



Agenda

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

Date: Thursday, June 25, 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

E. Communications

- St Paul MN Foundation: Fund Statement

F. New Business

- Financial Policy Update

G. Old Business

- 2027 Budget Proposal
 - Memo: 2027 Library Budget Proposal

H. Library Director's Report

STANDING ITEM

I. Strategic Plan Implementation

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



Bills

Acct.#	Description	Category	Expense	Comments
5/27/2026				
211				
	Amazon	200	\$ 6.29	133W-41CW-GKM1
	Amazon	435	\$ 23.90	133W-41CW-GKM1
	Amazon	200	\$ 147.39	1YYH-HTVH-RVP7
	Amazon	200	\$ 37.63	1Q4P-JTRH-FY9R
	Amazon	435	\$ 23.78	1Q4P-JTRH-FY9R
	Arrowhead Library System	310	\$ 194.00	#00015449
	Vestis	310	\$ 216.33	#2630550437
	Drury Lane Books	435	\$ 78.95	dated 5/27/26
	Chad Lewis	447	\$ 350.00	Dated 5/27/26
	Vestis	310	\$ 216.33	#2630550437
	Arrowhead Library System	310	\$ 194.00	#00015449
	amazon	200	\$ 37.63	1Q4P-JTRH-FY9R
	Amazon	435	\$ 23.70	1Q4P-JTRH-FY9R
0				
211				
SUBTOTAL			\$ 1,549.93	



Acct.#	Description	Category	Expense	Comments
6/10/2026				
211				
	amazon biz	200	\$ 47.18	19PG-Y414-RNJV
	Vestis	310	\$ 216.33	#2630550437
	arrowhead broadband	321	\$ 216.03	Billed 6/1/26
	Ann Ward	330	\$ 245.95	Lake Superior Library Sympos.
	Hotels.com/Wyndham Cloq.	330	\$ 135.41	Lake Superior Library Sympos.
	City of Grand Marais	380	\$ 537.56	May utilities
	arrowhead lib syst.	435	\$ 25.00	#00015460
	Cloquet Public Library	435	\$ 2.00	5/29/2026
	Ingram	435	\$ 445.24	#96886547
	Ingram	437	\$ 28.60	#96934948
	Ingram	435	\$ 233.69	#96934948
	Midwest Tape	437	\$ 42.99	#50886382
	amazon biz	437	\$ 3.68	1K9C-147K-KGJM
	amazon biz	440	\$ 11.56	1KTY-GR9H-QQP3
	amazon biz	440	\$ 319.96	1YXV-97WG-PPJN
	Elektra Branwen	447	\$ 11.98	Summer Reading Program item
	iRead	447	\$ 468.94	#329674
			\$ 2,992.10	
0				

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



Fund Statement

April 1, 2026 - April 30, 2026
Prepared on: May 26, 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 (April 1, 2026)	\$49,659.99
Contributions	
Contributions	\$0.00
Grants	
Grants Paid	\$0.00
Grants Returned ¹	\$0.00
Investments	
Interest & Dividends	\$63.52
Realized & Unrealized Gain (Loss) ²	\$1,963.31
Administrative Fees	
Administrative Fees ³	\$0.00
Other Income (Expense) ⁴	
Other Income	\$0.00
Other (Expense)	\$0.00
Ending Balance (April 30, 2026)	\$51,686.82
Approved Grants to be Paid at a Future Date	\$0.00
Uncommitted Balance ⁵	\$51,686.82

Investment Holdings and Performance ^{6 7 8}

			YTD	1 Year	3 Year	5 Year
Asset Detail	\$	%		(Annualized)		
SPMF Multi-Asset Endowment Portfolio	\$51,686.82	100.00				

Total **\$51,686.82**

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 April 30, 2026	\$0.00
Grants Scheduled to Be Paid in the Current Year	\$0.00
Pending Amount Available to Grant as of April 30, 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.



Memo

TO: Library Board of Trustees
FROM: Elektra Branwen, Library Director
DATE: June 18, 2026
SUBJECT: Financial Policy Update

The financial policy update and reserve information presented here are intended to ensure the Library's capital funding strategy is based on an accurate and current representation of available resources and long-term obligations prior to engaging municipal partners in long-range funding discussions.

Financial Policy Change (Insurance Deductible)

The Library's Financial Policy currently reflects an insurance deductible of \$10,000. The deductible has increased to \$20,000. Staff recommend updating the Financial Policy to reflect the current deductible amount. Approximately \$56,900 is available in Fund 215.

- Action requested: approval of the updated Financial Policy reflecting a \$20,000 insurance deductible.

Informational Item (25% Operating Budget Reserve Target)

The Library's Financial Policy includes a reserve target of 25% of the operating budget to support continuity of operations in the event of a catastrophic occurrence. Based on current calculations, \$1,716.50 of available funds aligns with this target.

This item is presented for informational purposes as part of ongoing financial planning and reserve management.

Financial Policy

Adoption Date: August 28, 2025

Approved By: Library Board of Trustees

Purpose

The purpose of this policy is to guide the Library Board in the use of library funds in a planned, responsible way, to sustain the operation of the Library and ensure its continued financial health into the future. This policy provides a framework for the management of library funds, a mechanism for transfer of funds to the endowment, a more clear definition of how the endowment funds operate, and a mechanism for donors to contribute to the library for general or specific purposes.

Governance

Grand Marais Public Library is a federated member of the Arrowhead Library System and is funded jointly by the City of Grand Marais and Cook County, Minnesota. The City of Grand Marais serves as the fiscal agent, and owns the building and facilities that house the library.

Funding

Account 211 – Operating Fund

Grand Marais Public Library's operations are jointly funded by an agreement between the City of Grand Marais and Cook County, Minnesota. The Operating Fund (Account 211) contains public tax dollars approved each budget year by the Library Board, the City Council, and the County Board, according to the Joint Powers Agreement. Funds remaining at the end of each budget year stay with the library and become part of the library's fund balance.

The City recommends that the Library Board follow financial best practices recommended by the State auditor by maintaining a cash reserve equal to 25%–50% of the annual operating budget. As stewards of public funds, the Library Board aims to keep a reserve equal to six months of operating expenses. If the fund balance falls below three months of operating expenses, the Board may consider steps to rebuild the reserve, such as adjusting spending, reallocating funds, or requesting additional support through the budget process. If the fund balance exceeds seven months of operating expenses, the Board may consider strategic uses for the surplus, such as reducing a future levy, growing the capital improvement reserve, one-time investments, deferred maintenance, or other time-limited priorities that align with the library's mission and goals.

Account 215 – Restricted Funds

The Library’s Restricted Fund (Account 215) holds non-tax revenues such as grants, memorial gifts, bequests, and other private or external funding. Some of these funds are donor-designated for specific purposes; others are not. These funds must be used in a way that **does not reduce or replace** monetary support from the City, County, State, or other public sources. Adhering to this standard ensures the lawful use of bequests. Given this, the funds are best applied to one-time or strategic uses that enhance, expand, or protect library services. Avoid covering ongoing operational expenses—including salaries, benefits, or other recurring costs—that are the responsibility of public funding partners.

Additionally, the Library’s Restricted Fund holds some tax dollars that are earmarked for capital projects like carpet replacement. They are listed on the account’s balance sheet as “assigned funds”.

While Account 215 may appear to be a single balance, it divides into two categories: **Committed Funds** and **Available Funds**.

Committed Funds

The Library Board has already earmarked a portion of the 215 Fund for specific purposes. These are known as *Committed Funds*. They may support multi-year projects, future obligations, or priorities designated by Board action. Though the dollars exist in the fund balance, *they are not available for discretionary spending*.

Examples of Committed Funds may include:

- Capital improvements or deferred maintenance
- Grant match requirements
- Board-directed savings for future initiatives

The current fund commitments are as follows:

1. *Operational reserve*: 25% of the library’s operating expenses shall be maintained for use during a catastrophic event.
2. *Insurance deductible*: \$10,000.
3. *Technology replacement*: \$27,500. The library’s operation is reliant on computers and this money safeguards against loss. Computers are generally replaced every 5-7 years. The estimate was generated in 2025 based on the cost of 8 PCs for staff use, and 8 PCs and 2 iMacs for public use.

4. *Carpet replacement:* The city and county contribute \$1,000 each on an annual basis for the replacement of the library's carpet. The last replacement occurred in 2023 and cost \$41,500.

Another set of committed funds are small restricted donations or grants accepted by the library director on behalf of the library, often for use during the current fiscal year. The library director is responsible for managing grants and small restricted funds to completion. Examples include expenditure of Library Friends of Cook County grants, Arrowhead Library System Crossover Dollars, and donations given for specific purposes such as *expanding the large print collection*.

Available Funds

The remaining balance in the 215 Fund is considered *Available* for use. They can be applied to support a variety of purchases that align with the library's mission, such as:

- *Facility & Infrastructure:* Building improvements, furniture, grounds projects, equipment, or security enhancements
- *Technology & Collections:* New technology, digital or physical collections
- *Service Innovation:* Expansion or piloting of new services, marketing or outreach campaigns, programs and shows
- *Professional Services:* Consultant fees, planning support, or external expertise aligned with library goals
- *Staff & Organizational Development:* Staff training, leadership development, or professional learning
- *Strategic & Financial Growth:* Contributions to the endowment or one-time investments in strategic priorities
- *Unanticipated Needs:* Non-salary expenses that arise outside of the annual budget

Use of available funds shall be approved by the Library Board and should be evaluated with attention to strategic priorities and the intent of the original gift or revenue source, where applicable.

Endowment and Long-Term Financial Stability

In addition to operational and restricted funds, the Library benefits from long-term investments held by two community foundations. These endowment funds are intended to support the Library's financial stability in perpetuity.

Only the interest or earnings from these funds can be accessed by the Library, in accordance with the policies of the foundations and any applicable donor restrictions.

These funds reflect the community's long-term commitment to the Library's mission and serve as a safeguard for future generations.

Boreal Waters Community Foundation (BWCF)

Grand Marais Public Library Endowment Fund

- Established by Grand Marais Public Library
- Funded by private donors
- Annual distributions are automatically reinvested and available to the Library for unrestricted use
- Donations from other BWCF participants may be transferred into this fund

Grand Marais Public Library Endowment Fund—Agency

- Funded directly by the Grand Marais Public Library
- Annual distributions to the Library are unrestricted in use.

Beverly R. Uhrhammer Memorial Library Fund

- Established by a private donor
- The Library is the sole beneficiary
- Annual distributions are restricted to the purchase of children's books and are awarded through a grant request process

St Paul & Minnesota Foundation

Grand Marais Public Library Endowment Fund

- Established by the Grand Marais Public Library
- All donations shall be deposited to this fund
- Annual income distributions are deposited to the Restricted Fund (Account 215) and use, from the Foundation's perspective, is unrestricted

Gifts

The Grand Marais Public Library welcomes gifts that enhance library programs or contribute to its long-term sustainability. Gifts may be used to support immediate needs, special projects, or invested for future benefit through one of the library's endowment or legacy funds. The library cannot accept gifts with restrictions it is unable to meet.

Accepted gifts may include:

- Cash or check
- Securities or real property
- Bequests or provisions in a will

- Gift of life insurance proceeds
- Charitable or living trusts

Tax Considerations:

Gifts to the Grand Marais Public Library or its designated endowment funds may provide significant tax benefits to the donor. Donors are encouraged to consult with an attorney or tax advisor regarding taxes when considering donating to the library.

The Library Board reviews all policies within a five-year timeline or as deemed necessary.



Memo

TO: Library Board of Trustees
FROM: Elektra Branwen, Library Director
CC: Mike Roth, City Administrator; Kim Vanbeck, Finance Director
DATE: June 18, 2026
SUBJECT: 2027 Library Budget Proposal

2027 Budget Proposal Overview

The following budget proposal represents a 4.7% increase compared to last year's request. It continues consultant-led team development support and introduces Hoopla, a digital collection service providing access to audiobooks, eBooks, music, and streamed movies.

This budget also seeks to establish the foundation for a capital improvement fund and identifies strategic use of reserve funds to address immediate building needs while transitioning toward a sustainable long-term funding model.

Budget Assumptions

- 10% projected increase in health insurance costs (final rates confirmed in fall)
- 3% cost-of-living adjustment for staff (per union agreement)

Capital Improvement Funding Strategy

The Library Board recognizes that the facility is aging and that responsible long-term stewardship requires a sustainable approach to capital improvements. The Board proposes a phased funding strategy that works toward the building depreciation schedule, currently estimated at approximately \$50,500 annually, while creating an opportunity for collaboration with municipal partners on long-term funding solutions.

Rather than requesting the full amount through the tax-supported operating budget immediately, the Board proposes a phased approach. Increasing the budget by approximately \$50,500 in a single year would create a noticeable levy impact. The proposed strategy uses approximately \$176,000 in available reserve capacity to begin establishing the capital improvement fund while gradually transitioning toward the full annual contribution.

As part of this phased approach, the Library proposes committing \$36,000 from available reserves in 2027 toward capital improvements, while recognizing that \$22,000–\$26,000 will be needed for an anticipated boiler replacement project.



This approach allows the Library to:

- Address immediate capital needs without delaying necessary projects.
- Demonstrate responsible stewardship of existing reserve funds.
- Avoid a sudden increase to the annual levy.
- Engage the City and County in discussion regarding sustainable long-term capital funding strategies.

The proposed funding pathway is intended as a starting point for discussion. The Board recognizes that municipal partners may have additional perspectives or alternative approaches for addressing long-term capital needs. Maintaining available reserves provides flexibility while those conversations occur.

Proposed Capital Funding Timeline

2026

- Request to reclassify the existing Carpet Replacement allocation (\$42,250) as Building Capital Improvements to establish the foundation of the capital improvement fund.
- Continue discussions with municipal partners regarding long-term capital funding strategies.

2027

- Contribute \$36,000 from reserves to bring the capital improvement fund balance to \$78,250 when combined with the reclassified Carpet Replacement allocation.
- Plan for boiler replacement using approximately \$22,000–\$26,000 from capital improvement funds (estimated installation in 2027 or 2028).

2028 and Beyond

- Begin increasing tax-supported budget contributions toward the annual depreciation schedule target of approximately \$50,500.
- Use available reserves strategically during the transition period to minimize abrupt levy impacts.
- Continue discussions with City and County partners regarding sustainable long-term capital funding.

Following completion of the boiler replacement project, remaining capital improvement funds would continue to support future building maintenance and replacement needs.

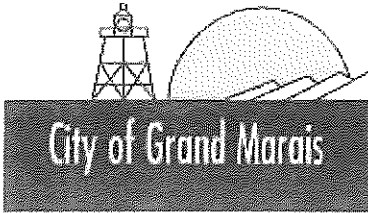


Marais Public Library
Avenue West | PO Box 280
Marais, MN 55604-0280
maraislibrary.org | 218.387.1140

Budget Timeline

- **Budget Presentation to City Council:** Wednesday, July 1 or Wednesday, July 15 at 6:30 PM
- **Regular Meeting of the Library Board:** Thursday, July 23
- **Budget Presentation to County Commissioners:** Tuesday, July 28 at 8:30 AM

Thank you.



CITY OF GRAND MARAIS

Cash Balance by Fund

April 2026

Fund	Fund Descr	Account Descr	MTD Debit	MTD Credit	YTD Debit	YTD Credit	2026 YTD Bal	Last Dim
211 LIBRARY								
211	LIBRARY	G 211-10100 Cash	\$44,705.79	\$30,649.27	\$173,713.81	\$126,150.06	\$440,720.93	10100
211	LIBRARY	G 211-10200 Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$23.00	10200
211 LIBRARY			\$44,705.79	\$30,649.27	\$173,713.81	\$126,150.06	\$440,743.93	
215 LIBRARY RESTRICTED FUND								
215	LIBRARY RESTRICTED FUND	G 215-10100 Cash	\$3,792.03	\$0.00	\$5,119.67	\$2,790.25	\$3,635.74	10100
215	LIBRARY RESTRICTED FUND	G 215-10101 MONEY MARKET	\$149.55	\$0.00	\$646.70	\$0.00	\$61,816.10	10101
215	LIBRARY RESTRICTED FUND	G 215-10102 CASH-RESTRICTED	\$471.17	\$0.00	\$1,860.74	\$0.00	\$196,275.13	10102
215	LIBRARY RESTRICTED FUND	G 215-10104 Cash - Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	10104
215 LIBRARY RESTRICTED FUND			\$4,412.75	\$0.00	\$7,627.11	\$2,790.25	\$261,726.97	
			\$49,118.54	\$30,649.27	\$181,340.92	\$128,940.31	\$702,470.90	



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
Fixed Assets-2**

Fun	Categ	Category	Location Of Item	Local Tag	Acquired	Acquired Date	Life	Total Price	Calc Depr	Total Depr	Book Value	Cur Yr Depr	Description
211													
LIBRARY													
16100													
21	16100	LAND	LIBRARY	80-21	1983	04/01/83	0	\$3,300.00		\$0.00	\$3,300.00	\$0.00	LIBRARY
21	16100	LAND	LIBRARY	80-21	1983	04/01/83	0	\$3,300.00		\$0.00	\$3,300.00	\$0.00	LIBRARY
21	16100	LAND	LIBRARY	80-22	1986	04/01/86	0	\$3,300.00		\$0.00	\$3,300.00	\$0.00	LIBRARY
16100								\$9,900.00		\$0.00	\$9,900.00	\$0.00	
16200													
21	16200	BUILD	LIBRARY	I45	1980	12/31/80	33	\$892,620.00	\$0.00	\$892,620.00	\$0.00	\$0.00	LIBRARY
21	16200	BUILD	LIBRARY	742	2011	12/31/11	40	\$1,423,111.64	\$0.00	\$501,053.88	\$922,057.76	\$35,577.79	LIBRARY ADDITION
21	16200	BUILD	LIBRARY	755	2012	05/15/12	50	\$3,702.00	\$0.00	\$1,011.88	\$2,690.12	\$74.04	LIGHTS, WIRING, COMPUTER JAC
21	16200	BUILD	LIBRARY	901	2020	06/10/20	50	\$27,337.11	\$0.00	\$546.74	\$26,790.37	\$546.74	ASST DIR OFFICE
21	16200	BUILD	LIBRARY	951	2022	04/15/22	20	\$3,780.00	\$0.00	\$708.75	\$3,071.25	\$189.00	SEAMLESS RAIN GUTTER
21	16200	BUILD	LIBRARY	953	2022	09/26/22	50	\$41,395.00	\$0.00	\$2,759.67	\$38,635.33	\$827.90	FRENCH DRAIN
21	16200	BUILD	LIBRARY	952	2022	10/27/22	20	\$16,407.47	\$0.00	\$2,666.20	\$13,741.27	\$820.37	North Wall Repair
21	16200	BUILD	LIBRARY	950	2022	10/31/22	20	\$17,950.00	\$0.00	\$2,916.88	\$15,033.12	\$897.50	AC / HEAT PUMP
21	16200	BUILD	LIBRARY	964	2023	01/23/23	20	\$41,542.20	\$0.00	\$6,231.33	\$35,310.87	\$2,077.11	CARPET - LIBRARY
21	16200	BUILD	LIBRARY	2407	2024	06/20/24	10	\$16,949.00	\$0.00	\$2,683.59	\$14,265.41	\$1,694.90	LIGHTING UPGRAD
21	16200	BUILD	LIBRARY	2408	2024	12/03/24	25	\$4,735.00	\$0.00	\$205.18	\$4,529.82	\$189.40	STAFF DOOR
21	16200	BUILD	LIBRARY	2502	2025	02/06/25	15	\$37,000.00	\$0.00	\$2,261.11	\$34,738.89	\$2,261.11	AirSource Heat Pump
16200								\$2,526,529.42	\$0.00	\$1,415,665.21	\$1,110,864.21	\$45,155.86	
16400													
21	16400	EQUIP	LIBRARY	743	2011	12/31/11	15	\$50,000.00	\$0.00	\$46,944.40	\$3,055.60	\$3,333.33	FURNITURE, FIXTURES & EQUIPM
21	16400	EQUIP	LIBRARY	795	2013	07/15/13	20	\$3,483.00	\$0.00	\$2,176.88	\$1,306.12	\$174.15	KX-TDA50 PHONE SYSTEM
21	16400	EQUIP	LIBRARY	856	2017	01/26/17	10	\$3,500.00	\$0.00	\$3,150.00	\$350.00	\$350.00	MICROFISCHE
21	16400	EQUIP	LIBRARY	869	2018	01/05/18	7	\$4,906.00	\$0.00	\$4,906.00	\$0.00	\$0.00	RICOH MP C2504ex COPIER
21	16400	EQUIP	LIBRARY	868	2018	02/04/18	7	\$10,885.50	\$0.00	\$10,885.50	\$0.00	\$129.60	9 HP COMPUTERS
21	16400	EQUIP	LIBRARY	2503	2025	03/12/25	7	\$11,377.71	\$0.00	\$1,354.49	\$10,023.22	\$1,354.49	STAFF COMPUTERS
16400								\$84,152.21	\$0.00	\$69,417.27	\$14,734.94	\$5,341.57	
LIBRARY													
								\$2,620,581.63	\$0.00	\$1,485,082.48	\$1,135,499.15	\$50,497.43	
211								\$2,620,581.63	\$0.00	\$1,485,082.48	\$1,135,499.15	\$50,497.43	
								\$2,620,581.63	\$0.00	\$1,485,082.48	\$1,135,499.15	\$50,497.43	

← This is the suggested amount.

JOINT POWERS AGREEMENT

FOR LIBRARY SERVICES

Revised THIS AGREEMENT made and entered this 15th day of ~~November~~, 1992, by and between the County of Cook (hereinafter County) a Minnesota Municipal Corporation, the Grand Marais Public Library Board (hereinafter Library Board), and the City of Grand Marais (hereinafter City), a Minnesota Municipal Corporation.

WHEREAS, City operates a free public library in the City of Grand Marais under the supervision of the Library Board pursuant to Minnesota Statutes, Section 134.07; and

WHEREAS, the County is providing library services through a multi-county library system called the Arrowhead Library System (hereinafter ALS); and

WHEREAS, Minnesota Statutes, Section 134.12, authorizes the County to contract with the Library Board for library services and to pay to the Library Board an annual amount therefor; and

WHEREAS, Minnesota Statutes, Section 471.59, as amended, authorizes the City and the County, by agreement entered into through action of their governing bodies, to jointly or cooperatively exercise any power common to the contracting parties or to perform any service or function jointly or cooperatively which either governmental unit is authorized to provide for itself; and

WHEREAS, both parties have shared the cost of local matching funds for a grant applied for by the City to construct a new library building in the City of Grand Marais; and

WHEREAS, both parties wish to continue their agreement assuring the provision of public library services to residents of the City and County alike;

NOW, THEREFORE, IT IS HEREBY AGREED as follows:

1. The City and Library Board shall continue to operate the Grand Marais Public Library providing reasonable staffing and hours of operation at least equivalent to the operation in 1992, and shall make access to the library and library services available to residents of Cook County outside of the City of Grand Marais on the same basis as such services are provided for Grand Marais residents.

2. The County, in consideration of the services provided to its residents, agrees to do the following:

A. Continue its membership in the multi-county Arrowhead Library System and continue to contract with ALS for services similar to those services currently provided through ALS.

B. Contribute to the City Fifty percent (50%) of the budgeted annual operating costs of the Library Board, beginning with calendar year 1993, provided such operating costs shall include the annual amount contributed by the County to ALS. The County's contribution to ALS shall be off-set against its 50% share. The County shall raise its 50% share by levying a tax on all property in the County located outside the limits of the City. The County shall forward the funds to the City at the same time each year as the first tax settlement is made in July. Budget to actual expenditures shall be provided to

the City Council and the County Board not less often than quarterly.

3. The library shall continue to be governed by a board of seven (7) members serving staggered three-year terms and appointed by the Mayor of the City, with the consent of the City Council. Four members of the Board shall continue to be residents of the City. The other three members shall be three County residents from outside the City limits, not more than one of whom shall at any time be a member of the County Board. All terms shall end on December 31st. The Library Board members shall be appointed for the term of three years and until their successors are qualified. PROVIDED, NEVERTHELESS, that any member of the Grand Marais City Council or the Cook County Commissioners shall be appointed to the Library Board for a one-year term only. All non-City resident members of the Library Board shall be appointed from a list of nominees nominated by the County Board. The Library Board so appointed shall have all of the powers of such boards as set forth in Minnesota Statutes, Chapter 134.

4. The Library Board shall develop its proposed operating budget and a budget for capital expenditures for each calendar year and submit the budgets by 45 days before the earlier of the City's and County's statutory certification date to the City and County for their approval. The City and County shall then negotiate and reach mutual agreement with the Library Board on said budget within 45 days of such submission each year, unless a different schedule is mutually agreed to or is required by law. The County may present comments about the budget to the City and Library Board, but the County shall have the right to disapprove such budget only if such budget exceeds the previous year's budget by more than five percent (5%). If either the City or the County intends

to disapprove said budget, it must provide written notice to the other party by September 30th of the prior year.

5. Each party shall maintain its share of any capital sinking fund until such time as payments are due for approved capital expenditures. Capital expenditures over \$10,000.00 shall be specifically approved by the governing body of each party to this agreement.

6. Operating expenses which shall be proper charges against the operation of the Library Board shall include, but not be limited to, salaries, wages and benefits of Library personnel, costs of utilities, maintenance and repair of buildings, purchase and replacement of books and equipment and other proper items of expense directly related to the provision of library services.

7. In the event that funds are unavailable to meet anticipated expenditures, or expenditures are over the amount agreed to during the budget process, neither party shall have any obligation to make further expenditures above and beyond the amounts agreed to pursuant to this agreement, absent a negotiated agreement to do so at the time such shortfall is brought to the attention of the parties.

8. The City shall notify the County Auditor-Treasurer of the amount of the City's insurance deductibles and shall timely notify the Auditor-Treasurer of any change in the said deductible.

9. The terms of this agreement shall run from January 1, 1993, to December 31, 1998, unless terminated earlier by mutual agreement of the parties, and shall continue thereafter unless terminated by either party on any December 31st thereafter by delivering written notice of said termination to

the other parties at Grand Marais, Minnesota, prior to January 15th of the year prior to the year the termination is to be effective (i.e., a 23½-month notification period). Provided, that if this agreement is terminated by either party, then for any capital assets (other than the original Library building) purchased during the term of this agreement, still in use, and having a purchase price in excess of \$1,000.00, the County shall be reimbursed fifty percent (50%) of the then market value of the asset. Provided further, that this reimbursement shall only apply to that portion of the purchase price which was paid from the normal operating budget of the library being shared by the parties, and shall not apply to that portion of the purchase price paid by gift, grant or other outside funding.

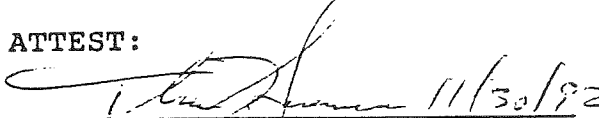
10. The provisions of this agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of the agreement.

11. Any controversy or claim arising out of or relating to this agreement, or the breach thereof, shall be settled by arbitration in accordance with the rules then obtaining of the American Arbitration Association. Notice of the demand for arbitration shall be filed in writing with the other party to this agreement. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. The award rendered by the arbitrators shall be final, and judgment may be entered upon it in any court have jurisdiction thereof.

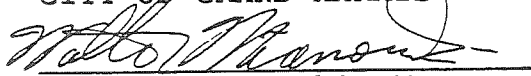
12. It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof.

13. Any alterations, amendments, deletions, or waivers of the provisions of this agreement shall be valid only when expressed in writing and duly signed by the parties.

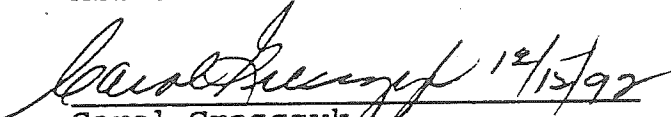
ATTEST:


Thomas N. Swenson
City Clerk/Treasurer

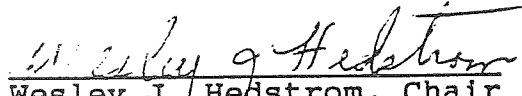
CITY OF GRAND MARAIS


Walter Mianowski, Mayor

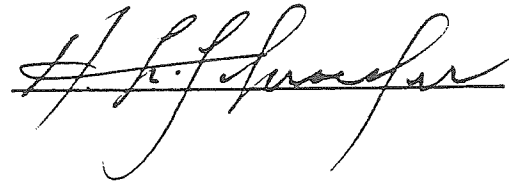
ATTEST:


Carol Gresczyk
Auditor/Treasurer

COUNTY OF COOK


Wesley J. Hedstrom, Chair
Board of Commissioners

GRAND MARAIS PUBLIC
LIBRARY BOARD



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



Library Director's Report: June 2026

Prepared by: Elektra Branwen, Library Director

Board update

City-appointed Library Trustee Nancy Giguere has stepped down from her position on the Library Board. Since joining the Board in 2023, Nancy has brought thoughtful perspective, a deep appreciation for libraries, and a strong commitment to the Grand Marais Public Library. We appreciate her service and continued support of the Library and wish her all the best.

The City will be posting information about the open Trustee position and application process.

Grants Awarded

The library received a \$1,586 grant from the Beverly R. Uhrhammer Memorial Library Fund, administered through Boreal Waters Community Foundation, to purchase our first collection of VOX Books—children's books with integrated audio narration that provide a multi-sensory reading experience and help bridge the transition from traditional book-and-CD formats to newer technologies.

The library also received an ALS Mini Grant of approximately \$230 to purchase a Toniebox and starter collection. Tonieboxes are screen-free audio devices that allow children to access stories and educational content through interactive figurines and have become increasingly popular in libraries serving young families.

These grant-funded purchases allow the library to pilot emerging children's formats, evaluate community interest, and continue adapting the collection to evolving learning preferences and technologies.

