



# Annual Meeting Agenda

Tuesday, January 19, 2016

---

Published by Ann Arbor District Library

---

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Annual Meeting, Tuesday, January 19, 2016 at 6:00 p.m.  
 Ann Arbor District Library, 4<sup>th</sup> Floor Board Meeting Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104  
 Dinner will be served at 5:30 p.m. in Conference Room A

## ANNUAL MEETING AGENDA

- 16-007 I. CALL TO ORDER
- 16-008 II. ATTENDANCE
- 16-009 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 16-010 IV. RECONVENE ANNUAL MEETING AT 7:00 PM
- 16-011 V. PRESIDENT'S REMARKS
- 16-012 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
- 16-013 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.”

- 16-014 VIII. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS
- 16-015 IX. APPROVAL OF AGENDA (pp. 1-3)  
(Item of action)
- 16-016 X. APPROVAL OF MINUTES OF DECEMBER 14, 2015 AND  
JANUARY 5, 2016 (pp. 4-10)  
(Item of action)
- 16-017 XI. CITIZENS' COMMENTS
- 16-018 XII. FINANCIAL REPORTS (pp. 11-14)
- 16-019 XIII. APPROVAL OF DISBURSEMENTS (pp. 15-19)  
(Item of action)
- 16-020 XIV. COMMITTEE REPORTS
- 16-021 A. COMMUNICATIONS COMMITTEE
- 16-022 B. STRATEGIC PLANNING COMMITTEE
- 16-023 XV. NEW BUSINESS
- 16-024 A. APPROVAL OF BOARD MEETING DATES FOR 2016  
(pp. 20-21)  
(Item of action)
- 16-025 B. RESOLUTION AUTHORIZING THE DIRECTOR TO SIGN  
THE INFORMATION ARCHITECTURE CONSULTING  
CONTRACT (p. 22)  
(Item of action)
- 16-026 C. RESOLUTION OF THANKS TO STEPHEN GLOVER  
UPON HIS RETIREMENT (p. 23)  
(Item of action)
- 16-027 D. VOTE FOR CLOSED SESSION AT THE FEBRUARY 15,  
2016 REGULAR BOARD MEETING FOR DISCUSSION OF  
REAL ESTATE AND OPINION OF LEGAL COUNSEL  
(Item of action)  
Roll call vote
- 16-028 XVI. CITIZENS' COMMENTS
- 16-029 XVII. ADJOURNMENT

### **CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD**

1. Persons who wish to address the Library Board may reserve time on any regular or special meeting agenda by calling 327-8311 by 5:00 PM of the weekday preceding the meeting. Persons who have not reserved time in advance may speak after those who have reserved time.
2. Maximum time for individual speakers will not exceed three minutes.
3. One speaker may yield his/her time to another if both have signed up and both are in attendance at the meeting.
4. No person may speak more than once on the same subject during a single meeting.
5. Citizens' Comments at special meetings or study sessions will occur at the end of the meeting. Maximum time for individual speakers will not exceed three minutes.
6. Trustees, Director, and Administrators will not answer questions during Citizens' Comments. The speaker may request a response in writing. Trustees may, with the permission of the Board President, ask a question of a speaker. No dialog will occur.
7. Individuals addressing the Board should take into consideration rules of common courtesy.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, DECEMBER 14, 2015

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, DECEMBER 14, 2015**

- 15-247 I. CALL TO ORDER
- President Barney Newman called the meeting to order at 6:00 p.m.
- 15-248 II. ATTENDANCE
- Board Present: Kaplan, Leary, Leija (arr. 6:10 p.m.), Barney Newman, Rosenthal, Surovell, Vander Broek  
 Board Absent: None  
 Staff: Hadler, Neiburger, Parker, Tuthill (recorder)  
 Others Present: Dan Schairbaum, Dykema
- 15-249 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 15-250 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- President Barney Newman reconvened the meeting at 7:00 p.m.
- 15-251 V. APPROVAL OF AGENDA  
 (Item of action)
- Treasurer Rosenthal, supported by Secretary Kaplan, moved to approve the agenda.
- AYES: Kaplan, Leary, Leija, Barney Newman, Rosenthal, Surovell, Vander Broek  
 NAYS: None
- Motion passed 7-0.
- 15-252 VI. APPROVAL OF MINUTES OF NOVEMBER 16, 2015  
 (Item of action)
- Trustee Leary, supported by Secretary Kaplan, moved to approve the minutes of November 16, 2015.
- AYES: Kaplan, Leary, Leija, Barney Newman, Rosenthal, Surovell, Vander Broek

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, DECEMBER 14, 2015

NAYS: None

Motion passed 7-0.

15-253 VII. CITIZENS' COMMENTS

There were no citizens' comments.

15-254 VIII. FINANCIAL REPORTS

CFO Hadler reported November showed an unrestricted cash balance just over \$15.3 million. Tax receipts over \$12.4 million, reflecting 96.9% of the budgeted amount, have been received through the end of November. The fund balance stands just above \$8.4 million. Eight line items are currently over budget.

15-255 IX. APPROVAL OF DISBURSEMENTS  
 (Item of action)

Trustee Leary, supported by Treasurer Rosenthal, moved to approve the November 2015 disbursements.

AYES: Kaplan, Leary, Leija, Barney Newman, Rosenthal,  
 Surovell, Vander Broek

NAYS: None

Motion passed 7-0.

15-256 X. COMMITTEE REPORTS

15-257 A. COMMUNICATIONS COMMITTEE

Trustee Leija, as Chair of the Communications Committee, reported that the committee had met and the discussion included: the drafting of a customer service survey coming in February with results received in March; email marketing has been launched featuring the West Branch closure; staff is working with consultants considering proposals for website redesign.

15-258 B. FACILITIES COMMITTEE

Trustee Leary, as Chair of the Facilities Committee, reported the committee had met and received updates on branch landscaping issues and the RFP process on the café being proposed at West Branch. She noted that an RFP was sent to nine area business with

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, DECEMBER 14, 2015

only one responding. The Committee hopes to have a proposal to the Board at the January meeting.

15-259

C. STRATEGIC PLANNING COMMITTEE

Trustee Vander Broek, as Chair of the Communications Committee, reported the committee met and interview two candidates to work on the strategic planning process. Bridgeport Consulting was selected and will be meeting with Board members for their input.

President Barney Newman reported that she and Vice President Surovell had met with officers of the Friends.

15-260

XI. DIRECTOR'S REPORT

In addition to her written report, Director Parker reported that a new volunteer coordinator position will be forthcoming at AADL and hopes the position will allow coordination with FAADL for staffing their Book Shop.

Staff was thanked for their planning and work on the Ann Arbor/Ypsilanti Reads, the Always Lost: A Meditation on War exhibit and the Tiny Expo.

15-261

XII. MONTHLY STATISTICS

Deputy Director Neiburger focused on patron visits to the AADL website and locations within the site.

15-262

XIII. NEW BUSINESS

15-263

A. VOTE FOR CLOSED SESSION AT THE JANUARY 19, 2016 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL

(Item of action)

Roll call vote

Trustee Leary, supported by Trustee Leija, moved to hold a closed session at the January 19, 2016 regular meeting for discussion of real estate and opinion of legal counsel.

A roll call vote was taken.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, DECEMBER 14, 2015

AYES: Kaplan, Leary, Leija, Barney Newman, Rosenthal,  
 Surovell, Vander Broek

NAYS: None

Motion passed 7-0.

15-264 XIV. CITIZENS' COMMENTS

There were no citizens' comments.

15-265 XV. ADJOURNMENT

President Barney Newman adjourned the meeting at 7:59 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 14, 2015 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.

---

Nancy Kaplan, Secretary



ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE SPECIAL MEETING  
TUESDAY, JANUARY 5, 2016

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE SPECIAL MEETING**  
**TUESDAY, JANUARY 5, 2016**

- 16-001      I.      CALL TO ORDER
- President Barney Newman called the meeting to order at 4:33 p.m.
- 16-002      II.      ATTENDANCE
- Board Present: Leary, Barney Newman, Surovell, Vander Broek  
Board Absent: Kaplan, Leija, Rosenthal  
Staff: Hadler, Neiburger, Parker, Wilson (recorder)
- 16-003      III.      APPROVAL OF AGENDA  
(Item of action)
- Trustee Leary, supported by Vice President Surovell, moved to approve the agenda.
- AYES: Leary, Barney Newman, Surovell, Vander Broek  
NAYS: None
- Motion passed 4-0.
- 16-004      IV.      CITIZENS' COMMENTS
- Robert McGee
- Good afternoon Board members it is an honor to address you today. I am here to address you today because I am also, as a citizen, I also have a dual role as the chair of a group called Ann Arbor Residents for Nonlethal Deer Management. I am sure all of you are aware that there is a culling activity that will be, actually is, occurring presently in the City of Ann Arbor. It's very contentious and I'm not going to bore you with all the pros and cons. The reason why I am here today is to let you know that Stapp Nature Area, which is, your library on Traverwood abuts, is in the culling zone. Culling shooting will start occurring at 4 p.m. Monday through Thursday and not on the weekends. There's concern that coincides with your office hours out there. Now besides the pro and con of the safety of it the State of Michigan

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE SPECIAL MEETING  
TUESDAY, JANUARY 5, 2016

has a rule that says you may opt out like many residents are doing currently. I just submitted a package to the mayor and council and to the DNR that 9 out of the 23 parks residents of the parks have opted out by simply stating that they do not give permission for shooting to occur within 450 feet of their residence or place of business. Simple as that. Therefore, I am requesting that this board consider the safety of patrons at Traverwood Library and simply by board action opt out by stating that you do not give permission for shooting to occur within 450 feet of the building. That's all it would take. Thank you and I appreciate the time and I definitely appreciate the schedule because we've been scrambling on this. Josie told me you have a meeting today and so I took advantage and came. Thanks again, I appreciate it.

16-005          V.          DISCUSSION OF MICHIGAN SENATE BILL 0571

Trustee Leary, supported by Trustee Vander Broek, moved the Board adopt the following resolution

**WHEREAS**, the state legislature passed Senate Bill 571 which, among other things, prohibits local districts and other governmental entities from sharing information about their millages within 60 days of an election, and

**WHEREAS**, the sharing of information about millages is a responsibility of the district to help inform a citizenry about the facts around a millage, and

**WHEREAS**, citizens cannot make informed decisions without information from the governmental body that has placed the millage on the ballot, and

**WHEREAS**, public libraries and their governing boards have historically championed the right of free speech in America and Senate Bill 571 violates that right for all citizens in every election involving millage or bond questions, and

**WHEREAS**, the Ann Arbor District Library (AADL) is an independent governmental entity established under the laws of Michigan with its own taxation district, dedicated millage, and elected Board of Trustees;

**NOW, THEREFORE, BE IT RESOLVED:**

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE SPECIAL MEETING  
TUESDAY, JANUARY 5, 2016

- 1.) The Ann Arbor District Library urges the governor to veto this legislation and return it to the state legislature for reconsideration.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Board members discussed and expressed their individual support of the resolution.

A vote on the foregoing resolution was taken and was as follows:

AYES: Leary, Barney Newman, Surovell, Vander Broek

NAYS: None

Motion passed 4-0.

Director Parker noted that the Michigan Municipal League along with other associations held a press rally today requesting that the governor veto Senate Bill 571.

16-006 VI. ADJOURNMENT

President Barney Newman adjourned the meeting at 4:47 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 special meeting held on January 5, 2016 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.

---

Nancy Kaplan, Secretary

## Ann Arbor District Library Financial Summary for December 2015

### **Cash:**

The unrestricted cash balance as of December 31, 2015 was \$14,435,275 down from \$15,394,678 in November.

### **Tax Receipts:**

The Library has received tax receipts totaling \$12,490,314, 97.5% of the budgeted amount, as of December 31.

### **Budget vs. Actual:**

The Library has a positive fund balance of \$8,563,179 as of December 31, up from \$8,420,000 at the end of November.

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

Tax, state aid and penal fine revenues are being recognized monthly at the monthly budgeted amount. These line items will be reconciled with actual receipts during year-end close.

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

The following operating expense line items are over budget through December.

Purchased Services – Payment for landscape architectural services and the fixed asset physical inventory paid in November put this item over budget year to date.

Communications – The annual payment for internet connectivity paid in September put this item over budget year-to-date.

Materials – Annual online and print subscriptions and additions to the tools collection put this item over budget year-to-date.

Software – A large renewal payment for cataloging software paid in July and software license agreements paid in September put this item over budget year-to-date.

Grants / Memorials – Game prizes and promotional materials paid in August put this item over budget year-to-date.

Supplies – Supplies purchased to outfit the Secret Lab put this item over budget year-to-date.

Repairs and Maintenance – Charges for moving materials out of the Westgate branch were paid in December.

Capital Outlays – Payments for elevator remodel, furniture and staircase carpet put this item over budget year-to-date.

ANN ARBOR DISTRICT LIBRARY  
Operating  
For the Six Months Ending Thursday, December 31, 2015

	December			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Revenue</b>						
Tax Collections - Operating	\$1,063,250	\$1,063,250		\$6,379,501	\$6,379,500	\$1
State Aid	3,750	3,750		22,500	22,500	
Penal Fines	18,750	18,750		112,500	112,500	
Interest	(9,063)	8,333	(17,396)	34,235	50,000	(15,765)
Copiers	1,950	2,500	(550)	14,483	15,000	(517)
Grants/Memorials	17,980	7,500	10,480	66,266	45,000	21,266
Library Fines & Fees	26,408	27,500	(1,092)	153,046	165,000	(11,954)
Non-Resident Fees	1,195	1,250	(55)	9,026	7,500	1,526
<b>Total Revenue</b>	<b>\$1,124,220</b>	<b>\$1,132,833</b>	<b>(\$8,613)</b>	<b>\$6,791,557</b>	<b>\$6,797,000</b>	<b>(\$5,443)</b>
<b>Expenditures</b>						
Salaries & Wages	485,779	505,917	(20,138)	2,917,615	3,035,502	(117,887)
Employee Benefits	120,749	130,512	(9,763)	713,596	783,074	(69,478)
Employment Taxes	35,463	38,703	(3,240)	215,609	232,218	(16,609)
<b>Total Employment Cost</b>	<b>\$641,991</b>	<b>\$675,132</b>	<b>(\$33,141)</b>	<b>\$3,846,820</b>	<b>\$4,050,794</b>	<b>(\$203,974)</b>
Custodial and Electrical	\$13,243	\$15,000	(\$1,757)	\$82,708	\$90,000	(\$7,292)
Accounting/Audit	1,000	1,000		6,000	6,000	
Legal	926	8,330	(7,404)	11,132	49,979	(38,847)
Purchased Services	11,963	12,402	(439)	87,020	74,412	12,608
Utilities	32,359	37,500	(5,141)	182,740	225,000	(42,260)
Property Insurance	7,405	7,500	(95)	44,432	45,000	(568)
Communications	10,773	15,000	(4,227)	112,649	90,000	22,649
Materials	101,602	148,666	(47,064)	987,749	891,996	95,753
Software Licenses/Maint	6,795	12,500	(5,705)	120,287	75,000	45,287
Building Rental	7,200	12,917	(5,717)	70,205	77,502	(7,297)
Seminars/Conferences/Travel	387	2,143	(1,756)	3,497	12,858	(9,361)
Copier Expense	529	3,750	(3,221)	14,302	22,502	(8,200)
Library Programming	28,051	30,833	(2,782)	165,309	184,998	(19,689)
Grants/Memorials	4,550	7,500	(2,950)	59,402	45,000	14,402
Supplies	25,663	16,643	9,020	181,600	99,858	81,742
Repairs and Maintenance	36,034	28,083	7,951	191,445	168,498	22,947
Postage	180	2,917	(2,737)	7,437	17,502	(10,065)
Lcards/Circ Cards	11,597	5,717	5,880	15,044	34,302	(19,258)
Other Operating Expenditures	1,508	2,217	(709)	11,854	13,302	(1,448)
<b>Total Operating Expense</b>	<b>\$301,765</b>	<b>\$370,618</b>	<b>(\$68,853)</b>	<b>\$2,354,812</b>	<b>\$2,223,709</b>	<b>\$131,103</b>
Capital Outlays	\$32,421	\$87,083	(\$54,662)	\$547,077	\$522,497	\$24,580
<b>Total Expenditures</b>	<b>\$976,177</b>	<b>\$1,132,833</b>	<b>(\$156,656)</b>	<b>\$6,748,709</b>	<b>\$6,797,000</b>	<b>(\$48,291)</b>
<b>Net</b>	<b>\$148,043</b>		<b>\$148,043</b>	<b>\$42,848</b>		<b>\$42,848</b>

## ANN ARBOR DISTRICT LIBRARY

Balance Sheet  
Thursday, December 31, 2015

**ASSETS****Current Assets****Cash**

Cash - Commercial Checking	\$15,693.96
Cash - Payroll	235,077.81
Holtrey Fund	332,995.72
Cash - Savings	6,728,705.11
Keniston Fund	30,421.26
Shafer Fund	10,495.33
Westerman Fund	29,487.00
Petty Cash	2,150.00
WLBPD Account	38,302.48
Price Fund	21,360.97
Ladies Library Association	14,000.08
ICS Money Market	<u>2,005,870.49</u>
<b>Total Cash</b>	<b>9,464,560.21</b>

**Investments**

Bank of Ann Arbor Investment	3,469,949.46
Old National Trust Company	<u>1,977,828.37</u>
<b>Total Investments</b>	<b>5,447,777.83</b>

**Accounts Receivable**

Accounts Receivable	<u>135,000.00</u>
<b>Total Accounts Receivable</b>	<b>135,000.00</b>

**Prepaid Expenses**

Prepaid Insurance	26,450.10
Prepaid Expenses	
Prepaid Rent	
<b>Total Prepaid Expenses</b>	<u>26,450.10</u>

**Total Current Assets****15,073,788.14****Capital Assets**

Buildings	26,296,532.20
Land	2,108,182.82
Audio Visual Equipment	586,387.00
Communications Equipment	473,681.00
Business Machines	111,595.00
Computer Equipment	1,125,256.30
Machinery & Tools	42,068.00
Appliances & Accessories	37,015.00
Furniture & Fixtures	1,147,025.18
Vehicles	92,467.75
Construction in Progress	<u>244,895.54</u>
<b>Total Capital Assets</b>	<b>32,265,105.79</b>

**Amount Provided for Long-Term Debt**

Long Term Sick	28,641.84
Long Term Vacation	<u>266,006.17</u>
<b>Total Provided for Long-Term Debt</b>	<b>294,648.01</b>

**TOTAL ASSETS****47,633,541.94**

## ANN ARBOR DISTRICT LIBRARY

Balance Sheet  
 Thursday, December 31, 2015

**LIABILITIES AND FUND EQUITY****Current Liabilities**

Accounts Payable	(51,857.01)
Accrued Accounts Payable	18,175.00
Accrued Payroll	219,789.49
EE 403(b) deduction / EE Miors Pmt	1,504.93
ER 403(b) Contribution	
Accrued Liability - Vacation S/T	<u>42,644.71</u>
<b>Total Current Liabilities</b>	<b><u>230,257.12</u></b>

**Long-Term Liabilities**

Accrued Liability - Sick Pay	28,641.84
Accrued Liability - Vacation L/T	<u>266,006.17</u>
<b>Total Long-Term Liabilities</b>	<b><u>294,648.01</u></b>

**Fund Equity**

Investment - Gen Fixed Assets	32,265,105.79
-------------------------------	---------------

**Fund Balance**

Reserve - Encumbrances	191,278.25
Deferred Revenue - Property Taxes	6,089,074.00
Fund Balance - Undesignated	8,520,331.44
Excess Revenue (Spending)	42,847.33
<b>Total Fund Balance</b>	<b><u>14,843,531.02</u></b>
<b>Total Fund Equity</b>	<b><u>47,108,636.81</u></b>

**TOTAL LIABILITIES AND FUND EQUITY** **47,633,541.94**

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	12/1/2015
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051730	AGRSER	A GROWING SERVICE LLC	12/11/2015	CHECK	PMCHK00001849	\$340.00
051859	AFSMITH	A.F. SMITH ELECTRIC, INC.	12/30/2015	CHECK	PMCHK00001857	\$180.50
051825	ABRPLA	ABRAMS PLANETARIUM-MSU	12/22/2015	CHECK	PMCHK00001854	\$88.00
051836	GENBIN	ACCO BRANDS USA LLC	12/22/2015	CHECK	PMCHK00001854	\$91.03
051726	ACPDIR	ACP DIRECT	12/11/2015	CHECK	PMCHK00001849	\$417.70
051727	ADASTR	ADAMS STREET PUBLISHING CO.	12/11/2015	CHECK	PMCHK00001849	\$805.00
051729	AFTDEL	AFTERNOON DELIGHT	12/11/2015	CHECK	PMCHK00001849	\$196.75
051683	ALELAH	ALEKSIS LAHTI	12/4/2015	CHECK	PMCHK00001847	\$200.00
051704	ALLENT	ALLIANCE ENTERTAINMENT	12/8/2015	CHECK	PMCHK00001848	\$2,261.31
051795	ALLENT	ALLIANCE ENTERTAINMENT	12/18/2015	CHECK	PMCHK00001851	\$125.26
051873	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	12/30/2015	CHECK	PMCHK00001857	\$192.60
051826	AMASCH	AMANDA SCHOTT	12/22/2015	CHECK	PMCHK00001854	\$23.69
051850	AMACORP	AMAZON	12/29/2015	CHECK	PMCHK00001855	\$1,526.84
051644	AMEAPP	AMERICAN APPRAISAL ASSOC.	12/1/2015	CHECK	PMCHK00001845	\$8,085.00
051705	AMEX	AMERICAN EXPRESS	12/8/2015	CHECK	PMCHK00001848	\$58,247.10
051724	AAFILM	ANN ARBOR FILM FESTIVAL	12/11/2015	CHECK	PMCHK00001849	\$300.00
051645	ANNARB	ANN ARBOR OBSERVER	12/1/2015	CHECK	PMCHK00001845	\$2,318.81
051646	ANNDRO	ANNE DROZD	12/1/2015	CHECK	PMCHK00001845	\$38.88
051647	APPLE	APPLE, INC.	12/1/2015	CHECK	PMCHK00001845	\$1,059.00
051770	APPLE	APPLE, INC.	12/15/2015	CHECK	PMCHK00001850	\$268.00
051796	APPLE	APPLE, INC.	12/18/2015	CHECK	PMCHK00001851	\$311.95
051827	APPLE	APPLE, INC.	12/22/2015	CHECK	PMCHK00001854	\$1,239.00
051731	APPIMA	APPLIED IMAGING	12/11/2015	CHECK	PMCHK00001849	\$238.25
051732	ARBSPR	ARBOR SPRING WATER CO.	12/11/2015	CHECK	PMCHK00001849	\$48.00
051828	ATTMOB	AT&T MOBILITY	12/22/2015	CHECK	PMCHK00001854	\$642.43
051648	B&H	B&H PHOTO-VIDEO	12/1/2015	CHECK	PMCHK00001845	\$503.80
051771	B&H	B&H PHOTO-VIDEO	12/15/2015	CHECK	PMCHK00001850	\$348.00
051829	B&H	B&H PHOTO-VIDEO	12/22/2015	CHECK	PMCHK00001854	\$614.64
051860	BADAXE	BAD AXE AREA DISTRICT LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$20.00
051772	BANMED	BANG MEDIA	12/15/2015	CHECK	PMCHK00001850	\$350.00
051773	BARNOB1	BARNES & NOBLE INC.	12/15/2015	CHECK	PMCHK00001850	\$266.48
051733	BATPLU	BATTERIES PLUS	12/11/2015	CHECK	PMCHK00001849	\$75.96
051734	BEADEL	BEAU DELOACH	12/11/2015	CHECK	PMCHK00001849	\$100.00
051650	BETBAT	BETH BATTEY	12/1/2015	CHECK	PMCHK00001845	\$360.00
051797	BETMAN	BETH MANUEL	12/18/2015	CHECK	PMCHK00001851	\$22.71
051735	BETBEC	BETSY BECKERMAN	12/11/2015	CHECK	PMCHK00001849	\$550.00
051706	BLAAUD	BLACKSTONE AUDIO BOOKS	12/8/2015	CHECK	PMCHK00001848	\$771.34
051687	DICBLI	BLICK ART MATERIALS	12/4/2015	CHECK	PMCHK00001847	\$52.03
051800	DICBLI	BLICK ART MATERIALS	12/18/2015	CHECK	PMCHK00001851	\$28.79
051832	DICBLI	BLICK ART MATERIALS	12/22/2015	CHECK	PMCHK00001854	\$22.95
051798	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	12/18/2015	CHECK	PMCHK00001851	\$61,572.24
051774	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	12/15/2015	CHECK	PMCHK00001850	\$5,106.22
051775	BP	BP	12/15/2015	CHECK	PMCHK00001850	\$250.50
051707	BREWER	BREWER'S	12/8/2015	CHECK	PMCHK00001848	\$274.67
051830	BRODCO	BRODART CO.	12/22/2015	CHECK	PMCHK00001854	\$161.25
051736	BUSVAL	BUSCH'S, INC.	12/11/2015	CHECK	PMCHK00001849	\$474.74
051684	BUSCAR	BUSINESS CARD	12/4/2015	CHECK	PMCHK00001847	\$10,874.06
051858	BUSCAR	BUSINESS CARD	12/30/2015	CHECK	PMCHK00001857	\$10,101.49
051776	CHDIST	C & H DISTRIBUTORS, LLC.	12/15/2015	CHECK	PMCHK00001850	\$202.11
051685	CARBRO	CARPENTER BROS.	12/4/2015	CHECK	PMCHK00001847	\$22.95
051651	CARTOP	CARROT-TOP INDUSTRIES, INC.	12/1/2015	CHECK	PMCHK00001845	\$902.17
051708	CASDIX	CASEY DIXON	12/8/2015	CHECK	PMCHK00001848	\$100.00
051652	CDW-G	CDW GOVERNMENT, INC.	12/1/2015	CHECK	PMCHK00001845	\$155.62
051737	CDW-G	CDW GOVERNMENT, INC.	12/11/2015	CHECK	PMCHK00001849	\$1,639.72
051861	CENMIC	CENTRAL MICHIGAN UNIVERSITY	12/30/2015	CHECK	PMCHK00001857	\$16.82
051799	CINCOR	CINTAS CORPORATION	12/18/2015	CHECK	PMCHK00001851	\$1,719.34



\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051777	CITOF1	CITY OF ANN ARBOR TREASURER	12/15/2015	CHECK	PMCHK00001850	\$2,820.88
051831	CITOF1	CITY OF ANN ARBOR TREASURER	12/22/2015	CHECK	PMCHK00001854	\$3,514.09
051653	COMCAS	COMCAST	12/1/2015	CHECK	PMCHK00001845	\$122.90
051738	COMCAS	COMCAST	12/11/2015	CHECK	PMCHK00001849	\$36.68
051778	COMALLW	COMPUTER ALLEY WEST	12/15/2015	CHECK	PMCHK00001850	\$69.00
051854	COMALLW	COMPUTER ALLEY WEST	12/29/2015	CHECK	PMCHK00001855	\$470.81
051779	CONTI	CONTI	12/15/2015	CHECK	PMCHK00001850	\$275.00
051688	DKAGEN	D.K. AGENCIES (P) LTD.	12/4/2015	CHECK	PMCHK00001847	\$757.80
051740	DKAGEN	D.K. AGENCIES (P) LTD.	12/11/2015	CHECK	PMCHK00001849	\$1,786.50
051833	DKAGEN	D.K. AGENCIES (P) LTD.	12/22/2015	CHECK	PMCHK00001854	\$718.10
051686	DANROM	DANIEL M. ROMANCHIK	12/4/2015	CHECK	PMCHK00001847	\$100.00
051855	DANDUG	DANIEL R. DUGAN	12/29/2015	CHECK	PMCHK00001855	\$150.00
051739	DAVDOG	DAVID POST	12/11/2015	CHECK	PMCHK00001849	\$300.00
051862	DEMCO	DEMCO	12/30/2015	CHECK	PMCHK00001857	\$2,654.51
051780	DONALL	DON ALLES	12/15/2015	CHECK	PMCHK00001850	\$300.00
051801	DONBAB	DONALD BABCOCK	12/18/2015	CHECK	PMCHK00001851	\$100.00
051781	DTEENE	DTE ENERGY	12/15/2015	CHECK	PMCHK00001850	\$14,997.10
051863	DTEENE	DTE ENERGY	12/30/2015	CHECK	PMCHK00001857	\$10,124.80
051884	DTEENE	DTE ENERGY	12/30/2015	CHECK	PMCHK00001858	\$763.78
051802	DONGYU	DYCM	12/18/2015	CHECK	PMCHK00001851	\$273.75
051782	DYKOS	DYKEMA GOSSETT	12/15/2015	CHECK	PMCHK00001850	\$201.60
051741	DYLSTR	DYLAN STRZYNSKI	12/11/2015	CHECK	PMCHK00001849	\$300.00
051864	EASLAN	EAST LANSING PUBLIC LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$14.99
051689	EBSCO	EBSCO INFORMATION SERVICES	12/4/2015	CHECK	PMCHK00001847	\$54,313.42
051803	EBSCO	EBSCO INFORMATION SERVICES	12/18/2015	CHECK	PMCHK00001851	\$850.50
051709	ELILAW	ELITE LAWN & LANDSCAPE, INC.	12/8/2015	CHECK	PMCHK00001848	\$7,525.00
051834	ELIPEA	ELIZABETH PEARCE	12/22/2015	CHECK	PMCHK00001854	\$68.14
051835	EVEHOL	EVELYN HOLLENSHEAD	12/22/2015	CHECK	PMCHK00001854	\$69.49
051742	EZMOVE	EZ MOVING & STORAGE	12/11/2015	CHECK	PMCHK00001849	\$1,911.40
051857	EZMOVE	EZ MOVING & STORAGE	12/29/2015	CHECK	PMCHK00001856	\$11,557.60
051654	FASTSP	FAST SPLASH CAR WASH, INC.	12/1/2015	CHECK	PMCHK00001845	\$14.00
051743	FERYAR	FERNANDO YARZA	12/11/2015	CHECK	PMCHK00001849	\$30.00
051690	FORFRA	FORMAT FRAMING	12/4/2015	CHECK	PMCHK00001847	\$2,110.91
051744	FORFRA	FORMAT FRAMING	12/11/2015	CHECK	PMCHK00001849	\$766.61
051745	FREQUO	FREIGHT QUOTE	12/11/2015	CHECK	PMCHK00001849	\$498.86
051691	FRIOF	FRIENDS OF THE ANN ARBOR	12/4/2015	CHECK	PMCHK00001847	\$1,920.05
051701	THOGAL	GALE/CENGAGE LEARNING, INC	12/4/2015	CHECK	PMCHK00001847	\$117.56
051763	THOGAL	GALE/CENGAGE LEARNING, INC	12/11/2015	CHECK	PMCHK00001849	\$192.63
051847	THOGAL	GALE/CENGAGE LEARNING, INC	12/22/2015	CHECK	PMCHK00001854	\$231.16
051805	GARISTE	GARI STEIN	12/18/2015	CHECK	PMCHK00001851	\$100.00
051885	GEMINI	GEMINI	12/30/2015	CHECK	PMCHK00001858	\$700.00
051865	GENDIS	GENESEE DISTRICT LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$28.00
051806	GETDOWN	GET DOWNTOWN PROGRAM	12/18/2015	CHECK	PMCHK00001851	\$300.00
051655	GOVSOL	GOVERNOR BUSINESS SOLUTIONS	12/1/2015	CHECK	PMCHK00001845	\$220.76
051882	WWGRAI	GRAINGER	12/30/2015	CHECK	PMCHK00001857	\$403.67
051710	GRAVEN	GRAVITAS VENTURES LLC.	12/8/2015	CHECK	PMCHK00001848	\$250.00
051692	GREASHRM	GREATER ANN ARBOR SHRM	12/4/2015	CHECK	PMCHK00001847	\$120.00
051804	FIRMAR	GREEN ROAD ASSOCIATES, LLC	12/18/2015	CHECK	PMCHK00001851	\$3,646.00
051746	HELGOT	HELEN GOTLIB	12/11/2015	CHECK	PMCHK00001849	\$1,150.00
051783	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	12/15/2015	CHECK	PMCHK00001850	\$724.50
051693	INSDS	INSITE DESIGN STUDIO	12/4/2015	CHECK	PMCHK00001847	\$5,015.35
051747	INSDS	INSITE DESIGN STUDIO	12/11/2015	CHECK	PMCHK00001849	\$1,577.66
051866	IOSCOLIB	IOSCO-ARENAC DISTRICT LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$11.95
051867	JACDIS	JACKSON DISTRICT LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$15.00
051748	JERUGAR	JERUSALEM GARDEN	12/11/2015	CHECK	PMCHK00001849	\$1,142.00
051784	JEWISHNE	JEWISH NEWS	12/15/2015	CHECK	PMCHK00001850	\$245.00
051656	JOHCAN	JOHN CANTU	12/1/2015	CHECK	PMCHK00001845	\$300.00
051807	JOURET	JOUR RETIREMENT PLAN SVCS, LLC	12/18/2015	CHECK	PMCHK00001851	\$231.25
051785	KMODES	KAREN MOELLER DESIGN	12/15/2015	CHECK	PMCHK00001850	\$5,400.00
051808	KATGOO	KATHRYN GOODSON	12/18/2015	CHECK	PMCHK00001851	\$100.00
051809	KELULL	KELSEY ULLENBRUCH	12/18/2015	CHECK	PMCHK00001851	\$50.50
051749	KIRKAP	KIRSTEN KAPUR	12/11/2015	CHECK	PMCHK00001849	\$700.00
051786	KOLOSS	KOLOSSOS	12/15/2015	CHECK	PMCHK00001850	\$440.56

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051657	LAKLEA	LAKESHORE LEARNING MATERIALS	12/1/2015	CHECK	PMCHK00001845	\$45.98
051658	LEACEN	LEARNING CENTER	12/1/2015	CHECK	PMCHK00001845	\$448.00
051694	LIBDES	LIBRARY DESIGN ASSOCIATES, INC	12/4/2015	CHECK	PMCHK00001847	\$10,774.00
051711	MAINASSOC	MAIN STREET AREA ASSOCIATION	12/8/2015	CHECK	PMCHK00001848	\$170.00
051886	MARSTO	MARK STONE	12/30/2015	CHECK	PMCHK00001858	\$1,000.00
051659	MARBAN	MARTIN BANDYKE	12/1/2015	CHECK	PMCHK00001845	\$400.00
051660	MATRIX	MATRIX TRUST CO AttnTPA000320	12/1/2015	CHECK	PMCHK00001845	\$19,555.62
051751	MATRIX	MATRIX TRUST CO AttnTPA000320	12/11/2015	CHECK	PMCHK00001849	\$19,824.61
051851	MATRIX	MATRIX TRUST CO AttnTPA000320	12/29/2015	CHECK	PMCHK00001855	\$19,997.12
051810	MCFI	MCFI	12/18/2015	CHECK	PMCHK00001851	\$3,826.03
051750	MASCOM	MEDCO SUPPLY COMPANY	12/11/2015	CHECK	PMCHK00001849	\$22.60
051787	MASCOM	MEDCO SUPPLY COMPANY	12/15/2015	CHECK	PMCHK00001850	\$47.15
051837	MASCOM	MEDCO SUPPLY COMPANY	12/22/2015	CHECK	PMCHK00001854	\$30.00
051752	METCOM	METCOM	12/11/2015	CHECK	PMCHK00001849	\$168.12
051838	METCOM	METCOM	12/22/2015	CHECK	PMCHK00001854	\$11,466.00
051839	METLIFE	METLIFE SBC	12/22/2015	CHECK	PMCHK00001854	\$6,628.99
051661	MICHOD	MICHAEL HODGES	12/1/2015	CHECK	PMCHK00001845	\$150.00
051662	MICOFF	MICHIGAN OFFICE SOLUTIONS	12/1/2015	CHECK	PMCHK00001845	\$2,177.90
051695	MICPOW	MICHIGAN POWER RODDING	12/4/2015	CHECK	PMCHK00001847	\$603.00
051869	MICSTA2	MICHIGAN STATE UNIVERSITY	12/30/2015	CHECK	PMCHK00001857	\$100.00
051663	MIDTAP	MIDWEST TAPE	12/1/2015	CHECK	PMCHK00001845	\$5,044.45
051696	MIDTAP	MIDWEST TAPE	12/4/2015	CHECK	PMCHK00001847	\$12,687.14
051712	MIDTAP	MIDWEST TAPE	12/8/2015	CHECK	PMCHK00001848	\$3,577.15
051753	MIDTAP	MIDWEST TAPE	12/11/2015	CHECK	PMCHK00001849	\$2,264.30
051811	MIDTAP	MIDWEST TAPE	12/18/2015	CHECK	PMCHK00001851	\$1,222.12
051840	MIDTAP	MIDWEST TAPE	12/22/2015	CHECK	PMCHK00001854	\$5,784.67
051887	MIDTAP	MIDWEST TAPE	12/30/2015	CHECK	PMCHK00001858	\$1,068.71
051725	AANews	MLIVE MEDIA GROUP	12/11/2015	CHECK	PMCHK00001849	\$2,088.00
051868	MICMUN1	MML WORKERS' COMP FUND	12/30/2015	CHECK	PMCHK00001857	\$6,918.00
051788	MONHIG	MONICA HIGMAN	12/15/2015	CHECK	PMCHK00001850	\$100.00
051697	NUWAVE	NUWAVE AQUARIUMS	12/4/2015	CHECK	PMCHK00001847	\$259.90
051812	NUWAVE	NUWAVE AQUARIUMS	12/18/2015	CHECK	PMCHK00001851	\$98.95
051852	NUWAVE	NUWAVE AQUARIUMS	12/29/2015	CHECK	PMCHK00001855	\$109.95
051815	ONEACON	O'NEAL CONSTRUCTION	12/18/2015	CHECK	PMCHK00001851	\$5,627.10
051754	OCLINS	OCLC, INC.	12/11/2015	CHECK	PMCHK00001849	\$3,812.36
051664	OFFDEP	OFFICE DEPOT, INC.	12/1/2015	CHECK	PMCHK00001845	\$313.23
051713	OFFDEP	OFFICE DEPOT, INC.	12/8/2015	CHECK	PMCHK00001848	\$1,539.08
051813	OFFDEP	OFFICE DEPOT, INC.	12/18/2015	CHECK	PMCHK00001851	\$830.76
051870	OFFDEP	OFFICE DEPOT, INC.	12/30/2015	CHECK	PMCHK00001857	\$746.94
051682	OMEBUS	OMEGA BUSINESS CENTER, LLC	12/1/2015	CHECK	PMCHK00001846	\$3,700.00
051814	OMEBUS	OMEGA BUSINESS CENTER, LLC	12/18/2015	CHECK	PMCHK00001851	\$3,700.00
051871	PARCHLIB	PARCHMENT COMMUNITY LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$5.00
051755	PATDUN	PATRICK DUNN	12/11/2015	CHECK	PMCHK00001849	\$100.00
051816	PAUVOR	PAUL VORNHAGEN	12/18/2015	CHECK	PMCHK00001851	\$800.00
051756	RANHOU	PENGUIN RANDOM HOUSE, LLC	12/11/2015	CHECK	PMCHK00001849	\$72.00
051888	RANHOU	PENGUIN RANDOM HOUSE, LLC	12/30/2015	CHECK	PMCHK00001858	\$510.00
051665	PETCOL	PETER COLLINS	12/1/2015	CHECK	PMCHK00001845	\$50.00
051841	PETMAD	PETER M. RUTH	12/22/2015	CHECK	PMCHK00001854	\$300.00
051714	PITCHA	PITTSFIELD CHARTER TOWNSHIP	12/8/2015	CHECK	PMCHK00001848	\$353.12
051789	PITCHA	PITTSFIELD CHARTER TOWNSHIP	12/15/2015	CHECK	PMCHK00001850	\$138.18
051715	PRITEC	PRINT TECH INC.	12/8/2015	CHECK	PMCHK00001848	\$1,375.90
051872	PRITEC	PRINT TECH INC.	12/30/2015	CHECK	PMCHK00001857	\$923.13
051666	PSI	PROFESSIONAL SERVICE INDUSTRIE	12/1/2015	CHECK	PMCHK00001845	\$1,050.00
051698	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	12/4/2015	CHECK	PMCHK00001847	\$13,243.00
051842	RACYAN	RACHEL YANIKOGLU	12/22/2015	CHECK	PMCHK00001854	\$163.50
051667	RECBOO	RECORDED BOOKS, INC.	12/1/2015	CHECK	PMCHK00001845	\$602.35
051716	RECBOO	RECORDED BOOKS, INC.	12/8/2015	CHECK	PMCHK00001848	\$364.92
051817	RECBOO	RECORDED BOOKS, INC.	12/18/2015	CHECK	PMCHK00001851	\$254.37
051889	RECBOO	RECORDED BOOKS, INC.	12/30/2015	CHECK	PMCHK00001858	\$1,495.18
051717	REHROB	REHMANN ROBSON	12/8/2015	CHECK	PMCHK00001848	\$5,225.00
051843	RENUPH	RENDEL'S UPHOLSTERING & INTERI	12/22/2015	CHECK	PMCHK00001854	\$4,848.00
051844	ROBROB	ROBIN ROBINSON	12/22/2015	CHECK	PMCHK00001854	\$100.00
051699	ROYLIM	ROYAL LIMOUSINE	12/4/2015	CHECK	PMCHK00001847	\$182.90

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051668	RTI	RTI	12/1/2015	CHECK	PMCHK00001845	\$609.10
051790	RTI	RTI	12/15/2015	CHECK	PMCHK00001850	\$139.95
051845	RUSPUB	RUSSIAN PUBLISHING HOUSE LTD.	12/22/2015	CHECK	PMCHK00001854	\$83.51
051757	SARKEL	SARA MELTON KELLER	12/11/2015	CHECK	PMCHK00001849	\$325.00
051669	SCHSOU	SCHEDULE SOURCE, INC	12/1/2015	CHECK	PMCHK00001845	\$905.50
051718	SCHSEC	SCHILKE SECURITY	12/8/2015	CHECK	PMCHK00001848	\$135.00
051700	SCHELE	SCHINDLER ELEVATOR CORPORATION	12/4/2015	CHECK	PMCHK00001847	\$656.20
051818	SCHSPE	SCHOOL SPECIALTY	12/18/2015	CHECK	PMCHK00001851	\$17.57
051670	SHAKUC	SHANNON KUCHERA	12/1/2015	CHECK	PMCHK00001845	\$700.00
051671	SHREDI	SHRED-IT USA	12/1/2015	CHECK	PMCHK00001845	\$1,217.43
051874	SKYCAL	SKY CALENDERS BULK	12/30/2015	CHECK	PMCHK00001857	\$88.00
051846	SPRINT	SPRINT PCS	12/22/2015	CHECK	PMCHK00001854	\$412.91
051719	STAHAR	STADIUM HARDWARE	12/8/2015	CHECK	PMCHK00001848	\$135.81
051758	STATOW	STADIUM TOWING	12/11/2015	CHECK	PMCHK00001849	\$72.00
051875	STATOW	STADIUM TOWING	12/30/2015	CHECK	PMCHK00001857	\$101.00
051856	STAPOO	STANDARD & POOR'S	12/29/2015	CHECK	PMCHK00001855	\$800.00
051672	STAPLE	STAPLES ADVANTAGE	12/1/2015	CHECK	PMCHK00001845	\$27.38
051720	STAPLE	STAPLES ADVANTAGE	12/8/2015	CHECK	PMCHK00001848	\$31.70
051759	STEOSB	STEVE OSBURN	12/11/2015	CHECK	PMCHK00001849	\$25.00
051760	STETEE	STEVE TEERI	12/11/2015	CHECK	PMCHK00001849	\$308.64
051761	SWESOU	SWEETWATER SOUND INC.	12/11/2015	CHECK	PMCHK00001849	\$2,914.24
051791	SWESOU	SWEETWATER SOUND INC.	12/15/2015	CHECK	PMCHK00001850	\$1,439.94
051819	SWESOU	SWEETWATER SOUND INC.	12/18/2015	CHECK	PMCHK00001851	\$1,846.84
051673	TDSMET	TDS METROCOM	12/1/2015	CHECK	PMCHK00001845	\$7,031.69
051883	AANEW1	THE ANN ARBOR NEWS	12/30/2015	CHECK	PMCHK00001858	\$312.00
051762	THEANN	THE ANN MAGAZINE	12/11/2015	CHECK	PMCHK00001849	\$500.00
051792	TEACOM	THE TEACHING COMPANY SALES, LL	12/15/2015	CHECK	PMCHK00001850	\$2,425.50
051876	THOCOO	THOMAS COOLEY LAW SCHOOL	12/30/2015	CHECK	PMCHK00001857	\$50.00
051848	TOMCAR	THOMAS H. CAREY	12/22/2015	CHECK	PMCHK00001854	\$45.00
051764	TMCFUR	TMC FURNITURE INC	12/11/2015	CHECK	PMCHK00001849	\$22,607.00
051765	TOMTHO	TOM THOMPSON FLOWERS	12/11/2015	CHECK	PMCHK00001849	\$250.00
051674	TRABEN	TRACY BENNETT	12/1/2015	CHECK	PMCHK00001845	\$50.00
051728	ADTSEC	TYCO INTEGRATED SECURITY	12/11/2015	CHECK	PMCHK00001849	\$323.98
051769	ADTSEC	TYCO INTEGRATED SECURITY	12/15/2015	CHECK	PMCHK00001850	\$1,082.29
051721	ULINE	ULINE, INC.	12/8/2015	CHECK	PMCHK00001848	\$567.36
051820	ULINE	ULINE, INC.	12/18/2015	CHECK	PMCHK00001851	\$46.86
051877	ULINE	ULINE, INC.	12/30/2015	CHECK	PMCHK00001857	\$268.37
051767	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	12/11/2015	CHECK	PMCHK00001849	\$1,324.60
051675	UNIPAR	UNITED PARCEL SERVICE	12/1/2015	CHECK	PMCHK00001845	\$36.06
051702	UNIPAR	UNITED PARCEL SERVICE	12/4/2015	CHECK	PMCHK00001847	\$51.86
051766	UNIPAR	UNITED PARCEL SERVICE	12/11/2015	CHECK	PMCHK00001849	\$53.10
051853	UNIPAR	UNITED PARCEL SERVICE	12/29/2015	CHECK	PMCHK00001855	\$81.06
051722	UMICH11	UNIVERSITY OF MICHIGAN	12/8/2015	CHECK	PMCHK00001848	\$50.00
051821	UNUMPRO	UNUM LIFE INSURANCE	12/18/2015	CHECK	PMCHK00001851	\$1,794.06
051823	UNUMPRO	UNUM LIFE INSURANCE	12/18/2015	CHECK	PMCHK00001852	\$827.54
051824	UNUMPRO	UNUM LIFE INSURANCE	12/18/2015	CHECK	PMCHK00001853	\$1,991.75
051676	VALLINP	VALUE LINE PUBLISHING LLC.	12/1/2015	CHECK	PMCHK00001845	\$6,525.00
051878	VANDIS	VAN BUREN DISTRICT LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$16.99
051677	VERWIRC	VERIZON WIRELESS	12/1/2015	CHECK	PMCHK00001845	\$1,286.13
051849	VERWIRC	VERIZON WIRELESS	12/22/2015	CHECK	PMCHK00001854	\$730.69
051879	VOSLIG	VOSS LIGHTING	12/30/2015	CHECK	PMCHK00001857	\$48.40
051649	BERCOM	W. T. BERESFORD COMPANY	12/1/2015	CHECK	PMCHK00001845	\$91.62
051768	WASHTR	WASHTENAW COUNTY TREASURER	12/11/2015	CHECK	PMCHK00001849	\$17,581.11
051793	WASHTR	WASHTENAW COUNTY TREASURER	12/15/2015	CHECK	PMCHK00001850	\$1,094.65
051678	WASMAN	WASTE MANAGEMENT OF MICHIGAN	12/1/2015	CHECK	PMCHK00001845	\$227.74
051881	WSULIB	WAYNE STATE UNIVERSITY LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$65.00
051880	WHITPIG	WHITE PIGEON TOWNSHIP LIBRARY	12/30/2015	CHECK	PMCHK00001857	\$12.99
051679	WHILAB	WHITLAM LABEL COMPANY, INC.	12/1/2015	CHECK	PMCHK00001845	\$405.14
051723	WHILAB	WHITLAM LABEL COMPANY, INC.	12/8/2015	CHECK	PMCHK00001848	\$2,301.41
051680	WILNED	WILL NEDIGER	12/1/2015	CHECK	PMCHK00001845	\$50.00
051794	WILTEC	WILTEC TECHNOLOGIES	12/15/2015	CHECK	PMCHK00001850	\$906.00
051681	XEROX	XEROX CORPORATION	12/1/2015	CHECK	PMCHK00001845	\$51.77
051822	XEROX	XEROX CORPORATION	12/18/2015	CHECK	PMCHK00001851	\$22.27

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051703	YBP	YBP	12/4/2015	CHECK	PMCHK00001847	\$130.00
Total Checks:	246				Total Amount of Checks:	\$600,201.71

## DISCUSSION OF BOARD MEETING DATES FOR 2016 CALENDAR YEAR

### **I. Statement:**

Per AADL Board By-Laws, the Board must set the regularly scheduled meetings for the calendar 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 2015 calendar year the Board made the following date changes:

Board meetings cancelled: None

Board meeting dates changed: June 15, 2015 changed to June 10, 2015; January 18, 2016 to January 19, 2016

Special meetings called: January 5, 2016

### **III. Options:**

#### 2016

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 calendar year.

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

**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 2016 are recommended by Administration for the third Monday of the month with the exception of November and December.

Administration recommends adopting the following calendar:

Monday, **February 15, 2016**

Monday, **March 21, 2016**

Monday, **April 18, 2016**

Monday, **May 16, 2016**

Monday, **June 20, 2016**

Monday, **July 18, 2016**

Monday, **August 15, 2016**

Monday, **September 19, 2016**

Monday, **October 17, 2016**

Monday, **November 14, 2016**

Monday, **December 12, 2016**

Monday, **January 16, 2017**

#### **V. General Information:**

2016 Library related conferences:

January 8-12, 2016—ALA Midwinter Meeting, Boston, MA

April 5-9, 2016—PLA Conference, Denver, CO

June 23-28, 2016—ALA Annual Conference, Orlando, FL

October 26-28, 2016—Michigan Library Association Annual Conference, Lansing, MI

January 20-24, 2017—ALA Midwinter Meeting, Atlanta, GA

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 16-025**

**RESOLUTION AUTHORIZING THE DIRECTOR TO SIGN THE  
INFORMATION ARCHITECTURE CONSULTING CONTRACT**

Minutes of the annual 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 19<sup>th</sup> day of January 2016 at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_:

**THE BOARD RESOLVES:**

- 1.) That the Director of the Ann Arbor District Library be authorized to enter into contract with Semantic Studios to develop a website information architecture and user experience strategy for aadl.org for a fee of \$75,000.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

A vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 16-026**

**RESOLUTION OF THANKS TO STEPHEN GLOVER UPON HIS  
RETIREMENT**

Minutes of the annual 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 19<sup>th</sup> day of January 2016 at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_:

THE BOARD RESOLVES:

- 1.) That it would like to officially thank Stephen Glover for his service as an employee from May 3, 2007 to December 31, 2015 of the Ann Arbor District Library.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

A vote on the foregoing resolution was taken and was as follows:

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

---

Secretary



ANN ARBOR DISTRICT LIBRARY BOARD

Nancy Kaplan  
Margaret Leary  
Jim Leija  
Jan Barney Newman  
Prue Rosenthal  
Edward Surovell  
Jamie Vander Broek

2015 OFFICERS

President . . . . . Jan Barney Newman  
Vice President . . . . . Edward Surovell  
Treasurer . . . . . Prue Rosenthal  
Secretary . . . . . Nancy Kaplan

ADMINISTRATION

Josie Parker . . . . . Director  
Eli Neiburger . . . . . Deputy Director  
Bruce Hadler . . . . . Chief Financial Officer

**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 or services should contact the Ann Arbor District Library by writing or calling the following:**

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