



*Ann Arbor District Library*  
**Regular Meeting**  
**Agenda**

Monday, April 21, 2014

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Published by Ann Arbor District Library

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## April 2014

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
<b>20</b> Closed— Easter	<b>21 AADL</b> Board Mtg	22	23	24	25	26
27	28	29	30			

## May 2014

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	<b>19 AADL</b> Board Mtg	20	21	22	23	24
25	<b>26 Closed—</b> Memorial Day	27	28	<b>29</b>	30	31

## June 2014

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, April 21, 2014 at 6:00 p.m.  
 Ann Arbor District Library, 4<sup>th</sup> Floor Board Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104

## REGULAR MEETING AGENDA

- 14-087 I. CALL TO ORDER
- 14-088 II. ATTENDANCE
- 14-089 III. RECESS TO CLOSED SESSION FOR DIRECTOR'S EVALUATION
- 14-090 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- 14-091 V. APPROVAL OF AGENDA (pp. 1-2)  
(Item of action)
- 14-092 VI. APPROVAL OF MINUTES OF MARCH 17, 2014 (pp. 3-13)  
(Item of action)
- 14-093 VII. CITIZENS' COMMENTS
- 14-094 VIII. FINANCIAL REPORTS (pp. 14-21)
- 14-095 IX. APPROVAL OF DISBURSEMENTS (pp. 22-25)  
(Item of action)
- 14-096 X. COMMITTEE REPORTS
- 14-097 A. BUDGET & FINANCE COMMITTEE
- 14-098 B. COMMUNICATIONS COMMITTEE
- 14-099 C. DIRECTOR'S EVALUATION COMMITTEE
- 14-100 D. FACILITIES COMMITTEE
- 14-101 XI. DIRECTOR'S REPORT (pp. 26-27)
- 14-102 XII. MONTHLY STATISTICS

- 14-103      XIII.    OLD BUSINESS
- 14-057      A.    INFORM STUDIO REDESIGN OF DOWNTOWN LIBRARY PUBLIC ENTRY AND RESOLUTION TO PROCEED WITH DOWNTOWN LIBRARY PUBLIC ENTRY CONSTRUCTION (p.28)  
(Item of action)
- 14-104      XIV.    NEW BUSINESS
- 14-105      A.    DISCUSSION OF PROPOSED 2014-2015 BUDGET (pp. 29-33)  
Ken Nieman
- 14-106      B.    RESOLUTION TO EXTEND AUDITING SERVICES CONTRACT WITH REHMANN ROBSON FOR ONE YEAR ENDING JUNE 30, 2015 (p. 34)  
(Item of action)
- 14-107      C.    RESOLUTION OF THANKS TO PATTI MILLER UPON HER RETIREMENT (p. 35)  
(Item of action)
- 14-108      XV.    CITIZENS' COMMENTS
- 14-109      XVI.    VOTE FOR CLOSED SESSION AT THE MAY 19, 2014 REGULAR MEETING FOR OPINION OF LEGAL COUNSEL AND DIRECTOR'S EVALUATION  
(Item of action)  
Roll call vote
- 14-110      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, MARCH 17, 2014

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, MARCH 17, 2014**

- 14-065 I. CALL TO ORDER
- President Rosenthal called the meeting to order at 6:30 p.m.
- 14-066 II. ATTENDANCE
- Present: Head, Kaplan, Leary, Murphy Barney Newman,  
Rosenthal, Surovell  
Absent: None  
Staff: Neiburger, Nieman, Parker, Wilson (recorder)
- 14-067 III. VOTE FOR CLOSED SESSION FOR OPINION OF LEGAL COUNSEL  
(Item of action)  
Roll call vote
- Treasurer Barney Newman, supported by Trustee Kaplan, moved to recess to a closed session for opinion of legal counsel.
- A roll call vote was taken.
- AYES: Head, Kaplan, Leary, Barney Newman, Rosenthal  
NAYS: None
- Motion passed 5-0.
- 14-068 IV. RECESS TO CLOSED SESSION FOR OPINION OF LEGAL COUNSEL
- 14-069 V. RECONVENE REGULAR MEETING AT 7:00 PM
- President Rosenthal reconvened the meeting at 7:00 p.m.
- Director Parker was absent for remainder of meeting.
- 14-070 VI. APPROVAL OF AGENDA  
(Item of action)

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

Trustee Leary, supported by Secretary Head, moved to approve the agenda. Secretary Head, supported by Trustee Leary, moved to amend the agenda with the addition of Communications Committee under Committee Reports.

The amended agenda was voted on.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman,  
 Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

14-071 VII. APPROVAL OF MINUTES OF FEBRUARY 17, 2014  
 (Item of action)

Trustee Surovell, supported by Trustee Kaplan, moved to approve the minutes of February 17, 2014.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman,  
 Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

14-072 VIII. CITIZENS' COMMENTS

Zachary Steindler

Hello, I'll try to make this brief. My name is Zachary Steindler and I am a resident here of Ann Arbor. I just wanted to say thank you guys for providing such excellent service. I'm a small business owner myself and I know that this is often a very thankless job. I use the Ann Arbor Public Library about four or five times a month. I may not be the most frequent user, but I think that it's pretty great and so thank you.

14-073 IX. FINANCIAL REPORTS

Associate Director Nieman reported February showed unrestricted cash balance just under \$12 million. Tax receipts just over \$11 million, reflecting 97.6% of the budgeted amount, have been received through the end of February. The fund balance stands at

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

just over \$8.4 million. Three line items are over budget. It was noted that \$40,000 was recently received from the Friends of the Library.

Board members expressed their appreciation of the Friends.

14-074 X. APPROVAL OF DISBURSEMENTS  
 (Item of action)

Trustee Leary, supported by Treasurer Barney Newman, moved to approve the February 2014 disbursements.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman,  
 Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

14-075 XI. COMMITTEE REPORTS

14-076 A. FACILITIES COMMITTEE

Chairperson Leary reported the committee met today. A public forum was held on March 13<sup>th</sup> for input on the redesign of the front entrance of the Downtown Library.

14-077 B. STRATEGIC PLANNING COMMITTEE

Chairperson Kaplan reported the committee met and discussed the process and reviewed the history of AADL strategic planning. The current Strategic Initiatives will be kept with staff reviewing goals and proposing changes. The next committee meeting is scheduled in April.

14-078 C. COMMUNICATIONS COMMITTEE

Chairperson Head reported the committee has met with a number of elected city officials. The committee has drafted a resolution being proposed under old business.

14-079 XII. DIRECTOR'S REPORT

Associate Director Neiburger reported that Director Parker was

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

attending the Ann Arbor City Council meeting tonight.

14-080 XIII. MONTHLY STATISTICS

Associate Director Neiburger reported that the monthly statistics were distributed in the Board Packet and he would entertain any questions.

14-081 XIV. OLD BUSINESS

13-214 A. DEVELOPMENT OF LIBRARY LANE GARAGE PROPERTY AND RESOLUTION REQUESTING ANN ARBOR CITY COUNCIL REJECT CITY COUNCIL RESOLUTION DESIGNATION AN URBAN PARK LOCATION ON THE LIBRARY LOT SITE  
 (Item of action)

Secretary Head, supported by Trustee Leary, moved, 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; and is separate from the City of Ann Arbor, Washtenaw County, and the Ann Arbor Public Schools; and

Whereas, the AADL's Downtown facility at 343 S. Fifth Avenue is the anchor library for the system; houses most of the staff, collections, meeting rooms, and other facilities; receives 600,000 visits a year; and is immediately adjacent to the Ann Arbor Downtown Development Authority's "Library Lane Parking Structure" (Structure) at 319 South Fifth Avenue; so that the uses of the Structure and the space on top of it (now used for surface parking) have an immediate impact on the Downtown library;

Whereas, a *Resolution Designating an Urban Public Park Location on the Library Lot Site* (Resolution) is before the Ann Arbor City Council (Council); which proposes a park on the entire west side, from the north to the south, of the top of the Structure, and includes specific suggestions affecting adjacent properties including but not limited to AADL (such as easements across property and relocation of entrances);

Whereas, the AADL Board has not objected to the concept of an open or urban space as part of buildings on the site, shown on

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

plans since 2007-08; and

Whereas, the resolution does not allocate the City resources needed to create a successful park, such as physical maintenance, programming, and monitoring unsafe behavior; and whereas the City has not been able to allocate resources for those purposes to the nearby Liberty Plaza park, Wheeler park, Sculpture plaza on North 4<sup>th</sup> Ave, or the Kerrytown plaza; and

Whereas, the AADL Board places a high priority on providing a safe and welcoming environment at Ann Arbor's public library for the entire community;

Now, therefore, be it resolved:

That the AADL Board asks the Council to reject the Resolution until the entire site at 319 South Fifth Avenue receives a complete review by experts in zoning, land use, economic development, and others who can determine the highest and best use of the property; ensure the safety and security of AADL patrons; and consult with the owners and occupants of surrounding properties, downtown business owners, and other stakeholders Council may identify.

That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Board members expressed varying opinions in regards to the planning involved in placing an urban park on the Library Lane Parking Structure.

Trustee Leary, supported by Secretary Head, called for the question.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman,  
Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

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

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

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

NAYS: Kaplan

Motion passed 6-1.

13-173

B. RESOLUTION TO APPROVE THE BIKE SHARE PROGRAM LICENSE AGREEMENT WITH THE CLEAN ENERGY COALITION

(Item of action)

Trustee Leary, supported by Trustee Surovell, moved that the Director of the Ann Arbor District Library be authorized to enter into the Bike Share Program License Agreement with the Clean Energy Coalition; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Trustee Leary reported that the document has been reviewed by legal counsel and is considered fair and leaves the Library with the ability to withdraw in the future.

Secretary Head stated that the University has signed their contract and liability issues have been addressed.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

14-057

C. INFORM STUDIO REDESIGN OF DOWNTOWN LIBRARY PUBLIC ENTRY

Kenneth Van Tine

Trustee Leary reported the Facilities Committee discussed input received at recent public forum on the front entrance redesign. The committee agreed that the suggestion to reorient the entrance to the north is neither simple nor inexpensive. Structural changes would be required and would eliminate the current location of the Teen room which would have a cascading effect throughout the building. The current west entrance better serves patrons coming from all directions.

Kenneth Van Tine of InForm Studio was introduced and answered a number of questions regarding suggestions brought forward from

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

the public forum. His firm will rework the design and bring it back to the Facilities Committee for further review.

14-082      XV.      NEW BUSINESS

14-083      A.      EPIC-MRA PRESENTATION ON AADL CUSTOMER SATISFACTION SURVEY  
                  Bernie Porn, President EPIC-MRA

Associate Director Nieman introduced Bernie Porn, President of EPIC-MRA.

Mr. Porn stated the results of the survey on awareness, use and satisfaction with library facilities and services reflects overall a very satisfied customer base. Callers were selected randomly from both listed and cell phone numbers. He reviewed the questions asked and responses received. Board members asked questions on a number of the responses and the process used.

14-084      XVI.      CITIZENS' COMMENTS

There were no additional citizens' comments.

14-085      XVII.      VOTE FOR CLOSED SESSION AT THE APRIL 21, 2014 REGULAR MEETING FOR OPINION OF LEGAL COUNSEL AND DIRECTOR'S EVALUATION

(Item of action)

Roll call vote

Trustee Leary, supported by Secretary Head, moved to hold a Closed Session at the April 21, 2014 regular Board meeting for opinion of legal counsel and the director's evaluation.

A roll call vote was taken.

AYES: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell

NAYS: None

Motion passed 7-0.

14-086      XVIII.      ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, MARCH 17, 2014

Trustee Surovell, supported by Trustee Leary, moved to adjourn the meeting.

President Rosenthal adjourned the meeting at 8:46 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 the regular meeting held on March 17, 2014 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.

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Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 13-214**

**RESOLUTION REQUESTING ANN ARBOR CITY COUNCIL REJECT CITY  
COUNCIL RESOLUTION DESIGNATING AN URBAN PARK LOCATION ON  
THE LIBRARY LOT SITE**

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 17<sup>th</sup> day of March 2014 at 6:30 p.m.

PRESENT: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell  
ABSENT: None

The following preamble and resolution was offered by Secretary Head, and supported by Trustee Leary:

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; and is separate from the City of Ann Arbor, Washtenaw County, and the Ann Arbor Public Schools; and

WHEREAS, the AADL's Downtown facility at 343 S. Fifth Avenue is the anchor library for the system; houses most of the staff, collections, meeting rooms, and other facilities; receives 600,000 visits a year; and is immediately adjacent to the Ann Arbor Downtown Development Authority's "Library Lane Parking Structure" (Structure) at 319 South Fifth Avenue; so that the uses of the Structure and the space on top of it (now used for surface parking) have an immediate impact on the Downtown library;

WHEREAS, a *Resolution Designating an Urban Public Park Location on the Library Lot Site* (Resolution) is before the Ann Arbor City Council (Council); which proposes a park on the entire west side, from the north to the south, of the top of the Structure, and includes specific suggestions affecting adjacent properties including but not limited to AADL (such as easements across property and relocation of entrances);

WHEREAS, the AADL Board has not objected to the concept of an open or urban space as part of buildings on the site, shown on plans since 2007-08; and

WHEREAS, the resolution does not allocate the City resources needed to create a successful park, such as physical maintenance, programming, and monitoring unsafe behavior; and whereas the City has not been able to allocate resources for those purposes to the nearby Liberty Plaza park, Wheeler park, Sculpture plaza on North 4<sup>th</sup> Ave, or the Kerrytown plaza; and

WHEREAS, the AADL Board places a high priority on providing a safe and welcoming environment at Ann Arbor's public library for the entire community;

NOW, THEREFORE, BE IT RESOLVED:

- 1.) That the AADL Board asks the Council to reject the Resolution until the entire site at 319 South Fifth Avenue receives a complete review by experts in zoning, land use, economic development, and others who can determine the highest and best use of the property; ensure the safety and security of AADL patrons; and consult with the owners and occupants of surrounding properties, downtown business owners, and other stakeholders Council may identify.
- 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: Head, Leary, Murphy, Barney Newman, Rosenthal, Surovell  
NAYS: Kaplan

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 the Regular Board Meeting held on March 17, 2014 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.

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Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 13-173**

**RESOLUTION TO APPROVE THE BIKE SHARE PROGRAM LICENSE  
AGREEMENT WITH THE CLEAN ENERGY COALITION**

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 17<sup>th</sup> day of March 2014 at 6:30 p.m.

PRESENT: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell  
ABSENT: None

The following resolution was offered by Trustee Leary, and supported by Trustee Surovell:

**THE BOARD RESOLVES:**

- 1.) That the Director of the Ann Arbor District Library be authorized to enter into the Bike Share Program License Agreement with the Clean Energy Coalition.
- 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: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell  
NAYS: None

**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 the Regular Board Meeting held on March 17, 2014 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.

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Secretary

## Ann Arbor District Library Financial Summary for March 2014

**Cash:**

The unrestricted cash balance as of March 31, 2014 was \$11,038,330 down from \$11,944,204 in February.

**Tax Receipts:**

The Library has received tax receipts totaling \$11,212,352, 98.0% of the budgeted amount, as of March 31st.

**Budget vs. Actual:**

The Library showed an operating surplus of \$380,491 through March 31st. This gives the Library a positive fund balance of \$8,415,087 at the end of March, down from \$8,441,100 in February.

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

Tax, penal fine and state aid revenues are being recognized monthly at the monthly budgeted amount. These line items 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 are over budget through March:

Purchased Services – The final payment for the survey was made in March.

Software – A large payment of approximately \$66,000 was made in July putting this line item over budget.

Copier Expense – A semi annual payment for copier and printer maintenance was paid in September.

ANN ARBOR DISTRICT LIBRARY  
Operating  
For the Nine Months Ending March 31, 2014

	<u>Actual</u>	<u>March Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
<b>Revenue</b>						
Tax Collections - Operating	\$947,333	\$947,333		\$8,525,998	\$8,526,000	(\$2)
State Aid	6,667	6,667		152,731	60,000	92,731
Penal Fines	16,250	16,250		146,250	146,250	
Interest	9,320	8,333	987	76,198	75,000	1,198
Copiers	2,651	2,500	151	22,450	22,500	(50)
Grants/Memorials	50	7,500	(7,450)	107,185	67,500	39,685
Library Fines & Fees	33,261	35,417	(2,156)	288,415	318,750	(30,335)
Non-Resident Fees	1,650	1,250	400	12,132	11,250	882
Fund Bal./Restricted Funds		25,250	(25,250)		227,250	(227,250)
<b>Total Revenue</b>	<b>\$1,017,182</b>	<b>\$1,050,500</b>	<b>(\$33,318)</b>	<b>\$9,331,359</b>	<b>\$9,454,500</b>	<b>(\$123,141)</b>
<b>Expenditures</b>						
Salaries & Wages	489,835	497,083	(7,248)	4,413,325	4,473,750	(60,425)
Employee Benefits	118,825	131,167	(12,342)	1,208,741	1,180,500	28,241
Employment Taxes	36,491	38,000	(1,509)	329,672	342,000	(12,328)
<b>Total Employment Cost</b>	<b>\$645,151</b>	<b>\$666,250</b>	<b>(\$21,099)</b>	<b>\$5,951,738</b>	<b>\$5,996,250</b>	<b>(\$44,512)</b>
Custodial and Electrical	\$19,216	\$15,833	\$3,383	\$133,440	\$142,500	(\$9,060)
Accounting/Audit	833	833		7,497	7,500	(3)
Legal	4,031	4,167	(136)	20,579	37,500	(16,921)
Purchased Services	28,338	13,167	15,171	134,954	118,500	16,454
Utilities	35,471	36,667	(1,196)	321,503	330,000	(8,497)
Property Insurance	6,881	7,500	(619)	61,927	67,500	(5,573)
Communications	2,258	25,000	(22,742)	137,072	225,000	(87,928)
Materials	148,112	145,833	2,279	1,199,428	1,312,500	(113,072)
Software Licenses/Maintenanc	5,453	12,500	(7,047)	137,349	112,500	24,849
Building Rental	19,974	12,917	7,057	113,922	116,250	(2,328)
Seminars/Conferences/Travel	2,093	2,333	(240)	8,596	21,000	(12,404)
Copier Expense	4,491	3,750	741	41,577	33,750	7,827
Library Programming	18,433	22,750	(4,317)	161,497	204,750	(43,253)
Grants/Memorials	9,289	9,583	(294)	47,442	86,250	(38,808)
Supplies	21,118	15,333	5,785	138,316	138,000	316
Repairs and Maintenance	36,368	28,500	7,868	226,374	256,500	(30,126)
Postage	248	2,917	(2,669)	11,716	26,250	(14,534)
Lcards/Circ Cards	376	6,000	(5,624)	43,338	54,000	(10,662)
Other Operating Expenditures	2,329	2,000	329	13,323	18,000	(4,677)
<b>Total Operating Expense</b>	<b>\$365,312</b>	<b>\$367,583</b>	<b>(\$2,271)</b>	<b>\$2,959,850</b>	<b>\$3,308,250</b>	<b>(\$348,400)</b>
Capital Outlays		\$16,667	(\$16,667)	\$39,280	\$150,000	(\$110,720)
<b>Total Expenditures</b>	<b>\$1,010,463</b>	<b>\$1,050,500</b>	<b>(\$40,037)</b>	<b>\$8,950,868</b>	<b>\$9,454,500</b>	<b>(\$503,632)</b>
<b>Net</b>	<b>\$6,719</b>		<b>\$6,719</b>	<b>\$380,491</b>		<b>\$380,491</b>

ANN ARBOR DISTRICT LIBRARY  
Grant Administration  
For the Nine Months Ending March 31, 2014

	<u>Actual</u>	<u>March Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$50	\$7,500	(\$7,450)	\$107,185	\$67,500	\$39,685
Total Revenue	<u>\$50</u>	<u>\$7,500</u>	<u>(\$7,450)</u>	<u>\$107,185</u>	<u>\$67,500</u>	<u>\$39,685</u>
Expenditures						
Materials	113	833	(720)	4,283	7,500	(3,217)
Seminars/Conferences/Travel		250	(250)		2,250	(2,250)
Library Programming	7,378	8,500	(1,122)	35,721	76,500	(40,779)
Supplies	414		414	414		414
Other Operating Expenditures	1,385		1,385	7,025		7,025
Total Operating Expense	<u>\$9,290</u>	<u>\$9,583</u>	<u>(\$293)</u>	<u>\$47,443</u>	<u>\$86,250</u>	<u>(\$38,807)</u>
Total Expenditures	<u>\$9,290</u>	<u>\$9,583</u>	<u>(\$293)</u>	<u>\$47,443</u>	<u>\$86,250</u>	<u>(\$38,807)</u>
Net	<u>(\$9,240)</u>	<u>(\$2,083)</u>	<u>(\$7,157)</u>	<u>\$59,742</u>	<u>(\$18,750)</u>	<u>\$78,492</u>

ANN ARBOR DISTRICT LIBRARY  
Friends of the Library  
For the Nine Months Ending March 31, 2014

	<u>Actual</u>	<u>March Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)	\$80,000	\$67,500	\$12,500
Total Revenue		<u>\$7,500</u>	<u>(\$7,500)</u>	<u>\$80,000</u>	<u>\$67,500</u>	<u>\$12,500</u>
Expenditures						
Materials				1,180		1,180
Library Programming	1,975	7,500	(5,525)	28,492	67,500	(39,008)
Other Operating Expenditures	<u>1,385</u>		<u>1,385</u>	<u>7,025</u>		<u>7,025</u>
Total Operating Expense	<u>\$3,360</u>	<u>\$7,500</u>	<u>(\$4,140)</u>	<u>\$36,697</u>	<u>\$67,500</u>	<u>(\$30,803)</u>
Total Expenditures	<u>\$3,360</u>	<u>\$7,500</u>	<u>(\$4,140)</u>	<u>\$36,697</u>	<u>\$67,500</u>	<u>(\$30,803)</u>
Net	<u>(\$3,360)</u>		<u>(\$3,360)</u>	<u>\$43,303</u>		<u>\$43,303</u>

Balance Sheet

**ASSETS**

As of 3/31/2014

Current Assets:

Cash	
CASH-COMMERCIAL CHECKING	\$88,459.73
CASH-PAYROLL	7,241.69
HOLTREY FUND	332,121.10
CASH-SAVINGS	939,733.10
KENISTON FUND	30,318.00
SHAFER FUND	10,476.97
WESTERMAN FUND	49,219.98
PETTY CASH	2,300.00
WLBPD ACCOUNT	37,136.71
CDs - SHORT TERM	4,800,000.00
	<hr/>
Total Cash	\$6,297,007.28
Investments	
BANK OF ANN ARBOR INVESTMENT	\$3,327,118.14
UNITED BANK AND TRUST INVESTMENT	1,873,476.51
	<hr/>
Total Investments	\$5,200,594.65
Accounts Receivable	
ACCOUNTS RECEIVABLE	\$167,132.78
	<hr/>
Total Accounts Receivable	\$167,132.78
Property Taxes Receivable	
	<hr/>
Total Property Taxes Receivable	\$0.00
Prepaid Expenses	
PRE-PAID INSURANCE	\$91,208.97
PREPAID EXPENSES	1,250.00
	<hr/>
Total Prepaid Expenses	\$92,458.97
	<hr/>
Total Current Assets	\$11,757,193.68
<u>Capital Assets:</u>	
BUILDINGS	\$26,000,844.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	492,257.00
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	145,532.00
COMPUTER EQUIPMENT	1,336,624.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	40,760.00
FURNITURE & FIXTURES	1,260,109.00
VEHICLES	183,256.00
	<hr/>
Total Capital Assets	\$32,040,668.15
<u>Amount Provided for Long-Term Debt:</u>	
LONG TERM SICK	\$28,025.46
LONG TERM VACATION	211,907.84
	<hr/>
Total Provided for Long-Term Debt	239,933.30
	<hr/>
TOTAL ASSETS	\$44,037,795.13
	<hr/> <hr/>

## Ann Arbor District Library

## Balance Sheet

**LIABILITIES AND FUND EQUITY**Current Liabilities:

ACCOUNTS PAYABLE	\$67,744.98
ACCRUED ACCOUNTS PAYABLE	53,743.79
ACCRUED PAYROLL	288,500.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	6,155.20
ACCRUED EMPLOYER 403(b) - UNDECIDED	53,091.75
ACCRUED 403B/MPSERS EMPLOYER	22.72
ACCRUED LIABILITY-VACATION S/T	89,969.27
	<hr/>
Total Current Liabilities	\$559,227.71

Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,025.46
ACCRUED LIABILITY-VACATION L/T	211,907.84
	<hr/>
Total Long-Term Liabilities	239,933.30

Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,040,668.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$156,493.12
DEFERRED REVENUE - PROPERTY TAX	2,626,386.00
FUND BALANCE - UNDESIGNATED	8,034,597.33
EXCESS REVENUE (SPENDING)	380,489.52
	<hr/>

Total Fund Balance	\$11,197,965.97
	<hr/>

Total Fund Equity	\$43,238,634.12
	<hr/>

TOTAL LIABILITIES AND FUND EQUITY	\$44,037,795.13
	<hr/> <hr/>

# Ann Arbor District Library

## Rollforward of undesignated fund balance For the Period Ending March 31, 2014

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 8,441,100	\$ 8,185,929
Total revenues	1,017,182	9,331,359
Expenditures:		
Operating	(1,010,463)	(8,911,589)
Capital outlays	-	(39,280)
(Increase) decrease in encumbrances	<u>(32,732)</u>	<u>(151,332)</u>
Ending surplus (deficit)	<u>\$ 8,415,087</u>	<u>\$ 8,415,087</u>

# Ann Arbor District Library

Monthly and year-to-date cash rollforward  
For Period ending March 31, 2014

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

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
<b>Monthly rollforward</b>					
Commercial checking	\$ 18,326	\$ 12,424	\$ (492,290)	\$ 550,000	\$ 88,460
Payroll	7,587	2	(466,658)	466,311	7,242
Petty cash	2,300	-	-	-	2,300
Savings	1,124,419	117,019	(85,394)	(216,311)	939,733
CDs - Bank of Ann Arbor	5,600,000	-	-	(800,000)	4,800,000
Investments - Bank of Ann Arbor	3,319,239	7,879	-	-	3,327,118
Investments - United Bank and Trust	1,872,333	1,144	-	-	1,873,477
Westerman Fund	49,216	4	-	-	49,220
Shafer Fund	10,476	1	-	-	10,477
Holtrey Fund	332,079	42	-	-	332,121
Keniston Fund	30,315	3	-	-	30,318
WLBPD	37,134	3	-	-	37,137
	<u>\$ 12,403,424</u>	<u>\$ 138,521</u>	<u>\$ (1,044,342)</u>	<u>\$ -</u>	<u>\$ 11,497,603</u>
<b>Year-to-date rollforward</b>					
Commercial checking	\$ 18,370	\$ 122,600	(4,392,510)	\$ 4,340,000	\$ 88,460
Payroll	15,593	14	(4,328,438)	4,320,073	7,242
Petty cash	2,200	-	-	100	2,300
Savings	706,253	12,208,961	(515,308)	(11,460,173)	939,733
CDs - Bank of Ann Arbor	2,000,000	-	-	2,800,000	4,800,000
Investments - Bank of Ann Arbor	3,290,341	36,777	-	-	3,327,118
Investments - United Bank and Trust	1,839,822	33,655	-	-	1,873,477
Westerman Fund	43,080	6,140	-	-	49,220
Shafer Fund	10,468	9	-	-	10,477
Holtrey Fund	331,706	415	-	-	332,121
Keniston Fund	30,293	25	-	-	30,318
WLBPD	37,106	31	-	-	37,137
	<u>\$ 8,325,232</u>	<u>\$ 12,408,627</u>	<u>\$ (9,236,256)</u>	<u>\$ -</u>	<u>\$ 11,497,603</u>

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Check Number First Last Check Date 3/1/2014 3/31/2014  
 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
047628	CITOF	CITY OF ANN ARBOR	3/12/2014	CHECK	PMCHK00001618	\$82.00
047629	CITOF	CITY OF ANN ARBOR	3/12/2014	CHECK	PMCHK00001618	\$369.00
047664	3PLAYMED	3PLAY MEDIA	3/19/2014	CHECK	PMCHK00001621	\$4,809.00
047665	AGRSER	A GROWING SERVICE LLC	3/19/2014	CHECK	PMCHK00001621	\$340.00
047696	AFSMITH	A.F. SMITH ELECTRIC, INC.	3/25/2014	CHECK	PMCHK00001624	\$2,678.09
047649	AFTDEL	AFTERNOON DELIGHT	3/17/2014	CHECK	PMCHK00001619	\$146.65
047544	ALLENT	ALLIANCE ENTERTAINMENT	3/4/2014	CHECK	PMCHK00001616	\$2,662.61
047598	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	3/5/2014	CHECK	PMCHK00001617	\$901.60
047545	AMACOM	AMAZON.COM CREDIT PLAN	3/4/2014	CHECK	PMCHK00001616	\$6,028.58
047697	AMACOM	AMAZON.COM CREDIT PLAN	3/25/2014	CHECK	PMCHK00001624	\$3,428.72
047698	AMBCON	AMBER CONVILLE	3/25/2014	CHECK	PMCHK00001624	\$300.00
047650	AMEX	AMERICAN EXPRESS	3/17/2014	CHECK	PMCHK00001619	\$55,023.83
047620	AMPRHO	AMERICAN PRINTING HOUSE FOR TH	3/12/2014	CHECK	PMCHK00001618	\$3,750.00
047546	AMSPRI	AMSERDAM PRINTING	3/4/2014	CHECK	PMCHK00001616	\$2,994.45
047566	CITOF2	ANN ARBOR LESLIE SCIENCE & NAT	3/5/2014	CHECK	PMCHK00001617	\$37.00
047621	ANNARB	ANN ARBOR OBSERVER	3/12/2014	CHECK	PMCHK00001618	\$2,695.00
047692	ANNHRA	ANNA HRACHOVEC	3/21/2014	CHECK	PMCHK00001623	\$1,250.00
047699	AROKAU	ARON KAUFMAN	3/25/2014	CHECK	PMCHK00001624	\$100.00
047547	BANMED	BANG MEDIA	3/4/2014	CHECK	PMCHK00001616	\$250.00
047562	BARNOB1	BARNES & NOBLE INC.	3/5/2014	CHECK	PMCHK00001617	\$156.71
047700	BARNOB1	BARNES & NOBLE INC.	3/25/2014	CHECK	PMCHK00001624	\$185.53
047622	BEADEL	BEAU DELOACH	3/12/2014	CHECK	PMCHK00001618	\$175.00
047666	BETAND	BETH ANDERSEN	3/19/2014	CHECK	PMCHK00001621	\$11.20
047623	BETBAT	BETH BATTEY	3/12/2014	CHECK	PMCHK00001618	\$150.00
047563	BLAAUD	BLACKSTONE AUDIO BOOKS	3/5/2014	CHECK	PMCHK00001617	\$930.95
047701	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	3/25/2014	CHECK	PMCHK00001624	\$51,312.49
047702	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	3/25/2014	CHECK	PMCHK00001624	\$10,170.34
047564	BOOIND	BOOK INDUSTRY STUDY GROUP, INC	3/5/2014	CHECK	PMCHK00001617	\$625.00
047667	BP	BP	3/19/2014	CHECK	PMCHK00001621	\$250.37
047624	BREWER	BREWER'S	3/12/2014	CHECK	PMCHK00001618	\$588.20
047625	BRIAUD	BRILLIANCE AUDIO, INC.	3/12/2014	CHECK	PMCHK00001618	\$649.71
047548	BRODCO	BRODART CO.	3/4/2014	CHECK	PMCHK00001616	\$360.95
047703	BRODCO	BRODART CO.	3/25/2014	CHECK	PMCHK00001624	\$230.62
047693	BRUROB	BRUCE ROBINSON	3/21/2014	CHECK	PMCHK00001623	\$61.90
047626	BUSCAR	BUSINESS CARD	3/12/2014	CHECK	PMCHK00001618	\$4,911.44
047704	CADWEX	CADILLAC-WEXFORD PUBLIC LIBRAR	3/25/2014	CHECK	PMCHK00001624	\$22.95
047705	CAPDIS	CAPITAL AREA DISTRICT LIBRARY	3/25/2014	CHECK	PMCHK00001624	\$21.00
047549	CAPPRE	CAPSTONE PRESS	3/4/2014	CHECK	PMCHK00001616	\$2,572.62
047668	CARVAN	CARLEEN VANDERBOK	3/19/2014	CHECK	PMCHK00001621	\$79.00
047706	CARBRO	CARPENTER BROS.	3/25/2014	CHECK	PMCHK00001624	\$168.85
047550	CATARA	CATALINA ARANGO	3/4/2014	CHECK	PMCHK00001616	\$100.00
047551	CDW-G	CDW GOVERNMENT, INC.	3/4/2014	CHECK	PMCHK00001616	\$4,884.54
047669	CERRITO	CERRITOS LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$29.00
047565	CHELAK	CHERRY LAKE PUBLISHING	3/5/2014	CHECK	PMCHK00001617	\$2,405.70
047627	CINCOR	CINTAS CORPORATION	3/12/2014	CHECK	PMCHK00001618	\$1,710.92
047707	CITOF1	CITY OF ANN ARBOR TREASURER	3/25/2014	CHECK	PMCHK00001624	\$3,395.09
047651	CLABEL	CLASSICAL BELLS	3/17/2014	CHECK	PMCHK00001619	\$200.00
047568	COMCAS	COMCAST	3/5/2014	CHECK	PMCHK00001617	\$250.39
047709	COMCAS	COMCAST	3/25/2014	CHECK	PMCHK00001624	\$35.25
047552	COMALLW	COMPUTER ALLEY WEST	3/4/2014	CHECK	PMCHK00001616	\$217.80
047567	COMALLW	COMPUTER ALLEY WEST	3/5/2014	CHECK	PMCHK00001617	\$193.00
047708	COMALLW	COMPUTER ALLEY WEST	3/25/2014	CHECK	PMCHK00001624	\$416.77
047710	CONBOC	CONTINENTAL BOOK COMPANY	3/25/2014	CHECK	PMCHK00001624	\$370.06
047569	CRAPUB	CRABTREE PUBLISHING	3/5/2014	CHECK	PMCHK00001617	\$2,034.00
047570	DEMCO	DEMCO	3/5/2014	CHECK	PMCHK00001617	\$2,570.76
047571	DINLIN	DINO LINGO	3/5/2014	CHECK	PMCHK00001617	\$192.82

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047553	DTEENE	DTE ENERGY	3/4/2014	CHECK	PMCHK00001616	\$18,485.58
047652	DTEENE	DTE ENERGY	3/17/2014	CHECK	PMCHK00001619	\$422.37
047711	DTEENE	DTE ENERGY	3/25/2014	CHECK	PMCHK00001624	\$5,019.79
047572	DYKGOS	DYKEMA GOSSETT	3/5/2014	CHECK	PMCHK00001617	\$475.20
047630	DYKGOS	DYKEMA GOSSETT	3/12/2014	CHECK	PMCHK00001618	\$2,015.55
047712	ELILAW	ELITE LAWN & LANDSCAPE, INC.	3/25/2014	CHECK	PMCHK00001624	\$25,053.90
047653	EPICMRA	EPIC - MRA	3/17/2014	CHECK	PMCHK00001619	\$13,750.00
047670	FARCOM	FARMINGTON COMMUNITY LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$13.70
047554	FASTSI	FASTSIGNS	3/4/2014	CHECK	PMCHK00001616	\$2,920.00
047575	GRACUT	FOYLES INC. GRANT & CUTLER	3/5/2014	CHECK	PMCHK00001617	\$5,132.87
047631	FRIOF	FRIENDS OF THE ANN ARBOR	3/12/2014	CHECK	PMCHK00001618	\$488.50
047605	THOGAL	GALE/CENGAGE LEARNING, INC	3/5/2014	CHECK	PMCHK00001617	\$689.16
047726	THOGAL	GALE/CENGAGE LEARNING, INC	3/25/2014	CHECK	PMCHK00001624	\$393.52
047573	GENBIN	GENERAL BINDING CORPORATION	3/5/2014	CHECK	PMCHK00001617	\$90.70
047671	GENDIS	GENESEE DISTRICT LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$44.00
047574	GLOEQU	GLOBAL EQUIPMENT CO.	3/5/2014	CHECK	PMCHK00001617	\$66.63
047617	WWGRAI	GRAINGER	3/5/2014	CHECK	PMCHK00001617	\$1,827.57
047713	FIRMAR	GREEN ROAD ASSOCIATES, LP	3/25/2014	CHECK	PMCHK00001624	\$3,208.33
047672	HENNEPIN	HENNEPIN COUNTY TREASURER	3/19/2014	CHECK	PMCHK00001621	\$15.00
047576	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	3/5/2014	CHECK	PMCHK00001617	\$975.00
047632	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	3/12/2014	CHECK	PMCHK00001618	\$2,015.00
047633	HUTPLU	HUTZEL PLUMBING AND HEATING	3/12/2014	CHECK	PMCHK00001618	\$265.50
047654	HUTPLU	HUTZEL PLUMBING AND HEATING	3/17/2014	CHECK	PMCHK00001619	\$2,443.10
047647	VANTIGU	INFORM STUDIO	3/12/2014	CHECK	PMCHK00001618	\$8,134.50
047578	INGLIB	INGRAM LIBRARY SERVICES INC.	3/5/2014	CHECK	PMCHK00001617	\$76.64
047715	INTBAT	INTERSTATE ALL BATTERY CENTER	3/25/2014	CHECK	PMCHK00001624	\$6.33
047655	JACSAY	JACOB W. SAYRAF	3/17/2014	CHECK	PMCHK00001619	\$25.00
047634	JIMLEO	JAMES LEONARD	3/12/2014	CHECK	PMCHK00001618	\$200.00
047673	JASZEL	JASON ZELDES	3/19/2014	CHECK	PMCHK00001621	\$500.00
047555	JERDRO	JERZY DROZD	3/4/2014	CHECK	PMCHK00001616	\$100.00
047579	JOSPAR	JOSIE PARKER	3/5/2014	CHECK	PMCHK00001617	\$70.10
047656	KATCUR	KATHERINE'S CATERING	3/17/2014	CHECK	PMCHK00001619	\$958.00
047716	KATBRA	KATHY BRADY	3/25/2014	CHECK	PMCHK00001624	\$100.00
047635	KAYPEN	KAYLA PENNOYER	3/12/2014	CHECK	PMCHK00001618	\$75.20
047674	KBKLAN	KBK LANDSCAPING	3/19/2014	CHECK	PMCHK00001621	\$1,620.00
047691	KIPDEG	KIP DEGRAAF	3/19/2014	CHECK	PMCHK00001622	\$99.00
047636	KITMCK	KITO MCKINNEY	3/12/2014	CHECK	PMCHK00001618	\$100.00
047580	KOLOSS	KOLOSSOS	3/5/2014	CHECK	PMCHK00001617	\$46.12
047675	LAPCOU	LAPEER DISTRICT LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$7.99
047676	LARZIE	LARA ZIELIN	3/19/2014	CHECK	PMCHK00001621	\$250.00
047556	LAURAY	LAURA RAYNOR	3/4/2014	CHECK	PMCHK00001616	\$73.76
047677	LIRZHE	LIRONG ZHENG	3/19/2014	CHECK	PMCHK00001621	\$90.21
047585	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	3/5/2014	CHECK	PMCHK00001617	\$152.01
047581	MANPOW	MANPOWER	3/5/2014	CHECK	PMCHK00001617	\$457.60
047637	MANPOW	MANPOWER	3/12/2014	CHECK	PMCHK00001618	\$457.60
047694	MANPOW	MANPOWER	3/21/2014	CHECK	PMCHK00001623	\$316.80
047679	MARYAN	MARGARET YANG	3/19/2014	CHECK	PMCHK00001621	\$250.00
047678	MARBAN	MARTIN BANDYKE	3/19/2014	CHECK	PMCHK00001621	\$900.00
047717	MATDUB	MATT DUBAY	3/25/2014	CHECK	PMCHK00001624	\$41.81
047582	MCMCK	MCNAUGHTON-MCKAY	3/5/2014	CHECK	PMCHK00001617	\$16.63
047583	MELHUD	MELISSA HUDSON	3/5/2014	CHECK	PMCHK00001617	\$100.00
047663	METLIFE	METLIFE SBC	3/17/2014	CHECK	PMCHK00001620	\$7,228.10
047695	MICMUN3	MICHIGAN MUNICIPAL LEAGUE LIAB	3/21/2014	CHECK	PMCHK00001623	\$85,623.00
047657	MICOFF	MICHIGAN OFFICE SOLUTIONS	3/17/2014	CHECK	PMCHK00001619	\$1,723.00
047638	MICPOW	MICHIGAN POWER RODDING	3/12/2014	CHECK	PMCHK00001618	\$213.00
047680	MICSTA2	MICHIGAN STATE UNIVERSITY	3/19/2014	CHECK	PMCHK00001621	\$100.00
047658	MIDTAP	MIDWEST TAPE	3/17/2014	CHECK	PMCHK00001619	\$14,305.95
047681	MILARB	MILLINGTON ARBELA DISTRICT LIB	3/19/2014	CHECK	PMCHK00001621	\$20.00
047619	AANEWS	MLIVE MEDIA GROUP	3/12/2014	CHECK	PMCHK00001618	\$1,392.00
047718	MOTTCC	MOTT COMMUNITY COLLEGE LIBRARY	3/25/2014	CHECK	PMCHK00001624	\$16.00
047584	MUNCOD	MUNICIPAL CODE CORPORATION	3/5/2014	CHECK	PMCHK00001617	\$110.24
047719	NEWDAY	NEW DAY FILMS	3/25/2014	CHECK	PMCHK00001624	\$212.50
047659	NICWIL	NICHOLAS WILCOX	3/17/2014	CHECK	PMCHK00001619	\$1,600.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047557	NICBOO	NICOLA'S BOOKS	3/4/2014	CHECK	PMCHK00001616	\$334.80
047720	NICBOO	NICOLA'S BOOKS	3/25/2014	CHECK	PMCHK00001624	\$302.40
047558	NUWAVE	NUWAVE AQUARIUMS	3/4/2014	CHECK	PMCHK00001616	\$98.95
047639	NUWAVE	NUWAVE AQUARIUMS	3/12/2014	CHECK	PMCHK00001618	\$308.95
047586	OFFDEP	OFFICE DEPOT, INC.	3/5/2014	CHECK	PMCHK00001617	\$1,242.94
047682	ORITOW	ORION TOWNSHIP PUBLIC LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$14.00
047587	PETGRA	PETER GRAY	3/5/2014	CHECK	PMCHK00001617	\$500.00
047683	PICKPIC	PICKETT PICTURES LLC	3/19/2014	CHECK	PMCHK00001621	\$500.00
047721	PIOHSO	PIONEER OMEGA	3/25/2014	CHECK	PMCHK00001624	\$114.00
047684	PIOJAN	PIONEER JANITORIAL SERVICE	3/19/2014	CHECK	PMCHK00001621	\$10,615.65
047660	PITCHA	PITTSFIELD CHARTER TOWNSHIP	3/17/2014	CHECK	PMCHK00001619	\$106.98
047640	PAUKEL	PKO RECORDS	3/12/2014	CHECK	PMCHK00001618	\$650.00
047588	PRITEC	PRINT TECH INC.	3/5/2014	CHECK	PMCHK00001617	\$3,878.77
047722	PRITEC	PRINT TECH INC.	3/25/2014	CHECK	PMCHK00001624	\$1,935.61
047559	PRIORITY	PRIORITY HEALTH	3/4/2014	CHECK	PMCHK00001616	\$2,524.28
047589	QUANTA	QUANTA, INC.	3/5/2014	CHECK	PMCHK00001617	\$1,958.25
047641	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	3/12/2014	CHECK	PMCHK00001618	\$2,775.00
047590	RACYAN	RACHEL YANIKOGLU	3/5/2014	CHECK	PMCHK00001617	\$39.87
047591	RECBOO	RECORDED BOOKS, INC.	3/5/2014	CHECK	PMCHK00001617	\$2,098.18
047723	RECBOO	RECORDED BOOKS, INC.	3/25/2014	CHECK	PMCHK00001624	\$2,886.82
047592	REPINC	REPROGRAPHICS, INC.	3/5/2014	CHECK	PMCHK00001617	\$83.12
047724	RICBUS	RICOH AMERICAS CORP	3/25/2014	CHECK	PMCHK00001624	\$283.00
047685	ROCHIL	ROCHESTER HILLS PUBLIC LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$31.99
047642	RTI	RTI	3/12/2014	CHECK	PMCHK00001618	\$804.95
047593	RUBSTA	RUBBER STAMPS UNLIMITED	3/5/2014	CHECK	PMCHK00001617	\$45.10
047594	RUSPUB	RUSSIAN PUBLISHING HOUSE LTD.	3/5/2014	CHECK	PMCHK00001617	\$2,289.00
047686	SALDIS	SALINE DISTRICT LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$43.94
047643	SARKEL	SARA MELTON KELLER	3/12/2014	CHECK	PMCHK00001618	\$425.00
047597	SCHSOU	SCHEDULE SOURCE, INC	3/5/2014	CHECK	PMCHK00001617	\$975.50
047644	SCHSEC	SCHILKE SECURITY	3/12/2014	CHECK	PMCHK00001618	\$95.00
047595	SCHELE	SCHINDLER ELEVATOR CORPORATION	3/5/2014	CHECK	PMCHK00001617	\$603.31
047560	SCHLIB	SCHOLASTIC INC.	3/4/2014	CHECK	PMCHK00001616	\$1,132.30
047596	SCHLIB	SCHOLASTIC INC.	3/5/2014	CHECK	PMCHK00001617	\$642.60
047725	SHAKUC	SHANNON KUCHERA	3/25/2014	CHECK	PMCHK00001624	\$750.00
047687	SHAPAT	SHARAD K. PATEL	3/19/2014	CHECK	PMCHK00001621	\$3,000.00
047600	STATOW	STADIUM TOWING	3/5/2014	CHECK	PMCHK00001617	\$65.00
047599	STAPLE	STAPLES ADVANTAGE	3/5/2014	CHECK	PMCHK00001617	\$60.36
047645	STEOSB	STEVE OSBURN	3/12/2014	CHECK	PMCHK00001618	\$50.00
047688	SURPUB	SURREY TOWNSHIP PUBLIC LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$13.99
047601	SWESOU	SWEETWATER SOUND INC.	3/5/2014	CHECK	PMCHK00001617	\$4,028.13
047602	TANMED	TANTOR MEDIA	3/5/2014	CHECK	PMCHK00001617	\$348.55
047603	TDSMET	TDS METROCOM	3/5/2014	CHECK	PMCHK00001617	\$6,998.31
047561	AAINDEP	THE ANN ARBOR INDEPENDENT NEWS	3/5/2014	CHECK	PMCHK00001617	\$575.00
047604	TEACOM	THE GREAT COURSES	3/5/2014	CHECK	PMCHK00001617	\$1,863.55
047577	IMAGRO	THE IMAGE GROUP	3/5/2014	CHECK	PMCHK00001617	\$4,453.57
047714	IMAGRO	THE IMAGE GROUP	3/25/2014	CHECK	PMCHK00001624	\$413.64
047606	THOWES	THOMSON REUTERS-WEST	3/5/2014	CHECK	PMCHK00001617	\$179.00
047689	THRRIV	THREE RIVERS PUBLIC LIBRARY	3/19/2014	CHECK	PMCHK00001621	\$24.95
047607	TNTEXP	TNT EXPRESS	3/5/2014	CHECK	PMCHK00001617	\$55.00
047608	TOMSMI	TOM SMITH	3/5/2014	CHECK	PMCHK00001617	\$23.58
047609	TOTVEN	TOTAL VENDING & COFFEE SERVICE	3/5/2014	CHECK	PMCHK00001617	\$115.80
047610	UOLINE	ULINE, INC.	3/5/2014	CHECK	PMCHK00001617	\$86.41
047690	UMICH10	UM EXHIBIT MUSEUM OF NATURAL H	3/19/2014	CHECK	PMCHK00001621	\$270.00
047727	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	3/25/2014	CHECK	PMCHK00001624	\$1,228.80
047611	UNIPAR	UNITED PARCEL SERVICE	3/5/2014	CHECK	PMCHK00001617	\$32.83
047646	UNIPAR	UNITED PARCEL SERVICE	3/12/2014	CHECK	PMCHK00001618	\$112.31
047661	UNIPAR	UNITED PARCEL SERVICE	3/17/2014	CHECK	PMCHK00001619	\$51.74
047662	VERWIRC	VERIZON WIRELESS	3/17/2014	CHECK	PMCHK00001619	\$1,826.29
047728	VICDUR	VICTORIA FORMAN DURANONA	3/25/2014	CHECK	PMCHK00001624	\$50.00
047612	VOSLIG	VOSS LIGHTING	3/5/2014	CHECK	PMCHK00001617	\$51.60
047729	VOSLIG	VOSS LIGHTING	3/25/2014	CHECK	PMCHK00001624	\$1,698.88
047613	WARNAT	WARDS SCIENCE	3/5/2014	CHECK	PMCHK00001617	\$1,130.84
047730	WARNAT	WARDS SCIENCE	3/25/2014	CHECK	PMCHK00001624	\$404.59

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047614	WASENG	WASHTENAW ENGINEERING COMPANY	3/5/2014	CHECK	PMCHK00001617	\$1,700.00
047731	WASHNE	WASHTENAW NEWS COMPANY, INC.	3/25/2014	CHECK	PMCHK00001624	\$4,578.00
047648	WASMAN	WASTE MANAGEMENT OF MICHIGAN	3/12/2014	CHECK	PMCHK00001618	\$226.25
047732	WESENT	WESTGATE ENTERPRISES, LLC	3/25/2014	CHECK	PMCHK00001624	\$6,855.00
047615	WESWOO	WESTON WOODS STUDIOS	3/5/2014	CHECK	PMCHK00001617	\$299.75
047616	WORCHA	WORLD CHAMBER OF COMMERCE DIR	3/5/2014	CHECK	PMCHK00001617	\$60.00
047733	XEROX	XEROX CORPORATION	3/25/2014	CHECK	PMCHK00001624	\$10.69
047618	YPSCOU	YPSILANTI COURIER	3/5/2014	CHECK	PMCHK00001617	\$140.00
Total Checks: 190						Total Amount of Checks: \$478,184.68

## Director's Report – April 2014

1. On April 3, AADL welcomed Ms. Hongquiu BI, Vice Director of the Heilongjiang Provincial Library from the People's Republic of China. Ms. BI directs one of four divisions in a public library serving 40 million persons. As part of a group travelling as guests of the US Department of State, she requested a visit to the AADL. It was my privilege to meet with her to share how public libraries function in the US, and to learn from her what her challenges are meeting the information needs of such a large and dispersed population. I wish to thank AADL staff person, Lirong Zheng, for her gracious willingness to act as our Interpreter for this visit.
2. American Library Association President Barbara Stripling visited Ann Arbor in April and opened National Library Week events at AADL on Monday, April 14<sup>th</sup> with a presentation on the future of public libraries and why they remain essential institutions in a democratic society. We are very honored to have an ALA President choose to speak in our community at AADL.
3. Staff members Josie Parker, Eli Neiburger, Andrew McClaren, Amy Cantu and Eric Klooster attended the unveiling of the UMS interface of its archive of 135 years of UMS events and programs. The AADL was instrumental in the design and implementation of this digital product. We are very pleased to have been involved in such an important effort to preserve and make public the history of the University Musical Society.
4. The AADL was very pleased to accept the 2014 Washtenaw County Environmental Excellence Award for Water Quality Protection. Ann Arbor District Library was selected to receive this award by the Washtenaw County Water Resources Commissioner's Office for its exemplary participation in the Community Partners for Clean Streams Program and outstanding water quality protection measures utilized in the design and construction of its buildings over the past decade. AADL has built three new branch libraries since 2004. All three have been recognized for their sustainability features. Malletts Creek, designed by Carl Luckenbach, was awarded an AIA award for Sustainable Design. Traverwood, designed by InFORM Studio was awarded an AIA award for Design.
5. The community joined us in celebrating the 10<sup>th</sup> birthday of the Malletts Creek Branch on Saturday, March 22<sup>nd</sup>. Over 1,000 people came for the cake, crafts, and great jazz provided by the Paul Keller at Sundown Quartet. I wish to acknowledge the effort of all of the members of AADL staff who worked for months to make sure the building was in perfect shape for the day, those who worked all day that Saturday to provide fun for the many children and families who attended, and for those who worked to setup the stage and sound system for the music. I also wish to

## Director's Report – April 2014

acknowledge the gracious patience of those who came to use the Library on that Saturday only to find themselves in the middle of a party. It was a special joy to be there with all of you when MC turned 10.

6. Tim Grimes and Eli Neiburger currently serve on the Outreach Advisory Team for Tribeca Films for a project funded by the National Endowment for the Humanities titled, *Becoming American*. This project will be a nationwide opportunity for 50 public libraries to explore the immigration experience in America through film.
7. Excerpted from Fortune Magazine March 24, 2014: *“People in the music industry tend to shudder when they see the words “digital” and “free” in close succession, but Ghostly was game, and in late February nearly the entire Ghostly/Spectral discography, nearly 250 albums (minus a few releases that the labels don't entirely own the rights to), went live on the AADL's servers where they can be streamed or downloaded, DRM-free, by any of the approximately 60,000 Ann Arborites who have a library card. As far as anyone involved is aware, this is the first deal of its kind between a record label and a library (the AADL has previously worked with an online music distributor called Magnatune), and it highlights some of the fundamental ways that some forward-looking labels and libraries have started to adapt to our modern digital climate. Record labels used to be primarily about selling records, and libraries about lending out books and other physical media, but when records and books (or at least their virtual equivalents) can easily be had for free, that model ceases to make sense.”*
8. On behalf of the staff, I would like to express my gratitude to those in the community who reached out to us over the past few weeks regarding the challenges faced by all of us as we work to provide a safe and comfortable library experience for every person who chooses to be in the public library. The emails, calls, and tangible expressions of your high regard for the Library, and all of those who work at AADL, have boosted morale and made us all smile more as we work. Thank you.

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 14-057**

**RESOLUTION TO PROCEED WITH DOWNTOWN LIBRARY PUBLIC ENTRY  
CONSTRUCTION**

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 21<sup>st</sup> day of April, 2014 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1) To authorize the Library Director to continue to work with InForm Studio on the redesign of the Downtown Library public entry with the next phase of the project to complete the construction documents for a total dollar amount of \$18,580.
- 2) To increase the Purchased Services line item in the 2013-2014 budget by \$18,580.
- 3) That the \$18,580 increase to Purchased Services be transferred from the Fund Balance.
- 4) To authorize the Library Director to hire a construction manager for the project.
- 5) 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 Budget Fiscal Year 2014-2015**

### **Revenues:**

Tax Revenue – The tax revenue shown is the projected revenue at 1.5500 mills with a 1.5% increase in the tax base.

All Other Revenue – Projections are based on the current years actual for each of these categories.

### **Expenses:**

Salaries and Wages – This reflects current salaries plus a 3 percent merit increase for full-time employees.

Employee Benefits – This number includes the following:

- Costs for health, dental, vision, life and LTD insurances based on the employee's current family status and a 3% increase in the Library's contribution to health insurance premiums.
- MPSERS employer contribution percentage of 28.16%.
- 403(b) employer contribution percentage of 10%
- Costs for worker's comp. insurance and state unemployment insurance.

Employment Taxes – This is the employer portion of FICA for the proposed salaries and wages.

Custodial – Includes janitorial service, carpet cleaning, window cleaning, etc. for all locations.

Accounting/Audit – The cost of the audit for next year.

Legal – The estimated costs for next year.

Purchased Services – Includes \$50,000 for network cataloging services, \$22,000 for Unique Management, \$27,000 for the payroll service and \$45,000 for consultants.

Utilities – This includes costs for utilities at all locations.

Property Insurance – This is the expense for all coverage at all locations.

Communications – This includes phone and internet charges.

Materials – This includes print and non-print material along with the necessary supplies needed to process the material.

Software Licenses/Maintenance – Includes costs for license and maintenance agreements for all existing software in the Library and any new packages that will be purchased in the upcoming year.

Building Rental – Includes costs for the West branch and archive locations.

Seminars/Conferences/Training/Travel – Includes costs for conferences, system wide training, departmental training and mileage reimbursement for local travel.

Copier Expense – Includes lease costs for the copiers and any paper charges related to copier usage.

Library Programming – Includes costs for all public programs (story times, etc.), including printing, advertising and public relations.

Grant and Memorial Expenses – This projected expense matches the projected revenue.

Supplies – This includes departmental, computer (\$80,000) and supplies for all facilities (\$75,000).

Repairs and Maintenance – This includes expected expenses for computers and facilities.

Postage – This includes postage and freight.

Circulation Supplies – This includes Lcards, book bags and circ cards for the system.

Other Operating Expenditures – This includes costs for membership dues, food, etc.

Capital Outlays – This includes miscellaneous departmental furniture and equipment, new computer equipment and facilities improvements.

ANN ARBOR DISTRICT LIBRARY  
Statement of Revenues and Expenditures  
Operating Budget

	Proposed 2014-2015 <u>Budget</u>	Projected 2013-2014 <u>Actual</u>	<u>Variance</u>	
<b>Revenue:</b>				
Tax Collections (1.5500 mill Levy)	\$ 11,539,000	\$ 11,367,998	\$ 171,002	1.5%
State Aid	80,000	219,096	(139,096)	
Penal Fines	225,000	195,000	30,000	15.4%
Interest	100,000	100,316	(316)	-0.3%
Copier Revenue	30,000	29,700	300	1.0%
Grants and Memorials	90,000	160,703	(70,703)	-44.0%
Library Fines, Fees and Other	380,000	382,731	(2,731)	-0.7%
Nonresident Fees	15,000	15,723	(723)	-4.6%
Transfer from Fund Balance/Restricted Funds	<u>11,000</u>	<u>-</u>	<u>11,000</u>	0.0%
<b>Total Revenues</b>	<b><u>\$ 12,470,000</u></b>	<b><u>\$ 12,471,267</u></b>	<b><u>\$ (1,267)</u></b>	<b>0.0%</b>
<b>Expenditures</b>				
Salaries & Wages	\$ 5,968,000	\$ 5,885,235	82,765	1.4%
Employee Benefits	1,623,000	1,634,874	(11,874)	-0.7%
Employment Taxes	<u>457,000</u>	<u>439,772</u>	<u>17,228</u>	3.9%
<b>Total Employment Cost</b>	<b>\$ 8,048,000</b>	<b>\$ 7,959,881</b>	<b>\$ 88,119</b>	<b>1.1%</b>
Custodial	\$ 200,000	\$ 171,338	28,662	16.7%
Accounting/Audit	12,000	9,996	2,004	20.0%
Legal Expense	50,000	24,822	25,178	101.4%
Purchased Services	144,000	159,926	(15,926)	-10.0%
Utilities	448,000	429,048	18,952	4.4%
Property Insurance	90,000	82,569	7,431	9.0%
Communications	180,000	179,221	779	0.4%
Materials	1,698,000	1,726,973	(28,973)	-1.7%
Software Licenses/Maintenance	150,000	150,843	(843)	-0.6%
Building Rental	155,000	150,922	4,078	2.7%
Seminars/Conferences/Training/Travel	28,000	19,755	8,245	41.7%
Copier Expense	45,000	55,631	(10,631)	-19.1%
Library Programming	320,000	234,596	85,404	36.4%
Grant and Memorial Expenses	90,000	90,230	(230)	-0.3%
Supplies	185,000	175,797	9,203	5.2%
Repair and Maintenance	312,000	300,564	11,436	3.8%
Postage	35,000	32,201	2,799	8.7%
Circulation Supplies	66,000	69,443	(3,443)	-5.0%
Other Operating Expenditures	<u>24,000</u>	<u>21,490</u>	<u>2,510</u>	11.7%
<b>Total Operating Expense</b>	<b>\$ 4,232,000</b>	<b>\$ 4,085,365</b>	<b>\$ 146,635</b>	<b>3.6%</b>
Capital Outlays	<u>190,000</u>	<u>158,920</u>	<u>31,080</u>	19.6%
<b>Total Expenditures</b>	<b><u>\$ 12,470,000</u></b>	<b><u>\$ 12,204,166</u></b>	<b><u>\$ 265,834</u></b>	<b>2.2%</b>
<b>Net</b>	<b><u>\$ -</u></b>	<b><u>\$ 267,101</u></b>	<b><u>\$ (267,101)</u></b>	<b>-100.0%</b>

Ann Arbor District Library  
2014-2015 Budget

	<u>Salaries</u>	<u>Wages</u>	<u>Benefits/ FICA</u>	<u>Custodial and Electrical</u>	<u>Audit</u>	<u>Legal</u>	<u>Purchased Services</u>	<u>Utilities</u>	<u>Property Insurance</u>	<u>Communi- cations</u>	<u>Materials</u>	<u>Software Maint.</u>
Travenwood	-	-	-	-	-	-	-	75,000	-	-	-	-
Malletts Creek	-	-	-	-	-	-	-	60,000	-	-	-	-
Pittsfield	-	-	-	-	-	-	-	70,000	-	-	-	-
West	-	-	-	-	-	-	-	18,000	-	-	-	-
O & NS	242,900	-	-	-	-	-	-	-	-	-	-	-
YASC	764,561	270,626	-	-	-	-	-	-	-	-	-	-
Circulation	1,021,407	790,818	-	-	-	-	22,000	-	-	-	-	-
Community Relations	387,254	30,700	-	-	-	-	-	-	-	-	-	-
Information Access	1,337,912	24,510	-	-	-	-	50,000	-	-	180,000	1,698,000	150,000
Finance & HR	431,235	-	2,080,000	-	12,000	-	27,000	-	90,000	-	-	-
Facilities/Security	366,173	110,122	-	200,000	-	-	-	210,000	-	-	-	-
Administration	189,782	-	-	-	-	50,000	45,000	15,000	-	-	-	-
Board	-	-	-	-	-	-	-	-	-	-	-	-
	<u>4,741,224</u>	<u>1,226,776</u>	<u>2,080,000</u>	<u>200,000</u>	<u>12,000</u>	<u>50,000</u>	<u>144,000</u>	<u>448,000</u>	<u>90,000</u>	<u>180,000</u>	<u>1,698,000</u>	<u>150,000</u>

Ann Arbor District Library  
2014-2015 Budget

	<u>Building Rental</u>	<u>Seminars/ Conf./ Travel</u>	<u>Copier Expense</u>	<u>Library Programs</u>	<u>Grant and Memorial Expense</u>	<u>Supplies</u>	<u>Repair and Maint.</u>	<u>Postage</u>	<u>Lcards/ Circ Cards</u>	<u>Other Operating Exp.</u>	<u>Capital Outlays</u>	<u>Total</u>
Traverwood	-	-	-	-	-	-	-	-	-	-	-	75,000
Malletts Creek	-	-	-	-	-	-	-	-	-	-	-	60,000
Pittsfield	-	-	-	-	-	-	-	-	-	-	-	70,000
West	110,000	-	-	-	-	-	-	-	-	-	-	128,000
O & NS	-	600	-	-	-	8,200	-	-	-	-	-	251,700
YASC	-	1,500	-	-	-	8,000	-	-	-	4,500	-	1,049,187
Circulation	-	500	-	-	-	5,000	1,000	-	66,000	3,800	-	1,910,525
Community Relations	-	1,000	-	320,000	90,000	3,500	1,000	-	-	100	-	833,554
Information Access	-	4,000	40,000	-	-	80,000	20,000	-	-	-	120,000	3,704,422
Finance & HR	-	20,000	-	-	-	2,300	-	-	-	6,600	-	2,669,135
Facilities/Security	-	200	5,000	-	-	75,000	290,000	35,000	-	1,500	70,000	1,362,995
Administration	45,000	200	-	-	-	3,000	-	-	-	5,000	-	352,982
Board	-	-	-	-	-	-	-	-	-	2,500	-	2,500
	155,000	28,000	45,000	320,000	90,000	185,000	312,000	35,000	66,000	24,000	190,000	12,470,000

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 14-106**

**RESOLUTION TO EXTEND AUDITING SERVICES CONTRACT WITH  
ACCOUNTING FIRM REHMANN ROBSON FOR ONE YEAR ENDING  
JUNE 30, 2015**

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 21<sup>st</sup> day of April, 2014 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1) To extend the auditing services contract with Accounting Firm of Rehmann Robson of Jackson, Michigan, for one year ending June 30, 2015 for a fee of \$10,150.
- 2) 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 14-107**

**RESOLUTION OF THANKS TO PATTI MILLER UPON HER 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 21<sup>st</sup> day of April, 2014 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 Patti Miller for her service as an employee from July 28, 1997 to April 11, 2014 of the Ann Arbor District Library.
- 2.) That all 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

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

2014 OFFICERS

President . . . . . Prue Rosenthal  
Vice President . . . . . Barbara Murphy  
Treasurer . . . . . Jan Barney Newman  
Secretary . . . . . Rebecca Head

ADMINISTRATION

Josie Parker . . . . . Director  
Kenneth Nieman . . . . . Associate Director of Finance/HR, Operations,  
Building Programs  
Eli Neiburger . . . . . Associate Director of IT & Product Development

**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