



# Regular Meeting Agenda

Monday, August 15, 2016

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## August 2016

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

## September 2016

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

## October 2016

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, August 15, 2016 at 6:00 p.m.  
 Ann Arbor District Library, Fourth Floor Board Room  
 343 S. Fifth Avenue, Ann Arbor, MI

## REGULAR MEETING AGENDA

- 16-179 I. CALL TO ORDER
- 16-180 II. ATTENDANCE
- 16-181 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 16-182 IV. RECONVENE REGULAR MEETING AT 7:00PM
- 16-183 V. APPROVAL OF AGENDA (pp. 1-2)  
 (Item of action)
- 16-184 VI. CONSENT AGENDA  
 CA-1 Approval of Minutes of July 18, 2016 (pp. 3-11)  
 CA-2 Approval of Disbursements (pp. 12-15)
- 16-185 VII. CITIZENS' COMMENTS
- 16-186 VIII. FINANCIAL REPORT (pp. 16-19)
- 16-187 IX. DIRECTOR'S REPORT (pp. 20-22)
- 16-188 X. NEW BUSINESS
- 16-189 A. GREEN ROAD LEASE  
 (Item of discussion)
- 16-190 B. VOTE FOR CLOSED SESSION AT THE SEPTEMBER 19, 2016 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL  
 (Item of action)  
 Roll call vote

16-191 XI. CITIZENS' COMMENTS

16-192 XII. 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, JULY 18, 2016

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, JULY 18, 2016**

- 16-160 I. CALL TO ORDER
- President Barney Newman called the meeting to order at 6:07 p.m.
- 16-161 II. ATTENDANCE
- Board Present: Margaret Leary, Jim Leija, Jan Barney Newman,  
 Prue Rosenthal, Jamie Vander Broek  
 Board Absent: Nancy Kaplan, Ed Surovell  
 Staff: Bruce Hadler, Eli Neiburger, Josie Parker, Karen Wilson  
 (recorder)
- 16-162 III. APPROVAL OF AGENDA  
 (Item of action)
- Secretary Leary, supported by Trustee Leija, moved to approve the agenda.
- AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None
- Motion passed 5-0.
- 16-163 IV. APPROVAL OF MINUTES OF JUNE 20, 2016  
 (Item of action)
- Trustee Leija, supported by Treasurer Rosenthal, moved to approve the minutes of June 20, 2016.
- AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None
- Motion passed 5-0.
- 16-164 V. CITIZENS' COMMENTS

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There were no citizens' comments.

16-165 VI. FINANCIAL REPORT

CFO Hadler reported June showed unrestricted cash balance of \$5,769,488. Tax receipts totaling \$12,658,560, reflecting 98.9% of the budgeted amount, have been received through the end of June. The fund balance stands at \$5,086,801. Two line items are currently over budget on a year to date basis.

16-166 VII. APPROVAL OF DISBURSEMENTS  
 (Item of action)

Secretary Leary, supported by Trustee Leija, moved to approve the June 2016 disbursements.

AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None

Motion passed 5-0.

16-167 VIII. COMMITTEE REPORTS

16-168 A. EXECUTIVE COMMITTEE

President Barney Newman reported the committee had met and minutes had been distributed to the Board. The committee dealt with organizational changes regarding reporting of the Director to the Board and changes to the Board Bylaws. Both items had been referred back to the Executive Committee at the June 20<sup>th</sup> Board meeting for further review.

Trustee Vander Broek left the meeting at 6:11 p.m.

The addition of a Consent Agenda to the Board Bylaws was discussed and clarified.

Trustee Vander Broek returned to the meeting at 6:15 p.m.

Trustee Leija noted strategic planning should be incorporated under the proposal of reports (Section 3.c.) provided by the Director. After discussion of the Board it was Board consensus

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that the Director provides quarterly reports on Strategic Plan Initiatives beginning in September.

Secretary Leary, supported by Trustee Leija, moved to adopt the proposal as submitted by the Executive Committee as amended.

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

NAYS: None

Motion passed 5-0.

16-169

B. FACILITIES COMMITTEE

Chairperson Leary reported the committee had asked Director Parker to provide Wayfinding Proposals for committee review. Director Parker was able to secure two proposals.

Trustee Vander Broek left the meeting at 6:27 p.m.

The committee had scheduled a meeting to discuss the Wayfinding Proposals for the Downtown Library but several members were unprepared for a discussion. The meeting was rescheduled, but due to unforeseen circumstances the meeting was cancelled. The committee needs to meet and discuss the proposals and present to the Board at a future date.

Board members expressed concerns regarding the expense attached to the Wayfinding Proposals. Director Parker noted timelines were attached to the Proposals. Presentations could be made to the full Board if so desired.

The Board discussed the necessity for in-depth wayfinding and the costs associated with such a project.

The Board authorized Director Parker to seek alternative proposals for wayfinding that are less comprehensive in scope and to bring them back to the Board.

16-170

IX. DIRECTOR'S REPORT

Director Parker distributed her written report and verbally reported the following highlights:

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The majority of comments received from the public over the past month were inquiries regarding the opening of Westgate, programming and from other libraries regarding our services.

AADL has been asked by First Martin to vacate the space on Green Road due to another tenant expanding into our location. First Martin is assisting in locating another space for us and once found, a lease will be forthcoming to the Board.

Work at Westgate continues and we hope to have an opening date soon. Summer Reading has begun with record setting program attendance.

AADL has negotiated with AAATA an arrangement that gives free bus rides in August on Fridays with presentation of an AADL Library card. We will also be advertising the summer game on AAATA buses and a badge can be earned from finding codes on busses.

The Ann Arbor City Council has made no decision regarding the CORE proposal on the Library Lot. Petitions placing the Library Lot sale on a ballot initiative are awaiting a legal decision.

We have received notice regarding a public hearing on adoption of a Brownfield Plan/Redevelopment Plan at 615, 633 and 637 South Main. If approved the first TIF capture would occur in 2018 and be in effect for seven years.

16-171 X. MONTHLY STATISTICS

Due to the length of the agenda no statistical information was presented.

16-172 XI. OLD BUSINESS

16-075 A. STRATEGIC PLANNING

Kerry Sheldon, Griffin Reames, Bridgeport Consulting, LLC

Ms. Sheldon reported to the Board highlights from the recent public discussion of the Strategic Plan held in conjunction with a Library Board Candidate event last Thursday at the Traverwood



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Branch.

Trustee Leary left the meeting at 7:00 p.m.

Topics of the Strategic Plan discussed were Initiative 1.1 serving the senior population, 1.2 serving our teen patrons, 1.3 supporting full equity and access system-wide and 3.3 the Downtown Library.

Trustee Leary returned to the meeting at 7:04 p.m.

Trustee Leija noted that he was in attendance and had hoped for a larger audience.

16-173 XII. NEW BUSINESS

16-174 A. RESOLUTION TO AMEND THE 2015-2016 APPROVED BUDGET  
 (Item of action)

Trustee Leija, supported by Secretary Leary, moved that the Board resolves as follows: to transfer \$10,000.00 from Salaries & Wages to Supplies; to transfer \$3,000.00 from Employee Benefits to Copier Expense; to transfer \$7,000.00 from Lcards/Circ Cards to Materials; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Trustee Vander Broek returned to the meeting at 7:06 p.m.

AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None

Motion passed 5-0.

16-175 B. RESOLUTION AMENDING BOARD BYLAWS  
 (Item of action)  
 Roll call vote

Trustee Vander Broek, supported by Secretary Leary, moved that the Board resolves as follows: the Board approves the Revised Bylaws as amended in Article V, Section 5.4 and Article VI Section 6.1, 6.5 and Sub-Sections 6.6.2 through 6.6.4.; the Bylaws shall be filed with the Secretary of the Board or authorized

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
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delegate with its minutes; all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Trustee Leija inquired the status of the committees with the changes to the Bylaws. It was noted that the Standing Committees were now Executive and Budget and Finance. Special Committees serve through the end of 2016 per their original resolutions unless the Board retracts them.

A roll call vote was taken.

AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None

Motion passed 5-0.

16-176

C. VOTE FOR CLOSED SESSION AT THE AUGUST 15, 2016 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL  
 (Item of action)  
 Roll call vote

Trustee Leija, supported by Secretary Leary, moved to hold a closed session at the August 15, 2016 regular meeting for discussion of real estate and opinion of legal counsel.

A roll call vote was taken.

AYES: Leary, Leija, Barney Newman, Rosenthal, Vander Broek  
 NAYS: None

Motion passed 5-0.

16-177

XIII. CITIZENS' COMMENTS

There were no additional citizens' comments.

16-178

XIV. ADJOURNMENT

President Barney Newman adjourned the meeting at 7:14 p.m.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, JULY 18, 2016

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 July 18, 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.

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Margaret Leary, Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 16-174**

**RESOLUTION TO AMEND THE 2015-2016 APPROVED BUDGET**

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 18<sup>th</sup> day of July, 2016 at 6:00 p.m.

PRESENT: Margart Leary, Jim Leija, Jan Barney Newman, Prue Rosenthal, Jamie Vander Broek

ABSENT: Nancy Kaplan, Ed Surovell

The following resolution was offered by Trustee Leija and supported by Secretary Leary:

THE BOARD RESOLVES AS FOLLOWS:

- 1). To transfer \$10,000.00 from Salaries & Wages to Supplies.
- 2). To transfer \$3,000.00 from Employee Benefits to Copier Expense.
- 3). To transfer \$7,000.00 from Lcards/Circ Cards to Materials.
- 4). 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: Margart Leary, Jim Leija, Jan Barney Newman, Prue Rosenthal, Jamie Vander Broek

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 a regular Board meeting held on July 18, 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.

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Margaret Leary, Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 16-175**

**RESOLUTION TO ADOPT REVISED BOARD BY-LAWS**

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 18<sup>th</sup> day of July, 2016 at 6:00 p.m.

PRESENT: Margart Leary, Jim Leija, Jan Barney Newman, Prue Rosenthal, Jamie Vander Broek

ABSENT: Nancy Kaplan, Ed Surovell

A revised form of Bylaws has been presented to the Board and it is attached to this Resolution 16-175.

The following resolution was offered by Trustee Vander Broek and supported by Secretary Leary:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) The Board approves the Revised Bylaws as amended in Article V, Section 5.4 and Article VI Section 6.1, 6.5 and Sub-Sections 6.6.2 through 6.6.4.
- 2.) The Bylaws shall be filed with the Secretary of the Board or authorized delegate with its minutes.
- 3.) All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Margart Leary, Jim Leija, Jan Barney Newman, Prue Rosenthal, Jamie Vander Broek

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 a regular Board meeting held on July 18, 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.

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Margaret Leary, Secretary

Ranges: From: To: From: To:  
 Check Number First Last Check Date 7/1/2016 7/31/2016  
 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
053195	4IMPRINT	4IMPRINT, INC	7/7/2016	CHECK	PMCHK00001935	\$36,077.95
053246	AGRSER	A GROWING SERVICE LLC	7/21/2016	CHECK	PMCHK00001940	\$340.00
053205	ARENATA	A-1 RENTAL, INC.	7/13/2016	CHECK	PMCHK00001938	\$985.00
053245	AFSMITH	A.F. SMITH ELECTRIC, INC.	7/21/2016	CHECK	PMCHK00001940	\$127.00
053203	A.M. SERV	A.M. SERVICES, INC	7/13/2016	CHECK	PMCHK00001938	\$490.00
053141	AASCH	AAPS/WISD TRANSPORTATION	7/7/2016	CHECK	PMCHK00001935	\$64.00
053142	ACCTEM	ACCOUNTEMPS	7/7/2016	CHECK	PMCHK00001935	\$631.52
053232	ACCTEM	ACCOUNTEMPS	7/15/2016	CHECK	PMCHK00001939	\$593.91
053243	ACCTEM	ACCOUNTEMPS	7/21/2016	CHECK	PMCHK00001940	\$417.22
053297	ACCTEM	ACCOUNTEMPS	7/28/2016	CHECK	PMCHK00001941	\$417.22
053299	AJIINC	AJini Inc.	7/28/2016	CHECK	PMCHK00001941	\$500.00
053183	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	7/7/2016	CHECK	PMCHK00001935	\$149.16
053247	ALLJON	ALLISON JONES	7/21/2016	CHECK	PMCHK00001940	\$20.09
053300	AMASCH	AMANDA SCHOTT	7/28/2016	CHECK	PMCHK00001941	\$8.26
053143	AMACORP	AMAZON	7/7/2016	CHECK	PMCHK00001935	\$5,973.20
053139	AMEX	AMERICAN EXPRESS	7/7/2016	CHECK	PMCHK00001934	\$49,456.18
053194	AAART	ANN ARBOR ART CENTER	7/7/2016	CHECK	PMCHK00001935	\$1,501.00
053144	ANNARB	ANN ARBOR OBSERVER	7/7/2016	CHECK	PMCHK00001935	\$4,713.20
053145	ANNDR0	ANNE DROZD	7/7/2016	CHECK	PMCHK00001935	\$35.88
053302	APPLE	APPLE, INC.	7/28/2016	CHECK	PMCHK00001941	\$3,297.00
053146	APPIMA	APPLIED IMAGING	7/7/2016	CHECK	PMCHK00001935	\$3,790.00
053301	APPIMA	APPLIED IMAGING	7/28/2016	CHECK	PMCHK00001941	\$1,915.00
053147	B&H	B&H PHOTO-VIDEO	7/7/2016	CHECK	PMCHK00001935	\$1,210.37
053304	BANMED	BANG MEDIA	7/28/2016	CHECK	PMCHK00001941	\$360.00
053249	BENMIC	BENZ MICROSCOPE OPTICS CENTER	7/21/2016	CHECK	PMCHK00001940	\$304.00
053206	BETBAT	BETH BATTEY	7/13/2016	CHECK	PMCHK00001938	\$180.00
053305	BETBAT	BETH BATTEY	7/28/2016	CHECK	PMCHK00001941	\$540.00
053251	BETJOH	BETH JOHNSON	7/21/2016	CHECK	PMCHK00001940	\$100.00
053252	BETNEA	BETHANY NEAL	7/21/2016	CHECK	PMCHK00001940	\$250.00
053306	BETNEA	BETHANY NEAL	7/28/2016	CHECK	PMCHK00001941	\$250.00
053148	BETBEC	BETSY BECKERMAN	7/7/2016	CHECK	PMCHK00001935	\$700.00
053250	BETBEC	BETSY BECKERMAN	7/21/2016	CHECK	PMCHK00001940	\$300.00
053213	DICBLI	BLICK ART MATERIALS	7/13/2016	CHECK	PMCHK00001938	\$430.30
053266	DICBLI	BLICK ART MATERIALS	7/21/2016	CHECK	PMCHK00001940	\$191.99
053315	DICBLI	BLICK ART MATERIALS	7/28/2016	CHECK	PMCHK00001941	\$232.80
053307	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	7/28/2016	CHECK	PMCHK00001941	\$65,301.17
053308	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	7/28/2016	CHECK	PMCHK00001941	\$5,748.51
053253	BP	BP	7/21/2016	CHECK	PMCHK00001940	\$397.88
053254	BREWER	BREWER'S	7/21/2016	CHECK	PMCHK00001940	\$301.41
053256	BRITRU	BRIAN M. TRUSKOWSKI	7/21/2016	CHECK	PMCHK00001940	\$125.00
053208	BRIMALL	BRIARWOOD LLC	7/13/2016	CHECK	PMCHK00001938	\$4,082.55
053255	BRIENG	BRICKENGRAVER, LLC	7/21/2016	CHECK	PMCHK00001940	\$755.00
053207	BRICON	BRIDGEPORT CONSULTING	7/13/2016	CHECK	PMCHK00001938	\$4,339.40
053209	BRIOBR	BRIDGET O'BRIEN	7/13/2016	CHECK	PMCHK00001938	\$125.00
053309	BRIOBR	BRIDGET O'BRIEN	7/28/2016	CHECK	PMCHK00001941	\$125.00
053210	BRODCO	BRODART CO.	7/13/2016	CHECK	PMCHK00001938	\$869.00
053149	BUSVAL	BUSCH'S, INC.	7/7/2016	CHECK	PMCHK00001935	\$84.38
053257	BUSVAL	BUSCH'S, INC.	7/21/2016	CHECK	PMCHK00001940	\$310.77
053202	BUSCAR	BUSINESS CARD	7/8/2016	CHECK	PMCHK00001937	\$11,906.13
053150	CARBRO	CARPENTER BROS.	7/7/2016	CHECK	PMCHK00001935	\$10.58
053258	CDW-G	CDW GOVERNMENT, INC.	7/21/2016	CHECK	PMCHK00001940	\$267.72
053151	CECBEL	CECE BELL	7/7/2016	CHECK	PMCHK00001935	\$1,025.07
053310	CHADES	CHALOU DESIGNS	7/28/2016	CHECK	PMCHK00001941	\$15,822.50
053311	CHEORO	Cheryl Orosz	7/28/2016	CHECK	PMCHK00001941	\$22.50
053152	CINCOR	CINTAS CORPORATION	7/7/2016	CHECK	PMCHK00001935	\$126.01
053259	CINCOR	CINTAS CORPORATION	7/21/2016	CHECK	PMCHK00001940	\$1,308.95

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
053211	CITOF2	CITY OF ANN ARBOR	7/13/2016	CHECK	PMCHK00001938	\$82.00
053153	CITOF1	CITY OF ANN ARBOR TREASURER	7/7/2016	CHECK	PMCHK00001935	\$1,219.09
053197	CITOF	CITY OF ANN ARBOR TREASURER	7/8/2016	CHECK	PMCHK00001936	\$164.00
053312	CITOF1	CITY OF ANN ARBOR TREASURER	7/28/2016	CHECK	PMCHK00001941	\$2,188.33
053260	COMALLW	COMPUTER ALLEY WEST	7/21/2016	CHECK	PMCHK00001940	\$511.98
053261	CONTI	CONTI	7/21/2016	CHECK	PMCHK00001940	\$116,971.57
053212	CURBCO	CURBCO INC	7/13/2016	CHECK	PMCHK00001938	\$1,927.44
053155	DAVZIN	DAVID ZINN	7/7/2016	CHECK	PMCHK00001935	\$200.00
053262	DAVZIN	DAVID ZINN	7/21/2016	CHECK	PMCHK00001940	\$100.00
053314	DAVZIN	DAVID ZINN	7/28/2016	CHECK	PMCHK00001941	\$100.00
053263	DAWHEN	DAWN HENRY	7/21/2016	CHECK	PMCHK00001940	\$1,350.00
053264	DEMCO	DEMCO	7/21/2016	CHECK	PMCHK00001940	\$76.94
053156	DENBAL	DENNIS BALL	7/7/2016	CHECK	PMCHK00001935	\$13.45
053198	DETCIR	DETROIT CIRCUS	7/8/2016	CHECK	PMCHK00001936	\$375.00
053265	DIADUD	DIANE DUDLEY	7/21/2016	CHECK	PMCHK00001940	\$100.00
053157	DTEENE	DTE ENERGY	7/7/2016	CHECK	PMCHK00001935	\$12,374.46
053199	DTEENE	DTE ENERGY	7/8/2016	CHECK	PMCHK00001936	\$13,017.47
053316	DTEENE	DTE ENERGY	7/28/2016	CHECK	PMCHK00001941	\$8,293.86
053267	DYKOS	DYKEMA GOSSETT	7/21/2016	CHECK	PMCHK00001940	\$14,751.45
053214	ELILUI	ELIZABETH LUIDENS	7/13/2016	CHECK	PMCHK00001938	\$150.00
053158	ELIPEA	ELIZABETH PEARCE	7/7/2016	CHECK	PMCHK00001935	\$41.94
053215	ELLLIV	ELLEN LIVINGSTON	7/13/2016	CHECK	PMCHK00001938	\$125.00
053318	ELLLIV	ELLEN LIVINGSTON	7/28/2016	CHECK	PMCHK00001941	\$125.00
053268	ELYAUR	ELYSE AURBACH	7/21/2016	CHECK	PMCHK00001940	\$300.00
053319	ELYAUR	ELYSE AURBACH	7/28/2016	CHECK	PMCHK00001941	\$300.00
053159	FASTSI	FASTSIGNS	7/7/2016	CHECK	PMCHK00001935	\$2,995.00
053160	FORFRA	FORMAT FRAMING	7/7/2016	CHECK	PMCHK00001935	\$3,159.55
053269	FORFRA	FORMAT FRAMING	7/21/2016	CHECK	PMCHK00001940	\$1,820.11
053320	FRISWA	FRITZ SWANSON	7/28/2016	CHECK	PMCHK00001941	\$100.00
053186	THOGAL	GALE/CENGAGE LEARNING, INC	7/7/2016	CHECK	PMCHK00001935	\$1,015.61
053321	GAMESTART	GAMESTART	7/28/2016	CHECK	PMCHK00001941	\$800.00
053296	WWGRAI	GRAINGER	7/21/2016	CHECK	PMCHK00001940	\$522.00
053351	FIRMAR	GREEN ROAD ASSOCIATES, LLC	7/29/2016	CHECK	PMCHK00001942	\$3,646.00
053270	GREGAG	GREG GAGE	7/21/2016	CHECK	PMCHK00001940	\$100.00
053161	HOBBLA	HOBBS & BLACK ASSOCIATES, INC.	7/7/2016	CHECK	PMCHK00001935	\$285.94
053271	HOOHAT	HOOPER, HATHAWAY, P.C.	7/21/2016	CHECK	PMCHK00001940	\$172.50
053322	HUGGAL	HUGH GALLAGHER	7/28/2016	CHECK	PMCHK00001941	\$300.00
053162	JANUS	JANUS FILMS	7/7/2016	CHECK	PMCHK00001935	\$150.00
053272	JANWAY	JANWAY COMPANY USA, INC	7/21/2016	CHECK	PMCHK00001940	\$3,077.96
053273	JENMCK	JENN MCKEE	7/21/2016	CHECK	PMCHK00001940	\$100.00
053324	JENMCK	JENN MCKEE	7/28/2016	CHECK	PMCHK00001941	\$100.00
053163	JULROT	JULIANA ROTH	7/7/2016	CHECK	PMCHK00001935	\$50.00
053216	JUSSCH	JUSTIN SCHELL	7/13/2016	CHECK	PMCHK00001938	\$100.00
053164	KELULL	KELSEY ULLENBRUCH	7/7/2016	CHECK	PMCHK00001935	\$61.29
053165	LAURAY	LAURA RAYNOR	7/7/2016	CHECK	PMCHK00001935	\$20.00
053275	LENLEM	Leonard Lemorie	7/21/2016	CHECK	PMCHK00001940	\$2,508.96
053217	LIBDES	LIBRARY DESIGN ASSOCIATES, INC	7/13/2016	CHECK	PMCHK00001938	\$3,763.00
053325	LUCROE	LUCY ROEHRIG	7/28/2016	CHECK	PMCHK00001941	\$12.47
053170	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	7/7/2016	CHECK	PMCHK00001935	\$619.98
053167	MANPOW	MANPOWER	7/7/2016	CHECK	PMCHK00001935	\$819.21
053276	MANPOW	MANPOWER	7/21/2016	CHECK	PMCHK00001940	\$1,235.04
053277	MARYAN	MARGARET YANG	7/21/2016	CHECK	PMCHK00001940	\$250.00
053326	MARYAN	MARGARET YANG	7/28/2016	CHECK	PMCHK00001941	\$250.00
053218	MARBAN	MARTIN BANDYKE	7/13/2016	CHECK	PMCHK00001938	\$500.00
053233	MARBAN	MARTIN BANDYKE	7/15/2016	CHECK	PMCHK00001939	\$400.00
053234	MATRIX	MATRIX TRUST CO AttnTPA000320	7/15/2016	CHECK	PMCHK00001939	\$18,702.00
053279	MATRIX	MATRIX TRUST CO AttnTPA000320	7/21/2016	CHECK	PMCHK00001940	\$18,711.33
053166	LEXMAT	MATTHEW BENDER & CO., INC.	7/7/2016	CHECK	PMCHK00001935	\$334.31
053278	MASCOM	MEDCO SUPPLY COMPANY	7/21/2016	CHECK	PMCHK00001940	\$221.50
053327	MERCON	MERCES CONSULTING	7/28/2016	CHECK	PMCHK00001941	\$787.50
053168	METCOM	METCOM	7/7/2016	CHECK	PMCHK00001935	\$2,492.98
053328	METLIFE	METLIFE SBC	7/28/2016	CHECK	PMCHK00001941	\$6,903.48
053281	MICNAS	MICHAEL G. NASTOS	7/21/2016	CHECK	PMCHK00001940	\$100.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
053280	MICHUC	MICHAEL HUCKABY	7/21/2016	CHECK	PMCHK00001940	\$200.00
053329	MICHUC	MICHAEL HUCKABY	7/28/2016	CHECK	PMCHK00001941	\$200.00
053169	MIDTAP	MIDWEST TAPE	7/7/2016	CHECK	PMCHK00001935	\$4,603.99
053235	MIKDYK	MIKE DYKEHOUSE	7/15/2016	CHECK	PMCHK00001939	\$100.00
053231	AANEWS	MLIVE MEDIA GROUP	7/15/2016	CHECK	PMCHK00001939	\$91.42
053236	MONHIG	MONICA HIGMAN	7/15/2016	CHECK	PMCHK00001939	\$100.00
053237	MOVLIC	MOVIE LICENSING USA	7/15/2016	CHECK	PMCHK00001939	\$128.00
053330	NATTIM	NATIONAL TIME & SIGNAL CORPORA	7/28/2016	CHECK	PMCHK00001941	\$145.00
053171	NETTIS	NETTIE TISO	7/7/2016	CHECK	PMCHK00001935	\$150.00
053172	NICRAY	NICOLE RAY	7/7/2016	CHECK	PMCHK00001935	\$642.50
053282	NICRAY	NICOLE RAY	7/21/2016	CHECK	PMCHK00001940	\$220.00
053283	NUWAVE	NUWAVE AQUARIUMS	7/21/2016	CHECK	PMCHK00001940	\$105.00
053331	NUWAVE	NUWAVE AQUARIUMS	7/28/2016	CHECK	PMCHK00001941	\$111.00
053219	OCLINS	OCLC, INC.	7/13/2016	CHECK	PMCHK00001938	\$3,995.86
053173	OFFDEP	OFFICE DEPOT, INC.	7/7/2016	CHECK	PMCHK00001935	\$176.26
053220	OFFDEP	OFFICE DEPOT, INC.	7/13/2016	CHECK	PMCHK00001938	\$777.55
053238	OFFDEP	OFFICE DEPOT, INC.	7/15/2016	CHECK	PMCHK00001939	\$13.00
053284	OFFDEP	OFFICE DEPOT, INC.	7/21/2016	CHECK	PMCHK00001940	\$614.79
053332	OFFDEP	OFFICE DEPOT, INC.	7/28/2016	CHECK	PMCHK00001941	\$213.94
053352	OMEBUS	OMEGA BUSINESS CENTER, LLC	7/29/2016	CHECK	PMCHK00001942	\$3,700.00
053239	PATSUT	PATRICIA SUTTON	7/15/2016	CHECK	PMCHK00001939	\$39.91
053175	PATDUN	PATRICK DUNN	7/7/2016	CHECK	PMCHK00001935	\$100.00
053333	PATDUN	PATRICK DUNN	7/28/2016	CHECK	PMCHK00001941	\$200.00
053335	PEOFOO	PEOPLE'S FOOD CO-OP	7/28/2016	CHECK	PMCHK00001941	\$125.00
053200	PLAROC	PLANET ROCK	7/8/2016	CHECK	PMCHK00001936	\$600.00
053176	PLAWIS	PLANT WISE	7/7/2016	CHECK	PMCHK00001935	\$43,481.59
053221	PLAWIS	PLANT WISE	7/13/2016	CHECK	PMCHK00001938	\$1,893.74
053177	PRITEC	PRINT TECH INC.	7/7/2016	CHECK	PMCHK00001935	\$13,387.88
053336	PRITEC	PRINT TECH INC.	7/28/2016	CHECK	PMCHK00001941	\$312.27
053337	PROINF	PROQUEST - LLC	7/28/2016	CHECK	PMCHK00001941	\$12,880.00
053222	QUANTA	QUANTA, INC.	7/13/2016	CHECK	PMCHK00001938	\$106.04
053241	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	7/15/2016	CHECK	PMCHK00001939	\$12,523.00
053338	RACYAN	RACHEL YANIKOGLU	7/28/2016	CHECK	PMCHK00001941	\$69.63
053285	RAILAG	RAINA LAGRAN	7/21/2016	CHECK	PMCHK00001940	\$100.00
053224	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	7/13/2016	CHECK	PMCHK00001938	\$88.70
053178	RECBOO	RECORDED BOOKS, INC.	7/7/2016	CHECK	PMCHK00001935	\$117.93
053223	RECANN	RECYCLE ANN ARBOR	7/13/2016	CHECK	PMCHK00001938	\$250.00
053339	RECANN	RECYCLE ANN ARBOR	7/28/2016	CHECK	PMCHK00001941	\$13.00
053286	RHYMUS	RHYTA MUSIK	7/21/2016	CHECK	PMCHK00001940	\$700.00
053240	RICBUS	RICOH AMERICAS CORP	7/15/2016	CHECK	PMCHK00001939	\$183.02
053179	RICBUSIM	RICOH USA, INC.	7/7/2016	CHECK	PMCHK00001935	\$161.98
053340	ROBROB	ROBIN ROBINSON	7/28/2016	CHECK	PMCHK00001941	\$100.00
053287	RUMMED	RUMBLE PACK MEDIA	7/21/2016	CHECK	PMCHK00001940	\$225.00
053180	SARKEL	SARA MELTON KELLER	7/7/2016	CHECK	PMCHK00001935	\$250.00
053288	SARKEL	SARA MELTON KELLER	7/21/2016	CHECK	PMCHK00001940	\$100.00
053182	SCHSOU	SCHEDULE SOURCE, INC	7/7/2016	CHECK	PMCHK00001935	\$910.00
053289	SCHSEC	SCHILKE SECURITY	7/21/2016	CHECK	PMCHK00001940	\$190.00
053181	SCHELE	SCHINDLER ELEVATOR CORPORATION	7/7/2016	CHECK	PMCHK00001935	\$4,328.67
053174	PACMEC	SHAMBAUGH & SON, L.P	7/7/2016	CHECK	PMCHK00001935	\$617.50
053184	SHOHUR	Shoshana Hurand	7/7/2016	CHECK	PMCHK00001935	\$122.02
053185	STAHAR	STADIUM HARDWARE	7/7/2016	CHECK	PMCHK00001935	\$105.62
053290	STAHAR	STADIUM HARDWARE	7/21/2016	CHECK	PMCHK00001940	\$351.47
053225	STEPET	STEFFORIA, PETIK & ASSOCIATES	7/13/2016	CHECK	PMCHK00001938	\$487.50
053341	STETEE	STEVE TEERI	7/28/2016	CHECK	PMCHK00001941	\$218.89
053291	STESON	STEVEN SONORAS	7/21/2016	CHECK	PMCHK00001940	\$200.00
053292	SWABHO	SWAROOP BHOJANI	7/21/2016	CHECK	PMCHK00001940	\$125.00
053293	SWESOU	SWEETWATER SOUND INC.	7/21/2016	CHECK	PMCHK00001940	\$198.00
053226	TADMUL	TADD MULLINIX	7/13/2016	CHECK	PMCHK00001938	\$100.00
053342	TDSMET	TDS METROCOM	7/28/2016	CHECK	PMCHK00001941	\$7,113.55
053227	THEANN	THE ANN MAGAZINE	7/13/2016	CHECK	PMCHK00001938	\$500.00
053303	AROCAMP	THE AROUNDCAMPUS GROUP	7/28/2016	CHECK	PMCHK00001941	\$300.00
053343	THECRE	THE CREATURE CONSERVANCY	7/28/2016	CHECK	PMCHK00001941	\$324.00
053201	TMGROU	THE TM GROUP INC	7/8/2016	CHECK	PMCHK00001936	\$7,290.00



\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
053344	TMGROU	THE TM GROUP INC	7/28/2016	CHECK	PMCHK00001941	\$3,410.00
053187	TOTVEN	TOTAL VENDING & COFFEE SERVICE	7/7/2016	CHECK	PMCHK00001935	\$173.70
053244	ADTSEC	TYCO INTEGRATED SECURITY	7/21/2016	CHECK	PMCHK00001940	\$4,024.25
053298	ADTSEC	TYCO INTEGRATED SECURITY	7/28/2016	CHECK	PMCHK00001941	\$809.09
053188	ULINE	ULINE, INC.	7/7/2016	CHECK	PMCHK00001935	\$458.69
053294	ULINE	ULINE, INC.	7/21/2016	CHECK	PMCHK00001940	\$2,547.86
053345	ULINE	ULINE, INC.	7/28/2016	CHECK	PMCHK00001941	\$606.84
053346	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	7/28/2016	CHECK	PMCHK00001941	\$1,109.80
053190	UMICH15	UNIVERSITY OF MICHIGAN	7/7/2016	CHECK	PMCHK00001935	\$200.00
053347	UNUMPRO	UNUM LIFE INSURANCE	7/28/2016	CHECK	PMCHK00001941	\$2,000.68
053353	UNUMPRO	UNUM LIFE INSURANCE	7/29/2016	CHECK	PMCHK00001942	\$3,351.77
053355	UNUMPRO	UNUM LIFE INSURANCE	7/29/2016	CHECK	PMCHK00001943	\$471.45
053348	VARFOR	VARSITY FORD	7/28/2016	CHECK	PMCHK00001941	\$163.36
053191	VERWIRC	VERIZON WIRELESS	7/7/2016	CHECK	PMCHK00001935	\$1,739.54
053350	VOSLIG	VOSS LIGHTING	7/28/2016	CHECK	PMCHK00001941	\$468.00
053242	WASMAN	WASTE MANAGEMENT OF MICHIGAN	7/15/2016	CHECK	PMCHK00001939	\$234.81
053295	WEMU	WEMU	7/21/2016	CHECK	PMCHK00001940	\$1,000.00
053354	WESENT	WESTGATE ENTERPRISES, LLC	7/29/2016	CHECK	PMCHK00001942	\$22,827.08
053356	WESENT	WESTGATE ENTERPRISES, LLC	7/29/2016	CHECK	PMCHK00001943	\$7,363.58
053192	WILTEC	WILTEC TECHNOLOGIES	7/7/2016	CHECK	PMCHK00001935	\$19,623.00
053228	WILTEC	WILTEC TECHNOLOGIES	7/13/2016	CHECK	PMCHK00001938	\$23,399.00
053193	XEROX	XEROX CORPORATION	7/7/2016	CHECK	PMCHK00001935	\$32.89

Total Checks: 204

Total Amount of Checks: \$705,448.09

## **Ann Arbor District Library Financial Summary for July 2016**

### **Cash:**

The unrestricted cash balance as of July 31, 2016 was \$6,233,508 up from \$5,769,488 in June.

### **Tax Receipts:**

The Library has received tax receipts totaling \$1,575,658, 10.6% of the budgeted amount, as of July 31.

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

The Library has a positive fund balance of \$4,766,266 as of July 31, down from \$5,086,801 at the end of June.

### **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 July.

Software Licenses – Annual renewal payment for cataloging software was paid in July.

Repair and Maintenance – The quarterly payment for the HVAC maintenance contract was paid in July.

Other Operating Expenditures – Annual membership dues were paid in July.

## ANN ARBOR DISTRICT LIBRARY

**Statement of Revenues, Expenditures and Changes**in Fund Balances - Budget and Actual  
General Fund

For the Period July 1, 2016 through July 31, 2016

	July			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Revenues</b>						
Property taxes, net	\$1,237,502	\$1,237,500	\$ 2	\$ 1,237,502	\$ 1,237,500	\$ 2
State aid	7,500	7,500	-	7,500	7,500	-
State penal fines	18,750	18,750	-	18,750	18,750	-
Interest income	(1,790)	8,333	(10,123)	(1,790)	8,333	(10,123)
Copier revenue	2,280	2,500	(220)	2,280	2,500	(220)
Grants and memorials	10,794	4,167	6,627	10,794	4,167	6,627
Library fines, fees and other	25,342	23,333	2,009	25,342	23,333	2,009
Non-resident fees	640	1,250	(610)	640	1,250	(610)
Rental revenue	-	2,593	(2,593)	-	2,593	(2,593)
<b>Total revenues</b>	<b>1,301,018</b>	<b>1,305,926</b>	<b>(4,908)</b>	<b>1,301,018</b>	<b>1,305,926</b>	<b>(4,908)</b>
<b>Expenditures</b>						
Current:						
Personnel:						
Salaries and wages	506,493	547,499	(41,006)	506,493	547,499	(41,006)
Employee benefits	126,567	136,658	(10,091)	126,567	136,658	(10,091)
Employment taxes	37,969	41,884	(3,915)	37,969	41,884	(3,915)
Purchased services:						
Custodial services	12,523	16,250	(3,727)	12,523	16,250	(3,727)
Accounting/Audit	1,208	1,208	(0)	1,208	1,208	(0)
Legal	-	8,332	(8,332)	-	8,332	(8,332)
Professional services	9,786	17,081	(7,295)	9,786	17,081	(7,295)
Utilities	26,288	35,417	(9,129)	26,288	35,417	(9,129)
Property insurance	7,677	7,750	(73)	7,677	7,750	(73)
Communications	9,999	15,000	(5,001)	9,999	15,000	(5,001)
Materials	54,153	148,667	(94,514)	54,153	148,667	(94,514)
Software Licenses/Maint	88,983	16,667	72,316	88,983	16,667	72,316
Computer hardware	-	12,500	(12,500)	-	12,500	(12,500)
Building rental	17,655	46,821	(29,166)	17,655	46,821	(29,166)
Seminars, conferences and travel	39	1,925	(1,886)	39	1,925	(1,886)
Copier Expense	1,915	3,750	(1,835)	1,915	3,750	(1,835)
Library programming	23,283	36,667	(13,384)	23,283	36,667	(13,384)
Grant and memorial expenditures	592	4,167	(3,575)	592	4,167	(3,575)
Operating supplies	31,284	31,842	(558)	31,284	31,842	(558)
Repairs and maintenance	37,420	28,083	9,337	37,420	28,083	9,337
Postage	177	2,917	(2,740)	177	2,917	(2,740)
Other Operating Expenditures	4,423	2,883	1,540	4,423	2,883	1,540
Capital outlay/maintenance expense	(1,624)	41,667	(43,291)	(1,624)	41,667	(43,291)
<b>Total expenditures</b>	<b>996,810</b>	<b>1,205,633</b>	<b>(208,823)</b>	<b>996,810</b>	<b>1,205,633</b>	<b>(208,823)</b>
<b>Revenue over (under) expenditures</b>	<b>304,208</b>	<b>100,293</b>	<b>203,915</b>	<b>304,208</b>	<b>100,293</b>	<b>203,915</b>
<b>Other financing sources (uses)</b>						
Transfers in						
Transfers out	(1,203,500)	(100,292)	(1,103,208)	(1,203,500)	(100,292)	(1,103,208)
<b>Total other financing sources (uses)</b>	<b>(1,203,500)</b>	<b>(100,292)</b>	<b>(1,103,208)</b>	<b>(1,203,500)</b>	<b>(100,292)</b>	<b>(1,103,208)</b>
<b>Net change in fund balances</b>	<b>(899,292)</b>	<b>1</b>	<b>(899,293)</b>	<b>(899,292)</b>	<b>1</b>	<b>(899,293)</b>
Fund balance, beginning of year	4,639,026	4,639,026	-	4,639,026	4,639,026	-
<b>Fund balance, end of year</b>	<b>\$ 3,739,734</b>	<b>\$ 4,639,027</b>	<b>\$ (899,293)</b>	<b>\$ 3,739,734</b>	<b>\$ 4,639,027</b>	<b>\$ (899,293)</b>

## ANN ARBOR DISTRICT LIBRARY

**Statement of Revenues, Expenditures and Changes in Fund Balances**

Governmental Funds

For the Period July 1, 2016 through July 31, 2016

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
<b>Revenues</b>				
Property taxes, net	\$ 1,237,502	\$ -	\$ -	\$ 1,237,502
State aid	7,500	-	-	7,500
State penal fines	18,750	-	-	18,750
Interest income	(1,790)	-	50	(1,740)
Copier revenue	2,280	-	-	2,280
Grants and memorials	10,794	-	500	11,294
Library fines, fees and other	25,342	-	-	25,342
Non-resident fees	640	-	-	640
Rental revenue	-	-	-	-
<b>Total revenues</b>	<b>1,301,018</b>	<b>-</b>	<b>550</b>	<b>1,301,568</b>
<b>Expenditures</b>				
Current:				
Personnel:				
Salaries and wages	506,493	-	-	506,493
Employee benefits	126,567	-	-	126,567
Employment taxes	37,969	-	-	37,969
Purchased services:				
Custodial services	12,523	-	-	12,523
Accounting/Audit	1,208	-	-	1,208
Legal	-	-	-	-
Professional services	9,786	-	-	9,786
Utilities	26,288	-	-	26,288
Property insurance	7,677	-	-	7,677
Communications	9,999	-	-	9,999
Materials	54,153	-	-	54,153
Software Licenses/Maint	88,983	-	-	88,983
Computer hardware	-	-	-	-
Building rental	17,655	-	-	17,655
Seminars, conferences and travel	39	-	-	39
Copier Expense	1,915	-	-	1,915
Library programming	23,283	-	-	23,283
Grant and memorial expenditures	592	-	-	592
Operating supplies	31,284	34,492	-	65,776
Repairs and maintenance	37,420	-	-	37,420
Postage	177	-	-	177
Other Operating Expenditures	4,423	-	-	4,423
Capital outlay/maintenance expense	(1,624)	260,361	-	258,737
<b>Total expenditures</b>	<b>996,810</b>	<b>294,853</b>	<b>-</b>	<b>1,291,663</b>
<b>Revenue over (under) expenditures</b>	<b>304,208</b>	<b>(294,853)</b>	<b>550</b>	<b>9,905</b>
<b>Other financing sources (uses)</b>				
Transfers in	-	1,203,500	-	1,203,500
Transfers out	(1,203,500)	-	-	(1,203,500)
<b>Total other financing sources (uses)</b>	<b>(1,203,500)</b>	<b>1,203,500</b>	<b>-</b>	<b>-</b>
<b>Change in fund balance</b>	<b>(899,292)</b>	<b>908,647</b>	<b>550</b>	<b>9,905</b>
Fund balance, beginning of year	4,639,026	752,585	463,400	5,855,011
<b>Fund balance, end of year</b>	<b>\$ 3,739,734</b>	<b>\$ 1,661,232</b>	<b>\$ 463,950</b>	<b>\$ 5,864,916</b>

## ANN ARBOR DISTRICT LIBRARY

**Balance Sheet**

Governmental Funds

July 31, 2016

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 118,235	\$ 1,569,537	\$ 463,950	\$ 2,151,722
Investments	4,559,744	-	-	4,559,744
Due from other governmental units	78,487	-	-	78,487
Prepaid items	80,487	91,695	-	172,182
<b>Total assets</b>	<b>4,836,953</b>	<b>1,661,232</b>	<b>463,950</b>	<b>6,962,135</b>
<b>Liabilities</b>				
Accounts payable	424,779	-	-	424,779
Accrued payroll and benefits	335,390	-	-	335,390
<b>Total liabilities</b>	<b>760,169</b>	<b>-</b>	<b>-</b>	<b>760,169</b>
<b>Deferred Outflows</b>				
Unavailable Property Tax Revenue	337,050	-	-	337,050
<b>Fund balances</b>				
Nonspendable:				
Prepaid items	80,487	-	-	80,487
Permanent corpus	-	-	350,000	350,000
Restricted for endowments	-	-	113,950	113,950
Committed for capital projects	-	1,661,232	-	1,661,232
Encumbered	1,098,651	-	-	1,098,651
Unassigned	2,560,596	-	-	2,560,596
<b>Total fund balances</b>	<b>3,739,734</b>	<b>1,661,232</b>	<b>463,950</b>	<b>5,864,916</b>
<b>Total liabilities and fund balances</b>	<b>\$ 4,836,953</b>	<b>\$ 1,661,232</b>	<b>\$ 463,950</b>	<b>\$ 6,962,135</b>

### **Initiative 1: Products and Services**

1. On Wednesday, September 28<sup>th</sup> from 7:00 - 8:00 p.m. in the Downtown Library MPR please join us for a conversation with refugee families about their reality and with representatives from those working with refugee communities in Washtenaw County. Panelists include members of Jewish Family Services and Washtenaw Interfaith Coalition for Immigrant Rights. This event is co-sponsored by the Interfaith Round Table of Washtenaw County, the Interfaith Council for Peace and Justice and the Ann Arbor District Library. The panel discussion will be moderated by Emmaline Weinert, the co-founder of Washtenaw Refugee Welcome, a new organization whose mission is to identify and mobilize resources to support local agencies in resettling refugees in Washtenaw County. She is also on the board of directors of the Interfaith Council for Peace and Justice.
2. A steering committee and a selection committee made up of representatives of all of the public libraries in Washtenaw County have organized to produce ***Washtenaw Reads*** to replace the successful and long standing Ypsi-Ann Arbor Reads. The program will follow the established process for selecting a title that all residents of Washtenaw County are encouraged to read. The title will be announced later this year.
3. The 11<sup>th</sup> Annual AADL Lego contest was held on August 4, 2016 with hundreds of entries on display at Kensington Court ballroom. Toddlers to octogenarians attend and participate in this anticipated AADL summer event. This event is a highlight of the summer game and attended by hundreds of family members of the contenders for an AADL Lego trophy.
4. The three major tribal groups in Michigan today: the Chippewa (Ojibwe), the Ottawa, and the Potawatomi comprise what is called the Three Fires Council. Although they have similar cultures and share the same territory, there are differences. On September 18, 2016 at the Malletts Creek Branch Shiloh Maples and Chantel Henry of American Indian Health and Family Services of Southeastern Michigan will join us for a special introduction to the People of the Three Fires. Their lecture is titled: ***The People of the Three Fires: Food in Celebrations and Ceremonies of the Ojibwa (Chippewa), Odawa (Ottawa) and Potawatomi Tribal Groups of Michigan.*** They will also discuss how food is integrated into rituals and ceremonies in these Michigan communities. The American Indian Health and Family Services of Southeastern Michigan is a non-profit health center serving the Native American community of Southeastern Michigan. Their mission is to empower and enhance the physical, spiritual, emotional, and

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mental well-being of American Indian families and other underserved populations in SE Michigan through culturally grounded health and family services. The Culinary Historians of Ann Arbor (CHAA), founded in 1983 by Jan Longone and friends, is an organization of scholars, cooks, food writers, nutritionists, collectors, students, and others interested in the study of culinary history and gastronomy. The mission of the group is to promote the study of culinary history through regular programs open to members and guests, through the quarterly newsletter Repast, and through exchanges of information with other such organizations.

5. On Monday, September 26<sup>th</sup> at 7:00 p.m. in the MPR Downtown, the writer and activist Tom Hayden, U-M graduate and legendary leader of the Vietnam-era antiwar movement, will view the 2016 presidential election in historical perspective, comparing it to the 1968 election year, when he led historic protests at the Democratic National Convention in Chicago and dissent was answered by Richard Nixon's campaign of "law and order." With more than 50 years of activism, politics, and writing, Tom Hayden is still a leading voice for ending war, for eradicating sweatshops, saving the environment, and reforming politics. He was a leader of the student, civil rights, peace, and environmental movements of the 1960s, and went on to serve 18 years in the California legislature, where he chaired labor, higher education and natural resources committees.

### **Initiative 2: Finances**

1. The Board meeting financial presentation has been changed and begins with the presentation of the July financials at the August 2016 meeting. This change is in accordance with auditing standards as presented by Rehmann.
2. Tim Petik from Stefforia-Petik & Associates has been engaged by AADL to assist in preparing for the annual audit for the past three years and is currently working with the CFO and Finance staff on the current year's audit. The audit will be conducted by Rehmann and presented on or before the November Board meeting later this year.

### **Initiative 3: Facilities**

1. Westgate Branch will open on schedule in early September. A celebration of the expansion and renovation of this branch will be held on Sunday, September 18<sup>th</sup> at 1:00 p.m. at the Westgate Mall.

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2. The firms Corbin and Carpman Grant have expressed interest in resubmitting wayfinding proposals for the Downtown Library. These proposals will be more limited in scope than those received in May and presented to the Board in June.

#### **Initiative 4: Communications and Technology**

1. The AADL and the AAATA partnered on a project to promote the Summer Game by providing free rides on Fridays in August to library cardholders, and by placing game codes on busses and routes around the AADL area. We thank the AAATA for working with us on a new and fun partnership promoting access to library resources and locations.
2. The AADL Summer Newsletter was released via email to over 75 thousand persons who registered to use the library. The results of that mailing were further confirmation that electronic mailings to our patrons and community members are a welcome and effective means of communicating library news and information. We will review the statistics of the mailing at the Board meeting.
3. An email update regarding the Westgate branch was sent during the week of August 1<sup>st</sup>. The response to the renovation and the anticipation by people who have enjoyed watching the project through the storefront can be seen at [aadl.org/westgate](http://aadl.org/westgate) with a few samples below:
  - Really appreciate the update. I live nearby and always peek in - it's looking great.
  - Thank you for the update. We're dying for it to open and it's glad to hear some news.
  - It will be nice to have it up and running for the 2017 summer game.
  - Great news! Always impressed when major construction projects somehow finish on schedule. There's so many variables. (No, this isn't intended to be a swipe at projects that aren't completed by original projected dates.) So, excellent managing the projections and everything else, AADL!
  - My family peers through the windows of the Westgate branch every time we are at Westgate. It's looking great inside! Can't wait to enjoy it. Thank you for keeping this branch on the west side!



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**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:**

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