



2025 Budget Surplus Funds – Accounting Transition Support Designation

Submitted by Brandi Canter, Executive Director, and
Amy Anderson, Associate Director – Accounting

BOARD ACTION REQUESTED

☐ Information

☐ Discussion

☒ Action Requested

RECOMMENDATION

Approve the designation of \$50,000 of anticipated surplus funds from GRRL's 2025 Operating Budget for consulting and other fees associated with the Accounting Department transition.

BACKGROUND INFORMATION

☐ Supporting Documents Attached

Amy, Brandi, and Karen Pundsack, former GRRL Executive Director, have been in discussions with Creative Planning Business Services about potential outsourcing of accounts payable, audit preparations, etc. We are currently working with Creative Planning to identify priority areas of support.

FINANCIAL IMPLICATIONS

Estimated Cost: \$50,000 Funding Source: 2025 Budget Surplus Budgeted: ☐ Yes ☐ No ☒ N/A

ACTION

☐ Passed

☐ Failed

☐ Tabled

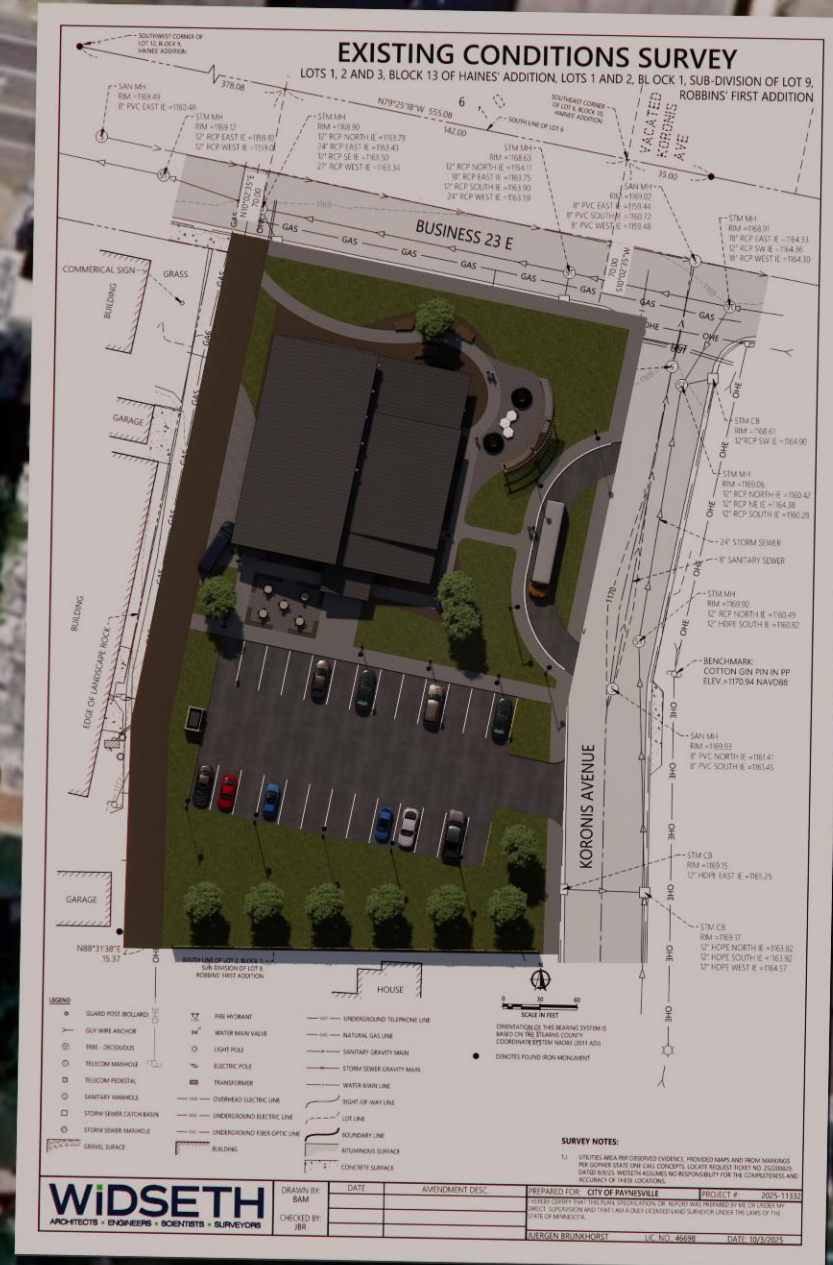
CITY OF PAYNESVILLE PUBLIC LIBRARY



WIDSETH
CELEBRATING FIFTY YEARS | EST. 1975

November 18, 2025

- Site Orientation and Configuration





CITY OF PAYNESVILLE PUBLIC LIBRARY

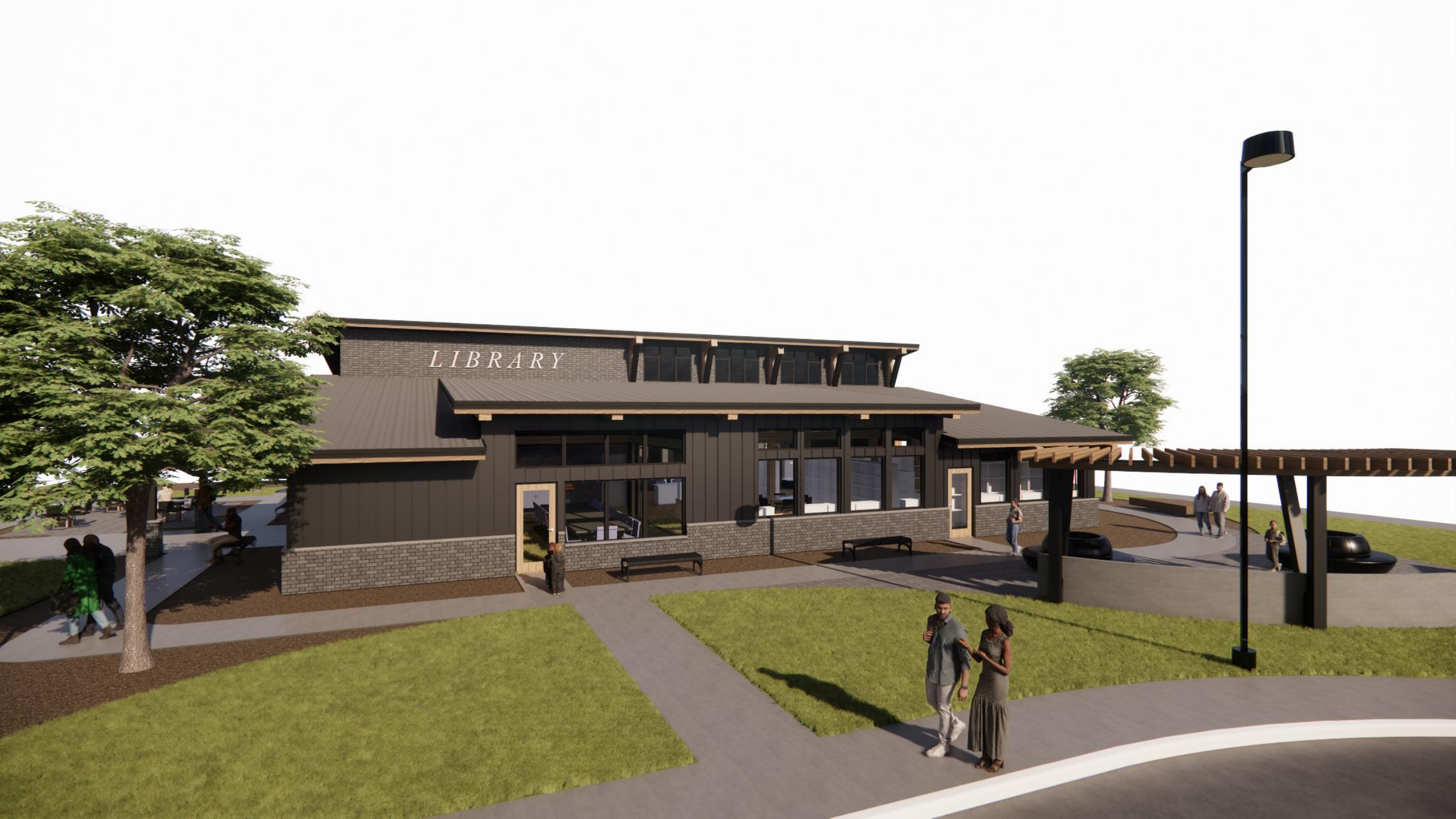
IMAGE RENDERING OF
EXTERIOR OF PROPOSED
PAYNESVILLE PUBLIC LIBRARY

CITY OF PAYNESVILLE PUBLIC LIBRARY

BUILDING PROGRAM:

- Community / Event space
- Juvenile kids / Teen / Adult locations (flexible spaces)
- Individual group / study rooms
- Outdoor reading areas / green space





LIBRARY



CITY OF PAYNESVILLE PUBLIC LIBRARY

MASTER PLANNING: CONSIDERATIONS TO OPTIMIZE THE SITE

- Orientation
- Access
- Turning
- Circulation
- Size Configuration
- Community





LIBRARY ITEMS & SPACE

				TYPE OF SHELVING IN PLAN				
AGE GROUP	GENRES	PROJECTED ITEMS	AVE. ITEM PER FT	TALL 84"	MEDIUM 60"	TALL 48"	6 BIN BROWSER	BOOK COUNT
ADULT	FICTION	2,700-3,000	10	16	X	X	X	2,880
ADULT	LARGE PRINT	800-880	10	6	X	X	X	1,080
ADULT	KIT	150-165	1	X	X	5	X	60
ADULT	NON-FICTION BIO / REF	1,800-2,000	10	10	X	X	X	1,800
JUVENILE	BOARD	200-220	17	X	X	X	2	260
JUVENILE	PICTURE BOOKS	1,170-1,300	22	X	X	X	8	1,320
JUVENILE	EI BEG RDR	300-330	25	X	X	X	2	375
JUVENILE	FICTION	1,100-1,210	10	6	X	1	X	1,200
JUVENILE	NON-FICTION	650-715	20	X	X	3	X	720
JUVENILE	SPOKEN	60-66	7	X	X	1	X	84
MEDIA	MUSIC	500-550	20	X	2	X	X	600
MEDIA	SPOKEN	500-550	7	X	5	X	X	525
MEDIA	VIDEO	800-880	15	X	4	X	X	900
TEEN	SPOKEN	70-77	7	X	X	1	X	84
TEEN	FICTION/ NON- FICTION	1,000-1,100	10	X	9	X	X	1,350
MAGAZINE	PERIODICAL	360	80	X	X	1	X	960
HOLDS	REQUESTED ITEMS	X	10	X	2	X	X	300

TOTALS	11,800-13,043	X	38	20	12	12	14,498
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Great River Regional Library

Fund Development at GRRL:

- Campaigns:
 - **Locally Growin'** – local branch benefitting – during month of April
 - **Summer Reading Challenge** – region benefitting – seeking sponsorships from January to March for book bags
 - **Year-End Campaign** – region benefitting – October to January
- Planned Giving
- Honor/Memorial Gifts

2025 Highlight: Planned Giving

Planned gifts ensure the important work of Great River Regional Library continues for generations.



2025 Highlight: Planned Giving

Gift Funds:

- **Marcile Carlson** – designation to Elk River
- **Charlotte West Anderson** – designation to St. Cloud
 - Projects: calming room, charging stations, meeting room white boards, displays
- **Pat's Place** – designation to area in St. Cloud – remembrance of late GRRL director Pat Christianson
 - Projects: early learning play sets, memorial & interactive mural
- **Christiansen** – designation to St. Cloud
 - Projects: decodable books (to align with READ Act), children's area shelving
- **Marie L.B. Rasmussen** – designation to Buffalo Public Library
- **Shirley Birr** – designation to Sauk Centre Sinclair Lewis Library
- **Laurine & Melvin Zimmerman** – designation to Little Falls Carnegie Library
 - Projects: Computer stations, DVD fixtures, book drop, displays

Statement of Intent:

Already have GRRL a part of your estate plans? Let us know!

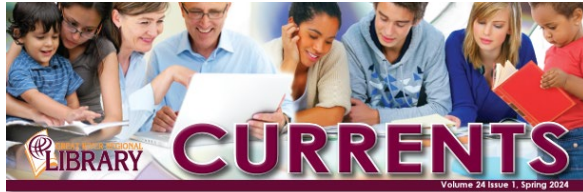
2025 Year-End Campaign

Make the library collection, including book club kits, vibrant for the community.



Year-End Campaign

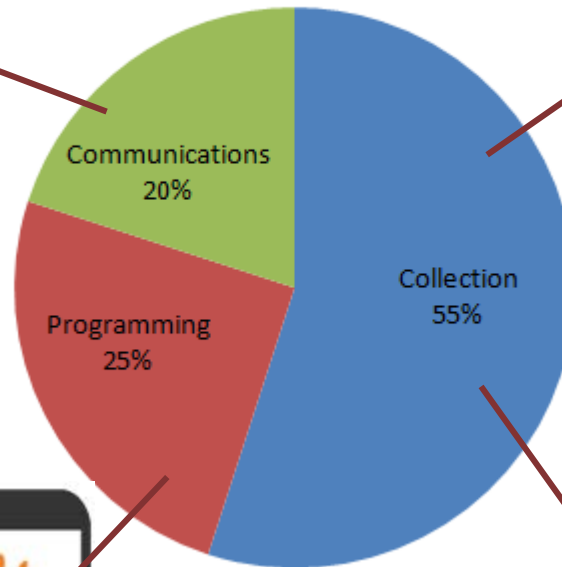
Fundraised Dollars



Makerspace in Cold Spring

New to the Cold Spring Library is a makerspace! For the 2023 Locally Grown! campaign, the Cold Spring library branch set a goal to raise funds for a makerspace table set, which they now proudly offer to their patrons. A makerspace is an area where children can collaborate, create, explore, and share. It may have complicated things like 3D printers or simple things like a coloring station.

Jason Kirchoff, Library Services Coordinator in Cold Spring, shares, "The idea for the makerspace table came about because we didn't really have a space where school-aged kids



THE GREAT ESCAPE

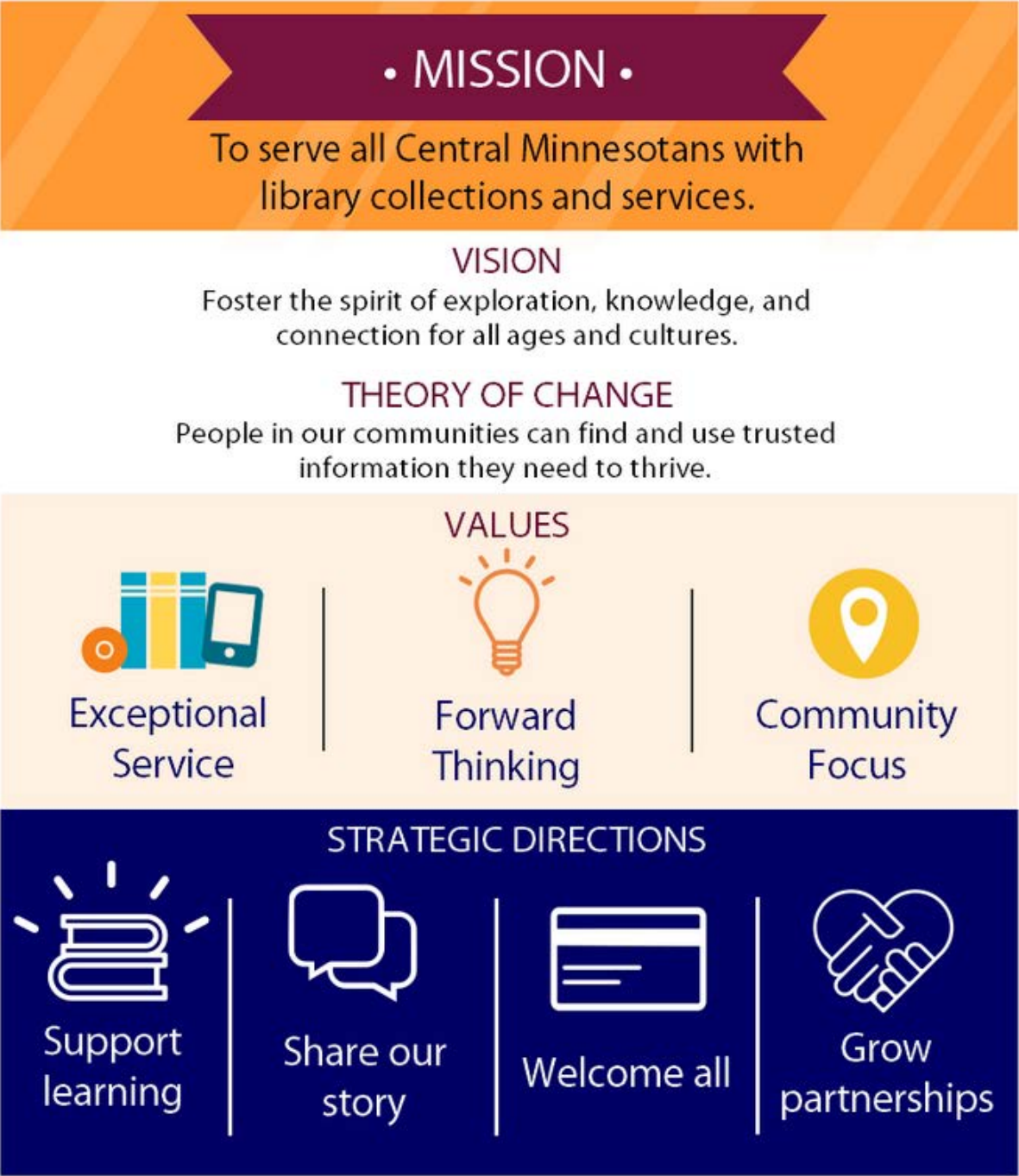


**Please consider GRRL in your year-end giving,
and in your estate planning.**

Thank you for your support.



Great River Regional Library Strategic Plan 2026-2030



*Strategic Direction: **Support Learning***

GOAL: Support patrons' literacy.

Intended audience: patrons, staff, and community

Objectives:

1. Enhance and support core literacy programs.
2. Assist patrons with basic technology skills and artificial intelligence (AI).

Logic Model Outcomes:

- Long term: Increased digital equity and inclusion.
- Long term: Improved culture of literacy among community members.

*Strategic Direction: **Share Our Story***

GOAL: Improve communication to increase awareness of existing services.

Intended audience: patrons and community

Objectives:

1. Develop multiple avenues for patrons to learn about or browse the collection.
2. Build methods to support stronger visibility and promotion.
3. Strengthen reputation of GRRL as a trusted steward of information and resources.

Logic Model Outcome:

- Long term: Engaged community – engaged in lifelong learning.

*Strategic Direction: **Welcome All***

GOAL: Eliminate barriers to library service.

Intended audience: patrons and community

Objectives:

1. Present accessible library information.
2. Reduce barriers to obtaining a library account.
3. Expand extended access models.

Logic Model Outcome:

- Intermediate: Empowerment of library users to use library resources on their own.

*Strategic Direction: **Grow partnerships***

GOAL: Collaborate with organizations to reach complementary goals.

Intended audience: the community

Objectives:

1. Build meaningful local relationships with schools, organizations, counties and cities to support library services.

Logic Model Outcome:

- Long term: Engaged community – engaged in lifelong learning.