



# Regular Meeting Agenda

Monday, August 17, 2015

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## August 2015

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

## September 2015

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

## October 2015

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, August 17, 2015 at 6:00 p.m.  
 Ann Arbor District Library, 4<sup>th</sup> Floor Board Meeting Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104

## REGULAR MEETING AGENDA

- 15-164 I. CALL TO ORDER
- 15-165 II. ATTENDANCE
- 15-166 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 15-167 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- 15-168 V. APPROVAL OF AGENDA (pp. 1-2)  
 (Item of action)
- 15-169 VI. APPROVAL OF MINUTES OF JULY 20, 2015 (pp. 3-9)  
 (Item of action)
- 15-170 VII. CITIZENS' COMMENTS
- 15-171 VIII. FINANCIAL REPORTS (pp. 10-13)
- 15-172 IX. APPROVAL OF DISBURSEMENTS (pp. 14-17)  
 (Item of action)
- 15-173 X. COMMITTEE REPORTS
- 15-174 A. FACILITIES COMMITTEE
- 15-175 B. POLICY COMMITTEE
- 15-176 XI. DIRECTOR'S REPORT
- 15-177 XII. MONTHLY STATISTICS
- 15-178 XIII. OLD BUSINESS
- 15-087 A. FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY SPACE USE AGREEMENT UPDATE

- 15-179      XIV.    NEW BUSINESS
- 15-180      A.    RESOLUTION TO ADOPT POLICY 1.11 BOARD OF TRUSTEES ELECTRONIC COMMUNICATIONS (pp. 18-19)  
(Item of action)
- 15-181      B.    VOTE FOR CLOSED SESSION AT THE SEPTEMBER 21, 2015 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL  
(Item of action)  
Roll call vote
- 15-182      XV.    CITIZENS' COMMENTS
- 15-183      XVI.   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 20, 2015

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, JULY 20, 2015**

- 15-145 I. CALL TO ORDER
- President Barney Newman called the meeting to order at 6:58 p.m.
- 15-146 II. ATTENDANCE
- Board Present: Kaplan, Leary, Barney Newman, Rosenthal, Surovell, Vander Broek  
 Absent: Leija  
 Staff: Hadler, Neiburger, Parker, Wilson (recorder)
- 15-147 III. ADMINISTRATION OF OATH OF MEMBER  
 Judge Elizabeth Hines, Presiding
- Judge Hines was introduced and administered the oath of office to Jamie Vander Broek.
- “I, (name stated), DO SOLEMNLY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THE CONSTITUTION OF THE STATE OF MICHIGAN, AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF THE OFFICE OF MEMBER OF THE DISTRICT LIBRARY BOARD OF THE ANN ARBOR DISTRICT LIBRARY, WASHTENAW COUNTY, MICHIGAN ACCORDING TO THE BEST OF MY ABILITY.”
- Director Parker thanked Judge Hines on behalf of the Board for attending tonight’s meeting and administering of the oath of office to Trustee Vander Broek.
- President Barney Newman reported the memorial service for former Trustee Rebecca Head was held this past weekend. A number of Board members were in attendance and the service reflected Rebecca’s wide reach into the community.
- 15-148 IV. APPROVAL OF AGENDA  
 (Item of action)
- Trustee Leary, supported by Vice President Surovell, moved to

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, JULY 20, 2015

approve the agenda.

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

NAYS: None

Motion passed 6-0.

15-149 V. APPROVAL OF MINUTES OF JUNE 10, 2015  
 (Item of action)

Trustee Leary, supported by Secretary Kaplan, moved to approve the minutes of June 10, 2015.

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

NAYS: None

Motion passed 6-0.

15-150 VI. CITIZENS' COMMENTS

Cherie Burkheiser

Hello, you may remember me from last year. I am only here to get the points. I'm just going to be brutally honest. But, I love the summer game it's a lot of fun. I thank Ann Arbor District Library for doing it. My son is three and a half and he loves roaming around and if he was here he would be pointing out right now - Momma, there's a sign right there! So I just wanted to come up and say thank you for my badge. Thank you.

Mary Morgan

Hello everyone, I am Mary Morgan. I live on Mulholland in Ann Arbor, Ward 5 and I too am here to gush about the summer game. From the perspective of a player, I just checked on the leaderboard with the help of Cherie, and I am 302 on the leaderboard. So woo-ho! But also as a partner in the summer game I wanted to thank you allowing our new non-profit The CivCity Initiative to include a series of CivCity badges in the summer game. We are really excited about this and I have to say, I'm sure you know this already, but the staff who is developing, working on the summer

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
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game are just an amazing group of people to work with. They've held our hand through this process and done a ton of the work for The CivCity badges. So Eli and his crew deserve major props for the entire summer game. But I would also like to reinforce how great they are to work with, how fun they are to work with and I hope you realize what value they bring to the community. We hope to continue this partnership in the future and I will look at the code, I too am here for the code. Thank you very much.

15-151 VII. FINANCIAL REPORTS

CFO Hadler reported June showed an unrestricted cash balance just over \$8.8 million. Tax receipts over \$11.5 million, reflecting 98.7% of the budgeted amount, have been received through the end of June. Budget versus actual showed an operating surplus of \$76,575. The fund balance stands just above \$8.5 million. Four line items are currently over budget.

15-152 VIII. APPROVAL OF DISBURSEMENTS  
 (Item of action)

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

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

NAYS: None

Motion passed 6-0.

15-153 IX. COMMITTEE REPORTS

15-154 A. FACILITIES COMMITTEE

Chairperson Leary reported the committee met this afternoon and received updates on the progress of the front entrance and basement renovation projects. Both projects are on time for completion.

15-155 X. DIRECTOR'S REPORT

Director Parker reported the Summer Game is going great. The game is designed to take participants out into the Ann Arbor area; into parks, restaurants, non-profits, partner organizations, branches

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, JULY 20, 2015

and to her office.

Deputy Director Eli Neiburger and Community Relations Manager Tim Grimes recently attended ALA. Eli was a keynote speaker and Tim is the Chair of the Program Committee.

Downtown Library construction on the front entrance is scheduled to be completed by the second week of August and the renovation of the lower level program room should be finished by the first week of August.

15-156      XI.      MONTHLY STATISTICS

Deputy Director Neiburger reviewed Summer Game statistics to date. He reported that at halfway through the game, the online portion has seen a 20% growth over last year. All aspects of game participation have seen growth over the last two years.

15-157      XII.      OLD BUSINESS

15-087      A.      FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY  
SPACE USE AGREEMENT UPDATE

Director Parker reported that the Space Use Agreement approved by the Board at their June 10<sup>th</sup> meeting was forwarded to the Friends Board for their approval. A signed copy of the agreement has not been received back as of this date.

15-158      XIII.      NEW BUSINESS

15-159      A.      BOARD COMMITTEE APPOINTMENTS  
(Item of action)

Trustee Leary, supported by Trustee Vander Broek, moved to approve the revised AADL Board Committee appointments as distributed.

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

NAYS: None

Motion passed 6-0.



ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
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- 15-160                    B. RESOLUTION TO AMEND THE 2014-2015 APPROVED BUDGET  
 (Item of action)

Treasurer Rosenthal, supported by Vice President Surovell, moved that the Board resolves as follows: to transfer \$30,000 from Capital Outlays to Legal; to transfer \$10,000 from Capital Outlays to Materials; to transfer \$20,000 from Capital Outlays to Grants/Memorials; to transfer \$55,000 from Capital Outlays to Supplies; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Treasurer Rosenthal inquired of the transfer to Grants and Memorials. Director Parker stated this reflected the fact that the anticipated donation from the Friends was not received within this fiscal year and funds had been allocated to cover costs of the Summer Game.

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

NAYS: None

Motion passed 6-0.

- 15-161                    C. VOTE FOR CLOSED SESSION AT THE AUGUST 17, 2015 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL  
 (Item of action)  
 Roll call vote

Trustee Leary, supported by Vice President Surovell, moved to hold a closed session at the August 17, 2015 regular meeting for discussion of real estate and opinion of legal counsel.

A roll call vote was taken.

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

NAYS: None

Motion passed 6-0.

- 15-162                    XIV. CITIZENS' COMMENTS

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
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There were no additional citizens' comments.

15-163      XV.      ADJOURNMENT

President Barney Newman adjourned the meeting at 7:42 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular meeting held on July 20, 2015 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Kaplan, Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 15-160**

**RESOLUTION TO AMEND THE 2014-2015 APPROVED BUDGET**

Minutes of the 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 20<sup>th</sup> day of July, 2015 at 7:00 p.m.

PRESENT: Nancy Kaplan, Margaret Leary, Jan Barney Newman, Prue Rosenthal, Ed Surovell, Jamie Vander Broek

ABSENT: Jim Leija

The following resolution was offered by Treasurer Rosenthal, and supported by Vice President Surovell:

THE BOARD RESOLVES AS FOLLOWS:

- 1). To transfer \$30,000 from Capital Outlays to Legal.
- 2). To transfer \$10,000 from Capital Outlays to Materials.
- 3). To transfer \$20,000 from Capital Outlays to Grants/Memorials.
- 4). To transfer \$55,000 from Capital Outlays to Supplies.
- 5). 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: Kaplan, Leary, Barney Newman, Rosenthal, Surovell, 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 20, 2015 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Nancy Kaplan, Secretary

## **Ann Arbor District Library Financial Summary for July 2015**

### **Cash:**

The unrestricted cash balance as of July 31, 2015 was \$8,603,290 up from \$8,084,025 in June.

### **Tax Receipts:**

The Library has received tax receipts totaling \$1,646,912, 12.9% of the budgeted amount, as of July 31.

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

The Library showed an operating deficit of \$73,450 through July 31. This gives the Library a positive fund balance of \$8,261,330 as of July 31, down from \$8,588,462 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.

Employment Costs – The merit increases took effect and were paid in July.

Software – An annual renewal payment for cataloging software was paid in July.

Grants / Memorials – Summer game prizes and promotional materials were paid in July.

Supplies – The purchase of computer screens for the training center in July put this line item slightly over budget.

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

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

Capital Outlays – Large payments for construction of the front entry were paid in July.

ANN ARBOR DISTRICT LIBRARY  
Operating  
For the Month Ending July 31, 2015

	<i>Actual</i>	<i>July Budget</i>	<i>Variance</i>	<i>Actual</i>	<i>YTD Budget</i>	<i>Variance</i>
<b>Revenue</b>						
Tax Collections - Operating	\$1,063,250	\$1,063,250		\$1,063,250	\$1,063,250	
State Aid	3,750	3,750		3,750	3,750	
Penal Fines	18,750	18,750		18,750	18,750	
Interest	19,085	8,333	10,752	19,085	8,333	10,752
Copiers	2,790	2,500	290	2,790	2,500	290
Grants/Memorials	1	7,500	(7,499)	1	7,500	(7,499)
Library Fines & Fees	26,554	27,500	(946)	26,554	27,500	(946)
Non-Resident Fees	1,275	1,250	25	1,275	1,250	25
<b>Total Revenue</b>	<b>\$1,135,455</b>	<b>\$1,132,833</b>	<b>\$2,622</b>	<b>\$1,135,455</b>	<b>\$1,132,833</b>	<b>\$2,622</b>
<b>Expenditures</b>						
Salaries & Wages	519,730	505,917	13,813	519,730	505,917	13,813
Employee Benefits	130,274	130,512	(238)	130,274	130,512	(238)
Employment Taxes	38,865	38,703	162	38,865	38,703	162
<b>Total Employment Cost</b>	<b>\$688,869</b>	<b>\$675,132</b>	<b>\$13,737</b>	<b>\$688,869</b>	<b>\$675,132</b>	<b>\$13,737</b>
Custodial and Electrical	\$13,243	\$15,000	(\$1,757)	\$13,243	\$15,000	(\$1,757)
Accounting/Audit	1,000	1,000		1,000	1,000	
Legal	(2,438)	8,333	(10,771)	(2,438)	8,333	(10,771)
Purchased Services	8,738	12,402	(3,664)	8,738	12,402	(3,664)
Utilities	28,475	37,500	(9,025)	28,475	37,500	(9,025)
Property Insurance	7,405	7,500	(95)	7,405	7,500	(95)
Communications	10,848	15,000	(4,152)	10,848	15,000	(4,152)
Materials	98,721	148,666	(49,945)	98,721	148,666	(49,945)
Software Licenses/Maintenanc	77,172	12,500	64,672	77,172	12,500	64,672
Building Rental	10,355	12,917	(2,562)	10,355	12,917	(2,562)
Seminars/Conferences/Travel	200	2,143	(1,943)	200	2,143	(1,943)
Copier Expense	1,926	3,750	(1,824)	1,926	3,750	(1,824)
Library Programming	23,986	30,833	(6,847)	23,986	30,833	(6,847)
Grants/Memorials	11,038	7,500	3,538	11,038	7,500	3,538
Supplies	17,130	16,643	487	17,130	16,643	487
Repairs and Maintenance	50,508	28,083	22,425	50,508	28,083	22,425
Postage	217	2,917	(2,700)	217	2,917	(2,700)
Lcards/Circ Cards	204	5,717	(5,513)	204	5,717	(5,513)
Other Operating Expenditures	5,577	2,217	3,360	5,577	2,217	3,360
<b>Total Operating Expense</b>	<b>\$364,305</b>	<b>\$370,621</b>	<b>(\$6,316)</b>	<b>\$364,305</b>	<b>\$370,621</b>	<b>(\$6,316)</b>
Capital Outlays	\$155,731	\$87,080	\$68,651	\$155,731	\$87,080	\$68,651
<b>Total Expenditures</b>	<b>\$1,208,905</b>	<b>\$1,132,833</b>	<b>\$76,072</b>	<b>\$1,208,905</b>	<b>\$1,132,833</b>	<b>\$76,072</b>
<b>Net</b>	<b>(\$73,450)</b>		<b>(\$73,450)</b>	<b>(\$73,450)</b>		<b>(\$73,450)</b>

## Ann Arbor District Library

## Balance Sheet

**LIABILITIES AND FUND EQUITY**Current Liabilities:

ACCOUNTS PAYABLE	(\$86,636.09)
ACCRUED ACCOUNTS PAYABLE	25,000.00
ACCRUED PAYROLL	238,919.73
EE 403(b) deduction / EE Miors Pmt	1,586.85
ACCRUED LIABILITY-VACATION S/T	86,539.71

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Total Current Liabilities	\$265,410.20
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,025.46
ACCRUED LIABILITY-VACATION L/T	201,926.00

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Total Long-Term Liabilities	229,951.46
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,068,968.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$285,867.72
DEFERRED REVENUE - PROPERTY TAX	583,662.00
FUND BALANCE - UNDESIGNATED	8,334,780.24
EXCESS REVENUE (SPENDING)	(73,449.87)

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Total Fund Balance	\$9,130,860.09
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Total Fund Equity	\$41,199,828.24
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TOTAL LIABILITIES AND FUND EQUITY	\$41,695,189.90
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## Balance Sheet

**ASSETS**As of 7/31/2015Current Assets:

## Cash

CASH-COMMERCIAL CHECKING	\$60,333.50
CASH-PAYROLL	15,226.65
HOLTREY FUND	332,786.42
CASH-SAVINGS	1,081,551.09
KENISTON FUND	30,408.52
SHAFFER FUND	10,490.94
WESTERMAN FUND	29,274.71
PETTY CASH	2,450.00
WLBPD ACCOUNT	38,286.43
PRICE FUND	21,152.09
ICS Money Market	2,004,189.90

Total Cash	\$3,626,150.25
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## Investments

BANK OF ANN ARBOR INVESTMENT	\$3,470,709.87
OLD NATIONAL TRUST COMPANY	1,968,829.43

Total Investments	\$5,439,539.30
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## Accounts Receivable

ACCOUNTS RECEIVABLE	\$257,404.34
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Total Accounts Receivable	\$257,404.34
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## Property Taxes Receivable

Total Property Taxes Receivable	\$0.00
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## Prepaid Expenses

PRE-PAID INSURANCE	\$73,176.40
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Total Prepaid Expenses	\$73,176.40
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Total Current Assets	\$9,396,270.29
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Capital Assets:

BUILDINGS	\$26,027,639.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	541,835.00
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	145,532.00
COMPUTER EQUIPMENT	1,361,944.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	40,760.00
FURNITURE & FIXTURES	1,261,083.00
VEHICLES	108,889.00

Total Capital Assets	\$32,068,968.15
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Amount Provided for Long-Term Debt:

LONG TERM SICK	\$28,025.46
LONG TERM VACATION	201,926.00

Total Provided for Long-Term Debt	229,951.46
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TOTAL ASSETS	\$41,695,189.90
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Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Check Number First Last Check Date 7/1/2015 7/31/2015  
 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
050656	3PLAYMED	3PLAY MEDIA	7/10/2015	CHECK	PMCHK00001781	\$8,630.63
050712	4IMPRINT	4IMPRINT, INC	7/16/2015	CHECK	PMCHK00001784	\$2,540.15
050741	4IMPRINT	4IMPRINT, INC	7/21/2015	CHECK	PMCHK00001789	\$5,144.78
050775	4IMPRINT	4IMPRINT, INC	7/28/2015	CHECK	PMCHK00001791	\$2,500.65
050798	4IMPRINT	4IMPRINT, INC	7/31/2015	CHECK	PMCHK00001794	\$203.88
050714	AGRSER	A GROWING SERVICE LLC	7/16/2015	CHECK	PMCHK00001784	\$340.00
050598	ARENTA	A-1 RENTAL, INC.	7/3/2015	CHECK	PMCHK00001779	\$505.00
050776	AFSMITH	A.F. SMITH ELECTRIC, INC.	7/28/2015	CHECK	PMCHK00001791	\$1,862.30
050592	ACCTEM	ACCONTEMPS	7/3/2015	CHECK	PMCHK00001779	\$1,234.38
050657	ACCTEM	ACCONTEMPS	7/10/2015	CHECK	PMCHK00001781	\$4,745.50
050740	AFTDEL	AFTERNOON DELIGHT	7/20/2015	CHECK	PMCHK00001788	\$114.50
050658	ALAMAI	ALAN'S ASPHALT MAINTENANCE	7/10/2015	CHECK	PMCHK00001781	\$1,700.00
050715	ALAMAI	ALAN'S ASPHALT MAINTENANCE	7/16/2015	CHECK	PMCHK00001784	\$3,500.00
050716	ALEMEL	ALEXANDER MELIDIS	7/16/2015	CHECK	PMCHK00001784	\$100.00
050593	ALLENT	ALLIANCE ENTERTAINMENT	7/3/2015	CHECK	PMCHK00001779	\$47.61
050659	ALLENT	ALLIANCE ENTERTAINMENT	7/10/2015	CHECK	PMCHK00001781	\$69.67
050799	ALLENT	ALLIANCE ENTERTAINMENT	7/31/2015	CHECK	PMCHK00001794	\$7,135.72
050743	AMASCH	AMANDA SCHOTT	7/21/2015	CHECK	PMCHK00001789	\$20.13
050634	AMACLA	AMAZING CLARK ENTERTAINMENT	7/7/2015	CHECK	PMCHK00001780	\$325.00
050777	AMACOM	AMAZON.COM CREDIT PLAN	7/28/2015	CHECK	PMCHK00001791	\$1,501.94
050635	AMEX	AMERICAN EXPRESS	7/7/2015	CHECK	PMCHK00001780	\$54,352.49
050800	ANDPAI	ANDERSON PAINT COMPANY	7/31/2015	CHECK	PMCHK00001794	\$174.27
050594	ANNARB	ANN ARBOR OBSERVER	7/3/2015	CHECK	PMCHK00001779	\$1,511.10
050801	ANNARB	ANN ARBOR OBSERVER	7/31/2015	CHECK	PMCHK00001794	\$2,143.80
050596	ANNRYA	ANN RYAN	7/3/2015	CHECK	PMCHK00001779	\$100.00
050595	ANNHRA	ANNA HRACHOVEC	7/3/2015	CHECK	PMCHK00001779	\$600.00
050778	ANNRYA	ANNE RYAN	7/28/2015	CHECK	PMCHK00001791	\$100.00
* 050717	ANNGAO	ANNIE GAO	7/16/2015	CHECK	PMCHK00001784	\$150.00
* 050737	ANNGAO	ANNIE GAO	7/16/2015	CHECK	PMCHK00001785	\$150.00
050738	ANNGAO	ANNIE GAO	7/16/2015	CHECK	PMCHK00001786	\$150.00
050660	APPLE	APPLE, INC.	7/10/2015	CHECK	PMCHK00001781	\$2,623.25
050744	APPIMA	APPLIED IMAGING	7/21/2015	CHECK	PMCHK00001789	\$52.52
050597	ARBSPR	ARBOR SPRING WATER CO.	7/3/2015	CHECK	PMCHK00001779	\$120.00
050661	ARELLC	AREA 23a, LLC	7/10/2015	CHECK	PMCHK00001781	\$500.00
* 050636	AROKAU	ARON KAUFMAN	7/7/2015	CHECK	PMCHK00001780	\$100.00
050802	AROKAU	ARON KAUFMAN	7/31/2015	CHECK	PMCHK00001794	\$100.00
050599	ARTALL	ARTS ALLIANCE	7/3/2015	CHECK	PMCHK00001779	\$450.00
050704	ATTMOB	AT&T MOBILITY	7/14/2015	CHECK	PMCHK00001783	\$846.45
050718	BANMED	BANG MEDIA	7/16/2015	CHECK	PMCHK00001784	\$350.00
050803	BARNOB1	BARNES & NOBLE INC.	7/31/2015	CHECK	PMCHK00001794	\$167.42
050663	BEADEL	BEAU DELOACH	7/10/2015	CHECK	PMCHK00001781	\$125.00
050637	BETBAT	BETH BATTEY	7/7/2015	CHECK	PMCHK00001780	\$690.00
050745	BETMAN	BETH MANUEL	7/21/2015	CHECK	PMCHK00001789	\$23.92
050664	BETBEC	BETSY BECKERMAN	7/10/2015	CHECK	PMCHK00001781	\$425.00
050804	BLAAUD	BLACKSTONE AUDIO BOOKS	7/31/2015	CHECK	PMCHK00001794	\$693.98
050669	DICBLI	BLICK ART MATERIALS	7/10/2015	CHECK	PMCHK00001781	\$504.88
050724	DICBLI	BLICK ART MATERIALS	7/16/2015	CHECK	PMCHK00001784	\$437.06
050779	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	7/28/2015	CHECK	PMCHK00001791	\$60,121.41
050780	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	7/28/2015	CHECK	PMCHK00001791	\$5,390.25
050719	BP	BP	7/16/2015	CHECK	PMCHK00001784	\$333.75
050638	BREWER	BREWER'S	7/7/2015	CHECK	PMCHK00001780	\$418.84
050600	BRIAUD	BRILLIANCE PUBLISHING, INC.	7/3/2015	CHECK	PMCHK00001779	\$46.49
050805	BRIAUD	BRILLIANCE PUBLISHING, INC.	7/31/2015	CHECK	PMCHK00001794	\$299.92
050601	BRODCO	BRODART CO.	7/3/2015	CHECK	PMCHK00001779	\$46.08
050746	BRODCO	BRODART CO.	7/21/2015	CHECK	PMCHK00001789	\$57.60
050697	BUSVAL	BUSCH'S, INC.	7/10/2015	CHECK	PMCHK00001782	\$401.58



\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
050602	BUSCAR	BUSINESS CARD	7/3/2015	CHECK	PMCHK00001779	\$20,942.10
* 050806	BUSCAR	BUSINESS CARD	7/31/2015	CHECK	PMCHK00001794	\$10,704.37
* 050828	BUSCAR	BUSINESS CARD	7/31/2015	CHECK	PMCHK00001795	\$10,704.37
* 050829	BUSCAR	BUSINESS CARD	7/31/2015	CHECK	PMCHK00001795	\$103.86
050830	BUSCAR	BUSINESS CARD	7/31/2015	CHECK	PMCHK00001796	\$10,808.23
050781	CHDIST	C & H DISTRIBUTORS, LLC.	7/28/2015	CHECK	PMCHK00001791	\$677.00
050747	CAMINN	CAMPUS INN	7/21/2015	CHECK	PMCHK00001789	\$375.90
050765	CAMINN	CAMPUS INN	7/23/2015	CHECK	PMCHK00001790	\$261.45
050603	CARBRO	CARPENTER BROS.	7/3/2015	CHECK	PMCHK00001779	\$32.26
050604	CDW-G	CDW GOVERNMENT, INC.	7/3/2015	CHECK	PMCHK00001779	\$14,635.64
050665	CDW-G	CDW GOVERNMENT, INC.	7/10/2015	CHECK	PMCHK00001781	\$2,992.82
050720	CDW-G	CDW GOVERNMENT, INC.	7/16/2015	CHECK	PMCHK00001784	\$5,485.52
050807	CDW-G	CDW GOVERNMENT, INC.	7/31/2015	CHECK	PMCHK00001794	\$1,149.71
050639	CINCOR	CINTAS CORPORATION	7/7/2015	CHECK	PMCHK00001780	\$1,571.38
050705	CIRAMO	CIRQUE AMONGUS	7/14/2015	CHECK	PMCHK00001783	\$800.00
050605	CITOF1	CITY OF ANN ARBOR TREASURER	7/3/2015	CHECK	PMCHK00001779	\$972.13
050640	CITOF	CITY OF ANN ARBOR TREASURER	7/7/2015	CHECK	PMCHK00001780	\$2,680.00
050706	CITOF1	CITY OF ANN ARBOR TREASURER	7/14/2015	CHECK	PMCHK00001783	\$2,425.13
050721	CITOF1	CITY OF ANN ARBOR TREASURER	7/16/2015	CHECK	PMCHK00001784	\$303.00
050666	COMCAS	COMCAST	7/10/2015	CHECK	PMCHK00001781	\$36.69
050766	COMALLW	COMPUTER ALLEY WEST	7/23/2015	CHECK	PMCHK00001790	\$2,078.10
050667	COOPRE	COOPERATIVE PRESS	7/10/2015	CHECK	PMCHK00001781	\$3,165.60
050722	CRADDO	CRAWFORD DOOR SALES	7/16/2015	CHECK	PMCHK00001784	\$150.00
050748	DAMHES	DAMIAN HESS	7/21/2015	CHECK	PMCHK00001789	\$299.81
050723	DAVMEL	DAVE MELCHER	7/16/2015	CHECK	PMCHK00001784	\$250.00
050698	DAVZIN	DAVID ZINN	7/10/2015	CHECK	PMCHK00001782	\$300.00
050808	DAWHEN	DAWN HENRY	7/31/2015	CHECK	PMCHK00001794	\$900.00
050606	DEMCO	DEMCO	7/3/2015	CHECK	PMCHK00001779	\$284.79
050668	DEMCO	DEMCO	7/10/2015	CHECK	PMCHK00001781	\$4,586.12
050607	DIADUD	DIANE DUDLEY	7/3/2015	CHECK	PMCHK00001779	\$100.00
050670	DIEASC	DIEGO ASCANI	7/10/2015	CHECK	PMCHK00001781	\$27.54
050749	DTEENE	DTE ENERGY	7/21/2015	CHECK	PMCHK00001789	\$14,261.02
050725	DYKGOS	DYKEMA GOSSETT	7/16/2015	CHECK	PMCHK00001784	\$20,019.70
050671	ELILAW	ELITE LAWN & LANDSCAPE, INC.	7/10/2015	CHECK	PMCHK00001781	\$5,010.74
050608	ELILOT	ELIZABETH LOTTMAN	7/3/2015	CHECK	PMCHK00001779	\$100.00
050707	ELILOT	ELIZABETH LOTTMAN	7/14/2015	CHECK	PMCHK00001783	\$100.00
050641	ELYAUR	ELYSE AURBACH	7/7/2015	CHECK	PMCHK00001780	\$300.00
050609	EMIBAS	EMILY JENKINS BASTIAN	7/3/2015	CHECK	PMCHK00001779	\$450.00
050672	ENVIRO	ENVIRONMENTS	7/10/2015	CHECK	PMCHK00001781	\$446.91
050610	ERIGAR	ERIN GARBER-PEARSON	7/3/2015	CHECK	PMCHK00001779	\$100.00
050673	ERIMAN	ERIN MANN	7/10/2015	CHECK	PMCHK00001781	\$100.00
050783	FRBYGR	FRAMED BY GRACE FILMS	7/28/2015	CHECK	PMCHK00001791	\$1,000.00
050674	FRIOF	FRIENDS OF THE ANN ARBOR	7/10/2015	CHECK	PMCHK00001781	\$1,649.60
050628	THOGAL	GALE/CENGAGE LEARNING, INC	7/3/2015	CHECK	PMCHK00001779	\$91.20
050763	THOGAL	GALE/CENGAGE LEARNING, INC	7/21/2015	CHECK	PMCHK00001789	\$290.89
050791	THOGAL	GALE/CENGAGE LEARNING, INC	7/28/2015	CHECK	PMCHK00001791	\$24.00
050675	GAMESTART	GAMESTART	7/10/2015	CHECK	PMCHK00001781	\$400.00
050809	GAMESTART	GAMESTART	7/31/2015	CHECK	PMCHK00001794	\$1,400.00
050750	GLASCO	GLASCO CORPORATION	7/21/2015	CHECK	PMCHK00001789	\$647.00
050736	WVGRAI	GRAINGER	7/16/2015	CHECK	PMCHK00001784	\$437.82
050795	WVGRAI	GRAINGER	7/28/2015	CHECK	PMCHK00001791	\$1,512.33
050784	GRELAK1	GREAT LAKES PERFORMING ARTIST	7/28/2015	CHECK	PMCHK00001791	\$1,750.00
050782	FIRMAR	GREEN ROAD ASSOCIATES, LLC	7/28/2015	CHECK	PMCHK00001791	\$3,500.00
050774	VANTIGU	INFORM STUDIO	7/23/2015	CHECK	PMCHK00001790	\$200.00
050726	INNUSE	INNOVATIVE USERS GROUP	7/16/2015	CHECK	PMCHK00001784	\$100.00
050751	JANWAY	JANWAY COMPANY USA, INC	7/21/2015	CHECK	PMCHK00001789	\$2,440.26
050708	JENHAS	JENNIFER HASELSWERDT	7/14/2015	CHECK	PMCHK00001783	\$200.00
050611	JOHTET	JOHN TETI	7/3/2015	CHECK	PMCHK00001779	\$600.00
050699	KAMBOL	KAMI BOLYARD	7/10/2015	CHECK	PMCHK00001782	\$464.16
050642	KATBRA	KATHY BRADY	7/7/2015	CHECK	PMCHK00001780	\$100.00
050785	KATLIV	KATIE LIVINGSTON	7/28/2015	CHECK	PMCHK00001791	\$100.00
050643	KAYPEN	KAYLA COUGHLIN	7/7/2015	CHECK	PMCHK00001780	\$33.94
050752	KAYPEN	KAYLA COUGHLIN	7/21/2015	CHECK	PMCHK00001789	\$45.37

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
050612	LAKLEA	LAKESHORE LEARNING MATERIALS	7/3/2015	CHECK	PMCHK00001779	\$356.42
050644	LARZIE	LARA ZIELIN	7/7/2015	CHECK	PMCHK00001780	\$250.00
050645	LAURAY	LAURA RAYNOR	7/7/2015	CHECK	PMCHK00001780	\$18.50
050676	LEXMAT	LEXISNEXIS MATTHEW BENDER	7/10/2015	CHECK	PMCHK00001781	\$181.80
050677	LORNI	LOREEN NIEWENHUIS	7/10/2015	CHECK	PMCHK00001781	\$200.00
050709	LORFIT	LORI FITHIAN	7/14/2015	CHECK	PMCHK00001783	\$400.00
050753	MAGNATUNE	MAGNATUNE	7/21/2015	CHECK	PMCHK00001789	\$10,000.00
050680	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	7/10/2015	CHECK	PMCHK00001781	\$619.98
050727	MANPOW	MANPOWER	7/16/2015	CHECK	PMCHK00001784	\$1,159.51
050754	MANPOW	MANPOWER	7/21/2015	CHECK	PMCHK00001789	\$146.08
050646	MARYAN	MARGARET YANG	7/7/2015	CHECK	PMCHK00001780	\$250.00
050728	MARBAN	MARTIN BANDYKE	7/16/2015	CHECK	PMCHK00001784	\$400.00
050678	MATRIX	MATRIX TRUST CO AttnTPA000320	7/10/2015	CHECK	PMCHK00001781	\$8,326.11
050700	MATRIX	MATRIX TRUST CO AttnTPA000320	7/10/2015	CHECK	PMCHK00001782	\$19,945.67
050768	MATRIX	MATRIX TRUST CO AttnTPA000320	7/23/2015	CHECK	PMCHK00001790	\$16,979.77
050613	MASCOM	MEDCO SUPPLY COMPANY	7/3/2015	CHECK	PMCHK00001779	\$293.70
050767	MASCOM	MEDCO SUPPLY COMPANY	7/23/2015	CHECK	PMCHK00001790	\$117.45
050614	MEGKEA	MEGAN KEARNEY	7/3/2015	CHECK	PMCHK00001779	\$175.00
050755	MERNET	MERIT NETWORK, INC.	7/21/2015	CHECK	PMCHK00001789	\$212.46
050786	METLIFE	METLIFE SBC	7/28/2015	CHECK	PMCHK00001791	\$8,150.01
050615	MICHUC	MICHAEL HUCKABY	7/3/2015	CHECK	PMCHK00001779	\$800.00
050810	MICHUC	MICHAEL HUCKABY	7/31/2015	CHECK	PMCHK00001794	\$100.00
050616	MICOFF	MICHIGAN OFFICE SOLUTIONS	7/3/2015	CHECK	PMCHK00001779	\$1,895.00
050811	MICOFF	MICHIGAN OFFICE SOLUTIONS	7/31/2015	CHECK	PMCHK00001794	\$1,895.00
050729	MICPOW	MICHIGAN POWER RODDING	7/16/2015	CHECK	PMCHK00001784	\$412.00
050814	MSUTEC	MICHIGAN STATE UNIVERSITY	7/31/2015	CHECK	PMCHK00001794	\$2,550.00
050756	MICLIBC	MIDWEST COLLABORATIVE FOR LIBR	7/21/2015	CHECK	PMCHK00001789	\$28,983.62
050617	MIDTAP	MIDWEST TAPE	7/3/2015	CHECK	PMCHK00001779	\$502.80
050679	MIDTAP	MIDWEST TAPE	7/10/2015	CHECK	PMCHK00001781	\$3,049.35
050757	MIDTAP	MIDWEST TAPE	7/21/2015	CHECK	PMCHK00001789	\$2,208.35
050787	MIDTAP	MIDWEST TAPE	7/28/2015	CHECK	PMCHK00001791	\$9,317.93
050812	MIDTAP	MIDWEST TAPE	7/31/2015	CHECK	PMCHK00001794	\$935.83
050813	MIKDYK	MIKE DYKEHOUSE	7/31/2015	CHECK	PMCHK00001794	\$100.00
050710	MONHIG	MONICA HIGMAN	7/14/2015	CHECK	PMCHK00001783	\$100.00
050681	NICAYE	NICK AYERS	7/10/2015	CHECK	PMCHK00001781	\$150.00
050647	NINSPE	NINE SPEAKERS, INC	7/7/2015	CHECK	PMCHK00001780	\$1,750.00
050618	NUWAVE	NUWAVE AQUARIUMS	7/3/2015	CHECK	PMCHK00001779	\$125.00
050648	NUWAVE	NUWAVE AQUARIUMS	7/7/2015	CHECK	PMCHK00001780	\$128.99
050769	NUWAVE	NUWAVE AQUARIUMS	7/23/2015	CHECK	PMCHK00001790	\$110.00
050788	NUWAVE	NUWAVE AQUARIUMS	7/28/2015	CHECK	PMCHK00001791	\$120.00
050815	ONEACON	O'NEAL CONSTRUCTION	7/31/2015	CHECK	PMCHK00001794	\$116,567.31
050619	OFFDEP	OFFICE DEPOT, INC.	7/3/2015	CHECK	PMCHK00001779	\$996.36
050758	OFFDEP	OFFICE DEPOT, INC.	7/21/2015	CHECK	PMCHK00001789	\$858.30
050789	OFFDEP	OFFICE DEPOT, INC.	7/28/2015	CHECK	PMCHK00001791	\$429.13
050649	PALEOS	PALEOSHOWS, LLC	7/7/2015	CHECK	PMCHK00001780	\$350.00
050621	RANHOU	PENGUIN RANDOM HOUSE, LLC	7/3/2015	CHECK	PMCHK00001779	\$108.00
050817	RANHOU	PENGUIN RANDOM HOUSE, LLC	7/31/2015	CHECK	PMCHK00001794	\$832.50
050730	PITCHA	PITTSFIELD CHARTER TOWNSHIP	7/16/2015	CHECK	PMCHK00001784	\$1,789.38
050620	PRITEC	PRINT TECH INC.	7/3/2015	CHECK	PMCHK00001779	\$1,762.38
050731	QUACK!	QUACK!MEDIA	7/16/2015	CHECK	PMCHK00001784	\$537.50
050623	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	7/3/2015	CHECK	PMCHK00001779	\$13,243.00
050650	RACYAN	RACHEL YANIKOGLU	7/7/2015	CHECK	PMCHK00001780	\$28.84
050759	RACYAN	RACHEL YANIKOGLU	7/21/2015	CHECK	PMCHK00001789	\$40.13
050651	RAILAG	RAINA LAGRAN	7/7/2015	CHECK	PMCHK00001780	\$100.00
050652	RANKAP	RANDY KAPLAN	7/7/2015	CHECK	PMCHK00001780	\$500.00
050682	RECBOO	RECORDED BOOKS, INC.	7/10/2015	CHECK	PMCHK00001781	\$502.79
050818	RECBOO	RECORDED BOOKS, INC.	7/31/2015	CHECK	PMCHK00001794	\$5,120.21
050683	REGBOO	REGENT BOOK CO., INC.	7/10/2015	CHECK	PMCHK00001781	\$16.01
050622	RICBUS	RICOH AMERICAS CORP	7/3/2015	CHECK	PMCHK00001779	\$187.02
050684	RICBUS	RICOH AMERICAS CORP	7/10/2015	CHECK	PMCHK00001781	\$198.74
050819	ROBROB	ROBIN ROBINSON	7/31/2015	CHECK	PMCHK00001794	\$100.00
050653	ROCKTHE	ROCK THE BOOTH	7/7/2015	CHECK	PMCHK00001780	\$350.00
050685	ROYLIM	ROYAL LIMOUSINE	7/10/2015	CHECK	PMCHK00001781	\$182.90

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
050770	ROYLIM	ROYAL LIMOUSINE	7/23/2015	CHECK	PMCHK00001790	\$182.90
050624	RTI	RTI	7/3/2015	CHECK	PMCHK00001779	\$475.63
050820	RUBSTA	RUBBER STAMPS UNLIMITED	7/31/2015	CHECK	PMCHK00001794	\$11.55
050654	SARKEL	SARA MELTON KELLER	7/7/2015	CHECK	PMCHK00001780	\$100.00
050686	SARKEL	SARA MELTON KELLER	7/10/2015	CHECK	PMCHK00001781	\$450.00
050626	SCHSOU	SCHEDULE SOURCE, INC	7/3/2015	CHECK	PMCHK00001779	\$950.00
050688	SCHSOU	SCHEDULE SOURCE, INC	7/10/2015	CHECK	PMCHK00001781	\$300.00
050687	SCHSEC	SCHILKE SECURITY	7/10/2015	CHECK	PMCHK00001781	\$230.00
050625	SCHELE	SCHINDLER ELEVATOR CORPORATION	7/3/2015	CHECK	PMCHK00001779	\$620.27
050739	SCHELE	SCHINDLER ELEVATOR CORPORATION	7/16/2015	CHECK	PMCHK00001787	\$37,063.00
050732	SECNAT	SECOND NATURE GARDEN & LANDSCA	7/16/2015	CHECK	PMCHK00001784	\$3,600.00
050790	SELAUTO	SELECT AUTO SERVICE	7/28/2015	CHECK	PMCHK00001791	\$359.42
050816	PACMEC	SHAMBAUGH & SON, L.P	7/31/2015	CHECK	PMCHK00001794	\$21,600.00
050689	SHEAUG	SHERLONYA TURNER	7/10/2015	CHECK	PMCHK00001781	\$45.00
050733	SHEAUG	SHERLONYA TURNER	7/16/2015	CHECK	PMCHK00001784	\$78.30
050760	SOULAH	SORAYA LAHAM	7/21/2015	CHECK	PMCHK00001789	\$70.90
050761	SPRINT	SPRINT PCS	7/21/2015	CHECK	PMCHK00001789	\$412.91
050655	STAHAR	STADIUM HARDWARE	7/7/2015	CHECK	PMCHK00001780	\$90.51
050701	STAPLE	STAPLES ADVANTAGE	7/10/2015	CHECK	PMCHK00001782	\$31.47
* 050702	STEPET	STEFFORIA, PETIK & ASSOCIATES	7/10/2015	CHECK	PMCHK00001782	\$1,218.00
050690	STEOSB	STEVE OSBURN	7/10/2015	CHECK	PMCHK00001781	\$25.00
050691	STETEE	STEVE TEERI	7/10/2015	CHECK	PMCHK00001781	\$197.61
050762	STETEE	STEVE TEERI	7/21/2015	CHECK	PMCHK00001789	\$612.13
050821	TADMUL	TADD MULLINIX	7/31/2015	CHECK	PMCHK00001794	\$100.00
050822	TANMED	TANTOR MEDIA	7/31/2015	CHECK	PMCHK00001794	\$694.56
050823	TDSMET	TDS METROCOM	7/31/2015	CHECK	PMCHK00001794	\$7,376.41
050692	THEANN	THE ANN MAGAZINE	7/10/2015	CHECK	PMCHK00001781	\$500.00
050662	AROCAMP	THE AROUNDCAMPUS GROUP	7/10/2015	CHECK	PMCHK00001781	\$300.00
050693	THECRE	THE CREATURE CONSERVANCY	7/10/2015	CHECK	PMCHK00001781	\$400.00
050627	TEACOM	THE GREAT COURSES	7/3/2015	CHECK	PMCHK00001779	\$6,885.45
050824	TEACOM	THE GREAT COURSES	7/31/2015	CHECK	PMCHK00001794	\$2,718.05
050734	TMGROU	THE TM GROUP INC	7/16/2015	CHECK	PMCHK00001784	\$2,980.00
050771	TMGROU	THE TM GROUP INC	7/23/2015	CHECK	PMCHK00001790	\$255.00
050629	TIMGRI	TIM GRIMES	7/3/2015	CHECK	PMCHK00001779	\$2,162.09
050694	TOMSMI	TOM SMITH	7/10/2015	CHECK	PMCHK00001781	\$24.32
050772	TOTVEN	TOTAL VENDING & COFFEE SERVICE	7/23/2015	CHECK	PMCHK00001790	\$173.70
050695	TSAFON	TSAI FONG BOOKS, INC.	7/10/2015	CHECK	PMCHK00001781	\$239.20
050713	ADTSEC	TYCO INTEGRATED SECURITY	7/16/2015	CHECK	PMCHK00001784	\$809.00
050742	ADTSEC	TYCO INTEGRATED SECURITY	7/21/2015	CHECK	PMCHK00001789	\$365.69
050630	ULINE	ULINE, INC.	7/3/2015	CHECK	PMCHK00001779	\$262.00
050735	ULINE	ULINE, INC.	7/16/2015	CHECK	PMCHK00001784	\$117.11
050631	UNIPAR	UNITED PARCEL SERVICE	7/3/2015	CHECK	PMCHK00001779	\$40.24
050764	UNIPAR	UNITED PARCEL SERVICE	7/21/2015	CHECK	PMCHK00001789	\$73.13
050792	UNIPAR	UNITED PARCEL SERVICE	7/28/2015	CHECK	PMCHK00001791	\$53.51
050825	UNIPAR	UNITED PARCEL SERVICE	7/31/2015	CHECK	PMCHK00001794	\$90.21
050793	UNUMPRO	UNUM LIFE INSURANCE	7/28/2015	CHECK	PMCHK00001791	\$1,244.22
050796	UNUMPRO	UNUM LIFE INSURANCE	7/28/2015	CHECK	PMCHK00001792	\$1,918.64
050797	UNUMPRO	UNUM LIFE INSURANCE	7/28/2015	CHECK	PMCHK00001793	\$1,022.59
050773	UPSTAR	UPSTART	7/23/2015	CHECK	PMCHK00001790	\$442.66
050632	VERWIRC	VERIZON WIRELESS	7/3/2015	CHECK	PMCHK00001779	\$1,674.35
050711	VERWIRC	VERIZON WIRELESS	7/14/2015	CHECK	PMCHK00001783	\$843.44
050826	VERWIRC	VERIZON WIRELESS	7/31/2015	CHECK	PMCHK00001794	\$1,657.61
050794	WESENT	WESTGATE ENTERPRISES, LLC	7/28/2015	CHECK	PMCHK00001791	\$6,855.00
050703	WILTEC	WILTEC TECHNOLOGIES	7/10/2015	CHECK	PMCHK00001782	\$4,456.07
050633	XEROX	XEROX CORPORATION	7/3/2015	CHECK	PMCHK00001779	\$36.15
050696	XEROX	XEROX CORPORATION	7/10/2015	CHECK	PMCHK00001781	\$513.79
050827	XEROX	XEROX CORPORATION	7/31/2015	CHECK	PMCHK00001794	\$30.95

Total Checks: 239

Total Amount of Checks: \$695,783.33

Ann Arbor District Library  
Board of Trustees Electronic Communications Policy

To assure compliance with the Michigan Open Meetings Act and the Michigan Freedom of Information Act, all Trustees will be assigned an “aadl.org” e-mail account.

All electronic communications between or among Trustees and the Library staff related to official Library business shall be made only through the use of the Trustees’ assigned “aadl.org” e-mail accounts.

Trustees shall refrain from deliberating toward any decision through the use of electronic communications. All such deliberations shall only be conducted at an open and public meeting noticed and held in accordance with the Michigan Open Meetings Act.

All Trustee electronic communications shall be subject to the Library’s e-mail and document retention policies and procedures.

DRAFT

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 15-180**

**RESOLUTION TO ADOPT POLICY 1.11 BOARD OF TRUSTEES  
ELECTRONIC COMMUNICATIONS**

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 17th day of August, 2015 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To adopt the proposed Policy 1.11 Board of Trustees Electronic Communications.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

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Nancy Kaplan, Secretary

ANN ARBOR DISTRICT LIBRARY BOARD

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

2015 OFFICERS

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

ADMINISTRATION

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

**The Ann Arbor District Library Board will provide necessary reasonable aids and services to individuals with disabilities who desire information regarding board meetings upon three (3) business days notice. Individuals with disabilities requiring aids or services should contact the Ann Arbor District Library by writing or calling the following:**

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