AGENDA
GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Tuesday, July 28, 2026
Great Falls Public Library – Montana Room (Library - 3rd Floor)
(Virtual access to meeting available upon request • 406-453-0349)
Notice: Meeting will be recorded via Zoom
4:30 P.M.

Our Mission: The Great Falls Public Library serves as a connection point; we empower the community and enhance the quality of life by providing individuals access to information and social, cultural, and recreational resources.

I. AGENDA APPROVAL

MOTION…THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/DISAPPROVE THE AGENDA AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

IV. ADOPTION OF THE MINUTES OF THE JUNE MEETING (Pages 1-9)

MOTION…THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/DISAPPROVE THE MINUTES AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

V. ACCEPTANCE OF THE FINANCIAL REPORTS (Pages 10-38)

A. INCOME STATEMENTS JUNE 2220 (OPERATING BUDGET)
B. INCOME STATEMENTS JUNE 2221 (FOUNDATION/DONATION BUDGET)
C. LIBRARY VENDOR SUMMARY FOR JUNE
D. FOUNDATION VENDOR SUMMARY FOR JUNE
E. JUNE DONATIONS
F. PERSONNEL REPORT

MOTION…THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES ACCEPT/NOT ACCEPT THE FINANCIAL REPORTS AS PRESENTED.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

VI. REPORTS

A. DIRECTOR REPORT (Page 39)
B. GFPL FOUNDATION REPORT
C. CHAIR REPORT
D. BOARD REPORTS

VII. OLD BUSINESS

VIII. NEW BUSINESS

A. PUBLIC LIBRARY STANDARDS: ELECTION OF OFFICERS (CHAIR AND VICE-CHAIR) (Page 40)

MOTION… THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES ELECTS _____ TO THE POSITION OF BOARD CHAIR.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

MOTION… THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES ELECTS _____ TO THE POSITION OF BOARD VICE CHAIR.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

B. LEGAL AGREEMENT BETWEEN LIBRARY BOARD AND MR. BILL BRONSON (Pages 41-43)

MOTION… THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/NOT APPROVE THE LEGAL AGREEMENT BETWEEN THE LIBRARY BOARD AND MR. BILL BRONSON.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

C. POLICY MANUAL: REMOVAL OF FORMS FROM POLICY MANUAL. (Page 44)

MOTION… THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES APPROVE/NOT APPROVE THE DIRECTOR'S RECOMMENDATION TO REMOVE SECTION SIX, "FORMS'" FROM THE GREAT FALLS PUBLIC LIBRARY POLICY MANUAL.

SECOND PUBLIC COMMENT BOARD DISCUSSION VOTE

IX. PROPOSALS/COMMENTS FROM TRUSTEES

X. ADJOURNMENT

MOTION…THAT THE GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES ADJOURN THE MEETING. SECOND VOTE

Proposed next regular meeting: August 25th, 2026

Great Falls Public Library
Board of Trustees Board Meeting
Tuesday, May 26, 2026
Great Falls Public Library – Montana Room (3rd Floor of the Library)
(Virtual access to meeting was available upon request)
(zoom recording of meeting is available on the Great Falls Public Library YouTube page)
4:30 p.m.

BOARD MEMBERS PRESENT: Ms. Anne Bulger, Ms. Jessica Crist, Ms. Sam DeForest, Ms. Noelle Johnson, Ms. Whitney Olson
BOARD MEMBERS ABSENT: None

EX OFFICIO BOARD MEMBERS PRESENT: Shannon Wilson – City of GF Commissioner
EX OFFICIO BOARD MEMBERS ABSENT: Mr. Joe Briggs – Cascade County Commissioner

GFPL STAFF, GFPL FOUNDATION, GFPL LEGAL COUNCEL PRESENT: Amy Dissmeyer, Treva Higgins, Aaron Kueffler, Sara Linder-Parkinson (zoom), Jake Sorich

PUBLIC COMMENT PROVIDED BY: Richard Irving – Resident of Great Falls

Ms. Bulger called the meeting to order at 4:30 pm.

I. AGENDA APPROVAL

Ms. Crist moved that the Great Falls Public Library Board of Trustees approve the agenda as presented. Ms. DeForest seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a Great Falls resident and library cardholder, stated that he had no comments regarding the meeting agenda and concluded his remarks.

Ms. Bulger asked if there was any addition board or public comment.

Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT

Richard Irving, a Great Falls resident and library cardholder, requested that the Board clarify for the record whether the meeting agenda and board packet had changed since their initial publication and, if so, identify any revisions.

Mr. Irving also expressed concerns regarding the library's promotion of programs and events, stating that some event descriptions lacked sufficient detail to help the public locate or understand the events. He cited recent examples and encouraged clearer communication to

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improve public participation. He additionally expressed concerns regarding the content and presentation of a recent library program.

Ms. Olson informed Mr. Irving when he had reached the allotted three-minute time limit for public comment.

IV. ADOPTION OF THE MINUTES

Ms. Crist moved that the Great Falls Public Library Board of Trustees adopt the minutes of the May 21st 2026 Special Board Meeting. Ms. Olson seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a Great Falls resident and library cardholder, commented on the timing of the publication of a board-related document, stating that he believed it was made available later than it should have been. He expressed the opinion that the information should have been publicly available prior to the City Commission's interview process.

Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

Ms. DeForest moved that the Great Falls Public Library Board of Trustees adopt the minutes of the May 26th 2026 General Board meeting as presented. Ms. Crist seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a Great Falls resident and library cardholder, commented on the Board's meeting minutes, stating that he appreciated instances in which his public comments were reflected in the record. He expressed concern that some of his previous comments had not been included and indicated that, as a result, he intended to raise those matters with other local governing bodies.

Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

V. ACCEPTANCE OF THE FINANCIAL REPORTS

Ms. Bulger invited questions regarding the financial reports.

Ms. Olson asked about a fuel classification adjustment reflected in the financial report. Mr. Kueffler explained that the charge represented fuel costs associated with the Bookmobile and library van.

Ms. Johnson requested clarification regarding Google services listed in the expenditures. Ms. Dissmeyer explained that the expense covers the library's email and web server services. In response to additional questions from Ms. Olson and Ms. Bulger, Ms. Dissmeyer confirmed that the service is billed monthly and noted that the library plans to purchase the service directly from Google rather than through its current vendor, which is expected to reduce future costs.

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Ms. Johnson also inquired about an expenditure associated with the Great Falls Rescue Mission. Mr. Kueffler explained that the expense represented the library's booth fee for participation in the organization's back-to-school event.

Ms. Olson asked why no personnel report was included. Mr. Kueffler reported that there had been no personnel changes during the reporting period.

Ms. Olson moved that the Great Falls Public Library Board of Trustees approve the financial reports as presented. Ms. Crist seconded the motion. Ms. Bulger opened for any board discussion or public comment. Upon hearing none she called for a vote. Motion passed by unanimous vote of members present.

VI. REPORTS

MANAGER REPORT

Ms. Higgins reported on the library's transition from Baker & Taylor to Ingram as its materials vendor. She explained that, unlike the previous arrangement, invoices from Ingram are currently processed individually until the library completes the required setup to transition to a prepaid billing process. She expressed the expectation that this transition would be completed later in the calendar year.

In response to questions about materials processing, Ms. Higgins reported that although the number of repaired items had decreased from the previous year, staff experienced a significant increase in processing work due to the change in vendors. She explained that while Ingram now supplies materials with protective covers, library staff must currently complete additional processing tasks, including applying RFID tags, barcodes, spine labels, and ownership stamps. She noted that processing has also been affected by supply shortages and delays in obtaining materials such as Mylar covers.

Ms. Olson asked whether Ingram would eventually perform the additional processing functions. Ms. Higgins confirmed that the library has already established the required specifications and is awaiting implementation. Ms. Dissmeyer added that the delay is due to the large number of libraries transitioning to Ingram following industry-wide disruptions, noting that the library was well-positioned because it had begun the transition before demand increased.

Board members discussed Ingram's capacity to support library processing. Ms. Higgins explained that Ingram has long provided services to libraries but has experienced increased demand as many libraries shifted additional materials to the vendor. Ms. Dissmeyer noted that many larger libraries previously divided acquisitions between multiple vendors and have since consolidated orders, creating implementation delays based on library size and existing processing configurations.

Ms. Higgins also reported that, despite the processing challenges, material delivery times have improved and new releases are now arriving before their official publication dates, representing an improvement over previous service levels.

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Ms. Higgins concluded her report by sharing circulation highlights for the reporting period. She reviewed the library's most frequently circulated fiction, nonfiction, and audiovisual materials, noting that circulation figures included Bookmobile checkouts. Board members discussed the popularity of several collections and observed that display placement and community interest may have contributed to high circulation of certain titles.

No further questions were raised, and the Board thanked Ms. Higgins for her report.

DIRECTOR REPORT

Ms. Dissmeyer reported that she assisted with the Juneteenth programming while a staff member was on vacation. She thanked Board members who volunteered at the event, and Board members noted that attendance was strong, with approximately 200 participants. Ms. Dissmeyer stated that attendance counts became difficult once food service began and noted that future event planning would include a checklist to ensure attendance-counting equipment is available.

Ms. Dissmeyer reported that she had contacted Mr. Patrick regarding his appointment and planned to conduct a board orientation following the Independence Day holiday. She noted that his previous board experience would likely make the orientation process straightforward.

Ms. Dissmeyer also reported on the library's recent TED Democracy event, describing it as the library's first experience hosting a live-streamed discussion program. She stated that the technology functioned successfully and that the library received participant feedback indicating the event differed from some attendees' expectations. Because the content was produced externally, the library had limited control over the program itself. Ms. Dissmeyer said staff are exploring whether recorded sessions could be made available for future events to support additional discussion and community engagement. She noted that the event generated productive conversation and was well received by those who attended.

Ms. Crist shared that representatives from Montana PBS have expressed interest in partnering with public libraries to host nonpartisan public discussions on democracy and Montana public affairs. She stated that she had informed the organization that the library would likely be interested in participating. Ms. Dissmeyer indicated support for exploring the opportunity, noting that attendees at the recent democracy program appeared interested in similar community discussions.

GFPL FOUNDATION REPORT

No report given.

CHAIR REPORT

No report given.

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VII. OLD BUSINESS

LIBRARY DIRECTOR COMPENSATION

Ms. Bulger asked Ms. Dissmeyer whether she wished to waive her right to privacy regarding discussion of her evaluation. Ms. Dissmeyer agreed to have the discussion held in open session.

Ms. Bulger reported that she had met individually with each Board member and consulted several times with the City's Human Resources Director to better understand the evaluation process. She stated that Human Resources provided procedural guidance but did not offer recommendations regarding the outcome of the evaluation, emphasizing that the Board's decision was its own responsibility.

Ms. Crist noted that any personal opinions held by Human Resources regarding the evaluation outcome were not matters for Board discussion, emphasizing that the Board's role was to conduct its own evaluation.

Ms. Bulger explained that, based on discussions with Board members, there was general agreement that any compensation adjustment should be prorated to reflect the Director's approximately six months of service rather than a full year. She noted that the Director could be reevaluated after completing a full year of service to consider future compensation adjustments. Ms. Bulger further stated that conducting an evaluation after six months was unusual but appropriate in order to align future evaluations with the City's fiscal year.

Ms. Bulger summarized the Board's consensus that Ms. Dissmeyer had successfully met the majority of the goals established for her evaluation and had effectively assumed the responsibilities of the position. She noted that community outreach efforts remained an ongoing objective but that progress had been made in that area. Based on those discussions, Ms. Bulger indicated that a prorated four percent compensation increase appeared to reflect the Board's consensus and then requested a motion for Board consideration.

Ms. Olson moved that the Great Falls Public Library Board of Trustees offer a four percent raise to Ms. Dissmeyer effective July 1st, 2026. Ms. Crist seconded the motion. Ms. Bulger opened for any board discussion or public comment.

Richard Irving, a Great Falls resident and library cardholder, expressed concern regarding the Chair's statement that she had spoken individually with Board members prior to the meeting and referenced a perceived consensus. He questioned whether those communications were consistent with Montana's open meeting laws and requested a legal opinion on the matter, stating his belief that the discussions may have constituted a private meeting outside the public process.

Ms. DeForest noted that the pending motion should specify that the proposed compensation increase would be prorated to reflect the Director's partial year of service. Ms. Olson amended her motion to include the prorated adjustment, and Ms. Crist seconded the amendment. The

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Board discussed the procedural steps for voting on the amendment before considering the amended motion.

Before the vote, Ms. Johnson stated that she was comfortable with the proposed four percent increase but had also considered a three percent increase due to the fact that the evaluation covered only six months of service. She emphasized that her comments were not a reflection of the Director's performance but rather the unusual timing of the evaluation.

Board members also discussed the process used to prepare for the evaluation and compensation discussion. Ms. Wilson stated that individual conversations among Board members can be helpful in understanding members' perspectives prior to a meeting, provided deliberation and decision-making occur in open session. Ms. Olson commented that obtaining clarification between meetings helped the Board move business forward after the previous meeting concluded without action.

Ms. DeForest stated that following the prior meeting she met with the City's Human Resources Director, accompanied by Ms. Bulger, to obtain clarification regarding the evaluation process. She indicated that the discussion helped address questions she had regarding the compensation recommendations. Ms. Wilson noted that the meeting did not constitute a quorum, and Ms. Crist asked whether the discussion had resolved Ms. DeForest's concerns, to which she responded affirmatively.

Ms. Bulger explained that her intent in speaking with Board members individually was to ensure members had the necessary information to consider the compensation proposal after additional salary information became available. Ms. Wilson observed that preliminary communication can assist Board members in preparing for discussion, while emphasizing that formal deliberation occurs during the public meeting.

Ms. Johnson noted that the discussion highlighted the importance of remaining mindful of Montana's open meeting requirements. She recalled previous Board discussions regarding communications outside of meetings and observed that the distinction between informational conversations and deliberation on the same topic can sometimes be unclear. She suggested the Board remain attentive to those considerations in future discussions.

Ms. DeForest made a motion to amend the open motion to add “prorated for six months”. Ms. Crist seconded the motion. Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

Ms. Olson moved that the Great Falls Public Library Board of Trustees offer a four percent raise, prorated for six months, to Ms. Dissmeyer effective July 1st, 2026. Ms. Crist seconded the motion. Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

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VIII. NEW BUSINESS

JULY 4th HOLIDAY CLOSURE

Ms. Dissmeyer presented a proposal to close the library on the Sunday following a holiday weekend when the holiday falls on a Saturday. She explained that, based on previous experience and practices at other libraries, Sunday usage is historically very low during holiday weekends. She stated that the proposal would not result in additional paid leave for affected staff. Employees scheduled to work that Sunday would either adjust their work schedules during the week or choose to use accrued leave if desired. Ms. Dissmeyer reported that the affected staff supported the proposed scheduling option.

Ms. Olson asked whether the City supported the proposed schedule. Ms. Dissmeyer explained that the decision falls within the library's authority, provided staff are offered scheduling options consistent with policy. Ms. Olson also asked whether staff preferred the change, and Ms. Dissmeyer indicated that they did.

Ms. DeForest asked whether the proposal applied only when a holiday falls on a weekend. Ms. Dissmeyer confirmed that the discussion was specific to holidays occurring on a Saturday, explaining that library visitation typically declines on Sundays and decreases further during holiday weekends, making closure a potential cost-saving measure.

Ms. Bulger added that the proposed schedule could also have a positive effect on staff morale.

Ms. Olson moved that the Great Falls Public Library Board of Trustees approve the closure of the library on Sunday, July 5th, 2026. Ms. Crist seconded the motion. Ms. Bulger opened for any board discussion upon hearing none she asked for a vote. Motion passed by unanimous vote of members present.

IX. PROPOSALS/COMMENTS FROM TRUSTEES

The Board discussed how written citizen communications should be handled when received by the library and whether such communications should be reflected in Board meeting minutes.

Ms. Johnson questioned whether written citizen communications presented during a public meeting should be referenced in the minutes, noting that the format used at this meeting differed from past practice. Ms. Bulger asked whether written comments are typically included in board packets, and Ms. Johnson observed that previous packets had handled the information differently.

Ms. Olson asked Ms. Wilson how written communications are handled by the City Commission. Ms. Wilson explained that correspondence is distributed to commissioners by the City Clerk, retained as part of the City's records, and generally is not included in meeting minutes.

Board members discussed whether communications received between meetings should continue to be distributed in board packets or by other means. Ms. Olson noted that distributing information before meetings allows Board members to receive timely updates but

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expressed concern that discussion outside of meetings could raise open meeting considerations.

Ms. DeForest asked why the format had changed. Ms. Dissmeyer explained that the change was not intentional and resulted from including several handwritten notes and drawings received from children, as well as correspondence that arrived shortly before the meeting packet was finalized.

Ms. Crist commented that she had previously assumed only selected correspondence, rather than all communications received, had been included in board packets. Ms. Olson noted that many of the communications were not specifically addressed to the Board, distinguishing them from formal public comments made directly to the trustees.

Board members agreed that both positive and negative citizen feedback is valuable for Board awareness. Ms. DeForest and Ms. Johnson emphasized the importance of ensuring the Board is informed of community input while remaining mindful of appropriate public meeting procedures.

The Board agreed to seek guidance from legal counsel at a future meeting regarding the appropriate handling of written citizen communications, including whether such materials should be included in board packets, meeting minutes, or otherwise maintained as part of the public record. Ms. Olson suggested notifying legal counsel in advance so the issue could be addressed at the next meeting.

Ms. Crist expressed appreciation for Ms. DeForest's nine years of service on the Great Falls Public Library Board of Trustees. She recognized Ms. DeForest's longstanding commitment to the library, her thoughtful participation in Board discussions, her willingness to seek clarification on complex issues, her steady leadership during significant periods for the library, and her service as a library volunteer. Ms. Crist proposed that the Board formally recognize Ms. DeForest for her dedication and service.

Ms. Olson expressed her support for the recognition.

Ms. Johnson noted that, because the discussion occurred during the proposals and comments portion of the agenda, the Board could not take formal action at that time and suggested that the recognition be reflected in the meeting minutes.

Action Taken: No formal action was taken. By unanimous voice assent, Board members expressed their appreciation and support for recognizing Ms. DeForest's service to the library.

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X. ADJOURNMENT

Ms. Olson moved that the Great Falls Library Board of Trustees adjourn the meeting. Ms. DeForest seconded the motion. Ms. Bulger called for a vote. Motion passed by unanimous vote of members present.

Ms. Bulger adjourned the meeting at 5:17pm.

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2220 - Income Statement

Through 06/30/26
Detail Listing
Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category	**Governmental Funds**						
Fund Type	**Special Revenue Funds**						
Fund	**2220 - LIBRARY**						
	REVENUE						
31101	REAL CURRENT AD VALOREM	2,468,564.00	971,040.92	2,418,842.43	49,721.57	98	2,896,539.65
31103	REAL DELINQUENT AD VALOREM	15,000.00	1,538.97	116,715.91	(101,715.91)	778	14,798.30
31121	MOBILE HOME TAXES	5,000.00	5,544.72	7,615.45	(2,615.45)	152	7,828.13
31122	OTHER PERSONAL PROPERTY	26,000.00	31,812.29	32,018.95	(6,018.95)	123	35,471.76
31200	DELINQUENT TAX PENALTY & INTEREST	3,000.00	1,331.59	4,200.14	(1,200.14)	140	4,124.91
33415	MISCELLANEOUS CULTURE & RECREATION GRANT	35,526.00	.00	36,479.87	(953.87)	103	36,331.35
33500	COAL TAX LIBRARY APPORTIONMENT	2,099.00	.00	2,099.03	(.03)	100	2,129.93
33620	ON BEHALF REVENUE-NET PENSION LIABILITY	.00	.00	.00	.00	+++	24,401.00
33800	LIBRARY SUPPORT	177,000.00	88,500.00	177,000.00	.00	100	177,000.00
33900	PAYMENT OF LIEU OF TAXES MISCELLANEOUS	.00	4,248.51	4,248.51	(4,248.51)	+++	4,989.42
34316	OFF-STREET LOTS TRANSIENT	1,600.00	50.00	1,648.00	(48.00)	103	1,274.00
34691	LIBRARY FEES MISCELLANEOUS	12,790.00	5,150.00	13,000.00	(210.00)	102	12,930.00
34692	LIBRARY SERVICE CHARGES MISCELLANEOUS	5,500.00	529.30	5,337.29	162.71	97	5,497.61
34693	LIBRARY EQUIPMENT CHARGES MISCELLANEOUS	14,000.00	1,495.50	16,147.04	(2,147.04)	115	14,409.07
34694	LIBRARY FACILITY CHARGES MISCELLANEOUS	1,200.00	90.00	1,530.00	(330.00)	128	1,380.00
34836	CONVENIENCE FEE	.00	2.88	60.50	(60.50)	+++	61.36
35134	COLLECTION AGENCY FINES	.00	20.00	326.98	(326.98)	+++	1,107.21
35220	LOST BOOK FINES	8,000.00	349.86	5,708.98	2,291.02	71	7,694.85
36210	USBP CREDITS	.00	.00	.00	.00	+++	88.54
36510	CONTRIBUTIONS & DONATIONS	12,000.00	.00	53,500.00	(41,500.00)	446	42,000.00
36829	REFUNDS & REIMBURSEMENTS	.00	.00	62.00	(62.00)	+++	.00
37110	REGULAR INTEREST	16,000.00	5,826.07	58,352.02	(42,352.02)	365	44,645.43
	REVENUE TOTALS	$2,803,279.00	$1,117,530.61	$2,954,893.10	($151,614.10)	105%	$3,334,702.52
	EXPENSE						
41110	SALARIES & HOURLY	1,584,367.00	116,112.39	1,481,834.58	102,532.42	94	1,369,594.73
41210	OVERTIME - REGULAR FULL-TIME	.00	.00	266.63	(266.63)	+++	1,925.15

2220 - Income Statement

Through 06/30/26
Detail Listing
Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
41315	VACATION TERMINATION	.00	1,319.54	34,382.12	(34,382.12)	+++	25,841.27
41325	SICK LEAVE TERMINATION	.00	100.80	11,363.08	(11,363.08)	+++	12,931.85
41360	HEALTH INSURANCE	328,159.00	24,422.80	302,541.90	25,617.10	92	306,285.95
41370	LIFE INSURANCE	2,072.00	188.26	2,175.24	(103.24)	105	2,141.10
41389	RELOCATION AND MOVING	.00	.00	15,000.00	(15,000.00)	+++	.00
41410	UNEMPLOYMENT INSURANCE	5,544.00	469.43	6,815.85	(1,271.85)	123	5,017.34
41420	WORKERS COMPENSATION	7,337.00	626.60	7,574.30	(237.30)	103	6,390.54
41430	FICA	98,238.00	6,834.07	89,816.06	8,421.94	91	84,464.83
41435	MEDICARE	22,979.00	1,598.32	21,005.47	1,973.53	91	19,753.78
41445	PERS	164,246.00	12,036.88	156,341.11	7,904.89	95	145,810.62
41510	MISCELLANEOUS PENSIONS	19,929.00	1,596.19	20,635.87	(706.87)	104	22,439.15
41918	PERSONAL CONTINGENCY	37,000.00	.00	.00	37,000.00	0	.00
41919	ON-BEHALF PENSION EXPENSE	.00	.00	.00	.00	+++	24,401.00
42110	PAPER & FORMS	3,000.00	134.05	2,854.96	145.04	95	2,966.96
42120	COMPUTER ACCESSORIES	7,500.00	2,248.98	9,046.21	(1,546.21)	121	7,052.13
42190	OTHER OFFICE SUPPLIES & MATERIALS	8,000.00	1,163.79	7,850.22	149.78	98	6,789.89
42310	GAS, OIL, DIESEL FUEL, GREASE, ETC	7,000.00	409.18	4,615.53	2,384.47	66	4,158.87
42390	OTHER REPAIR & MAINTENANCE SUPPLIES	12,500.00	851.94	12,251.70	248.30	98	14,884.19
43110	POSTAGE, BOX RENT, ETC.	5,500.00	.00	5,512.22	(12.22)	100	4,500.00
43320	BOOKS & SUBSCRIPTIONS - NEWSPAPERS	80,000.00	4,607.10	79,612.69	387.31	100	77,966.87
43350	MEMBERSHIPS & DUES	1,000.00	.00	1,175.00	(175.00)	118	608.99
43410	TELEPHONE	3,400.00	923.39	4,602.89	(1,202.89)	135	3,190.84
43412	FAX & OTHER TELEPHONE LINES	3,000.00	32.02	3,693.18	(693.18)	123	2,044.80
43420	ELECTRIC UTILITY	60,000.00	1,714.99	45,542.67	14,457.33	76	57,003.74
43430	GAS UTILITY	13,000.00	520.33	13,320.21	(320.21)	102	10,241.31
43440	CITY SANITATION DISPOSAL	2,500.00	199.50	2,964.50	(464.50)	119	2,129.45
43450	WATER UTILITY	4,366.00	178.41	2,935.67	1,430.33	67	3,153.53
43460	SEWER UTILITY	1,900.00	152.88	1,386.41	513.59	73	1,300.48
43470	STORM DRAIN UTILITY	1,576.00	151.80	1,781.96	(205.96)	113	1,155.72
43550	COMPUTER PROGRAMMING	62,000.00	568.48	49,118.53	12,881.47	79	51,612.98

2220 - Income Statement

Through 06/30/26
Detail Listing
Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
43590	OTHER PROFESSIONAL SERVICES MISCELLANEOUS	15,000.00	4,207.81	23,437.37	(8,437.37)	156	57,263.09
43620	BUILDING REPAIR & MAINT	7,000.00	1,042.73	10,770.36	(3,770.36)	154	7,795.51
43630	MAINTENANCE AGREEMENTS	23,000.00	6,148.95	24,749.87	(1,749.87)	108	24,438.86
43920	RECRUITMENT COSTS	.00	.00	4,384.23	(4,384.23)	+++	.00
45320	OFFICE EQUIPMENT RENTALS	1,600.00	369.69	1,478.76	121.24	92	1,478.76
45515	CREDIT CARD FEES	1,500.00	120.09	1,440.79	59.21	96	1,293.52
45920	REFUNDS & REIMBURSEMENTS	300.00	92.61	427.61	(127.61)	143	121.27
48130	CASH OVER/SHORT	.00	1.55	2.87	(2.87)	+++	.50
48611	HUMAN RESOURCES	47,459.00	3,954.92	47,459.04	(.04)	100	35,997.96
48637	VEHICLE & EQUIPMENT MAINT	3,710.00	309.17	3,710.04	(.04)	100	2,319.00
48652	FISCAL SERVICES	26,202.00	2,183.50	26,202.00	.00	100	18,150.96
48658	CENTRAL INSURANCE	88,990.00	.00	88,990.00	.00	100	57,870.00
48695	INFORMATION TECHNOLOGY	3,409.00	284.08	3,408.96	.04	100	3,171.96
48696	COMPUTER NETWORK	86.00	7.17	86.04	(.04)	100	135.00
48697	COMPUTER EQUIPMENT MAINT	1,489.00	.00	1,489.00	.00	100	2,049.00
48810	COMPUTER & EQUIPMENT LEASE	.00	.00	.00	.00	+++	278.04
	EXPENSE TOTALS	$2,765,858.00	$197,884.39	$2,636,053.70	$129,804.30	95%	$2,490,121.49
	Fund **2220 - LIBRARY** Totals						
	REVENUE TOTALS	2,803,279.00	1,117,530.61	2,954,893.10	(151,614.10)	105%	3,334,702.52
	EXPENSE TOTALS	2,765,858.00	197,884.39	2,636,053.70	129,804.30	95%	2,490,121.49
	Fund **2220 - LIBRARY** Net Gain (Loss)	$37,421.00	$919,646.22	$318,839.40	($281,418.40)	852%	$844,581.03

2221 - Income Statement

Through 06/30/26
Detail Listing
Include Rollup Account/Rollup to Object

Account	Account Description	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Fund Category **Governmental Funds**							
Fund Type **Special Revenue Funds**							
Fund **2221 - LIBRARY FOUNDATION**							
REVENUE							
36510	CONTRIBUTIONS & DONATIONS	697,438.00	25,426.22	683,951.02	13,486.98	98	525,316.52
36513	DL THOMSON TRUST	41,000.00	.00	26,655.45	14,344.55	65	32,025.00
37110	REGULAR INTEREST	6,000.00	726.72	8,584.81	(2,584.81)	143	9,685.14
	REVENUE TOTALS	$744,438.00	$26,152.94	$719,191.28	$25,246.72	97%	$567,026.66
EXPENSE							
42120	COMPUTER ACCESSORIES	14,000.00	.00	689.49	13,310.51	5	22,539.74
42140	INSTRUCTIONAL & SAFETY SUPPLIES	19,431.00	4,149.61	24,389.69	(4,958.69)	126	24,548.17
42190	OTHER OFFICE SUPPLIES & MATERIALS	14,000.00	4,717.86	18,133.40	(4,133.40)	130	12,269.21
42390	OTHER REPAIR & MAINTENANCE SUPPLIES	5,000.00	.00	9,722.63	(4,722.63)	194	1,332.97
43320	BOOKS & SUBSCRIPTIONS - NEWSPAPERS	98,600.00	9,721.51	89,024.47	9,575.53	90	137,783.89
43350	MEMBERSHIPS & DUES	3,500.00	.00	3,500.00	.00	100	.00
43550	COMPUTER PROGRAMMING	53,740.00	.00	13,544.88	40,195.12	25	2,809.69
43590	OTHER PROFESSIONAL SERVICES MISCELLANEOUS	456,838.00	1,281.20	359,836.26	97,001.74	79	469,935.41
43790	MISCELLANEOUS TRAVEL EXPENSE	2,000.00	.00	.00	2,000.00	0	.00
43945	SPONSORED EVENT - ACTIVITY	41,000.00	6,412.47	61,390.44	(20,390.44)	150	37,784.20
	EXPENSE TOTALS	$708,109.00	$26,282.65	$580,231.26	$127,877.74	82%	$709,003.28
	Fund **2221 - LIBRARY FOUNDATION** Totals						
	REVENUE TOTALS	744,438.00	26,152.94	719,191.28	25,246.72	97%	567,026.66
	EXPENSE TOTALS	708,109.00	26,282.65	580,231.26	127,877.74	82%	709,003.28
	Fund **2221 - LIBRARY FOUNDATION** Net Gain (Loss)	$36,329.00	($129.71)	$138,960.02	($102,631.02)	383%	($141,976.62)

Great Falls Public Library Vendor Summary (2220)
JUNE 2026
7/21/2026

Vendor Name		MTD	FYTD
AAF International	(Filters for Air Handler)	$ -	$ 620.57
Alert Security Systems	(Security Camera System)	$ -	$ 80.00
Amazon	(Maintenance Supplies)	$ 2,513.96	$ 7,401.92
Associated Employers of MT	(Management Coaching)	$ -	$ 2,187.92
AT Klemens Inc	(Building Repair)	$ -	$ 190.00
Baker & Taylor	(Jobber)	$ -	$ 10,672.00
Barnes & Noble	(Jobber)	$ -	$ 182.59
Bronson, Bill	(Board Meeting Council)	$ -	$ 750.00
Capcon	(Building Maintenance)	$ -	$ 450.00
Cascade Electric	(Building Maintenance)	$ -	$ 588.65
Castle Branch	(Background Checks)	$ -	$ 613.64
Cengage/Gale	(Jobber)	$ -	$ 3,552.73
CenterPoint	(Jobber)	$ -	$ 47.94
Central Lock & Key	(Change combination on safe)	$ -	$ 1,042.50
Century Link	(Telephone)	$ 124.73	$ 1,589.80
Cheff, Keely	(Lost Book Found Refund)	$ -	$ 47.50
Chemnet	(Drug Testing)	$ -	$ 2,007.30
Christensen & Prezeau PLLP	(Legal Services)	$ -	$ 6,066.93
City of Great Falls	(Fuel classification adjustment)	$ 363.59	$ 1,891.33
City of Great Falls - Parking	(Courtesy Parking Spots)	$ -	$ 900.00
CM Russell Museum	(Museum Consort. Membership)	$ -	$ 500.00
CNA Surety	(Notary Fees)	$ -	$ 117.00
De Lage Landen	(Copier Agreement)	$ 676.99	$ 6,124.97
Ehredt, Tyler	(Lost Book Found Refund)	$ -	$ 49.98
Encompass Supply	(Maintenance Supplies)	$ -	$ 2,007.01
Envisionware	(renewal)	$ -	$ 7,260.64
Ferguson	(Maintenance Supplies)	$ -	$ 14.62
FICO	(HVAC)	$ -	$ 1,538.42
Fisher's Technology	(Copier Agreement)	$ 540.62	$ 6,002.93
Great Falls ACE Hardware	(Maintenance Supplies)	$ -	$ 382.37
HUB International	(Notary bond)	$ -	$ 40.00
Ingram Library Services	(Jobber)	$ 4,607.10	$ 26,074.42
Interactive Sciences	(Wowbrary Subscription)	$ -	$ 767.52
JV Restaurant	(Annual Fire Extingusher Service)	$ 739.00	$ 739.00
Judith Bason Press	(Subscription)	$ -	$ 99.95
Kone, Inc	(Elevator Agreement & Service Call)	$ 5,950.54	$ 10,692.22
Kouf, Mary	(Lost Book Found Refund)	$ -	$ 16.62
MASCO	(Building Supplies)	$ -	$ 8,534.79
Mastercard		$ 2,781.35	$ 27,635.58
Midwest Tape	(Jobber)	$ -	$ 11,000.00
Montana Library Association	(Membership)	$ -	$ 500.00
Montana State University	(Board Training)	$ -	$ 1,168.14
Mr. Green Landscape	(Snow Plow service)	$ -	$ 945.00
National Laundry	(Maintenance Supplies)	$ 60.94	$ 511.40
North 40 Outfitters	(Maintenance Supplies)	$ 107.94	$ 1,342.28
Northwest Pipe Fittings	(Maintenance Supplies)	$ -	$ 390.49
OCLC Online	(Annual Service)	$ -	$ 7,613.26
Overdrive	(MT Library 2 Go)	$ -	$ 19,271.66
Paper Shredders	(Shredding Service)	$ -	$ 130.00
Petty Cash	(Refunds)	$ 144.61	$ 233.03
Pitney Bowes	(Mailing Machine lease)	$ 369.69	$ 1,478.76
Process Servers	(Tresspass Server)	$ -	$ 996.25
Pye-Barker Fire & Safety	(Annual Alarm Inspection)	$ -	$ 152.50
RightNow Cleaning	(Building Maintenance)	$ -	$ 4,858.50
Ron Hall Sprinklers	(Sprinkler Repairs/Winterize, lawn service)	$ 763.77	$ 988.77
St. Cloud State University	(Damaged Book Fee)	$ -	$ 100.00
State of Montana	(Boiler Certificate)	$ -	$ 72.00
State of Montana	(Elevator Inspection)	$ -	$ 680.00
State of Montana	(Montana Shared Library)	$ -	$ 21,368.09
State of Montana	(Q3 Work Comp Payment)	$ -	$ (19.83)
T-Mobile	(Outreach HotSpot)	$ 32.02	$ 327.28
USPS	(postage for mailing unit)	$ -	$ 5,500.00
Vision Net, Inc	(Internet & Phone Service)	$ 672.64	$ 5,425.92
Wendt Advertising	(Website Maintenance)	$ -	$ 825.00
Western Peaks	(Courier Service)	$ 2,275.84	$ 7,243.96
WX COX	(Jobber)	$ -	$ 6,237.06
		$ 22,725.33	$ 238,820.88

Great Falls Public Library Vendor Summary (2220)
JUNE 2026
7/21/2026

Mastercard Transaction Breakdown			
Amazon	Tech Services Supplies	$	134.05
Century Link	Telephone	$	126.02
Double G Engraving	Business Cards	$	62.25
Global Leadership Summit	Tina Cowhick	$	119.20
Google	Google Services	$	568.48
HP.COM	Laptop & Docking Station	$	1,408.99
Low Cost Earbuds	Ear Buds for sale	$	171.59
MeetGeek	Transcription software	$	15.99
North 40	Office Supplies	$	39.99
Staples	Office Supplies	$	100.83
Walmart	Office Supplies	$	33.96
	TOTAL:		$2,781.35

2220 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	**2220.61.614.42110 PAPER & FORMS**							Balance To Date:	$2,720.91
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	134.05		2,854.96
Invoice Number	*Vendor*		*Description*		*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
4664/062826	MASTERCARD PROCESSING CENTER		4664		06/28/2026	Check	393094	2,023.16	134.05
							Total	$2,023.16	$134.05
						Month **June 2026** Totals		$134.05	$0.00	$2,854.96
						Account **PAPER & FORMS** Totals		$134.05	$0.00	$2,854.96
G/L Account Number	**2220.61.614.42120 COMPUTER ACCESSORIES**							Balance To Date:	$6,797.23
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	839.99		7,637.22
Invoice Number	*Vendor*		*Description*		*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1TWXV9VFQK4H	AMAZON.COM		ACCT: A169EW4Q2K9QDA		06/03/2026	Check	392716	839.99	839.99
							Total	$839.99	$839.99
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,408.99		9,046.21
Invoice Number	*Vendor*		*Description*		*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
5850/062826	MASTERCARD PROCESSING CENTER		5850		06/28/2026	Check	393096	920.73	259.00
9458/062826	MASTERCARD PROCESSING CENTER		9458		06/28/2026	Check	393095	4,535.75	1,149.99
							Total	$5,456.48	$1,408.99
						Month **June 2026** Totals		$2,248.98	$0.00	$9,046.21
						Account **COMPUTER ACCESSORIES** Totals		$2,248.98	$0.00	$9,046.21
G/L Account Number	**2220.61.614.42190 OTHER OFFICE SUPPLIES & MATERIALS**							Balance To Date:	$6,686.43
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	436.51		7,122.94
Invoice Number	*Vendor*		*Description*		*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1JNWC1JGPGG4	AMAZON.COM		ACCT: A169EW4Q2K9QDA		06/12/2026	Check	392716	123.02	123.02
1FCH7FV63XGK	AMAZON.COM		ACCT: A169EW4Q2K9QDA		06/05/2026	Check	392716	313.49	313.49
							Total	$436.51	$436.51
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	727.28		7,850.22

2220 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
9458/062826	MASTERCARD PROCESSING CENTER	9458	06/28/2026	Check	393095	4,535.75	102.24
5850/062826	MASTERCARD PROCESSING CENTER	5850	06/28/2026	Check	393096	920.73	322.37
1QJYFHGQVGMM	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/16/2026	Check	393039	32.98	32.98
1QMDC37YRGPP	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/15/2026	Check	393039	42.67	42.67
1PN1L3L9NLT4	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/17/2026	Check	393039	171.72	171.72
1T1FC13F7CYH	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/20/2026	Check	393039	55.30	55.30
					Total	$5,759.15	$727.28

					Month **June 2026** Totals	$1,163.79	$0.00	$7,850.22
					Account **OTHER OFFICE SUPPLIES & MATERIALS** Totals	$1,163.79	$0.00	$7,850.22
G/L Account Number	**2220.61.614.42310 GAS, OIL, DIESEL FUEL, GREASE, ETC**						Balance To Date:	$4,029.01
06/30/2026	2026-00007781	JE	GL	JUNE 2026 FUEL/PARTS	ADJE - ADJUSTING JOURNAL	363.59		4,392.60
					Month **June 2026** Totals	$363.59	$0.00	$4,392.60
					Account **GAS, OIL, DIESEL FUEL, GREASE, ETC** Totals	$363.59	$0.00	$4,392.60
G/L Account Number	**2220.61.614.42390 OTHER REPAIR & MAINTENANCE SUPPLIES**						Balance To Date:	$11,399.76
06/03/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	739.00	12,138.76

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
486805	J & V RESTAURANT & FIRE SUPPLY	ANNUAL FIRE EXTINGUISHER SERVICE	05/26/2026	Check	392580	739.00	739.00
					Total	$739.00	$739.00

06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	31.68	12,170.44

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
S10125	NATIONAL LAUNDRY	ACCT: 790-00000 MAINTENANCE TOWELS	06/05/2026	Check	392778	31.68	31.68
					Total	$31.68	$31.68

06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	52.00	12,222.44

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
PC/0626	PETTY CASH	PETTY CASH REFUND - JAN 1 - JUN 22 2026	06/22/2026	Check	393153	195.70	52.00
					Total	$195.70	$52.00

06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	29.26	12,251.70

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount

S10794	NATIONAL LAUNDRY	ACCT: 790-00000	MAINTENANCE TOWELS	06/29/2026	Check	393426		29.26	29.26
							Total	$29.26	$29.26
							Month **June 2026** Totals	$851.94	$0.00	$12,251.70
							Account **OTHER REPAIR & MAINTENANCE SUPPLIES** Totals	$851.94	$0.00	$12,251.70

G/L Account Number **2220.61.614.43320 BOOKS & SUBSCRIPTIONS - NEWSPAPERS** Balance To Date: $75,005.59

06/02/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	3,216.13	78,221.72

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
96180641	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	19.58	19.58
96234530	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	10.50	10.50
96234531	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	15.46	15.46
96234533	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	12.89	12.89
96234534	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	38.65	38.65
96234535	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	15.31	15.31
96234536	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	12.89	12.89
96234539	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	13.49	13.49
96310772	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	17.38	17.38
96310774	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	12.18	12.18
96310778	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	17.91	17.91
96452158	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	18.12	18.12
96452159	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	12.19	12.19
96452161	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	12.42	12.42
96452163	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	14.05	14.05
96452164	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	17.50	17.50
96452165	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	18.09	18.09
96482793	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	158.37	158.37
96482794	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	399.16	399.16
96551480	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	20.16	20.16
96551482	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	99.72	99.72
96551483	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	442.06	442.06
96551484	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	444.36	444.36
96573396	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/13/2026	Check	392578	21.96	21.96

96613607	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/14/2026	Check	392578	38.36	38.36
96613610	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/14/2026	Check	392578	17.92	17.92
96613613	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/14/2026	Check	392578	53.70	53.70
96613614	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/14/2026	Check	392578	279.87	279.87
96633872	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/15/2026	Check	392578	159.73	159.73
96675183	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/18/2026	Check	392578	12.17	12.17
96675184	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/18/2026	Check	392578	38.66	38.66
96675185	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/18/2026	Check	392578	202.43	202.43
96743885	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	12.74	12.74
96743886	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	12.14	12.14
96743899	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	72.66	72.66
96743890	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	89.44	89.44
96743891	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	62.95	62.95
96743895	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	249.82	249.82
96743889	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/20/2026	Check	392578	49.14	49.14
						Total	$3,216.13	$3,216.13

06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,332.74	79,554.46

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
96704896	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/19/2026	Check	392745	47.31	47.31
96704898	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/19/2026	Check	392745	20.24	20.24
96800329	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/22/2026	Check	392745	152.48	152.48
96940103	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	12.77	12.77
96940107	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	44.06	44.06
96940108	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	53.66	53.66
96940109	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	17.89	17.89
96940116	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	618.62	618.62
96940117	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	39.96	39.96
96940120	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	21.41	21.41
97019940	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	392745	20.73	20.73
97019944	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	392745	17.96	17.96
97019948	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	392745	244.79	244.79
97019949	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	392745	20.86	20.86

								Total	$1,332.74	$1,332.74
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	58.23			79,612.69
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
97360626	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102 - MATERIALS PURCHASED			06/17/2026	Check	393394		58.23	58.23
								Total	$58.23	$58.23
							Month **June 2026** Totals		$4,607.10	$0.00	$79,612.69
							Account **BOOKS & SUBSCRIPTIONS - NEWSPAPERS** Totals		$4,607.10	$0.00	$79,612.69
G/L Account Number	**2220.61.614.43410 TELEPHONE**									Balance To Date:	$3,679.50
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	672.64			4,352.14
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
75090	VISION NET INC	PHONE SERVICE			06/10/2026	Check	392813		672.64	672.64
								Total	$672.64	$672.64
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	250.75			4,602.89
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
5850/062826	MASTERCARD PROCESSING CENTER	5850			06/28/2026	Check	393096		920.73	126.02
333978927/061926	CENTURYLINK	333978927 - MAY19 - JUN 18			06/19/2026	Check	393159		124.73	124.73
								Total	$1,045.46	$250.75
							Month **June 2026** Totals		$923.39	$0.00	$4,602.89
							Account **TELEPHONE** Totals		$923.39	$0.00	$4,602.89
G/L Account Number	**2220.61.614.43412 FAX & OTHER TELEPHONE LINES**									Balance To Date:	$3,661.16
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	32.02			3,693.18
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4065618875-06102	T MOBILE USA INC	HOT SPOT SERVICES			06/10/2026	Check	393134		32.02	32.02
								Total	$32.02	$32.02
							Month **June 2026** Totals		$32.02	$0.00	$3,693.18
							Account **FAX & OTHER TELEPHONE LINES** Totals		$32.02	$0.00	$3,693.18
G/L Account Number	**2220.61.614.43550 COMPUTER PROGRAMMING**									Balance To Date:	$48,550.05

06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	568.48		49,118.53
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
5850/063026	MASTERCARD PROCESSING CENTER	5850			06/30/2026	Check	393405	2,265.38	568.48
							Total	$2,265.38	$568.48
						Month **June 2026** Totals		$568.48	$0.00	$49,118.53
						Account **COMPUTER PROGRAMMING** Totals		$568.48	$0.00	$49,118.53
G/L Account Number	**2220.61.614.43590 OTHER PROFESSIONAL SERVICES MISCELLANEOUS**								Balance To Date:	$18,970.78
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,076.38		20,047.16
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1284WPL0980730	WESTERN PEAKS LOGISTICS LLC	ACCT: 1284WPL - COURIER SERVICE			05/31/2026	Check	392817	1,076.38	1,076.38
							Total	$1,076.38	$1,076.38
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	763.77		20,810.93
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
85015	RON HALL SPRINKLERS INC	SPRING SYSTEM SET-UP & REPAIR			06/19/2026	Check	393129	579.25	579.25
110462	RON HALL SPRINKLERS INC	LAWN SPRAY SERVICE			06/03/2026	Check	393129	184.52	184.52
							Total	$763.77	$763.77
06/30/2026	2026-00007803	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	119.20		20,930.13
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
7833/06292026A	MASTERCARD PROCESSING CENTER	GLOBAL LEADERSHIP SUMMIT			06/30/2026	Check	393242	4,917.00	119.20
							Total	$4,917.00	$119.20
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,199.46		22,129.59
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1284WPL0981275	WESTERN PEAKS LOGISTICS LLC	ACCT: 1284WPL - COURIER SERVICE			06/30/2026	Check	393461	1,199.46	1,199.46
							Total	$1,199.46	$1,199.46
06/30/2026	2027-00000266	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,019.20		23,148.79
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1159100240	KONE INC	CUSTOMER # N152112 - SERVICE CALL			03/05/2026	Check	393396	1,019.20	1,019.20
							Total	$1,019.20	$1,019.20

2220 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

					Month **June 2026** Totals			$4,178.01	$0.00	$23,148.79
					Account **OTHER PROFESSIONAL SERVICES MISCELLANEOUS** Totals			$4,178.01	$0.00	$23,148.79
G/L Account Number	**2220.61.614.43620 BUILDING REPAIR & MAINT**								Balance To Date:	$9,727.63
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		444.86		10,172.49
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION						

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
893464	NORTH 40 OUTFITTERS - CSWW INC	LIBRARY MAINTENANCE SUPPLIES	06/04/2026	Check	392781	107.94	107.94
1YPCVCJHWNXV	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/03/2026	Check	392716	336.92	336.92
					Total	$444.86	$444.86

06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		501.88		10,674.37
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION						

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
144MW7TWC79N	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/26/2026	Check	393039	10.99	10.99
1YCHHR113NMN	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/23/2026	Check	393039	245.76	245.76
11GTXC1K4M31	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/20/2026	Check	393039	245.13	245.13
					Total	$501.88	$501.88

06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		95.99		10,770.36

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1FC3C1Q4QT6N	AMAZON.COM	ACCT: A169EW4Q2K9QDA	06/30/2026	Check	393341	95.99	95.99
					Total	$95.99	$95.99

					Month **June 2026** Totals			$1,042.73	$0.00	$10,770.36
					Account **BUILDING REPAIR & MAINT** Totals			$1,042.73	$0.00	$10,770.36
G/L Account Number	**2220.61.614.43630 MAINTENANCE AGREEMENTS**								Balance To Date:	$18,600.92
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		676.99		19,277.91

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
597444364	DE LAGE LANDEN FINANCIAL SERVICES INC	COPIER SERVICE AGREEMENT	06/07/2026	Check	392726	676.99	676.99
					Total	$676.99	$676.99

06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		540.62		19,818.53

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
1692842	FISHERS TECHNOLOGY	COPIER SERVICE AGREEMENT	06/30/2026	Check	393378	540.62	540.62

2220 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

							Total	$540.62	$540.62
06/30/2026	2027-00000266	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	4,931.34		24,749.87
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
872014514	KONE INC	CUSTOMER # N152112 - MAINTENANCE CONTRACT			05/01/2026	Check	393396	4,931.34	4,931.34
							Total	$4,931.34	$4,931.34
						Month **June 2026** Totals		$6,148.95	$0.00	$24,749.87
						Account **MAINTENANCE AGREEMENTS** Totals		$6,148.95	$0.00	$24,749.87
G/L Account Number	**2220.61.614.45320 OFFICE EQUIPMENT RENTALS**								Balance To Date:	$1,109.07
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	369.69		1,478.76
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
3322688799	PITNEY BOWES INC	ACCT: 0012629684 - POSTAGE METER LEASE			06/10/2026	Check	393124	369.69	369.69
							Total	$369.69	$369.69
						Month **June 2026** Totals		$369.69	$0.00	$1,478.76
						Account **OFFICE EQUIPMENT RENTALS** Totals		$369.69	$0.00	$1,478.76
G/L Account Number	**2220.61.614.45920 REFUNDS & REIMBURSEMENTS**								Balance To Date:	$335.00
06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	92.61		427.61
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
PC/0626	PETTY CASH	PETTY CASH REFUND - JAN 1 - JUN 22 2026			06/22/2026	Check	393153	195.70	92.61
							Total	$195.70	$92.61
						Month **June 2026** Totals		$92.61	$0.00	$427.61
						Account **REFUNDS & REIMBURSEMENTS** Totals		$92.61	$0.00	$427.61
						Division **LIBRARY LEVY** Totals		**$22,725.33**	$0.00	
						Department **LIBRARY** Totals		$32,579.11	$0.00	
						Fund **LIBRARY** Totals		$32,579.11	$0.00	
						Grand Totals		$32,579.11	$0.00	

Great Falls Public Library Foundation Vendor Summary (2221)
JUNE 2026
7/21/2026

Vendor Name		MTD	FYTD
Age of Learning	(ABC Mouse)	$ -	$ 3,132.88
Alert Security Systems	(Camera System Maintenance and intall of additior	$ 1,281.20	$ 1,281.20
All State Signs	(Magnets & Decals)	$ -	$ 150.00
Amazon	(Supplies - All Departments)	$ 572.38	$ 1,846.97
AT&T Nobility	(Bookmobile HotSpot Service)	$ 237.87	$ 591.11
Atomic Music Group	(Summer Music)	$ 1,500.00	$ 3,000.00
Baker & Taylor	(Jobber)	$ -	$ 10,899.86
Baisch, Erika	(ASL Interpretation)	$ -	$ 240.00
Barnes & Noble Booksellers	(Materials Purchased)	$ -	$ 1,229.08
Boyer, Daniel	(Soup & Stories - Indigenous Education)	$ -	$ 100.00
Brown. Monica Nellie	(Adult Programs)	$ -	$ 400.00
Bruno, Kenny	(Soup & Stories - Indigenous Education)	$ -	$ 100.00
Casey, David	(Music in the Park)	$ -	$ 2,000.00
Cassiopeia Books	(Shakespeare in the Parks)	$ -	$ 89.60
CenterPoint	(Jobber)	$ 47.94	$ 527.34
Charlie Cart Project	(Charlie Cart)	$ -	$ 15,500.00
CMR Russell High School	(Yearbook)	$ -	$ 60.00
Convergint Technologies	(Drive-up Window Troubleshooting)	$ -	$ 1,038.00
Corda, Joel	(Music in the Park)	$ -	$ 300.00
Cushing Terrell	(Library Remodel Project)	$ -	$ 333,430.16
Disalvatore, Chris	(Adult Programs)	$ -	$ 1,100.00
Devereaux, Shadow	(Adult Programs)	$ -	$ 1,250.00
Dissmeyer, Amy	(Reimbursement)	$ 87.00	$ 87.00
Downtown Great Falls	(Parade of Lights)	$ -	$ 35.00
Dragons Are Too Seldom	(KP/YA Program)	$ 400.00	$ 400.00
Eagle Speaker, Jessie	(Soup & Stories - Indigenous Education)	$ -	$ 100.00
Einan, Jerry	(Refinish MT room tables)	$ -	$ 500.00
Electric City Catering	(Adult Programs)	$ -	$ 972.00
Fagenstrom Company	(Move Outside Benches)	$ 190.20	$ 190.20
Fresh Rescue Community Kitchen	(KP/YA Program)	$ -	$ 500.00
Gale/Cengage	(Jobber)	$ 52.50	$ 3,999.58
Gaskell, Sean	(Performance)	$ -	$ 450.00
Gladstone, Jack	(Summer Music)	$ 1,500.00	$ 1,500.00
Gladstone, Mariah	(Adult Programs)	$ -	$ 950.00
Great Falls Emergency Services	(Staff CPR Training)	$ -	$ 847.00
Great Falls Interpreting Service	(ASL Interpreting)	$ -	$ 112.50
Guinn, Audrey	(KP/YA Program)	$ -	$ 90.00
Hughs-Bryant, Penny	(Open Books book Club)	$ -	$ 250.00
Identity Screenprinting	(MLA Shirts)	$ -	$ 518.00
InfoUSA Marketing	(MT Business Directory)	$ -	$ 370.00
Ingram Library Services	(Jobber)	$ 9,561.07	$ 41,226.36
Jones, Allen	(MT Storytellers)	$ -	$ 150.00
KANOPY	(Online Streaming Service)	$ -	$ 6,200.00
Kemarly, Tyler	(Zumbini Program)	$ -	$ 140.00
KnowBe4	(Security Awareness Software)	$ -	$ 4,212.00
KTGF/KRTV/KRTV D2	(Advertising)	$ -	$ 600.00
LaTray, Chris	(Author Talk)	$ -	$ 628.41
LinkedIn Learning	(Subscription)	$ -	$ 13,125.00
Little Shell Tribe	(Booth at PowWow)	$ -	$ 150.00
Mastercard		$ 8,533.17	$ 61,441.04
Midwest Tape	(Jobber)	$ -	$ 1,500.00
Montana Library Assoc.	(Membership)	$ -	$ 3,500.00
Montana Raptor Conservation	(KP/YA Program)	$ -	$ 459.00
Montana Repertory Theater	(KP/YA Performance)	$ -	$ 2,250.00
Montana State University	(Board Training)	$ -	$ 177.40
Montana State University	(KP/YA Program)	$ 677.24	$ 677.24
Montana Vending	(Bill of Sale, Vending Supplies)	$ 70.00	$ 1,435.00
MNI Manufacturers' News Inc	(Subscription)	$ -	$ 121.90
Murphy, Jen	(Soup & Stories - Indigenous Education)	$ -	$ 691.75
North 40	(Little Free Library Repair)	$ 20.99	$ 20.99
National Laundry	(Adult Programing - Table Cloths)	$ -	$ 135.44
Overdrive	(MT Library 2 Go - Content/Advantage)	$ -	$ 23,909.29
Penguin Random House	(Julian Brave Noise - Indigenous Education)	$ -	$ 10,000.00
Penworthy Company	(Jobber)	$ -	$ 883.28
Peoples Park & Rec Foundation	4th of July Parade Entry Fee	$ -	$ 30.00
Petty Cash	(Reimbursement for Refunds)	$ 51.09	$ 210.19
Pratt, Kristy	(KP/YA Program)	$ -	$ 450.00
Pressure Pros	(Cleaning front and side of building)	$ -	$ 1,274.50
Reference USA	(Materials Purchased)	$ -	$ 520.00
Rowland, Rusell	(Author Honorarium)	$ -	$ 200.00
Ryan, Joe	(End of Summer Party Music)	$ -	$ 100.00
Sherwin Williams	(Little Free Library Repair)	$ -	$ 41.90
SnackShack	(Juneteenth Supplies)	$ -	$ 200.00
Staradio	(Digital Lit. advertising)	$ -	$ 591.82
TC Glass	(Front door repair, drive up window repair)	$ -	$ 2,642.61
Tillerass Landscaping	(FFP - Arts Fest)	$ -	$ 6,700.00
United Way of Cascade County	(Brainbuilders)	$ -	$ 750.00
Vision Net	(Phone System Upgrade)	$ -	$ 1,310.51
Wallace, Burke	(Materials Purchased)	$ -	$ 17.00
Wilkinson, Joselyn	(Summer Music)	$ 1,500.00	$ 1,500.00
		$ 26,282.65	$ 580,310.11

Great Falls Public Library Foundation Vendor Summary (2221)
JUNE 2026
7/21/2026

Mastercard Transaction Breakdown			
ALA	Training (Dissmeyer)	$	834.00
Albertson's	Book Club Supplies	$	27.32
Albertson's	KP/YA Supplies	$	122.85
Albertson's	Memory Café	$	25.97
Amaerican Airlines	Training (Dissmeyer)	$	580.80
Amazon	Adult Programming Supplies	$	15.98
Amazon	Indigenous Programming	$	114.89
Amazon	KP/YA Supplies	$	471.18
Cassiopea Books	Adult Summer Reading	$	96.26
Cassiopea Books	Materials Purchased	$	20.00
Curb Taxi	Training (Dissmeyer)	$	151.20
Dollar Tree	Adult Summer Reading	$	1.25
Great Falls Tribune	Materials Purchased	$	40.00
Home Depot	Partner Library Supplies	$	74.84
Let's Play	Adult Programming Supplies	$	77.99
Magpie	Indigenous Programming	$	78.90
Marriott	Training (Dissmeyer)	$	1,545.70
META Platforms	Advertising	$	239.95
Montana Dinosaur Center	Adult Summer Reading	$	46.00
Museum of the Rockies	Adult Summer Reading	$	225.00
SAM's Club	Adult Programming Supplies	$	99.96
SAM's Club	Juneteenth	$	848.60
SAM's Club	KP/YA Supplies	$	35.96
SAM's Club	Vending Machine Supplies	$	342.84
Smith's	Charlie Cart Programming	$	16.99
Super 1	Charlie Cart Programming	$	35.33
TJ Max	Adult Summer Reading	$	32.97
ULINE	Partner Library Supplies	$	213.34
Walmart	Adult Programming Supplies	$	68.45
Walmart	Arm Chair Traveler	$	26.93
Walmart	Juneteenth	$	60.25
Walmart	Vending Machine Supplies	$	91.47
Zoo Bean	KP/YA Software	$	1,870.00
	TOTAL:	$	8,533.17

2221 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	**2221.61.613.42140 INSTRUCTIONAL & SAFETY SUPPLIES**							Balance To Date:	$20,240.08
06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry LB262102 - KP-YA BOOK-A-THON	Accounts Payable	AP - ACCOUNTS PAYABLE	400.00		20,640.08
Invoice Number	*Vendor*			*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
DATSP2026	DRAGONS ARE TOO SELDOM			THE DRAGON WHO FELL TO EARTH	03/30/2026	Check	393057	400.00	400.00
							Total	$400.00	$400.00
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry LB262102 - KP-YA BOOK-A-THON	Accounts Payable	AP - ACCOUNTS PAYABLE	1,992.85		22,632.93
Invoice Number	*Vendor*			*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
9458/062826	MASTERCARD PROCESSING			9458	06/28/2026	Check	393095	4,535.75	1,992.85
							Total	$4,535.75	$1,992.85
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry LB262102 - KP-YA BOOK-A-THON	Accounts Payable	AP - ACCOUNTS PAYABLE	1,079.52		23,712.45
Invoice Number	*Vendor*			*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
4280/063026	MASTERCARD PROCESSING			4280	06/30/2026	Check	393406	621.49	471.18
1C19NHNVMPCF	AMAZON.COM			ACCT: A169EW4Q2K9QDA	06/30/2026	Check	393341	572.38	572.38
9458/063026	MASTERCARD PROCESSING			9458	06/30/2026	Check	393404	35.96	35.96
							Total	$1,229.83	$1,079.52
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry LB612503 - MARSHALL ORTHODONTICS SUMMBER READING	Accounts Payable	AP - ACCOUNTS PAYABLE	677.24		24,389.69
Invoice Number	*Vendor*			*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
MOTR-061226	MONTANA STATE UNIVERSITY			OUTREACH AND LODGING AT GREAT	06/12/2026	Check	393422	677.24	677.24
							Total	$677.24	$677.24
						Month **June 2026** Totals		$4,149.61	$0.00	$24,389.69
						Account **INSTRUCTIONAL & SAFETY SUPPLIES** Totals		$4,149.61	$0.00	$24,389.69
G/L Account Number	**2221.61.613.42190 OTHER OFFICE SUPPLIES & MATERIALS**							Balance To Date:	$13,415.54
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION	Accounts Payable	AP - ACCOUNTS PAYABLE	190.20		13,605.74
Invoice Number	*Vendor*			*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*

6110-00	THE FAGENSTROM COMPANY	MOVE BENCHES IN FRONT OF LIBRARY			06/01/2026	Check	392799		190.20	190.20
								Total	$190.20	$190.20
06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		31.33		13,637.07
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
PC/0626	PETTY CASH	PETTY CASH REFUND - JAN 1 - JUN 22			06/22/2026	Check	393153		195.70	31.33
								Total	$195.70	$31.33
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		2,402.48		16,039.55
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4664/062826	MASTERCARD PROCESSING CENTER	4664			06/28/2026	Check	393094		2,023.16	1,849.11
5850/062826	MASTERCARD PROCESSING CENTER	5850			06/28/2026	Check	393096		920.73	213.34
9458/062826	MASTERCARD PROCESSING CENTER	9458			06/28/2026	Check	393095		4,535.75	102.16
287309752986X060	AT&T MOBILITY NATIONAL ACCOUNTS LLC	ACCT: 287309752986			06/01/2026	Check	393156		237.87	237.87
								Total	$7,717.51	$2,402.48
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		239.95		16,279.50
				LB261404 - OTHER LIBRARY FOUNDATION APPROVED PROJECTS						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
9458/062826	MASTERCARD PROCESSING CENTER	9458			06/28/2026	Check	393095		4,535.75	239.95
								Total	$4,535.75	$239.95
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		1,853.90		18,133.40
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
DISSMEYER-0626	AMY J DISSMEYER	PARKING FEE REIMBURSEMENT			06/30/2026	Check	393466		87.00	87.00
5850/063026	MASTERCARD PROCESSING CENTER	5850			06/30/2026	Check	393405		2,265.38	1,696.90
7648	MONTANA VENDING INC	20-OZ BOTTLES FOR VENDING MACHINE			06/23/2026	Check	393423		70.00	70.00
								Total	$2,422.38	$1,853.90
								Month **June 2026** Totals	$4,717.86	$0.00	$18,133.40
								Account **OTHER OFFICE SUPPLIES & MATERIALS** Totals	$4,717.86	$0.00	$18,133.40
G/L Account Number	**2221.61.613.43320 BOOKS & SUBSCRIPTIONS - NEWSPAPERS**									Balance To Date:	$79,302.96
06/01/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		819.28		80,122.24

LB262203 - MATERIALS 404

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
96180642	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	43.97	43.97
96180644	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	79.84	79.84
96310779	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	23.81	23.81
96310783	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	265.68	265.68
96358106	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/04/2026	Check	392578	22.45	22.45
96358110	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/04/2026	Check	392578	58.89	58.89
96358111	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/04/2026	Check	392578	209.25	209.25
96452160	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	13.35	13.35
96452166	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	18.31	18.31
96452167	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	23.94	23.94
96452169	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	14.07	14.07
96551479	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	15.40	15.40
96633868	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/15/2026	Check	392578	11.97	11.97
96633873	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/15/2026	Check	392578	18.35	18.35
					Total	$819.28	$819.28

06/01/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	38.41		80,160.65

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
96633871	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/15/2026	Check	392578	38.41	38.41
					Total	$38.41	$38.41

06/01/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	3,609.41		83,770.06

LB261402 - DLT INTEREST PROJECT

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
96743887	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/20/2026	Check	392578	36.37	36.37
96743888	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/20/2026	Check	392578	16.78	16.78
96743897	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/20/2026	Check	392578	33.48	33.48
96743898	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/20/2026	Check	392578	97.11	97.11
95979990	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/17/2026	Check	392578	19.73	19.73
95979993	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/17/2026	Check	392578	18.10	18.10
96085904	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/22/2026	Check	392578	97.61	97.61
96085907	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/22/2026	Check	392578	305.93	305.93
96085910	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/22/2026	Check	392578	82.51	82.51
96180638	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	17.92	17.92

96180639	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	25.14	25.14
96180640	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	12.41	12.41
96180643	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	265.65	265.65
96180645	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	215.95	215.95
96180646	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	14.75	14.75
96180647	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/27/2026	Check	392578	14.75	14.75
96234532	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	65.55	65.55
96234537	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	38.00	38.00
96234540	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	9.87	9.87
96234541	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	30.96	30.96
96242458	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/29/2026	Check	392578	88.26	88.26
96279625	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/30/2026	Check	392578	80.60	80.60
96279626	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	04/30/2026	Check	392578	20.15	20.15
96310773	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	12.41	12.41
96310775	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	17.63	17.63
96310776	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	14.65	14.65
96310777	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	14.65	14.65
96310780	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	14.64	14.64
96310782	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	160.42	160.42
96310784	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	45.33	45.33
96310785	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/01/2026	Check	392578	45.33	45.33
96358107	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/04/2026	Check	392578	12.24	12.24
96358109	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/04/2026	Check	392578	259.00	259.00
96452157	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	22.50	22.50
96452168	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/07/2026	Check	392578	62.71	62.71
96482792	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	18.17	18.17
96482796	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	215.79	215.79
96482797	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	229.42	229.42
96482798	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/08/2026	Check	392578	243.52	243.52
96551481	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/12/2026	Check	392578	220.51	220.51
96613608	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/14/2026	Check	392578	20.77	20.77
96613609	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/14/2026	Check	392578	13.36	13.36
96613611	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/14/2026	Check	392578	35.92	35.92
96613612	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/14/2026	Check	392578	40.85	40.85
96613615	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/14/2026	Check	392578	269.48	269.48

	96633870	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/15/2026	Check	392578		12.53	12.53
								Total	$3,609.41	$3,609.41
06/01/2026	2026-00007304	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		397.80		84,167.86
				LB262201 - MATERIALS 403						
	Invoice Number	*Vendor*	*Description*		*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
	95923667	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		04/15/2026	Check	392578		207.06	207.06
	95979995	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		04/17/2026	Check	392578		11.66	11.66
	96085899	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		04/22/2026	Check	392578		18.18	18.18
	96138675	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		04/24/2026	Check	392578		14.80	14.80
	96234538	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		04/29/2026	Check	392578		15.33	15.33
	96310781	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/01/2026	Check	392578		47.91	47.91
	96358108	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/04/2026	Check	392578		34.03	34.03
	96452162	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/07/2026	Check	392578		16.51	16.51
	96482795	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/08/2026	Check	392578		15.69	15.69
	96633869	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/15/2026	Check	392578		16.63	16.63
								Total	$397.80	$397.80
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		100.54		84,268.40
				LB262203 - MATERIALS 404						
	Invoice Number	*Vendor*	*Description*		*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
	96704897	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		45.36	45.36
	96704904	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		19.72	19.72
	96704902	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		12.84	12.84
	97019941	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		06/02/2026	Check	392745		22.62	22.62
								Total	$100.54	$100.54
06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		2,382.31		86,650.71
				LB261402 - DLT INTEREST PROJECT						
	Invoice Number	*Vendor*	*Description*		*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
	96940118	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/29/2026	Check	392745		24.75	24.75
	96940110	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/29/2026	Check	392745		12.38	12.38
	96940119	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/29/2026	Check	392745		65.59	65.59
	96704900	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		34.56	34.56
	96704899	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		14.67	14.67
	96704895	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102		05/19/2026	Check	392745		16.75	16.75

96704903	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/19/2026	Check	392745	55.15	55.15
96743894	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/20/2026	Check	392745	139.73	139.73
96743893	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/20/2026	Check	392745	156.73	156.73
96743900	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/20/2026	Check	392745	222.27	222.27
96743896	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/20/2026	Check	392745	69.30	69.30
96743892	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/20/2026	Check	392745	291.24	291.24
97019942	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/02/2026	Check	392745	20.88	20.88
97019945	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/02/2026	Check	392745	17.97	17.97
97019946	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/02/2026	Check	392745	14.64	14.64
97019947	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/02/2026	Check	392745	58.91	58.91
96940112	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	49.63	49.63
96940106	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	23.84	23.84
96940105	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	17.88	17.88
96940104	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	19.36	19.36
96940115	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	309.71	309.71
97019943	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/02/2026	Check	392745	15.23	15.23
96940114	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	328.59	328.59
96940111	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	241.64	241.64
96940113	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			05/29/2026	Check	392745	124.91	108.41
999102732185	GALE	ACCT: 100298524 MATERIALS PURCHASED			05/22/2026	Check	392737	52.50	52.50
							Total	$2,398.81	$2,382.31

06/13/2026	2026-00007415	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	46.09	86,696.80
				LB262201 - MATERIALS 403				

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
96704901	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/19/2026	Check	392745	29.59	29.59
96940113	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	05/29/2026	Check	392745	124.91	16.50
					Total	$154.50	$46.09

06/23/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	1,035.09	87,731.89
				LB262203 - MATERIALS 404				

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
97013031	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	12.53	12.53
97013032	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	18.01	18.01
97013037	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	13.45	13.45
97013038	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	12.85	12.85

97083300	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/04/2026	Check	393081	51.75	51.75
97083301	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/04/2026	Check	393081	18.03	18.03
97083302	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/04/2026	Check	393081	178.63	178.63
97110768	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/05/2026	Check	393081	26.30	26.30
97110769	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/05/2026	Check	393081	106.28	106.28
97110764	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/05/2026	Check	393081	19.09	19.09
97110771	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/05/2026	Check	393081	21.13	21.13
97152825	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/08/2026	Check	393081	41.47	41.47
97182190	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/09/2026	Check	393081	18.00	18.00
97182191	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/09/2026	Check	393081	17.53	17.53
97182192	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/09/2026	Check	393081	12.86	12.86
97182193	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/09/2026	Check	393081	121.24	121.24
97231251	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	20.24	20.24
97231252	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	15.19	15.19
97231255	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	80.01	80.01
97231257	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	15.19	15.19
97239298	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	41.46	41.46
97239300	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	17.97	17.97
97239304	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	64.03	64.03
97239305	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	57.68	57.68
97302966	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/15/2026	Check	393081	34.17	34.17
							Total	$1,035.09	$1,035.09

06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	60.37		87,792.26

LB261402 - DLT INTEREST PROJECT

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
97239299	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	84.67	60.37
					Total	$84.67	$60.37

06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	24.30		87,816.56

LB261404 - OTHER LIBRARY FOUNDATION APPROVED PROJECTS

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
97239299	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	84.67	24.30
					Total	$84.67	$24.30

06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	151.58		87,968.14

LB262201 - MATERIALS 403

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
97182186	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/09/2026	Check	393081	35.38	35.38
97110770	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/05/2026	Check	393081	31.29	31.29
97110765	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/05/2026	Check	393081	84.91	84.91
					Total	$151.58	$151.58

06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	40.00		88,008.14

LB262203 - MATERIALS 404

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
4664/062826	MASTERCARD PROCESSING CENTER	4664	06/28/2026	Check	393094	2,023.16	40.00
					Total	$2,023.16	$40.00

06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE	996.33		89,004.47

LB261402 - DLT INTEREST PROJECT

Invoice Number	Vendor	Description	Invoice Date	Payment Type	Payment Number	Amount	Distribution Amount
2251482	CENTER POINT INC	MATERIALS PURCHASED	06/01/2026	Check	393046	47.94	47.94
97013030	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	35.70	35.70
97013033	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	80.42	80.42
97013034	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	85.49	85.49
97013035	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	56.77	56.77
97013036	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/02/2026	Check	393081	19.46	19.46
97083299	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/04/2026	Check	393081	30.31	30.31
97083303	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/04/2026	Check	393081	177.55	177.55
97110766	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/05/2026	Check	393081	18.42	18.42
97110767	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/05/2026	Check	393081	18.04	18.04
97182185	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/09/2026	Check	393081	20.69	20.69
97182187	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/09/2026	Check	393081	11.95	11.95
97182188	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/09/2026	Check	393081	30.55	30.55
97182189	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/09/2026	Check	393081	12.48	12.48
97231248	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	15.19	15.19
97231249	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	34.81	34.81
97231250	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	78.99	78.99
97231253	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	40.19	40.19
97231254	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	36.56	36.56
97231256	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102	06/11/2026	Check	393081	57.27	57.27

97239301	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	21.23	21.23
97239302	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	26.39	26.39
97239303	INGRAM LIBRARY SERVICES LLC	ACCT: 20U4102			06/11/2026	Check	393081	39.93	39.93
							Total	$996.33	$996.33
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		20.00	89,024.47
				LB262203 - MATERIALS 404					

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
4280/063026	MASTERCARD PROCESSING CENTER	4280	06/30/2026	Check	393406	621.49	20.00
					Total	$621.49	$20.00
				Month **June 2026** Totals		$9,721.51	$0.00	$89,024.47
				Account **BOOKS & SUBSCRIPTIONS - NEWSPAPERS** Totals		$9,721.51	$0.00	$89,024.47

G/L Account Number **2221.61.613.43590 OTHER PROFESSIONAL SERVICES MISCELLANEOUS** Balance To Date: $358,555.06

06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		1,281.20	359,836.26
				LB261403 - CONTRIBUTIONS AND DONATIONS FOUNDATION					

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
18493	ALERT SECURITY PROFESSIONAL S	PROFESSIONAL SERVICES	06/16/2026	Check	393038	1,281.20	1,281.20
					Total	$1,281.20	$1,281.20
				Month **June 2026** Totals		$1,281.20	$0.00	$359,836.26
				Account **OTHER PROFESSIONAL SERVICES MISCELLANEOUS** Totals		$1,281.20	$0.00	$359,836.26

G/L Account Number **2221.61.613.43945 SPONSORED EVENT - ACTIVITY** Balance To Date: $54,977.97

06/26/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		4,519.76	59,497.73
				LB261300 - DL THOMSON TRUST					

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*
PC/0626	PETTY CASH	PETTY CASH REFUND - JAN 1 - JUN 22 2026	06/22/2026	Check	393153	195.70	19.76
AMG2026001	ATOMIC MUSIC GROUP LLC	CONTRACT #: 1552784 - 7/21/26 PERFORMANCE	06/24/2026	Check	393040	1,500.00	1,500.00
005	JOSELYN WILKINSON	7/14/26 MUSIC IN PARK PERFORMANCE	06/24/2026	Check	393181	1,500.00	1,500.00
26008	JACK GLADSTONE	7/7/26 MUSIC IN THE PARK PERFORMANCE	06/24/2026	Check	393180	1,500.00	1,500.00
					Total	$4,695.70	$4,519.76
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		25.97	59,523.70
				LB262301 - MEMORY CAFE PROJECT					

Invoice Number	*Vendor*	*Description*	*Invoice Date*	*Payment Type*	*Payment Number*	*Amount*	*Distribution Amount*

4280/062826	MASTERCARD PROCESSING CENTER	4280			06/28/2026	Check	393097		792.85	25.97
								Total	$792.85	$25.97
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		205.38		59,729.08
				LB261300 - DL THOMSON TRUST						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
9458/062826	MASTERCARD PROCESSING CENTER	9458			06/28/2026	Check	393095		4,535.75	99.96
4280/062826	MASTERCARD PROCESSING CENTER	4280			06/28/2026	Check	393097		792.85	84.43
901224	NORTH 40 OUTFITTERS - CSWW INC	LITTLE FREE LIBRARY REPAIR			06/22/2026	Check	393118		20.99	20.99
								Total	$5,349.59	$205.38
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		622.20		60,351.28
				LB261404 - OTHER LIBRARY FOUNDATION APPROVED PROJECTS						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4280/062826	MASTERCARD PROCESSING CENTER	4280			06/28/2026	Check	393097		792.85	622.20
								Total	$792.85	$622.20
06/28/2026	2026-00007769	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		908.85		61,260.13
				LB262104 - JUNETEENTH PROGRAM						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4280/062826	MASTERCARD PROCESSING CENTER	4280			06/28/2026	Check	393097		792.85	60.25
9458/062826	MASTERCARD PROCESSING CENTER	9458			06/28/2026	Check	393095		4,535.75	848.60
								Total	$5,328.60	$908.85
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		77.99		61,338.12
				LB261300 - DL THOMSON TRUST						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4280/063026	MASTERCARD PROCESSING CENTER	4280			06/30/2026	Check	393406		621.49	77.99
								Total	$621.49	$77.99
06/30/2026	2026-00007839	JE	AP	A/P Invoice Entry	Accounts Payable	AP - ACCOUNTS PAYABLE		52.32		61,390.44
				LB261404 - OTHER LIBRARY FOUNDATION APPROVED PROJECTS						
Invoice Number	*Vendor*	*Description*			*Invoice Date*	*Payment Type*	*Payment Number*		*Amount*	*Distribution Amount*
4280/063026	MASTERCARD PROCESSING CENTER	4280			06/30/2026	Check	393406		621.49	52.32
								Total	$621.49	$52.32
								Month **June 2026** Totals	$6,412.47	$0.00	$61,390.44
								Account **SPONSORED EVENT - ACTIVITY** Totals	$6,412.47	$0.00	$61,390.44

2221 - Detail General Ledger Report

G/L Date Range 06/01/26 - 06/30/26
Include Sub Ledger Detail
Exclude Accounts with No Activity

Division	**LIBRARY FOUNDATION** Totals	$26,282.65	$0.00
Department	**LIBRARY** Totals	$26,282.65	$0.00
Fund	**LIBRARY FOUNDATION** Totals	$26,282.65	$0.00
	Grand Totals	$26,282.65	$0.00

GREAT FALLS PUBLIC LIBRARY DONATIONS

2221 LIBRARY FOUNDATION FUND

JUNE 2026 DONATIONS

FOUNDATION

GFPL Foundation	$	24,447.25	Cushing Terrell

OTHER

AAUW			Best Use Donations
Blaine County	$	220.47	Federation Funds
Patrons	$	178.70	Best Use Donations
Patrons	$	376.80	Vending Machine Sales
Patrons	$	203.00	Withdrawn Book Sales

TOTAL: $ 25,426.22

GREAT FALLS PUBLIC LIBRARY **PERSONNEL REPORT**
JUNE 2026

NEW HIRES

None

RESIGNATIONS/TERMINATIONS/LAY-OFFS

John Roberts – Safety Specialist

REHIRES

None

TRANSFERS/PROMOTIONS

None

Director's Report
Great Falls Public Library
July 2026

1. **NEIGHBORHOOD MEETINGS:** Sara Linder-Parkinson and I met with concerned neighbors about recent behavior observed in the Library Park. Officer Reiman was able to join us and help explain the difference between trespassing individuals on public property versus private property and when to call law enforcement. Library staff have discussed the possibility of a neighborhood meeting open to everyone. The Library currently has one opening for a Safety Specialist and is accepting applications through noon on July 24th.

2. **FOURTH OF JULY:** This year we had several staff members accompany the Bookmobile in the annual parade downtown. It's always exciting to see kids' reactions to Library staff and volunteers outside the building. Several community events are planned for August that the Library will participate in, including Touch-a-Truck for the Bookmobile.

3. **BOZEMAN TOUR:** On my way to Chicago for ALA, I had a very nice meeting with Bozeman Public Library's leadership team and a tour of their facility.

Library Board Meeting Date: July 28,2026

GREAT FALLS PUBLIC LIBRARY
BOARD AGENDA REPORT

Item:	Elect Board Officers
Presented By:	Amy Dissmeyer, Library Director
Action Requested:	Elect Board Officers

Suggested Motions:

1. Trustee moves:
… that the Great Falls Public Library Board of Trustees elect ___ to the position of board chair.

Chair requests a second to the motion, public comment, Board discussion, and calls for the vote.

2. Trustee moves:
… that the Great Falls Public Library Board of Trustees elect ___ to the position of board vice-chair

Chair requests a second to the motion, public comment, Board discussion, and calls for the vote.

Staff Recommendation: Staff recommends that the Library Board elect a chair and vice-chair.

Background: The Board is required to elect presiding officers in July of each year. The Montana Code Annotated (MCA 22-1-308 Public library -- board of trustees.) includes a requirement that the Library Board "Following the appointments, in July of each year, the trustees shall meet and elect a presiding officer and other officers that they consider necessary, for 1-year terms."

Significant Impacts: In order to function effectively, the Library Board needs presiding officers to run the meetings and conduct the other business of the Board.

Alternatives: The Library Board **must** elect officers or they will be out of compliance with the requirements of the Montana Code.

Attachments/Exhibits:
None

ATTORNEY - CLIENT REPRESENTATION AND FEE CONTRACT

THIS *ATTORNEY - CLIENT REPRESENTATION AND FEE CONTRACT* ("CONTRACT") is entered into by and between **GREAT FALLS PUBLIC LIBRARY BOARD OF TRUSTEES**, ("CLIENT") and **WILLIAM O. BRONSON, PLLC** ("ATTORNEY"), this _____ day of _____, 2026.

1. **CONDITIONS**. This Contract. if signed by both parties, shall be deemed retroactive to July 1, 2026. It is expressly understood that Attorney will have no obligation to provide legal services until Client returns a signed copy of this Contract.

2. **SCOPE AND DUTIES/OTHER .** Client hires Attorney to provide legal services in connection with the following:

(a) Be available upon request at all regular and special meetings of the Public Library board of trustees, to render such advice and counsel to the board as necessary, and to answer specific questions or inquiries made by individual trustees during those meetings and offer such advice as appropriate;
(b) Provide such other advice and counsel as requested by the board during the term of this contract.

Attorney shall provide legal services reasonably required to represent Client in the aforementioned matters and otherwise abide by this Contract. Client shall always be truthful with Attorney, cooperate with Attorney, keep Attorney informed of developments pertinent to the terms of representation, and abide by this Contract.

3. **LEGAL FEES**. For Attorney's services, Client shall pay Attorney as follows:

a) A flat fee of ONE-HUNDRED FIFTY DOLLARS ($150.00) for each meeting Attorney is requested and able to attend, where the meeting is no longer than two (2) hours in length. In the event a meeting exceeds two (2) hours in length, Attorney will charge up to an additional SEVENTY-FIVE DOLLARS per hour for the additional time;
b) A fee of ONE-HUNDRED FIFTY DOLLARS ($150.00) per hour for any other legal advice and counsel as requested by Client to be performed outside of a regular or special meeting.

Attorney shall bill Client monthly, in writing, for all services performed the prior month. For all time billed on a hourly basis, Attorney agrees to record his time in increments of no less than one-tenth (1/10th) of an hour.

If Attorney determines or otherwise concludes in his judgment that through any work performed for Client under Section 3(b) above, Client may be entitled to recovery of attorney's fees from any party, Attorney shall, in his judgment, pursue, and the Client shall fully cooperate

with, any action or proceeding to obtain attorney's fees as permitted by law. If Attorney successfully obtains attorney's fees as part of a judgment, arbitration decision, or other resolution of this matter, Attorney's compensation in accordance with Sections 3(b) above will be offset by the amount of the award of attorney's fees obtained through formal proceedings.

4. **COSTS AND EXPENSES**. In addition to paying legal fees in accordance with Paragraph 3, Client shall reimburse Attorney for all costs and expenses incurred by Attorney. Attorney will note in his monthly billing all expenses incurred and advanced in the prior monthly period and will provide appropriate justification for said expenses. Attorney does not and will not charge for typical overhead costs items such as first-class postage or copying expenses.

5. **DISCHARGE AND WITHDRAWAL**. Client may discharge Attorney at any time. Attorney may withdraw from representing Client at any time.

6. **CONCLUSION OF SERVICES**. When Attorney's services conclude, all unpaid charges shall become immediately due and payable. After Attorney's services conclude, Attorney will, upon Client's request, deliver to Client any of its materials used or relied upon by Attorney in his scope of work under this Contract.

7. **DISCLAIMER OF GUARANTEE**. Nothing in this Contract and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of Client matters. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of Client's matter are expressions of opinion only.

8. **EFFECTIVE DATE/TERM/AMENDMENTS**. This Contract will take effect when Client has performed the conditions stated in Section 1 above. The date at the beginning of this Contract is for reference only.

The term of this Contract shall be twelve (12) months from July 1, 2026. Client may elect to renew the Contract after that time for a mutually agreed upon period. Client shall give Attorney at least thirty (30) days' notice of its desire to renew the Contract. Client is not obligated to elect any contract renewals.

Nothing in this Contract prohibits the parties from making any amendments or modifications to the Term of Service, or any other terms of the Contract.

[The remainder of this page is intentionally left blank. Signature page to follow.]

WILLIAM O. BRONSON, PLLC

By: _____
William O. Bronson

Date: _____

CLIENT

By: _____

Its: _____

Date: _____

Library Board Meeting Date: July 28, 2026

GREAT FALLS PUBLIC LIBRARY
BOARD AGENDA REPORT

Item:	Removal of Forms from Policy Manual
Presented By:	Amy Dissmeyer, Library Director
Action Requested:	Approve the removal of Section Six, "Forms," from the Policy Manual.

Suggested Motion:

…that the Great Falls Public Library Board of Trustees approve/disapprove the Director's recommendation to remove *Section Six, "Forms,"* from the Great Falls Public Library Policy Manual.

Background: There is a distinct difference in developing "policy" from "procedure" for the library. Policy is the "what" and "why" of our organization and should address the high-level principles and rules for governing the library's practices. Procedures, on the other hand, are the "how" - specific step-by-step instructions the Director and Library Staff utilize to put policy into action. Forms are often a part of our procedures and need to be updated regularly to reflect improvements in efficiency and workflow for staff.

This motion would remove Section Six, "Forms," of the Policy Manual in order to allow library staff the opportunity for continual improvement of internal processes and procedures.

This does not affect the relevant forms for Collection Development as they are located within the policy's Appendix and will remain with the policy.

PATRON COMPLIMENTS JUNE - JULY 2026

6/23/2026 – A patron approached a staff member to let them know that the availability of the meeting rooms is much appreciated. The patron was very happy. 😊