



Ann Arbor District Library
Annual Meeting
Agenda

Monday, January 17, 2011

Published by Ann Arbor District Library

January 2011

S	M	T	W	T	F	S
						1 Library Closed
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 AADL Board Mtg	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 *AADL Board Mtg	22	23	24	25	26
27	28					

March 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 *AADL Board Mtg	22	23	24	25	26
27	28	29	30	31		

*Subject to Board approval on 1/17/11

MEMORANDUM

To: District Library Board
 From: Josie Parker, Director
 Subject: Annual Meeting, Monday, January 17, 2011 at 7:00 p.m.
 Ann Arbor District Library, Fourth Floor Board Room

ANNUAL MEETING AGENDA

- 11-001 I. CALL TO ORDER
- 11-002 II. ATTENDANCE
- 11-003 III. ADMINISTRATION OF OATH OF MEMBERS
 Judge Elizabeth Hines, Presiding
- A. Nancy Kaplan
 B. Barbara Murphy
 C. Jan Barney Newman
 D. Edward Surovell
- “I, (name stated), DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE CONSTITUTION OF THE STATE OF MICHIGAN, AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF THE OFFICE OF MEMBER OF THE DISTRICT LIBRARY BOARD OF THE ANN ARBOR DISTRICT LIBRARY, WASHTENAW COUNTY, MICHIGAN ACCORDING TO THE BEST OF MY ABILITY.”
- 11-004 IV. PRESIDENT’S REMARKS
- 11-005 V. APPROVAL OF AGENDA (pp 1-2)
 (Item of action)
- 11-006 VI. ELECT LIBRARY BOARD OFFICERS
1. PRESIDENT
 (Item of action)
 Roll call vote
2. VICE PRESIDENT
 (Item of action)
 Roll call vote

3. TREASURER
(Item of action)
Roll call vote
4. SECRETARY
(Item of action)
Roll call vote
- 11-007 VII. INSTALLATION OF OFFICERS
- “I, (name stated), DO SOLEMNLY SWEAR THAT I WILL ABIDE BY THE BYLAWS, RULES, AND REGULATIONS OF MY OFFICE AS TO THE BEST OF MY ABILITY.”
- 11-008 VIII. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS
- 11-009 IX. APPROVAL OF MINUTES OF DECEMBER 20, 2010 (pp 3-9)
(Item of action)
- 11-010 X. CITIZENS’ COMMENTS
- 11-011 XI. FINANCIAL REPORT (pp 10-17)
- 11-012 XII. APPROVAL OF DISBURSEMENTS (pp 18-20)
(Item of action)
- 11-013 XIII. DIRECTOR’S REPORT (p 21)
- 11-014 XIV. NEW BUSINESS
- 11-015 A. APPROVE BOARD MEETING DATES FOR 2011 (pp 22-24)
(Item of action)
- 11-016 B. VOTE FOR EXECUTIVE SESSION AT THE FEBRUARY 21, 2011 REGULAR MEETING FOR LABOR NEGOTIATIONS
(Item of action)
Roll call vote
- 11-017 XV. ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

10-305 I. CALL TO ORDER

President Head called the meeting to order at 6:00 p.m.

10-306 II. ATTENDANCE

Present: Head, Leary, Barney Newman, Rosenthal, Stearns,
Surovell

Absent: Murphy

Staff: Choate, Neiburger, Nieman, Parker, Wilson (recorder)

Others: Jim Greene, Dykema

10-307 III. RECESS TO EXECUTIVE SESSION FOR LABOR
NEGOTIATIONS

10-308 IV. RECONVENE REGULAR MEETING AT 7:00 P.M.

President Head reconvened the meeting at 7:00 p.m.

10-309 V. APPROVAL OF AGENDA
(Item of action)

President Head requested under New Business item B. Discussion of DDA/City of Ann Arbor Parking Contract be removed from the Agenda.

Secretary Leary, supported by Vice President Barney Newman, moved to remove item B. under New Business from the agenda.

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns,
Surovell

NAYS: None

Motion passed 6-0.

Trustee Surovell, supported by Secretary Leary, moved to approve the agenda as revised.

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns,
Surovell

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

NAYS: None

Motion passed 6-0.

- 10-310 VI. APPROVAL OF MINUTES OF NOVEMBER 15, 2010
 (Item of action)

Treasurer Rosenthal, supported by Secretary Leary, moved to approve the minutes of November 15, 2010.

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns,
 Surovell

NAYS: None

Motion passed 6-0.

- 10-311 VII. CITIZENS' COMMENTS

There were no citizens' comments.

- 10-312 VIII. FINANCIAL REPORT

Associate Director Nieman reported November showed unrestricted cash balance just over \$13.8 million. Tax receipts of almost \$11 million, reflecting 95% of the budgeted amount, have been received. The Fund Balance reflects just over \$7.7 million.

Several line items are over budget in operating and should come back into line later in the year.

- 10-313 IX. APPROVAL OF DISBURSEMENTS
 (Item of action)

Vice President Barney Newman, supported by Trustee Surovell, moved to approve the November disbursements.

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns,
 Surovell

NAYS: None

Motion passed 6-0.

- 10-314 X. COMMITTEE REPORTS

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

10-315

A. EXECUTIVE COMMITTEE

President Head reported the committee consisting of herself, Vice President Barney Newman and Treasurer Rosenthal met to discuss the downtown library building. Consensus of the committee was the topic required full board participation and from that discussion the Board needs to provide direction to administration.

10-316

B. BUDGET AND FINANCE COMMITTEE

Treasurer Rosenthal reported she and Trustee Surovell met with attorney Bill Stapleton of Hooper Hathaway to review concerns regarding TIF captures and the proposed DDA/City of Ann Arbor parking agreement. It was the consensus of the committee that no action is warranted at this time other than to monitor the situation.

Director Parker will be attending DDA meetings at the behest of the committee.

Trustee Murphy was absent from the committee meeting due to a death in the family.

10-317

XI. DIRECTOR'S REPORT

Director Parker reported that Tim Grimes and Associate Director Eli Neiburger have been invited to participate as advisors to the Tribeca Film Institute as it seeks a planning grant to develop a six-part public program. The New York Public Library and AADL were invited based on successful broadening of program audience participation through the use of new technologies.

Tim Grimes has also been invited to participate in developing a National Endowment for the Humanities project tentatively entitled "Bridging Cultures Bookshelf: Muslim Worlds."

The Ann Arbor/Ypsilanti Reads title for 2011 is *Life Is So Good* by George Dawson and Richard Glaubman. The kick-off event will be held in the afternoon of January 22nd at Washtenaw Community College.

The traveling exhibit "Benjamin Franklin: In Search of a Better World" will be arriving at AADL in May.

Librarian Erin Helmrich was congratulated on the inclusion of her

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

article “What Teens Want: What Librarians Can Learn from MTV” in an upcoming ALA Young Adult Library Services Association publication. She was also congratulated on her book *Create, Relate, and Pop @ the Library* being published by Neal-Schuman this spring. She co-wrote the book with a former AADL Librarian Elizabeth Schneider.

10-318 XII. NEW BUSINESS

10-319 A. DISCUSSION ON FILING AN AMICUS CURIAE BRIEF IN SUPPORT OF THE HERRICK DISTRICT LIBRARY SUIT AGAINST THE LIBRARY OF MICHIGAN
 (Item of action)

Director Parker provided background information on changes made by the Library of Michigan to state aid rules, effective 10/01/10. An attempt by Library Cooperative Directors to block the promulgation of the revised rules was unsuccessful. Herrick District Library filed a lawsuit in Ottawa County Circuit Court against the Library of Michigan on the basis that the revised rules undermined local control and that the Library of Michigan no longer had the statutory authority to change state aid rules.

In September 2010 the Court ruled that the Library of Michigan did not have statutory authority to promulgate the revised rules. The Library of Michigan appealed this decision and filed a Motion for Stay of Proceedings. The Michigan Court of Appeals denied the Stay of Proceedings today. Payment of state aid to libraries is in limbo.

Attorney William Peronne of Dykema expounded on statutory authority in rule making; that the revised state aid rules allow for the loss of charter to district libraries that fail to qualify for state aid; that the revised state aid rules may tie distribution of penal fines to qualification for state aid.

Mr. Peronne explained the purpose of amicus curiae in support of Herrick District Library. AADL would propose to address rule making authority; rules that run counter to public policy with district library systems; outcomes or consequences for failure to qualify for state aid, denial of library services to potential contracted service areas, loss of penal fines if a library does not qualify for state aid.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

Vice President Barney Newman, supported by Treasurer Rosenthal, moved to authorize the filing of an amicus brief in support of Herrick District Library.

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns
 NAYS: None
 ABSTAIN: Surovell

Motion passed 5-0-1.

10-320

B. RESOLUTION OF APPRECIATION TO CAROLA STEARNS
 (Item of action)

Treasurer Rosenthal, supported by Trustee Surovell, moved that the Ann Arbor District Library Board would like to officially thank Carola Stearns for her two years and four months of outstanding service as an AADL Trustee and that the District Library Board would like to recognize Carola Stearns for her dedication, leadership, and commitment to the Library, community and staff. That all resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Leary, Barney Newman, Rosenthal, Surovell
 NAYS: None
 ABSTAIN: Stearns

Motion passed 5-0-1.

President Head presented Trustee Stearns with an inscribed clock in appreciation of her service to the Board. Members of the Board and Director Parker expressed their appreciation for her service.

10-321

C. VOTE FOR EXECUTIVE SESSION AT THE JANUARY 17, 2011 ANNUAL BOARD MEETING FOR LABOR NEGOTIATIONS
 (Item of action)
 Roll call vote

Secretary Leary, supported by Vice President Barney Newman, moved to hold Executive Session at the January 17, 2011 annual Board meeting for labor negotiations.

A roll call vote was taken.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, DECEMBER 20, 2010

AYES: Head, Leary, Barney Newman, Rosenthal, Stearns,
Surovell

NAYS: None

Motion passed 6-0.

10-322 XIII. ADJOURNMENT

Trustee Stearns, supported by Secretary Leary, moved to adjourn the meeting.

President Head adjourned the meeting at 7:50 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular meeting held on December 20, 2010 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-320**

RESOLUTION OF APPRECIATION TO CAROLA STEARNS

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 20th day of December 20, 2010 at 6:00 p.m.

PRESENT: Head, Leary, Barney Newman, Rosenthal, Stearns, Surovell
ABSENT: Murphy

The following resolution was offered by Treasurer Rosenthal, and seconded by Trustee Surovell:

THE BOARD RESOLVES:

- 1.) That the Ann Arbor District Library Board would like to officially thank Carola Stearns for her two years and four months of outstanding service as an AADL Trustee.
- 2.) That the District Library Board would like to recognize Carola Stearns for her dedication, leadership, and commitment to the Library, community and staff.
- 3.) That all resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Leary, Barney Newman, Rosenthal, Surovell
NAYS: None
ABSTAIN: Stearns

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a Board Meeting held on December 20, 2010, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary

Ann Arbor District Library Financial Summary for December 2010

Cash:

The unrestricted cash balance as of December 31, 2010 was \$12,695,934 down from \$13,813,474 in November.

Tax Receipts:

The Library has received tax receipts totaling \$10,790,276 95% of the budgeted amount, as of December 31st.

Budget vs. Actual:

The Library showed an operating surplus of \$294,138 through December 31st. This gives the Library a positive fund balance of \$7,852,051 at the end of October, up from \$7,714,378 in November.

Year-to-Date Revenue (Budget vs. Actual):

Tax and penal fine revenues are being recognized monthly at the monthly budgeted amount. This line item will be reconciled with actual receipts at the end of the year.

Year-to-Date Expenditures (Budget vs. Actual):

The following operating expense line items, all of which should fall back into line later in the year, are over budget through December:

Employee Benefits – This reflects the increases in healthcare costs that became effective on July 1st. We are currently implementing cost saving measures that should turn this variance around in the second half of the year.

Purchased Services – A large payment for cataloging and inter-library loan was made in September.

Communications – A large payment for the internet service was made in September.

Software Licenses – A large payment of approximately \$60,000 was made in July putting this line item over budget.

Library Programming – Payment for the winter brochures was made in November.

ANN ARBOR DISTRICT LIBRARY
Operating
For the Six Months Ending December 31, 2010

	<u>Actual</u>	<u>December Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Tax Collections - Operating	\$940,833	\$940,833		\$5,644,999	\$5,645,000	(\$1)
Penal Fines	22,917	22,917		137,502	137,500	2
Interest	1,812	13,333	(11,521)	34,410	80,000	(45,590)
Copiers	2,667	3,333	(666)	18,746	20,000	(1,254)
Grants/Memorials	2,800	7,500	(4,700)	72,163	45,000	27,163
Library Fines & Fees	58,318	35,833	22,485	244,328	215,000	29,328
Non-Resident Fees	1,088	1,250	(162)	9,488	7,500	1,988
Total Revenue	\$1,030,435	\$1,024,999	\$5,436	\$6,161,636	\$6,150,000	\$11,636
Expenditures						
Salaries & Wages	463,057	487,000	(23,943)	2,842,326	2,922,000	(79,674)
Employee Benefits	150,545	125,000	25,545	805,669	750,000	55,669
Employment Taxes	33,967	37,250	(3,283)	211,763	223,500	(11,737)
Total Employment Cost	\$647,569	\$649,250	(\$1,681)	\$3,859,758	\$3,895,500	(\$35,742)
Custodial and Electrical	\$14,816	\$18,333	(\$3,517)	\$96,752	\$110,000	(\$13,248)
Accounting/Audit	1,125	1,167	(42)	6,750	7,000	(250)
Legal	19,472	6,250	13,222	37,526	37,500	26
Purchased Services	3,002	9,417	(6,415)	67,517	56,500	11,017
Utilities	35,138	38,750	(3,612)	203,980	232,500	(28,520)
Property Insurance	7,353	7,917	(564)	44,119	47,500	(3,381)
Communications	8,433	16,667	(8,234)	107,280	100,000	7,280
Materials	102,132	154,167	(52,035)	831,303	925,000	(93,697)
Software Licenses/Maintenanc	3,552	10,833	(7,281)	89,849	65,000	24,849
Building Rental	9,772	12,917	(3,145)	58,630	77,500	(18,870)
Seminars/Conferences/Travel	25	1,917	(1,892)	3,947	11,500	(7,553)
Copier Expense	2,999	5,167	(2,168)	26,410	31,000	(4,590)
Library Programming	22,236	20,833	1,403	128,348	125,000	3,348
Grants/Memorials	1,194	7,500	(6,306)	22,930	45,000	(22,070)
Supplies	10,075	15,333	(5,258)	89,826	92,000	(2,174)
Repairs and Maintenance	9,830	22,083	(12,253)	128,086	132,500	(4,414)
Postage	59	2,500	(2,441)	15,925	15,000	925
Lcards/Circ Cards	7,751	6,250	1,501	34,788	37,500	(2,712)
Other Operating Expenditures	1,631	1,917	(286)	9,799	11,500	(1,701)
Total Operating Expense	\$260,595	\$359,918	(\$99,323)	\$2,003,765	\$2,159,500	(\$155,735)
Capital Outlays	\$1,414	\$15,833	(\$14,419)	\$3,975	\$95,000	(\$91,025)
Total Expenditures	\$909,578	\$1,025,001	(\$115,423)	\$5,867,498	\$6,150,000	(\$282,502)
Net	\$120,857	(\$2)	\$120,859	\$294,138		\$294,138

Date: 12/1/11/2011

Ann Arbor District Library

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Balance Sheet

ASSETS

As of 12/31/2010

Current Assets:

Cash

CASH-COMMERCIAL CHECKING	\$37,702.36
CASH-PAYROLL	5,620.64
HOLTREY FUND	330,207.29
CASH-SAVINGS	7,667,987.59
KENISTON FUND	30,219.66
SHAFFER FUND	10,442.96
WESTERMAN FUND	41,326.47
PETTY CASH	2,000.00
WLBPD ACCOUNT	36,766.46

Total Cash	\$8,162,273.43
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Investments

BANK OF ANN ARBOR INVESTMENT	\$3,230,947.20
UNITED BANK AND TRUST INVESTMENT	1,751,676.08

Total Investments	\$4,982,623.28
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Accounts Receivable

ACCOUNTS RECEIVABLE	\$161,960.52
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Total Accounts Receivable	\$161,960.52
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Property Taxes Receivable

TAXES RECEIVABLE	\$5,212.06
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Total Property Taxes Receivable	\$5,212.06
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Prepaid Expenses

PRE-PAID INSURANCE	\$21,441.09
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Total Prepaid Expenses	\$21,441.09
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Total Current Assets	\$13,333,510.38
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Capital Assets:

BUILDINGS	\$25,831,877.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	456,323.00
COMMUNICATIONS EQUIPMENT	429,943.00
BUSINESS MACHINES	170,137.00
COMPUTER EQUIPMENT	1,331,561.66
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	43,135.00
FURNITURE & FIXTURES	1,301,131.00
VEHICLES	183,256.00

Total Capital Assets	\$31,897,614.48
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Amount Provided for Long-Term Debt:

LONG TERM SICK	\$27,820.65
LONG TERM VACATION	237,489.39

Total Provided for Long-Term Debt	265,310.04
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TOTAL ASSETS

\$45,496,434.90

Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$41,522.11
ACCRUED ACCOUNTS PAYABLE	30,894.24
ACCRUED PAYROLL	97,500.00
UNITED WAY DEDUCTIONS	3,440.00
ACCRUED EMPLOYER 403(b) - UNDECIDED	28,296.91
ACCRUED 403B/MPERS EMPLOYER	30,803.29
ACCRUED LIABILITY-VACATION S/T	105,470.40

Total Current Liabilities	\$337,926.95
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$27,820.65
ACCRUED LIABILITY-VACATION L/T	237,489.39

Total Long-Term Liabilities	265,310.04
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$31,897,614.48
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Fund Balance:

RESERVE-ENCUMBRANCES	\$92,311.34
DEFERRED REVENUE - PROPERTY TAX	5,051,221.00
FUND BALANCE - UNDESIGNATED	7,557,913.70
EXCESS REVENUE (SPENDING)	294,137.39

Total Fund Balance	\$12,995,583.43
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Total Fund Equity	\$44,893,197.91
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TOTAL LIABILITIES AND FUND EQUITY	\$45,496,434.90
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ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Six Months Ending December 31, 2010

	<u>Actual</u>	<u>December Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$2,800	\$7,500	(\$4,700)	\$60,535	\$45,000	\$15,535
Total Revenue	<u>\$2,800</u>	<u>\$7,500</u>	<u>(\$4,700)</u>	<u>\$60,535</u>	<u>\$45,000</u>	<u>\$15,535</u>
Expenditures						
Materials	401		401	7,229		7,229
Library Programming	793	7,500	(6,707)	5,837	45,000	(39,163)
Supplies				162		162
Other Operating Expenditures				1,813		1,813
Total Operating Expense	<u>\$1,194</u>	<u>\$7,500</u>	<u>(\$6,306)</u>	<u>\$15,041</u>	<u>\$45,000</u>	<u>(\$29,959)</u>
Total Expenditures	<u>\$1,194</u>	<u>\$7,500</u>	<u>(\$6,306)</u>	<u>\$15,041</u>	<u>\$45,000</u>	<u>(\$29,959)</u>
Net	<u>\$1,606</u>		<u>\$1,606</u>	<u>\$45,494</u>		<u>\$45,494</u>

ANN ARBOR DISTRICT LIBRARY
Friends of the Library
For the Six Months Ending December 31, 2010

	<u>Actual</u>	<u>December Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)	\$54,769	\$45,000	\$9,769
Total Revenue		<u>\$7,500</u>	<u>(\$7,500)</u>	<u>\$54,769</u>	<u>\$45,000</u>	<u>\$9,769</u>
Expenditures						
Materials				5,373		5,373
Library Programming	793	7,500	(6,707)	5,837	45,000	(39,163)
Supplies				162		162
Other Operating Expenditures				1,813		1,813
Total Operating Expense	\$793	\$7,500	(\$6,707)	\$13,185	\$45,000	(\$31,815)
Total Expenditures	<u>\$793</u>	<u>\$7,500</u>	<u>(\$6,707)</u>	<u>\$13,185</u>	<u>\$45,000</u>	<u>(\$31,815)</u>
Net	<u>(\$793)</u>		<u>(\$793)</u>	<u>\$41,584</u>		<u>\$41,584</u>

Ann Arbor District Library

Rollforward of undesignated fund balance
For the Period Ending December 31, 2010

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 7,714,378	\$ 7,621,282
Total revenues	1,030,435	6,161,636
Expenditures:		
Operating	(908,163)	(5,863,524)
Capital outlays	(1,414)	(3,975)
(Increase) decrease in encumbrances	<u>16,815</u>	<u>(63,368)</u>
Ending surplus (deficit)	<u>\$ 7,852,051</u>	<u>\$ 7,852,051</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward
For Period ending December 31, 2010

Source: cash activity as recorded in the Great Plains general ledger system

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Monthly rollforward					
Commercial checking	\$ 38,169	\$ 13,115	\$ (563,582)	\$ 550,000	\$ 37,702
Payroll	5,564	6	(645,433)	645,484	5,621
Petty cash	2,000	-	-	-	2,000
Savings	8,785,118	121,883	(43,529)	(1,195,484)	7,667,988
Investments - Bank of Ann Arbor	3,230,947	-	-	-	3,230,947
Investments - United Bank and Trust	1,751,676	-	-	-	1,751,676
Westerman Fund	41,323	3	-	-	41,326
Shafer Fund	10,442	-	-	-	10,442
Holtrey Fund	330,165	42	-	-	330,207
Keniston Fund	30,217	3	-	-	30,220
WLBDP	36,763	3	-	-	36,766
	<u>\$ 14,262,384</u>	<u>\$ 135,055</u>	<u>\$ (1,252,544)</u>	<u>\$ -</u>	<u>\$ 13,144,895</u>
Year-to-date rollforward					
Commercial checking	\$ 8,758	\$ 51,871	\$ (2,497,460)	\$ 2,475,000	\$ 38,169
Payroll	231,223	22	(2,411,344)	2,185,663	5,564
Petty cash	2,000	-	-	-	2,000
Savings	2,383,414	11,337,165	(274,798)	(4,660,663)	8,785,118
Investments - Bank of Ann Arbor	3,213,436	17,511	-	-	3,230,947
Investments - United Bank and Trust	1,743,743	7,933	-	-	1,751,676
Westerman Fund	41,306	17	-	-	41,323
Shafer Fund	10,438	4	-	-	10,442
Holtrey Fund	329,955	210	-	-	330,165
Keniston Fund	30,204	13	-	-	30,217
WLBDP	36,493	270	-	-	36,763
	<u>\$ 8,030,970</u>	<u>\$ 11,415,016</u>	<u>\$ (5,183,602)</u>	<u>\$ -</u>	<u>\$ 14,262,384</u>

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges: From: To: From: To:
 Check Number First Last Check Date 12/1/2010 12/31/2010
 Vendor ID First Last Checkbook ID First Last
 Vendor Name First Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
040788	4ALPRO	4ALL PROMOS	12/20/2010	CHECK	PMCHK00001334	\$1,001.00
040740	AGRSER	A GROWING SERVICE LLC	12/15/2010	CHECK	PMCHK00001333	\$340.00
040789	AFSMITH	A.F. SMITH ELECTRIC, INC.	12/20/2010	CHECK	PMCHK00001334	\$1,029.09
040815	ADTSEC	ADT SECURITY SERVICES	12/29/2010	CHECK	PMCHK00001335	\$828.10
040664	AFBPRE	AFB PRESS	12/3/2010	CHECK	PMCHK00001332	\$60.85
040665	ALIBRIS	ALIBRIS	12/3/2010	CHECK	PMCHK00001332	\$81.55
040666	AMACOM	AMAZON.COM CREDIT PLAN	12/3/2010	CHECK	PMCHK00001332	\$798.47
040816	AMACOM	AMAZON.COM CREDIT PLAN	12/29/2010	CHECK	PMCHK00001335	\$1,195.27
040741	AMEX	AMERICAN EXPRESS	12/15/2010	CHECK	PMCHK00001333	\$72,683.17
040742	ANDMAC	ANDREW MACLAREN	12/15/2010	CHECK	PMCHK00001333	\$107.60
040667	ANNARB	ANN ARBOR OBSERVER	12/3/2010	CHECK	PMCHK00001332	\$1,638.90
040739	AANEWS	ANN ARBOR.COM	12/15/2010	CHECK	PMCHK00001333	\$2,990.88
040663	AANEW1	ANNARBOR.COM	12/3/2010	CHECK	PMCHK00001332	\$131.40
040817	ARBSPR	ARBOR SPRING WATER CO.	12/29/2010	CHECK	PMCHK00001335	\$50.40
040829	SBC	AT&T	12/29/2010	CHECK	PMCHK00001335	\$2,589.12
040790	ATMMOB	AT&T MOBILITY	12/20/2010	CHECK	PMCHK00001334	\$1,459.39
040668	BBCAUD	AUDIO GO	12/3/2010	CHECK	PMCHK00001332	\$3,064.21
040743	AUTRES	AUTOMATED RESOURCE MGMT, INC.	12/15/2010	CHECK	PMCHK00001333	\$679.15
040791	BANCOF	BANC OF AMERICA LEASING	12/20/2010	CHECK	PMCHK00001334	\$674.00
040792	BANCOFAMER	BANC OF AMERICA LEASING	12/20/2010	CHECK	PMCHK00001334	\$694.00
040669	BETBAT	BETH BATTEY	12/3/2010	CHECK	PMCHK00001332	\$100.00
040744	BETBAT	BETH BATTEY	12/15/2010	CHECK	PMCHK00001333	\$300.00
040745	BETMAN	BETH MANUEL	12/15/2010	CHECK	PMCHK00001333	\$25.95
040818	BETBEC	BETSY BECKERMAN	12/29/2010	CHECK	PMCHK00001335	\$775.00
040670	BLAAUD	BLACKSTONE AUDIO BOOKS	12/3/2010	CHECK	PMCHK00001332	\$549.50
040793	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	12/20/2010	CHECK	PMCHK00001334	\$11,451.22
040671	BOOWHO	BOOK WHOLESALERS, INC.	12/3/2010	CHECK	PMCHK00001332	\$246.64
040672	BORBOO	BORDERS INC.	12/3/2010	CHECK	PMCHK00001332	\$375.18
040746	BP	BP	12/15/2010	CHECK	PMCHK00001333	\$343.00
040747	BREWER	BREWER'S	12/15/2010	CHECK	PMCHK00001333	\$354.34
040673	BRIAUD	BRILLIANCE AUDIO, INC.	12/3/2010	CHECK	PMCHK00001332	\$1,313.47
040674	BRODCO	BRODART CO.	12/3/2010	CHECK	PMCHK00001332	\$2,240.62
040748	BRODCO	BRODART CO.	12/15/2010	CHECK	PMCHK00001333	\$918.65
040675	BULFIL	BULLFROG FILMS, INC.	12/3/2010	CHECK	PMCHK00001332	\$102.00
040749	BUSVAL	BUSCH'S, INC.	12/15/2010	CHECK	PMCHK00001333	\$328.87
040676	BUSCAR	BUSINESS CARD	12/3/2010	CHECK	PMCHK00001332	\$3,961.55
040677	BUTLON	BUTZEL LONG	12/3/2010	CHECK	PMCHK00001332	\$117.00
040750	CAMINN	CAMPUS INN	12/15/2010	CHECK	PMCHK00001333	\$414.00
040751	CARBRO	CARPENTER BROS.	12/15/2010	CHECK	PMCHK00001333	\$69.01
040678	CDW-G	CDW GOVERNMENT, INC.	12/3/2010	CHECK	PMCHK00001332	\$1,085.75
REMIT000000000000013	CDW-G	CDW GOVERNMENT, INC.	12/15/2010		PMCHK00001333	\$0.00
040729	THOLEA	CENGAGE LEARNING	12/3/2010	CHECK	PMCHK00001332	\$237.29
040679	CENPOI	CENTER POINT PUBLISHING	12/3/2010	CHECK	PMCHK00001332	\$223.71
040752	CHUSWA	CHUCK SWANAGON	12/15/2010	CHECK	PMCHK00001333	\$300.00
040753	CINCOR	CINTAS CORPORATION	12/15/2010	CHECK	PMCHK00001333	\$483.00
040754	CINCOR	CINTAS CORPORATION	12/15/2010	CHECK	PMCHK00001333	\$526.65
040819	CITOF1	CITY OF ANN ARBOR TREASURER	12/29/2010	CHECK	PMCHK00001335	\$815.43
040680	COMCAS	COMCAST	12/3/2010	CHECK	PMCHK00001332	\$114.59
040794	COMCAS	COMCAST	12/20/2010	CHECK	PMCHK00001334	\$34.76
040755	COMALLW	COMPUTER ALLEY WEST	12/15/2010	CHECK	PMCHK00001333	\$245.98
040795	COTINN	COTTAGE INN CATERING SERVICES	12/20/2010	CHECK	PMCHK00001334	\$205.50
040681	DEMCO	DEMCO	12/3/2010	CHECK	PMCHK00001332	\$286.80
040756	DEMCO	DEMCO	12/15/2010	CHECK	PMCHK00001333	\$161.31
040682	DIVMED	DIVERSE MEDIA, INC.	12/3/2010	CHECK	PMCHK00001332	\$288.20
040683	DIVWOR	DIVERSITY WORLD	12/3/2010	CHECK	PMCHK00001332	\$208.95
040820	DONGYU	DONG YU CHINA MARKET	12/29/2010	CHECK	PMCHK00001335	\$273.75
040796	DTEENE	DTE ENERGY	12/20/2010	CHECK	PMCHK00001334	\$33,393.32

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
040797	DYKOS	DYKEMA GOSSETT	12/20/2010	CHECK	PMCHK00001334	
040684	EARADV	EARLY ADVANTAGE	12/3/2010	CHECK	PMCHK00001332	\$3,405.69
040685	EBSCO	EBSCO	12/3/2010	CHECK	PMCHK00001332	\$109.95
040686	EDIWOW	EDIBLE WOW	12/3/2010	CHECK	PMCHK00001332	\$46,534.79
040757	ELILAW	ELITE LAWN & LANDSCAPE, INC.	12/15/2010	CHECK	PMCHK00001333	\$28.00
040688	FORFRA	FORMAT FRAMING	12/3/2010	CHECK	PMCHK00001332	\$5,640.74
040689	FRIOF	FRIENDS OF THE ANN ARBOR	12/3/2010	CHECK	PMCHK00001332	\$990.00
040728	THOGAL	GALE	12/3/2010	CHECK	PMCHK00001332	\$940.00
040782	THOGAL	GALE	12/15/2010	CHECK	PMCHK00001333	\$776.92
040799	GAYBRO	GAYLORD BROS.	12/20/2010	CHECK	PMCHK00001334	\$703.78
040738	WVGRAI	GRAINGER	12/3/2010	CHECK	PMCHK00001332	\$36.64
040690	GRACUT	GRANT & CUTLER LTD	12/3/2010	CHECK	PMCHK00001332	\$921.27
040798	FIRMAR	GREEN ROAD ASSOCIATES, LP	12/20/2010	CHECK	PMCHK00001334	\$2,106.16
040758	HISOC	HISTORICAL SOCIETY OF MICHIGAN	12/15/2010	CHECK	PMCHK00001333	\$3,208.33
040821	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	12/29/2010	CHECK	PMCHK00001335	\$47.25
040691	INFOD	INFORMATION TODAY, INC.	12/3/2010	CHECK	PMCHK00001332	\$3,066.00
040692	INGLIB	INGRAM LIBRARY SERVICES INC.	12/3/2010	CHECK	PMCHK00001332	\$337.55
040759	JASABB	JASON ABBOTT	12/15/2010	CHECK	PMCHK00001333	\$79.52
040694	JERWHE	JEREMY WHEELER	12/3/2010	CHECK	PMCHK00001332	\$295.00
040693	JERDRO	JERZY DROZD	12/3/2010	CHECK	PMCHK00001332	\$100.00
040695	JOASHI	JOAN SHIELDS	12/3/2010	CHECK	PMCHK00001332	\$100.00
040760	KATCHY	KATIE CHYNOWETH	12/15/2010	CHECK	PMCHK00001333	\$41.90
040696	KATCOO	KATIE COOK	12/3/2010	CHECK	PMCHK00001332	\$27.85
040697	KOLOSS	KOLOSSOS	12/3/2010	CHECK	PMCHK00001332	\$100.00
040761	LADATA	LA DATA, INC.	12/15/2010	CHECK	PMCHK00001333	\$417.50
040699	LEACEN	LEARNING CENTER	12/3/2010	CHECK	PMCHK00001332	\$315.28
040700	LEXMAT	LEXISNEXIS MATTHEW BENDER	12/3/2010	CHECK	PMCHK00001332	\$119.00
040701	LIBJOU	LIBRARY JOURNAL	12/3/2010	CHECK	PMCHK00001332	\$294.68
040762	LIRZHE	LIRONG ZHENG	12/15/2010	CHECK	PMCHK00001333	\$1,105.93
040698	LCAESPZ	LITTLE CAESARS PIZZA	12/3/2010	CHECK	PMCHK00001332	\$30.50
040769	NEOPOS	MAIL FINANCE, INC.	12/15/2010	CHECK	PMCHK00001333	\$84.95
040764	MARMIK	MARIJA MIKAS	12/15/2010	CHECK	PMCHK00001333	\$226.29
040763	MARCRI	MARK CRILLEY	12/15/2010	CHECK	PMCHK00001333	\$21.00
040765	MCNMCK	MCNAUGHTON-MCKAY	12/15/2010	CHECK	PMCHK00001333	\$350.00
040766	METCOM	METCOM	12/15/2010	CHECK	PMCHK00001333	\$116.82
040822	METLIFE	METLIFE SBC	12/29/2010	CHECK	PMCHK00001335	\$68.75
040702	MICEDU	MICHIGAN EDUCATION DIRECTORY	12/3/2010	CHECK	PMCHK00001332	\$6,604.74
040800	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	12/20/2010	CHECK	PMCHK00001334	\$120.25
040823	MICLIBA	MICHIGAN LIBRARY ASSOCIATION	12/29/2010	CHECK	PMCHK00001335	\$1,081.65
040703	MICLIBC	MIDWEST COLLABORATIVE FOR LIBR	12/3/2010	CHECK	PMCHK00001332	\$525.00
040704	MIDTAP	MIDWEST TAPE	12/3/2010	CHECK	PMCHK00001332	\$16,265.97
040705	MITEC	MITEC	12/3/2010	CHECK	PMCHK00001332	\$83,823.49
040767	MONMUZ	MONICA MUZZIN	12/15/2010	CHECK	PMCHK00001333	\$205.50
040768	MPSERS	MPSERS	12/15/2010	CHECK	PMCHK00001333	\$13.00
040706	NATTIM	NATIONAL TIME & SIGNAL CORPORA	12/3/2010	CHECK	PMCHK00001333	\$18,250.27
040824	NEXCOM	NEXTEL COMMUNICATIONS	12/29/2010	CHECK	PMCHK00001335	\$166.86
040825	NICWIL	NICHOLAS WILCOX	12/29/2010	CHECK	PMCHK00001335	\$357.88
040707	NICBOO	NICOLA'S BOOKS	12/3/2010	CHECK	PMCHK00001332	\$1,575.00
040770	NUWAVE	NUWAVE AQUARIUMS	12/15/2010	CHECK	PMCHK00001333	\$2,700.00
040708	OFFDEP	OFFICE DEPOT, INC.	12/3/2010	CHECK	PMCHK00001332	\$329.00
040710	OXFUNI	OXFORD UNIVERSITY PRESS	12/3/2010	CHECK	PMCHK00001332	\$1,017.79
040801	PAPDIR	PAPER DIRECT, INC.	12/20/2010	CHECK	PMCHK00001334	\$247.98
040771	PIOJAN	PIONEER JANITORIAL SERVICE	12/15/2010	CHECK	PMCHK00001333	\$44.93
040711	PITCHA	PITTSFIELD CHARTER TOWNSHIP	12/3/2010	CHECK	PMCHK00001332	\$10,442.85
040802	PITCHA	PITTSFIELD CHARTER TOWNSHIP	12/20/2010	CHECK	PMCHK00001334	\$3,274.78
040827	PRITEC	PRINT TECH INC.	12/29/2010	CHECK	PMCHK00001335	\$91.99
040826	PRIORITY	PRIORITY HEALTH	12/29/2010	CHECK	PMCHK00001335	\$733.41
040712	PROINF	PROQUEST - CSA LLC	12/3/2010	CHECK	PMCHK00001332	\$16,140.04
040713	PUBWEE	PUBLISHERS WEEKLY	12/3/2010	CHECK	PMCHK00001332	\$6,680.00
040803	QUANTA	QUANTA, INC.	12/20/2010	CHECK	PMCHK00001334	\$999.96
040714	RANHO	RANDOM HOUSE, INC.	12/3/2010	CHECK	PMCHK00001332	\$575.00
040715	RECBOO	RECORDED BOOKS, INC.	12/3/2010	CHECK	PMCHK00001332	\$3,870.95
040804	REELIN	REEL LINK FILMS	12/20/2010	CHECK	PMCHK00001334	\$4,464.74
040772	REHROB	REHMANN ROBSON	12/15/2010	CHECK	PMCHK00001334	\$500.00
					PMCHK00001333	\$2,025.00

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
040716	REPPAR	REPUBLIC PARKING	12/3/2010	CHECK	PMCHK00001332	\$135.00
040773	RICBUS	RICOH AMERICAS CORP	12/15/2010	CHECK	PMCHK00001333	\$183.61
040805	RICBUS	RICOH AMERICAS CORP	12/20/2010	CHECK	PMCHK00001334	\$817.52
040774	RJSPAN	RJ SPANGLER	12/15/2010	CHECK	PMCHK00001333	\$650.00
040775	ROBROB	ROBIN ROBINSON	12/15/2010	CHECK	PMCHK00001333	\$100.00
040717	ROYLIM	ROYAL LIMOUSINE	12/3/2010	CHECK	PMCHK00001332	\$142.00
040718	RUBSTA	RUBBER STAMPS UNLIMITED	12/3/2010	CHECK	PMCHK00001332	\$136.36
040776	RUBSTA	RUBBER STAMPS UNLIMITED	12/15/2010	CHECK	PMCHK00001333	\$159.03
040828	SARKEL	SARA MELTON KELLER	12/29/2010	CHECK	PMCHK00001335	\$875.00
040719	SCHSEC	SCHILKE SECURITY	12/3/2010	CHECK	PMCHK00001332	\$215.00
040778	SCHSEC	SCHILKE SECURITY	12/15/2010	CHECK	PMCHK00001333	\$135.00
040777	SCHELE	SCHINDLER ELEVATOR CORPORATION	12/15/2010	CHECK	PMCHK00001333	\$1,133.15
040720	SCHSPE	SCHOOL SPECIALTY/TEACHERS DISC	12/3/2010	CHECK	PMCHK00001332	\$312.01
040806	SERMAS	SERVICEMASTER CLEAN CARE	12/20/2010	CHECK	PMCHK00001334	\$4,373.00
040687	ELDINS	SIDESTREET DISTRIBUTING	12/3/2010	CHECK	PMCHK00001332	\$1,440.39
040779	SKIINC	SKIDMORE STUDIO LLC	12/15/2010	CHECK	PMCHK00001333	\$16,285.00
040721	SOUADV	SOUTHERN ADVERTISING	12/3/2010	CHECK	PMCHK00001332	\$833.51
040780	SPRINT	SPRINT PCS	12/15/2010	CHECK	PMCHK00001333	\$540.73
040722	STAPLE	STAPLES ADVANTAGE	12/3/2010	CHECK	PMCHK00001332	\$243.47
040807	STAMIC4	STATE OF MICHIGAN	12/20/2010	CHECK	PMCHK00001334	\$190.00
040808	STAMIC6	STATE OF MICHIGAN	12/20/2010	CHECK	PMCHK00001334	\$1,346.00
040830	STEOSB	STEVE OSBURN	12/29/2010	CHECK	PMCHK00001335	\$125.00
040723	SUPERD	SUPER D	12/3/2010	CHECK	PMCHK00001332	\$486.96
040724	TANMED	TANTOR MEDIA	12/3/2010	CHECK	PMCHK00001332	\$195.21
040725	TDSMET	TDS METROCOM	12/3/2010	CHECK	PMCHK00001332	\$3,691.18
040726	TEACOM	TEACHING COMPANY/THE//	12/3/2010	CHECK	PMCHK00001332	\$243.90
040809	TECDIF	TECHNICAL DIFFERENCE, INC.	12/20/2010	CHECK	PMCHK00001334	\$812.18
040781	THAELE	THALNER ELECTRONICS	12/15/2010	CHECK	PMCHK00001333	\$320.00
040727	THECRE	THE CREATURE CONSERVANCY	12/3/2010	CHECK	PMCHK00001332	\$232.00
040709	OLIPRE	THE OLIVER PRESS, INC.	12/3/2010	CHECK	PMCHK00001332	\$158.68
040730	THOWES	THOMSON WEST	12/3/2010	CHECK	PMCHK00001332	\$240.00
040783	TOMSMI	TOM SMITH	12/15/2010	CHECK	PMCHK00001333	\$25.30
040784	TOTVEN	TOTAL VENDING & COFFEE SERVICE	12/15/2010	CHECK	PMCHK00001333	\$26.95
040831	TRIGON	TRIGONIX	12/29/2010	CHECK	PMCHK00001335	\$4,563.75
040731	TSAFON	TSAI FONG BOOKS, INC.	12/3/2010	CHECK	PMCHK00001332	\$613.08
040810	UNIOMA	UNIQUE MANAGEMENT SERVICES, IN	12/20/2010	CHECK	PMCHK00001334	\$1,575.20
040785	UNIPAR	UNITED PARCEL SERVICE	12/15/2010	CHECK	PMCHK00001333	\$83.86
040832	UNIPAR	UNITED PARCEL SERVICE	12/29/2010	CHECK	PMCHK00001335	\$41.21
040833	UNUMPRO	UNUM LIFE INSURANCE	12/29/2010	CHECK	PMCHK00001335	\$2,816.37
040732	UPSTAR	UPSTART	12/3/2010	CHECK	PMCHK00001332	\$148.50
040733	VALLINP	VALUE LINE PUBLISHING INC.	12/3/2010	CHECK	PMCHK00001332	\$2,065.00
040734	VIBE	VIBE	12/3/2010	CHECK	PMCHK00001332	\$44.85
040834	VICBRO	VICKI BROWNE	12/29/2010	CHECK	PMCHK00001335	\$52.41
040786	VOSLIG	VOSS LIGHTING	12/15/2010	CHECK	PMCHK00001333	\$490.22
040811	VOSLIG	VOSS LIGHTING	12/20/2010	CHECK	PMCHK00001334	\$137.16
040735	WASHTR	WASHTENAW COUNTY TREASURER	12/3/2010	CHECK	PMCHK00001332	\$90,130.29
040787	WASMAN	WASTE MANAGEMENT OF MICHIGAN	12/15/2010	CHECK	PMCHK00001333	\$357.78
040812	WESENT	WESTGATE ENTERPRISES, LLC	12/20/2010	CHECK	PMCHK00001334	\$6,855.00
040736	WHILAB	WHITLAM LABEL COMPANY, INC.	12/3/2010	CHECK	PMCHK00001332	\$2,167.32
040737	WINMAN	WINNINGMAN, LLC	12/3/2010	CHECK	PMCHK00001332	\$500.00
040813	XEROX	XEROX CORPORATION	12/20/2010	CHECK	PMCHK00001334	\$558.68
040814	YELBOO	YELLOW BOOK WEST	12/20/2010	CHECK	PMCHK00001334	\$2,651.82

Total Checks: 173

Total Amount of Checks: \$563,499.25

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Director's Report – January 17, 2011

1. The AADL is host to several groups offering tutoring services. Tutoring and homework help assistance is available Downtown on Monday and Wednesdays after school with Circle K scholars from the UM. These college students tutor all ages on any subject on a walk in basis. In addition, Alpha Delta Epsilon, a Health Sciences Honors Program at UM, has tutors available on Sundays during the UM school year at the Downtown Library and they also tutor all ages on a walk in basis. There are over 120 families participating on Tuesday and Thursday evenings Downtown in PALMA, a family literacy initiative reaching Spanish speakers whose tutors are UM students in the Residential College. On Wednesdays, the Ann Arbor Public Schools host GED classes at Malletts Creek for adults, and Washtenaw Literacy leads ESL conversation groups and tutoring at Malletts Creek, Traverwood, and Pittsfield branches throughout the week on different days and at different times. All of these opportunities are offered at no charge. Brainfuse, the online homework help database available to library cardholders, also at no charge, has been used by over 1,100 unique users in the past six months. Most of the use is in middle and high school mathematics and in the writing lab. This database is available in English and Spanish. Users are communicating in real time with certified educators on any subject from Grade 3 through community college between 2:00 PM and 11:00 PM seven days a week. All of this is in addition to the unmediated tutoring that has always occurred in Library buildings by teachers, parents and scholars from the several universities and colleges.
2. Josie Parker has been invited to participate in a small initial working group meeting focused on key questions regarding the scope of a proposed Digital Public Library of America (<http://cyber.law.harvard.edu/research/dpla>) research and planning initiative. The meeting will be held in Cambridge, Massachusetts on March 1, 2011. The event will be organized and hosted by The Berkman Center for Internet & Society at Harvard University, with generous support from the Alfred P. Sloan Foundation.

This working group meeting is part of a four-month long planning and research initiative under the heading "Digital Public Library of America" (DPLA). The Berkman Center will convene a diverse group of stakeholders to define the scope, architecture, costs, and administration for a proposed DPLA. They plan to bring together representatives from the educational community, public and research libraries, cultural organizations, state and local government, publishers, authors, and private industry in a series of meetings and workshops to discuss legal, policy, and technical issues surrounding public access to comprehensive online resources. The goal is in time to emerge with a concrete workplan and a governance structure that captures the consensus of representatives of the country's libraries, universities, archives, and museums for moving forward together with a shared vision.

DISCUSSION OF BOARD MEETING DATES FOR 2011 CALENDAR YEAR

I. Statement:

Per AADL Board By-Laws, the Board must set the regularly scheduled meetings for fiscal year at their Annual Meeting. With the move of the date of elections to November the annual meeting will now be held in January.

II. Background:

During the 2009-2010 fiscal year (July 2009-December 2010), the Board made the following date changes:

Board meetings cancelled: July 19, 2010; August 16, 2010

Board meeting dates changed: No Board meeting dates were changed.

Special meetings called: December 1, 2009 for change of Board election cycle from May to November beginning in 2010.

Board Work Sessions called: No Board Work Sessions were called.

III. Options:

2011

The Board can decide to continue to meet on the third Monday of each month. The library is not scheduled to close on any holiday when the Board would be regularly scheduled to meet.

Board Retreats

Generally the Board holds one retreat within the first quarter of a new year (previous years were based on AADL fiscal calendar - due to 2010 change in the election cycle, the Board now follows a calendar year).

The Board can choose to have a Regular Meeting or a Retreat and/or both.

No retreats were scheduled in 2010.

The Board reserves the right to make changes to the schedule, or call special meetings, in accordance with the Michigan Open Meetings Act.

IV. Recommendations:

Meeting dates for calendar year 2011 are recommended by Administration for the third Monday of the month:

Administration recommends adopting the following calendar:

Monday, **February 21, 2011**
Monday, **March 21, 2011**
Monday, **April 18, 2011**
Monday, **May 16, 2011**
Monday, **June 20, 2011**
Monday, **July 18, 2011**
Monday, **August 15, 2011**
Monday, **September 19, 2011**
Monday, **October 17, 2011**
Monday, **November 21, 2011**
Monday, **December 19, 2011**
Monday, **January 16, 2012**

V. General Information:

2011 Library related conferences:

January 7-11, 2011—ALA Midwinter Meeting, San Diego, California
June 23-28, 2011—ALA Annual Conference, New Orleans, Louisiana
October 26-28, 2011—Michigan Library Association Annual Conference, Michigan
January 20-24, 2012—ALA Midwinter Meeting, Dallas, Texas



ANN ARBOR DISTRICT LIBRARY BOARD 2011 MEETING SCHEDULE

MONDAY, JANUARY 17, 2011
MONDAY, FEBRUARY 21, 2011
MONDAY, MARCH 21, 2011
MONDAY, APRIL 18, 2011
MONDAY, MAY 16, 2011
MONDAY, JUNE 20, 2011
MONDAY, JULY 18, 2011
MONDAY, AUGUST 15, 2011
MONDAY, SEPTEMBER 19, 2011
MONDAY, OCTOBER 17, 2011
MONDAY, NOVEMBER 21, 2011
MONDAY, DECEMBER 19, 2011
MONDAY, JANUARY 16, 2012

All Regular Meetings occur in the 4th Floor Board Room of the Downtown Library, 343 South Fifth Avenue, Ann Arbor unless otherwise noted. Meetings generally begin at 7:00 p.m. Please verify meeting date and time by calling 734.327.8311 or visiting our website at www.aadl.org/aboutus/board.

The Board reserves the right to make changes to the schedule, or call special meetings, in accordance with the Michigan Open Meetings Act. Such changes and additions will be posted at the Ann Arbor District Library, 343 South Fifth Avenue, our branch locations, our website www.aadl.org/aboutus/board, and other locations as appropriate.

The Ann Arbor District Library Board will provide necessary reasonable aids and services to individuals with disabilities who desire information regarding board meetings upon three (3) business days notice. Individuals with disabilities requiring aids and services should write the Ann Arbor District Library Board at Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, MI 48104, email wilsonk@aadl.org or call 734.327.8311.

ANN ARBOR DISTRICT LIBRARY BOARD

Rebecca Head
Nancy Kaplan
Margaret Leary
Barbara Murphy
Jan Barney Newman
Prue Rosenthal
Edward Surovell

ADMINISTRATION

Josie Parker Director
Kenneth Nieman Associate Director of Finance, HR & Operations
Eli Neiburger Associate Director of IT & Product Development
Celeste Choate Associate Director of Services, Collections & Access

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Ann Arbor District Library
Board of Trustees
343 South Fifth Avenue
Ann Arbor, MI 48104-2293
(734) 327-8311