



Agenda

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

Date: Thursday, March 28, 2026 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
- Approve Minutes

E. New Business

- **Boiler Replacement Options:** Shane Steele, Sustainability Coordinator
 - Memo: Electric Boiler Replacement Scenario
- **Team building**
 - Memo: Team Development Department Goal
- **2027 Budget Proposal**
 - Memo: 2027 Library Budget Proposal

F. Library Director's Report

STANDING ITEM

G. Strategic Plan Implementation

H. Communications

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

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



Bills

Acct.#	Description	Category	Expense	Comments
4/29/2026				
211				
	Amazon	220	\$98.99	1641-1JKJ-CLNH
	Cardio Partners	220	\$ 186.99	#600302487
	Cardio Partners	220	\$ 2,310.00	#600308629
	Metro Sales	310	\$ 112.43	INV3070077
	Vestis	310	\$ 216.33	#2630541196
	Taproot Landscaping	310	\$ 581.70	#1006
	Amazon	435	\$ 29.93	1cjp-fh6r-dj4w
	Amazon	435	\$ 7.79	1qgj-46fg-4jfj
	Ingram	435	\$ 601.46	#95958846
	MN Star Tribune	435	\$ 132.11	INV04 19 2026
	Sundew Tech	449	\$ 59.98	4/2/2026 1
801.34			\$ 4,337.71	
211				
SUBTOTAL				
215	Sundew Tech.	580	\$ 14,169.87	4/27/2026 - Computers
\$ -				
215				
SUBTOTAL			\$ 14,169.87	
\$ 801.34	TOTAL		\$18,507.58	



Acct.#	Description	Category	Expense	Comments
5/13/2026				
211				
	Cook County Home Center	220	\$ 19.98	#375547
	Great Lakes Alarm	310	\$ 368.40	#105679
	Arrowhead Broadband	321	\$ 208.50	Billed 5/1
	Petty Cash	322	\$ 31.20	Stamps
	Petty Cash	322	\$ 19.45	AED return
VISA	Super 8 Wyndham	330	\$ 135.41	Staff Devel. Ann Ward
	EventBrite: Lake Super. Lib Symp	330	\$ 70.00	Staff Devel. Ann Ward
	City of Grand	380	\$ 701.84	April Utilities
	Amazon	435	\$ 16.00	1VRP-4FGW-39JN
	Dow Jones	435	\$ 539.88	Dated 5/13/2026
	Ingram	435	\$ 478.13	#96253125
	Ingram	435	\$ 453.00	#96253124
	Ingram	435	\$ 165.18	#96410067
	Ingram	437	\$ 47.28	#96410067
	Ingram	435	\$ 598.59	#96527989
	Amazon	447	\$ 157.04	1LPV-LNLG-3WLX
	Amazon	447	\$ 549.92	1NJT-JH3H-744C
	Drury Lane Books	447	\$ 656.20	Dated 5/7/2026
0				
211				
SUBTOTAL			\$ 5,216.00	



Minutes

Meeting of the Board of Trustees of the Grand Marais Public Library
Thursday, April 23, 2026 | Location: Grand Marais Public Library

A. 5:00 PM Call to Order

B. Oath of Office, Roll Call and Introduction of Visitors:

Dave Mills (County Commissioner)
Sara McManus (Trustee)
Sue McCloughan (Trustee)
Rev. Enno Limvere (Trustee)
Michael Gerry (City Council)
Nancy Giguere (Trustee)
Kevin LeVoir (Trustee)
Elektra Branwen (Library Director)

C. Open Forum

No Speakers

D. Approve Consent Agenda

- Approve Agenda
- Approve Minutes
- Approve Payment of Bills
- Moved by Michael Gerry, Seconded by Sue McCloughan, passed unanimously

E. Library Director's Report: Elektra Branwen, Library Director

- **Landscaping:** Tap Root Landscaping has begun the spring clean-up.
- **Program Highlights:** Shelly Getten presented *Poetry & Printmaking*. Collaborating with Drury Lane Bookstore to host Laurie Hertzler. The Cook County Hope Chair (created by 20+ local artists) will be housed at the library for the month of May. Summer Reading Program begins June 8. Theme is "Good Egg & Plant a Seed, Read"
- **Staffing:** Job offered for a Library clerk. Looking for Youth Librarian.
- **City:** Attended a city council meeting to share library department work and updates.
- **Facility:** Met with Shane Steele, city sustainability coordinator, to explore options for a new boiler.
- **Report from MPLAR (highlights):**
 - Over 50% of Cook County Residents are members.
 - Visitor registration has increased.
 - Over 42,000 visits in 2025 with 80 events.
 - 55,000 items were circulated, one-third was digital content, up from one-fourth in the year before.



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

- **Discussion of digital content:** Brief discussion of downloadable content provided by Arrowhead Library System and encouragement to explore local collections of streaming services.

F. Standing Item

- Strategic Plan – reviewing statistics to inform the survey process.

G. Communications

- St. Paul MN Foundation: Fund Statement was shared.

Adjourned at 5:31

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

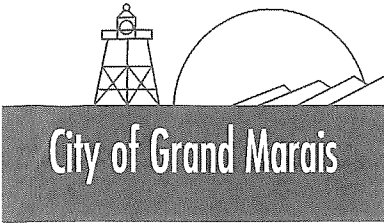
CITY OF GRAND MARAIS INVESTMENTS

March 2025

FUND	INVESTMENT	DATE OF PURCHASE	MATURITY DATE	INTEREST RATE	BEGINNING BALANCE	PURCHASE	INTEREST RECEIVED	REDEEMPTION	ENDING BALANCE	
215- Library Restricted										
LMCIT	4M Fund			5.242%	40,154.78		122.88		40,277.66	215-10101
M. Lacey	NSFCU	09/23/04		0.500%	18,515.11		7.86		18,522.97	215-10101
Patronage R	NSFCU			10.000%	2,842.81		23.11		2,865.92	215-10101
SSB	SECSB MIM			0.400%	41,426.07		14.53		41,440.60	215-10104
LMCIT	4M Fund			5.242%	153,892.34		471.02		154,363.36	215-10104
					256,831.11		639.40			\$257,470.51

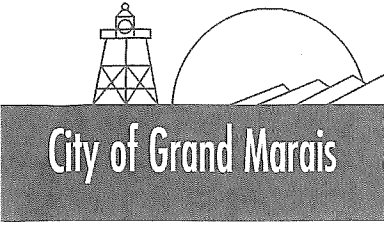
Library										
Security State Bank							41,440.60			\$41,440.60
4M Fund							194,641.02			\$194,641.02
NSFCU							21,388.89			\$21,388.89
				\$0.00	\$0.00	\$0.00	\$257,470.51	\$0.00	\$0.00	\$257,470.51

\$ 61,666.55 215-10101
 \$ 195,803.96 215-10104
 \$ 257,470.51



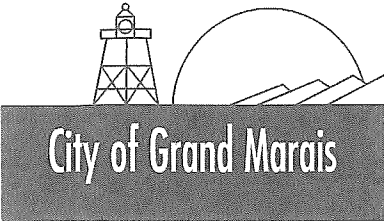
CITY OF GRAND MARAIS
City of Grand Marais Balance Sheet
 Current Period: March 2026

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	\$43,378.88	\$27,779.23	\$129,008.02	\$95,500.79	\$426,664.41
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	\$11.00	\$0.00	\$11.00	-\$37.50
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	-\$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	-\$10.51	\$20.00	\$76.00	\$92.00	\$131.52	-\$50.03
G 211-25300 Unassigned Fun	-\$377,878.69	\$27,759.23	\$43,291.88	\$95,408.79	\$130,922.95	-\$413,392.85
G 211-25301 Nonspendable F	-\$6,265.81	\$0.00	\$0.00	\$0.00	\$0.00	-\$6,265.81
LIBRARY	\$0.00	\$71,158.11	\$71,158.11	\$226,566.26	\$226,566.26	\$0.00
211 LIBRARY	\$0.00	\$71,158.11	\$71,158.11	\$226,566.26	\$226,566.26	\$0.00



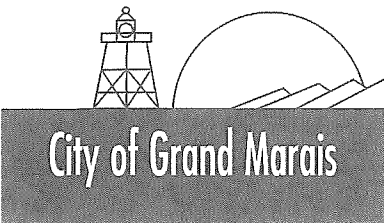
CITY OF GRAND MARAIS
City of Grand Marais Balance Sheet
 Current Period: March 2026

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	\$0.00	\$0.00	\$1,327.64	\$2,790.25	-\$156.29
G 215-10101 MONEY MARKET	\$61,169.40	\$153.85	\$0.00	\$497.15	\$0.00	\$61,666.55
G 215-10102 CASH-RESTRICT	\$194,414.39	\$485.55	\$0.00	\$1,389.57	\$0.00	\$195,803.96
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	-\$61,570.87	\$0.00	\$153.85	\$3,790.25	\$850.04	-\$58,630.66
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	-\$1,043.99	\$0.00	\$485.55	\$0.00	\$1,389.57	-\$2,433.56
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	\$2,000.00	-\$40,250.00
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	\$639.40	\$639.40	\$7,029.86	\$7,029.86	\$0.00
215 LIBRARY RESTRICTED FUN	\$0.00	\$639.40	\$639.40	\$7,029.86	\$7,029.86	\$0.00



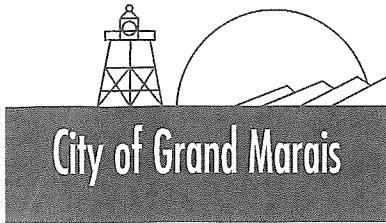
CITY OF GRAND MARAIS
City of Grand Marais Revenue Guideline
 Current Period: March 2026
 Current Qtr: 1

F Account Descr	2026 Budget	March 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	\$0.00	\$222,587.00	0.00%	\$0.00
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	\$28.50	\$50.05	-\$50.05	0.00%	\$38.35
R 211-00000-36210 Interest Earnings	\$0.00	\$53.26	\$140.09	-\$140.09	0.00%	\$0.00
R 211-00000-36222 Copies Charged	\$5,750.00	\$907.58	\$1,611.87	\$4,138.13	28.03%	\$1,553.59
R 211-00000-36224 Book Replacemen	\$0.00	\$19.40	\$83.30	-\$83.30	0.00%	\$67.88
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	\$74.00	\$181.00	-\$181.00	0.00%	\$83.00
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	\$42,088.33	\$126,264.99	\$126,265.01	50.00%	\$125,450.49
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	\$43,171.07	\$128,331.30	\$352,535.70		\$127,193.31
211 LIBRARY	\$480,867.00	\$43,171.07	\$128,331.30	\$352,535.70		\$127,193.31



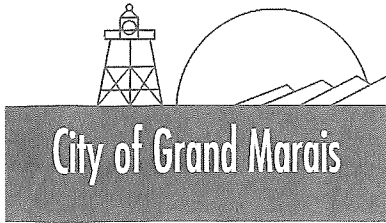
CITY OF GRAND MARAIS
City of Grand Marais Revenue Guideline
 Current Period: March 2026
 Current Qtr: 1

F Account Descr	2026 Budget	March 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	\$0.00	\$1,000.00	0.00%	\$0.00
R 215-00000-36210 Interest Earnings	\$0.00	\$153.85	\$524.79	-\$524.79	0.00%	\$623.66
R 215-00000-36230 Contributions and	\$0.00	\$0.00	\$300.00	-\$300.00	0.00%	\$13,177.71
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	\$0.00	\$0.00	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	\$0.00	\$0.00	0.00%	\$0.00
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	\$153.85	\$1,824.79	\$175.21		\$16,334.91
45508 Special Collections						
R 215-45508-36210 Interest Earnings	\$0.00	\$485.55	\$1,389.57	-\$1,389.57	0.00%	\$1,592.36
R 215-45508-39206 Transfer From Ha	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
45508 Special Collections	\$0.00	\$485.55	\$1,389.57	-\$1,389.57		\$1,592.36
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$639.40	\$3,214.36	-\$1,214.36		\$17,927.27



CITY OF GRAND MARAIS
City of Grand Marais Expenditure Guideline
 Current Period: March 2026

F Account Descr	2026 Budget	March 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	\$9,739.06	\$34,162.45	\$150,919.55	18.46%	\$41,963.38
E 211-45500-103 Salary (Part-Time Em	\$94,398.00	\$5,997.79	\$17,465.19	\$76,932.81	18.50%	\$17,662.95
E 211-45500-105 Overtime	\$0.00	\$0.00	\$647.59	-\$647.59	0.00%	\$1,635.93
E 211-45500-109 Salary(Maintenance)	\$1,800.00	\$108.84	\$539.87	\$1,260.13	29.99%	\$245.71
E 211-45500-111 Salary - Clean	\$7,100.00	\$476.82	\$1,528.13	\$5,571.87	21.52%	\$1,324.97
E 211-45500-121 PERA	\$21,629.00	\$1,224.20	\$4,075.76	\$17,553.24	18.84%	\$4,711.47
E 211-45500-122 FICA	\$17,880.00	\$971.46	\$3,247.67	\$14,632.33	18.16%	\$3,694.24
E 211-45500-125 Medicare	\$4,293.00	\$227.20	\$759.53	\$3,533.47	17.69%	\$863.97
E 211-45500-126 MN Medical Leave	\$0.00	\$49.79	\$165.75	-\$165.75	0.00%	\$0.00
E 211-45500-127 MN Family Leave	\$0.00	\$22.04	\$73.39	-\$73.39	0.00%	\$0.00
E 211-45500-131 Employer Paid Health	\$50,889.00	\$1,944.75	\$6,866.37	\$44,022.63	13.49%	\$10,104.82
E 211-45500-133 Employer Paid Life	\$495.00	\$29.68	\$96.78	\$398.22	19.55%	\$81.36
E 211-45500-140 Unemployment Comp	\$0.00	\$0.00	\$0.00	-\$531.08	0.00%	\$0.00
E 211-45500-150 Worker s Comp (GEN	\$1,600.00	-\$120.81	-\$120.81	\$1,720.81	-7.55%	\$0.00
E 211-45500-200 Office Supplies (GEN	\$6,000.00	\$117.55	\$1,083.79	\$4,747.04	20.88%	\$465.52
E 211-45500-217 Heating Fuel	\$4,200.00	\$406.22	\$838.67	\$3,361.33	19.97%	\$1,463.53
E 211-45500-220 Repair/Maint Supply (\$1,000.00	\$0.00	\$41.72	\$958.28	4.17%	\$0.00
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	\$1,094.01	\$1,424.54	\$9,651.01	15.34%	\$968.35
E 211-45500-321 Telephone	\$2,500.00	\$211.62	\$624.08	\$1,664.85	33.41%	\$611.66
E 211-45500-322 Postage	\$75.00	\$6.08	\$6.08	\$68.92	8.11%	\$0.00
E 211-45500-330 Transportation/Schoo	\$4,800.00	\$125.00	\$414.45	\$3,821.37	20.39%	\$203.80
E 211-45500-340 Advertising	\$600.00	\$468.00	\$468.00	\$132.00	78.00%	\$0.00
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	\$720.84	\$1,692.91	\$4,632.91	33.82%	\$0.00
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%	\$0.00
E 211-45500-435 Books, Periodicals	\$28,500.00	\$2,761.25	\$4,306.28	\$20,092.05	29.50%	\$4,949.77
E 211-45500-436 Membership Dues	\$575.00	\$0.00	\$0.00	\$575.00	0.00%	\$0.00
E 211-45500-437 Audio Visual / DVD	\$4,000.00	\$39.94	\$59.89	\$3,742.16	6.45%	\$233.24
E 211-45500-440 Other Physical Items	\$250.00	\$0.00	\$0.00	\$250.00	0.00%	\$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	\$771.11	\$3,505.44	\$8,482.13	29.32%	\$0.00
E 211-45500-449 Automation	\$2,500.00	\$245.98	\$740.91	\$720.09	71.20%	\$773.73
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	\$27,638.42	\$92,817.14	\$380,223.68		\$91,958.40
211 LIBRARY	\$480,866.00	\$27,638.42	\$92,817.14	\$380,223.68		\$91,958.40



CITY OF GRAND MARAIS
City of Grand Marais Expenditure Guideline
 Current Period: March 2026

F Account Descr	2026 Budget	March 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%	\$0.00
E 215-45500-330 Transportation/Schoo	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
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%	\$0.00
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%	\$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	\$0.00	\$0.00	\$0.00	0.00%	\$2,509.50
E 215-45500-449 Automation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,099.53
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	\$2,000.00	-\$2,000.00	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	\$0.00	\$2,765.00	-\$765.00		\$5,825.41
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%	\$0.00
E 215-45508-447 Programming	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
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%	\$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	\$0.00	\$0.00	0.00%	\$48,377.71
45508 Special Collections	\$0.00	\$0.00	\$0.00	\$0.00		\$48,377.71
215 LIBRARY RESTRICTED FUND	\$2,000.00	\$0.00	\$2,765.00	-\$765.00		\$54,203.12

City of Grand Marais

MEMO

TO: Grand Marais Public Library Board of Directors
FROM: Shane Steele, Sustainability Coordinator
DATE: May 21, 2026
SUBJECT: Electric Boiler Replacement Scenario

Background

The library's current propane boilers, installed in 2011, are showing their age and should be replaced within the next 2-5 years to avoid failure. The boilers feed 2 hydronic loops, the in-floor heat in the front of the building, and the radiators along the north wall. Both hydronic systems are in good working order. (Grand Marais Library Heating Assessment, 2022)

Electric Replacement

Replacement options for the current boilers include new propane or new electric boilers. The electric distribution system in Grand Marais is reliable and there are a number of 'larger' buildings in town that are all-electric, including City Hall.

Cost Comparison

Switching to electric comes at a similar installed cost, but the operating costs are less clear due to the volatility of propane prices. The total installed cost for new boilers, propane and electric, is estimated to be between \$22,000 and \$26,000. Operationally, while the propane option appears cheaper based on three-year averages, electric heat is highly competitive at 2026 propane rates.

Benefits of Switching to Electric

- Choosing electric heat supports the City of Grand Marais' move toward electrification and cleaner energy.
- An electric boiler system can still use the library's current heating system, including the radiators and in-floor heat loops.

- Switching to electric makes the project eligible for a custom rebate through SMMPA.
- The library's recent addition of Air Source Heat Pumps to help heat the building during shoulder seasons means the boilers will run less. Running these heat pumps as much as possible already provides a cost benefit. Replacing the boilers with electric models eliminates the need for propane altogether.



Memo

TO: Library Board of Trustees
FROM: Elektra Branwen, Library Director
CC: Mike Roth, City Administrator
DATE: May 21, 2026
SUBJECT: Team Building Department Goal

I have explored professional support options to strengthen the library's capacity for team development. Proposals are consistently in the \$10,000–\$15,000 range and include two core components:

- On-site development for all staff
- Coaching support to strengthen my capacity to build and sustain effective teams

To approach this strategically and responsibly, I will implement a scaled first phase in 2026 at approximately \$5,000. This allows us to begin the work, assess impact, and build a foundation without overcommitting resources. This level of investment can be accommodated within the current budget.

Looking ahead, I incorporated continued team development work into the 2027 budget, with a projected allocation of at least \$5,000 to sustain progress.

This memo is intended to establish context for upcoming budget discussions and to signal the direction of this work.



Memo

TO: Library Board of Trustees
FROM: Elektra Branwen, Library Director
CC: Mike Roth, City Administrator; Kim Vanbeck, Finance Director
DATE: May 21, 2026
SUBJECT: 2027 Library Budget Proposal

This memo provides an initial projection of the 2027 library budget for discussion. The budget must be submitted to the County by August 15 (45 days prior to preliminary levy adoption) to meet the terms of our Joint Powers Agreement, so we'll aim to adopt a final proposal at the June meeting.

Budget assumptions & adjustments

- 10% projected increase in health insurance (final rates confirmed in fall)
- 3% cost-of-living adjustment for staff
- Service Agreements (line 16): +\$2,700, including landscaping services and website administration support

Budget options

The Board discussed interest in exploring long-term capital planning. I'm providing two models for consideration.

Path 1 – Capital alignment model (13.2% increase)

Establishes an annual capital improvement allocation

Path 2 – Service continuation model (5.7% increase)

Maintains current service levels, adds staff development and team-building allocation, and adds a pilot of a digital content platform (Hoopla)

Board discussion focus

- What approach will we take to balancing annual levy impact with long-term capital planning?
- Should capital needs continue to be addressed primarily through reserves or through a recurring levy-supported allocation?
- Is there interest in smoothing a levy increase using reserve funds?

Thank you.



Library Director's Report: May 2026

Prepared by: Elektra Branwen, Library Director

Staffing We welcome Liam Noonan to the library team in the Clerk role; his first day was May 21. This hire supports service coverage as we move into the summer season.

Programs Summer Reading launches June 8, with multiple ways to participate across age groups, including reading log options, 3 feature events, a take-and-create kit, and 2 ongoing in-house activities.

The program finale features Big Animal Productions' *Makwa*, a large-scale black bear puppet, followed by a short parade to the Bear Tree and Harbor Park. This event is supported by the Library Friends of Cook County. Flyers have been distributed to all four county schools to support participation.



Partnerships On May 18, I participated in the Care Partners Reframing Aging Roundtable. This partnership continues to position the library within broader community conversations related to an Age-Friendly Cook County.

**Marketing/
Promotion** I am continuing to expand outreach efforts, including potential placement of library content at City Hall for new public utilities customers and guests, materials for Parks and Recreation spaces for campers, outreach through Visit Cook County, and exploring options to connect with local lodging partners.

Library Strategic Plan | 2024 - 2027

Approved By: Library Board of Trustees
Adoption Date: February 2024
Last Reviewed: May 2025

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:

- Replace Lighting
- Identify and replace top 5 tech items/furnishings to improve staff productivity
 1. Installed silent alarms.
 2. Installed a security door between the staff and public areas; defined public access and staff-only areas.
 3. Replaced Staff PCs.
 4. Replacing Public PCs—scheduled for 2026
 5. Installed professional security cameras.
- Facility investments
 1. Explored building modifications to improve safety and security.
 2. Implemented installation of home security camera system.
 3. Explored installation of an additional emergency exit.
- Offer each staff member one elective training opportunity annually (training focus areas to be demonstrably related to safety and security in the library; or the implementation of new safety protocols).
- Trustees and staff develop a 10-year plan for the facility

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

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



Fund Statement

March 1, 2026 - March 31, 2026

Prepared on: April 29, 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://spmcf.org/iphiview.com/spmcf>.

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

Fund Activity Summary

Beginning Balance (March 1, 2026)	\$53,097.86
Contributions	
Contributions	\$0.00
Grants	
Grants Paid	(\$1,691.77)
Grants Returned ¹	\$0.00
Investments	
Interest & Dividends	\$86.76
Realized & Unrealized Gain (Loss) ²	(\$1,832.86)
Administrative Fees	
Administrative Fees ³	\$0.00
Other Income (Expense) ⁴	
Other Income	\$0.00
Other (Expense)	\$0.00
Ending Balance (March 31, 2026)	\$49,659.99
Approved Grants to be Paid at a Future Date	\$0.00
Uncommitted Balance ⁵	\$49,659.99

Grants Paid

Date	Organization	Amount
03/11/2026	City of Grand Marais	(\$1,691.77)
Total		(\$1,691.77)

Investment Holdings and Performance ^{6 7 8}

Asset Detail	\$	%	YTD	1 Year	3 Year	5 Year
SPMF Multi-Asset Endowment Portfolio	\$49,659.99	100.00				
Total	\$49,659.99					

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 March 31, 2026	\$0.00
Grants Scheduled to Be Paid in the Current Year	\$0.00
Pending Amount Available to Grant as of March 31, 2026	\$0.00

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 Advisors,

I'm pleased to introduce myself as the new Director of Finance at Boreal Waters Community Foundation. It's an honor to join an organization that plays such an important role in supporting philanthropy across our region.

In my role, I oversee the foundation's financial stewardship, ensuring the resources you've entrusted to Boreal Waters are managed with care, transparency, and long-term sustainability. I bring more than a decade of experience in nonprofit accounting, including work with public charities and private foundations nationwide, and a deep appreciation for the impact of local giving.

As a Duluth resident, this work is especially meaningful to me. I believe strongly in the power of investing in our communities and am excited to support the mission of Boreal Waters.

I am also here as a resource to you. Whether you have questions about your fund, need assistance with financial reports, or want to better understand your fund's activity, I'm happy to help.

Thank you for your continued generosity and partnership.



A handwritten signature in black ink that reads "Dani".

Dani Hollar
Director of Finance
Boreal Waters Community Foundation
(218) 520-1114
Dani@borealwaters.org



STATEMENT OF ACTIVITY
Grand Marais Public Library Fund Agency
FOR ACTIVITY FROM January 01, 2026
THROUGH March 31, 2026

Beginning Fund Balance	\$ 35,399.64
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Receipts

Dividends on Investments	\$ 119.10
Investment Interest	\$ 4.89
Realized Gain/Loss on Invest	\$ 73.52
Unrealized Gain/Loss on Invest	\$ -390.54
Total Receipts	\$ -193.03

Distributions

Foundation Administrative Fees	\$ 90.79
Investment Management Fees	\$ 10.28
Total Distributions	\$ 101.07

Ending Fund Balance	\$ 35,105.54
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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.



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A handwritten signature in black ink that reads "Dani".

Dani Hollar
Director of Finance
Boreal Waters Community Foundation
(218) 520-1114
Dani@borealwaters.org



STATEMENT OF ACTIVITY
Grand Marais Public Library Fund
FOR ACTIVITY FROM January 01, 2026
THROUGH March 31, 2026

Beginning Fund Balance	\$ 152,493.39
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Receipts

Dividends on Investments	\$ 513.16
Investment Interest	\$ 21.09
Realized Gain/Loss on Invest	\$ 316.69
Unrealized Gain/Loss on Invest	\$ -1,682.60
Total Receipts	\$ -831.66

Distributions

Foundation Administrative Fees	\$ 391.08
Investment Management Fees	\$ 44.32
Total Distributions	\$ 435.40

Ending Fund Balance	\$ 151,226.33
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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.



STATEMENT OF ACTIVITY
Grand Marais Public Library Fund COMBINED
FOR ACTIVITY FROM January 01, 2026
THROUGH March 31, 2026

Beginning Fund Balance	\$ 187,893.03
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Receipts

Dividends on Investments	\$ 632.26
Investment Interest	\$ 25.98
Realized Gain/Loss on Invest	\$ 390.21
Unrealized Gain/Loss on Invest	\$ -2,073.14
Total Receipts	\$ -1,024.69

Distributions

Foundation Administrative Fees	\$ 481.87
Investment Management Fees	\$ 54.60
Total Distributions	\$ 536.47

Ending Fund Balance	\$ 186,331.87
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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.