guideline

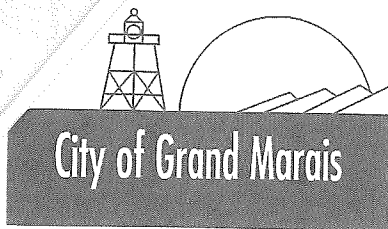
Current Period: September 2025

Current Qtr: 3

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Page 1

F Account Descr	2025 Budget	September 2025 Amt	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2024 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	\$220,410.00	\$0.00	\$220,410.00	\$0.00	100.00%	\$202,469.00
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	\$10.95	\$142.55	-\$142.55	0.00%	\$102.65
R 211-00000-36222 Copies Charged	\$5,000.00	\$455.89	\$5,222.20	-\$222.20	104.44%	\$5,111.45
R 211-00000-36224 Book Replacemen	\$0.00	\$9.00	\$283.47	-\$283.47	0.00%	\$386.72
R 211-00000-36225 Library Card Repl	\$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%	\$62.68
R 211-00000-36230 Contributions and	\$0.00	\$26.00	\$1,326.02	-\$1,326.02	0.00%	\$1,536.60
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	\$249,881.00	\$0.00	\$250,900.18	-\$1,019.18	100.41%	\$232,825.00
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	\$475,291.00	\$501.84	\$478,284.42	-\$2,993.42		\$442,494.10
211 LIBRARY	\$475,291.00	\$501.84	\$478,284.42	-\$2,993.42		\$442,494.10



# CITY OF GRAND MARAIS

## City of Grand Marais Revenue Guideline

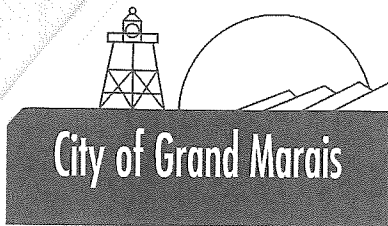
Current Period: September 2025

Current Qtr: 3

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Page 2

f Account Descr	2025 Budget	September 2025 Amt	2025 YTD Amt	2025 YTD Balance	2025 % of Budget	2024 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	\$202.15	\$1,860.62	-\$1,860.62	0.00%	\$2,141.10
R 215-00000-36230 Contributions and	\$0.00	\$500.00	\$16,267.71	-\$16,267.71	0.00%	\$8,753.00
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	\$1,533.54	-\$1,533.54	0.00%	\$1,410.21
R 215-00000-36238 Margaret 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	\$2,610.00	-\$2,610.00	0.00%	\$4,805.50
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%	\$744.53
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	\$702.15	\$24,271.87	-\$22,271.87		\$19,854.34
45508 Special Collections						
R 215-45508-36210 Interest Earnings	\$0.00	\$528.44	\$4,814.23	-\$4,814.23	0.00%	\$5,570.11
R 215-45508-39206 Transfer From Ha	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
45508 Special Collections	\$0.00	\$528.44	\$4,814.23	-\$4,814.23		\$5,570.11
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$1,230.59	\$29,086.10	-\$27,086.10		\$25,424.45



# CITY OF GRAND MARAIS

## City of Grand Marais Expenditure Guideline

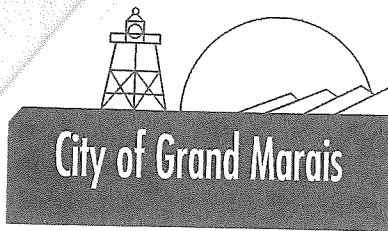
Current Period: September 2025

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Page 1

F Account Descr	2025 Budget	September 2025 Amt	2025 YTD Amt	2025 Balance	2025 % of Budget I	2024 YTD Amt
211 LIBRARY						
45500 Libraries (GENERAL)						
E 211-45500-101 Salary (Full-Time Em	\$184,746.00	\$8,582.14	\$118,277.88	\$66,468.12	64.02%	\$127,220.87
E 211-45500-103 Salary (Part-Time Em	\$106,605.00	\$7,646.88	\$65,942.58	\$40,662.42	61.86%	\$61,199.15
E 211-45500-105 Overtime	\$0.00	\$0.00	\$1,635.93	-\$1,635.93	0.00%	\$1,725.94
E 211-45500-109 Salary(Maintenance)	\$2,000.00	\$301.91	\$743.53	\$1,256.47	37.18%	\$755.33
E 211-45500-111 Salary - Clean	\$7,171.00	\$329.98	\$4,208.88	\$2,962.12	58.69%	\$2,509.56
E 211-45500-121 PERA	\$22,539.00	\$1,168.06	\$14,169.29	\$8,369.71	62.87%	\$14,500.79
E 211-45500-122 FICA	\$18,632.00	\$1,021.38	\$11,382.02	\$7,249.98	61.09%	\$11,525.07
E 211-45500-125 Medicare	\$4,482.00	\$238.86	\$2,661.85	\$1,820.15	59.39%	\$2,695.36
E 211-45500-126 MN Paid Leave	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 211-45500-131 Employer Paid Health	\$47,377.00	\$912.61	\$22,103.09	\$25,273.91	46.65%	\$24,574.49
E 211-45500-133 Employer Paid Life	\$495.00	\$22.58	\$248.00	\$247.00	50.10%	\$278.47
E 211-45500-140 Unemployment Comp	\$0.00	\$0.00	\$251.73	-\$251.73	0.00%	\$0.00
E 211-45500-150 Worker s Comp (GEN	\$1,500.00	\$0.00	\$1,133.21	\$366.79	75.55%	\$1,385.08
E 211-45500-200 Office Supplies (GEN	\$6,000.00	\$277.81	\$4,358.02	\$1,072.23	82.13%	\$3,514.40
E 211-45500-217 Heating Fuel	\$4,200.00	\$0.00	\$1,313.75	\$2,886.25	31.28%	\$2,099.97
E 211-45500-220 Repair/Maint Supply (	\$1,000.00	\$0.00	\$475.29	\$390.39	60.96%	\$1,271.21
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	\$8,600.00	\$685.59	\$7,474.30	-\$1,630.57	118.96%	\$6,425.38
E 211-45500-321 Telephone	\$2,500.00	\$207.42	\$1,856.26	\$225.88	90.96%	\$1,816.76
E 211-45500-322 Postage	\$75.00	\$0.00	\$45.83	\$29.17	61.11%	\$0.00
E 211-45500-330 Transportation/Schoo	\$4,800.00	\$65.99	\$1,214.59	\$3,389.91	29.38%	\$542.55
E 211-45500-340 Advertising	\$600.00	\$93.76	\$537.76	-\$25.76	104.29%	\$331.50
E 211-45500-360 Insurance (GENERAL	\$10,000.00	\$0.00	\$0.00	\$1,632.09	83.68%	\$0.00
E 211-45500-380 Utility Services (GENE	\$7,000.00	\$501.72	\$1,813.62	\$4,264.82	39.07%	\$4,844.83
E 211-45500-428 Cash Short	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7.51
E 211-45500-430 Miscellaneous (GENE	\$300.00	\$0.00	\$305.10	-\$5.10	101.70%	\$131.04
E 211-45500-435 Books, Periodicals	\$28,500.00	\$1,111.55	\$19,521.29	\$6,974.31	75.53%	\$21,720.67
E 211-45500-436 Membership Dues	\$575.00	\$0.00	\$410.00	\$165.00	71.30%	\$200.00
E 211-45500-437 Audio Visual / DVD	\$4,000.00	\$24.74	\$822.09	\$3,148.67	21.28%	\$1,250.08
E 211-45500-440 Other Physical Items	\$250.00	\$0.00	\$0.00	\$250.00	0.00%	\$203.98
E 211-45500-444 Electronic Books, Peri	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
E 211-45500-447 Programming	\$0.00	\$0.00	\$371.91	-\$1,553.71	0.00%	\$0.00
E 211-45500-449 Automation	\$1,500.00	\$191.98	\$1,430.48	-\$944.50	162.97%	\$519.05
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	\$0.00	\$0.00	0.00%	\$0.00
45500 Libraries (GENERAL)	\$475,447.00	\$23,384.96	\$284,708.28	\$173,058.09		\$293,249.04
211 LIBRARY	\$475,447.00	\$23,384.96	\$284,708.28	\$173,058.09		\$293,249.04





# CITY OF GRAND MARAIS

## City of Grand Marais Expenditure Guideline

Current Period: September 2025

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Page 2

F Account Descr	2025 Budget	September 2025 Amt	2025 YTD Amt	2025 Balance	2025 % of Budget I	2024 YTD Amt
<b>215 LIBRARY RESTRICTED FUND</b>						
45500 Libraries (GENERAL)						
E 215-45500-200 Office Supplies (GEN	\$0.00	\$32.24	\$76.04	-\$76.04	0.00%	\$1,339.86
E 215-45500-220 Repair/Maint Supply (	\$0.00	\$0.00	\$1,172.58	-\$1,172.58	0.00%	\$7,784.55
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	\$2,818.75	\$14,383.57	-\$14,383.57	0.00%	\$0.00
E 215-45500-330 Transportation/Schoo	\$0.00	-\$664.44	\$0.00	\$0.00	0.00%	\$2,897.02
E 215-45500-430 Miscellaneous (GENE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$100.00
E 215-45500-435 Books, Periodicals	\$0.00	\$10.63	\$1,293.92	-\$1,293.92	0.00%	\$80.15
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	\$0.00	\$0.00	\$0.00	0.00%	\$450.00
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	\$2,481.25	\$8,522.91	-\$8,533.25	0.00%	\$4,733.25
E 215-45500-449 Automation	\$0.00	\$1,083.68	\$4,759.56	-\$4,759.56	0.00%	\$968.69
E 215-45500-520 Capital Outlay (Buildi	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%	\$16,949.00
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	\$0.00	\$0.00	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	\$5,762.11	\$30,208.58	-\$28,218.92		\$35,302.52
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	\$5,162.50	-\$5,162.50	0.00%	\$0.00
E 215-45508-447 Programming	\$0.00	\$0.00	\$500.00	-\$500.00	0.00%	\$0.00
E 215-45508-520 Capital Outlay (Buildi	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,012.24
E 215-45508-523 Capital Outlay (Land)	\$0.00	\$0.00	\$5,302.00	-\$5,302.00	0.00%	\$0.00
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	\$49,421.70	-\$49,421.70	0.00%	\$0.00
45508 Special Collections	\$0.00	\$0.00	\$60,386.20	-\$60,386.20		\$3,012.24
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$5,762.11	\$90,594.78	-\$88,605.12		\$38,314.76



## Library Director's Report: December 2025

Prepared by: Elektra Branwen, Library Director

### Staff

- Friday, December 12 was the first working day for our new adult services librarian. Chris Determan.
- Hiring process for a library clerk is in progress.

### Programs

- AJ Jones, Youth Services Librarian, held a family movie event and introduced herself to the community.

### Facilities

- Our boilers were inspected for winter readiness. Cook County Plumbing advised that the manufacturer of our boiler system has gone out of business. Planning now for boiler replacement would be prudent.

### Safety/Security

- Sundew Tech. has ordered equipment for installation of a professional security camera system. Work will be scheduled once equipment arrives.

### Community Partnerships

- Met with Rocio Rivas (Cook County Public Health) to explore partnership opportunities with the Prevention Coalition of Cook County aimed at strengthening youth well-being initiatives.
- Scheduled to meet with Catherine James, Executive Director of Historic Cook County, to learn how the library can support their strategic planning work.

Amanda St John  
104 2nd Avenue West  
PO Box 280  
Grand Marais, MN 55604



## Fund Statement

October 1, 2025 - October 31, 2025

Prepared on: November 25, 2025

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

651.224.5463 | [philanthropy@spmcf.org](mailto: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://spmcf.iphiview.com/spmcf>.

For questions about this statement, please contact:  
Mariah Brook 651-325-4269 mariah.brook@spmcf.org

## Fund Activity Summary

<b>Beginning Balance (October 1, 2025)</b>	<b>\$48,820.95</b>
Contributions	
Contributions	\$2,000.00
Grants	
Grants Paid	\$0.00
Grants Returned <sup>1</sup>	\$0.00
Investments	
Interest & Dividends	\$65.10
Realized & Unrealized Gain (Loss) <sup>2</sup>	\$359.51
Administrative Fees	
Administrative Fees <sup>3</sup>	\$0.00
Other Income (Expense) <sup>4</sup>	
Other Income	\$0.00
Other (Expense)	\$0.00
<b>Ending Balance (October 31, 2025)</b>	<b>\$51,245.56</b>
Approved Grants to be Paid at a Future Date	\$0.00
<b>Uncommitted Balance <sup>5</sup></b>	<b>\$51,245.56</b>

## Contributions

Date	Donor	Description	Amount
10/10/2025	Carol Harris IRA	Cash	\$2,000.00
<b>Total</b>			<b>\$2,000.00</b>

## Investment Holdings and Performance <sup>6 7 8</sup>

			YTD	1 Year	3 Year	5 Year
Asset Detail	\$	%		(Annualized)		
SPMF Multi-Asset Endowment Portfolio	\$51,245.56	100.00				

**Total** **\$51,245.56**

## Available to Grant

Amount Available to Grant Carried Over from Previous Year	\$0.00
Spending Policy Calculation for Current Year <sup>9</sup>	\$1,870.17
Administrative Fees	(\$336.63)
Grants (Paid) Returned in Current Year	(\$1,533.54)
<b>Amount Available to Grant as of October 31, 2025</b>	<b>\$0.00</b>
Grants Scheduled to Be Paid in the Current Year	\$0.00
<b>Pending Amount Available to Grant as of October 31, 2025</b>	<b>\$0.00</b>

## 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.



Dear Fund Holder,

Thank you for your continued commitment to our region. Your generosity is not just making a difference; it's shaping our future.

This fall, Boreal Waters Community Foundation awarded \$1.3 million through the Community Opportunity Fund to help meet urgent needs and fuel long-term community resilience. With recent federal funding cuts creating uncertainty for many local organizations, our board acted intentionally to ensure vital work in our communities can continue.

This impact builds on the incredible progress we achieved together in 2024. Last year, you helped make **\$2.5 million** in grants and scholarships possible, supporting **345 organizations** and **266 students** across the Boreal Waters region. You can explore these stories and results in our [2024 Impact Report](#).

As we approach year-end, we hope you'll consider how your fund can continue to inspire others:

- **Share your fund's story** and invite friends, family, or colleagues to contribute
- **Make a personal year-end gift** through:
  - A **Qualified Charitable Distribution (QCD)** from your IRA
  - A **gift of appreciated stock**
  - A **cash or check** contribution

Please remember to be eligible for 2025 tax benefits, donations must be received or postmarked by December 31, 2025.

Your generosity ripples forward in powerful ways strengthening people, places, and futures here at home. Thank you for all that you do.

With appreciation,

A handwritten signature in blue ink that reads "Shaun".

**Shaun Floerke**  
President & CEO  
Boreal Waters Community Foundation  
[shaun@borealwaters.org](mailto:shaun@borealwaters.org)



Based on your feedback, we have made some changes to the current statements. For your convenience, below is a glossary of terms which appear on your fund statement. Please do not hesitate to reach out with any questions or concerns.

<b>CONTRIBUTIONS</b>	Represents all donations received to your fund in the reporting period. This includes online donations as well as any inter-fund grants to your fund from another of Boreal Waters' funds.
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**STATEMENT OF ACTIVITY**  
**Grand Marais Public Library Fund Agency**  
**FOR ACTIVITY FROM January 01, 2025**  
**THROUGH September 30, 2025**

<b>Beginning Fund Balance</b>	<b>\$ 30,270.50</b>
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**Receipts**

Dividends on Investments	\$ 435.57
Investment Interest	\$ 0.83
Realized Gain/Loss on Invest	\$ 1,333.67
Unrealized Gain/Loss on Invest	\$ 2,874.11
<b>Total Receipts</b>	<b>\$ 4,644.18</b>

**Distributions**

Foundation Administrative Fees	\$ 236.22
Investment Management Fees	\$ 28.63
<b>Total Distributions</b>	<b>\$ 264.85</b>

<b>Ending Fund Balance</b>	<b>\$ 34,649.83</b>
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**Grants**

<u>Grantee</u>	<u>Date</u>	<u>Amount</u>
n/a	n/a	\$n/a

**Please note:** In the grant listing, a negative amount indicates a grant refund or cancellation. For more information, contact us at [finance@borealwaters.org](mailto:finance@borealwaters.org).



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**Shaun Floerke**  
President & CEO  
Boreal Waters Community Foundation  
[shaun@borealwaters.org](mailto:shaun@borealwaters.org)



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**STATEMENT OF ACTIVITY**  
**Grand Marais Public Library Fund**  
**FOR ACTIVITY FROM January 01, 2025**  
**THROUGH September 30, 2025**

<b>Beginning Fund Balance</b>	<b>\$ 130,398.60</b>
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**Receipts**

Dividends on Investments	\$ 1,876.44
Investment Interest	\$ 3.52
Realized Gain/Loss on Invest	\$ 5,745.17
Unrealized Gain/Loss on Invest	\$ 12,380.62
<b>Total Receipts</b>	<b>\$ 20,005.75</b>

**Distributions**

Foundation Administrative Fees	\$ 1,017.61
Investment Management Fees	\$ 123.31
<b>Total Distributions</b>	<b>\$ 1,140.92</b>

<b>Ending Fund Balance</b>	<b>\$ 149,263.43</b>
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**Grants**

<u>Grantee</u>	<u>Date</u>	<u>Amount</u>
n/a	n/a	\$n/a

**Please note:** In the grant listing, a negative amount indicates a grant refund or cancellation. For more information, contact us at [finance@borealwaters.org](mailto:finance@borealwaters.org).



**STATEMENT OF ACTIVITY**  
**Grand Marais Public Library Fund COMBINED**  
**FOR ACTIVITY FROM January 01, 2025**  
**THROUGH September 30, 2025**

<b>Beginning Fund Balance</b>	<b>\$ 160,669.10</b>
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**Receipts**

Dividends on Investments	\$ 2,312.01
Investment Interest	\$ 4.35
Realized Gain/Loss on Invest	\$ 7,078.84
Unrealized Gain/Loss on Invest	\$ 15,254.73
<b>Total Receipts</b>	<b>\$ 24,649.93</b>

**Distributions**

Foundation Administrative Fees	\$ 1,253.83
Investment Management Fees	\$ 151.94
<b>Total Distributions</b>	<b>\$ 1,405.77</b>

<b>Ending Fund Balance</b>	<b>\$ 183,913.26</b>
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**Grants**

<u>Grantee</u>	<u>Date</u>	<u>Amount</u>
n/a	n/a	\$n/a

**Please note:** In the grant listing, a negative amount indicates a grant refund or cancellation. For more information, contact us at [finance@borealwaters.org](mailto:finance@borealwaters.org).

## 2025 SAFETY & SECURITY IMPROVEMENT WORK LIST

### Policy & Practice

Policies and plans create a structured framework to mobilize the organization, effectively minimize damage, protect people, and ensure coordinated actions during an emergency.

- ✓ **Developed a comprehensive Emergency Action Plan for the library** that streamlined existing policies and procedures, incorporated newly installed safety tools, and included sections on Threatening Customers, Active Shooters, Suspicious Packages, and Building Lockdown.
- ✓ **Updated Library Conduct policy** with new sections on photography and recordings. The content was posted on the library's website and as temporary signs in the building.
  - **In progress: Install permanent signage in the library.**

### Facility

Facility modifications that could enhance safety and security include adjusting the layout, adding physical barriers (such as doors, safe rooms, and security glass), installing security systems (like alarms and cameras), and improving visibility (by limiting public sightlines, expanding staff sightlines, and adding lighting).

- ✓ **Explored installation of a Children's Library emergency exit.** After thorough review and consideration, the Board closed the item.
- ✓ **Implemented a phased security camera system installation** to deter unlawful behavior and expand the visibility of the building's perimeter.
  - ✓ **Installed BLINK home security system and RING camera technology** as immediate, temporary remedies.
  - ✓ **Adopted a security camera policy for public and staff transparency.**
    - **In progress: Installation of a professional security camera system.**
- ✓ **Installed opaque and one-way window cling in key areas.**
- ✓ **Explored shatterproof window treatment.** A cost estimate was obtained (\$5,762). The project was not prioritized due to its cost relative to the demonstrated impact of other security measures and may be revisited in a future phase.
- ✓ **Activated a streetlight to improve lighting in staff parking areas.**

### Staff Preparedness and Training

Emergency preparedness training improves response efficiency and safety, minimizes panic and confusion, increases employee security and confidence, and guarantees business continuity.

Plans and policies:

- ✓ **Reviewed new or updated policies with staff** (Security Camera Policy and Emergency Action Plan on July 16; Unattended Bag Protocol and Library Conduct on September 10).

Handling dangerous situations:

- ✓ **Provided training on safer methods for removing a patron from the library.**

- ✓ **Provided training on safer methods for backing each other up.**
  - . Provide training to support effective teamwork and collaboration, content TBD.
  - . Refresh de-escalation and hostile intruder training.
- Public relations:
  - ✓ Provide staff training for responding to public and media inquiries.
- Staff recovery:
  - ✓ **Identified a Critical Incident Stress Management (CISM) process** for debriefing, addressing secondary trauma, and managing necessary procedures.
  - . The director will receive training for staff recovery, concentrating on supporting victims of harassment, stalking, and physical violence before the end of the year.

## Communication

Communication plans ensure the timely and accurate sharing of information with all necessary parties during an emergency. This supports coordinated response efforts, reduces confusion, and enables individuals to take appropriate actions based on the situation.

- ***In Progress: Create a communication plan or tool that details how the library will communicate with staff, city officials, trustees, and the public during an emergency.***

## **Safety and Security Measures Implemented, 2024-Early 2025**

Since May 2024, the library has taken deliberate steps to enhance the safety of staff, patrons, and the facility. Actions have been guided by expert consultation, assessment, and careful planning.

### **Restricted Patron Access**

- Two individuals were banned from the library, with trespass orders submitted and enforced through the Cook County Sheriff's Office.

### **Safety Planning and Consultation**

- Partnered with the Violence Prevention Center to improve safety for staff and patrons.
- Implemented a staff safety plan, reviewed by law enforcement for effectiveness.
- Sheriff Eliassen delivered training to strengthen staff skills in safely managing interactions with challenging or disruptive patrons.

### **Security System Upgrades**

- Installed silent alarms and upgraded the alarm system, reducing response time from 90 seconds to immediate dispatch.
- Installed a camera at the staff entrance for improved visibility and deterrence.

### **Facility Enhancements**

- Installed a security door separating public and staff areas.
- Applied opaque and one-way window treatment in strategic areas to manage visibility into critical workspaces.
- Installed an intercom system to address staff-patron communication.
- Relocated a vulnerable staff member to a safer workstation, adding power and network access as needed.

### **Architect Consultation and Facility Risk Assessment**

- Consulted an architect for long-term safety and security improvements; recommendations and diagrams were shared with staff and Trustees.
- Conducted a vulnerability assessment through CISA/Department of Homeland Security; key findings were discussed with staff and presented to Trustees for consideration in future planning.

### **Staff Training and Support**

- Organized full-day safety training covering personal safety, situational awareness, de-escalation, Run/Hide/Fight principles, and making more effective community referrals to local support organizations.



- Provided access to a trained Sheriff's Chaplain and promoted Employee Assistance Program (EAP) services.
- Closed the library temporarily following an incident to allow staff recovery and offered critical incident counseling support.

### **Lighting and External Safety Improvements**

- Activated a streetlight on 1st Street to improve visibility in the library's parking areas.