



Ann Arbor District Library
Regular Meeting
Agenda

Monday, December 21, 2009

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December 2009

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

January 2010

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

February 2010

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

MEMORANDUM

To: District Library Board
 From: Josie Parker, Director
 Subject: Regular Meeting, Monday, December 21, 2009 at 6:00 p.m.
 Ann Arbor District Library, Fourth Floor Board Room
 343 S. Fifth Avenue, Ann Arbor, MI

REGULAR MEETING AGENDA

- 10-114 I. CALL TO ORDER
- 10-115 II. ATTENDANCE
- 10-116 III. VOTE FOR EXECUTIVE SESSION FOR OPINION OF
LEGAL COUNSEL
 (Item of action)
 Roll call vote
- 10-117 IV. RECESS TO EXECUTIVE SESSION FOR OPINION OF
LEGAL COUNSEL
- 10-118 V. RECONVENE REGULAR MEETING AT 7:00 PM
- 10-119 VI. APPROVAL OF AGENDA (pp 1-2)
 (Item of action)
- 10-120 VII. APPROVAL OF MINUTES OF NOVEMBER 16, 2009
AND DECEMBER 1, 2009 (pp 3-14)
 (Item of action)
- 10-121 VIII. CITIZENS' COMMENTS
- 10-122 IX. FINANCIAL REPORT (pp 15-22)
- 10-123 X. APPROVAL OF DISBURSEMENTS (pp 23-25)
 (Item of action)
- 10-124 XI. DIRECTOR'S REPORT

10-125 XII. NEW BUSINESS

10-126 A. DISCUSSION ON CHANGING ELECTIONS
SCHEDULE FOR THE ANN ARBOR DISTRICT
LIBRARY BOARD
(Item of action)
(30 minutes)

10-127 B. DISCUSSION OF CITY OF ANN ARBOR LIBRARY
LOT PROPOSALS
(60 Minutes)

10-128 XIII. ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

- 10-088 I. CALL TO ORDER
- President Head called the meeting to order at 7:02 p.m.
- 10-089 II. ATTENDANCE
- Present: Head, Leary, Murphy, Barney Newman, Rosenthal,
Stearns, Surovell
- Absent: None
- Staff: Choate, Neiburger, Nieman, Parker, Wilson (recorder)
- Others: Sandra Greenstone, Enliven Consulting; Tracey
Kasparke, Rehmann Robson; Mark Malven,
Dykema
- 10-090 III. APPROVAL OF AGENDA
(Item of action)
- Vice President Barney Newman, supported by Secretary
Leary, moved to approve the agenda.
- AYES: Head, Leary, Murphy, Barney Newman, Rosenthal,
Stearns, Surovell
- NAYS: None
- Motion passed 7-0.
- 10-091 IV. APPROVAL OF MINUTES OF OCTOBER 19, 2009
(Item of action)
- Vice President Barney Newman, supported by Trustee
Murphy, moved to approve the minutes of October 19, 2009.
- AYES: Head, Leary, Murphy, Barney Newman, Rosenthal,
Stearns, Surovell
- NAYS: None

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

Motion passed 7-0.

10-092 V. CITIZENS' COMMENTS

There were no citizens' comments.

10-093 VI. FINANCIAL REPORT

Associate Director Nieman reported October showed unrestricted cash balance just over \$14 million. Tax receipts of just over \$11 million reflect 94% of the budgeted amount received through October. The Fund Balance reflects just under \$7 million. Five items are over budget in operating and will come back into line later in the year.

10-094 VII. APPROVAL OF DISBURSEMENTS
 (Item of action)

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

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

NAYS: None

Motion passed 7-0.

10-095 VIII. COMMITTEE REPORTS

10-096 A. STRATEGIC PLANNING STEERING COMMITTEE

President Head reported the committee consisting of herself, Margaret Leary and Carola Stearns met with Director Parker, Celeste Choate, Eli Neiburger and facilitator Sandra Greenstone. Various areas of the Strategic Plan were reviewed and discussed.

10-097 B. BUDGET AND FINANCE COMMITTEE

Treasurer Rosenthal reported the committee consisting of herself, Trustee Murphy and Trustee Surovell met with

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

Administration and Dave Fisher to review the 2008-2009 audit statements.

10-098 IX. DIRECTOR'S REPORT

Director Parker reported that AADL received a ranking of five stars and was in the top five in the Library Journal's America's Star Libraries in our budget category of \$10M-\$29M. She noted that 2007 data was used and since then our statistics have increased. Thanks went out to Library staff. Canton Public Library was the only other library to rank with three stars in Michigan.

For the second year in a row, AADL received a Voice of the People Award for Excellence from the International City and County/Management Association (ICMA).

The City received six proposals for the Library Lot. Copies will be provided to the Board once the proposals are made public. There is no update on the easement issue.

10-099 X. OLD BUSINESS

10-068 A. BOARD RETREAT UPDATE - STRATEGIC INITIATIVES DISCUSSION

Sandra Greenstone reviewed with the Board a draft of the AADL Strategic Initiatives. Areas reviewed were: Organizational Development, Communications, Services, Products, Finances and Facilities. Changes noted by the Board will be made, staff will develop goals, and the Strategic Planning Steering Committee will bring a completed document to the February 15, 2010 Board Meeting.

Vice President Barney Newman left the meeting at 7:34 p.m.

10-100 XI. NEW BUSINESS

10-101 A. AUDITOR'S REPORT

Tracey Kasparke, Rehmann Robson

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

Ms. Kasparke presented the Ann Arbor District Library 2008-2009 Audit Report. She reviewed the Management's Discussion and Analysis section of the audit and balance sheet as of 6/30/09. No material audit adjustments were needed. No material weaknesses were found.

10-102

B. RESOLUTION TO ACCEPT THE 2008-2009
FINANCIAL AUDIT
 (Item of action)
 Roll call vote

Secretary Leary, supported by Trustee Stearns, moved the Board resolves to accept the 2008-2009 financial audit prepared by Rehmann Robson and that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

A roll call vote was taken.

AYES: Head, Leary, Murphy, Rosenthal, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

10-103

C. RESOLUTION TO ENTER INTO AGREEMENT WITH
THE HERALD PUBLISHING COMPANY, LLC FOR
THE ANN ARBOR NEWS ARCHIVE DONATION
 (Item of action)
 Mark G. Malven, Dykema

Director Parker provided background information on the negotiations for the Ann Arbor News Archive donation.

Mr. Malven reviewed and answered Board questions regarding the draft agreement between AADL and the Herald Publishing Company.

Secretary Leary left the meeting at 8:42 p.m.

Trustee Murphy, supported by Trustee Surovell, moved that the Director of the Ann Arbor District Library can enter into

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

the Archive Donation Agreement between the Ann Arbor District Library and the Herald Publishing Company, LLC and that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Murphy, Rosenthal, Stearns, Surovell

NAYS: None

Motion passed 5-0.

10-104

D. RESOLUTION TO SUPPORT THE RE-ACCREDITATION OF THE UNIVERSITY OF MICHIGAN SCHOOL OF INFORMATION MASTER OF SCIENCE IN INFORMATION DEGREE PROGRAM BY THE AMERICAN LIBRARY ASSOCIATION
 (Item of action)

Treasurer Rosenthal, supported by Trustee Stearns, moved to support the re-accreditation of the University of Michigan School of Information Master of Science in Information degree program by the American Library Association. That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Murphy, Rosenthal, Stearns, Surovell

NAYS: None

Motion passed 5-0.

10-105

E. VOTE FOR EXECUTIVE SESSION AT THE JANUARY 18, 2010 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE, LABOR NEGOTIATIONS & OPINION OF COUNSEL
 (Item of action)

Roll call vote

Treasurer Rosenthal, supported by Trustee Murphy, moved to hold an Executive Session at the January 18, 2010 regular Board meeting for discussion of real estate, labor negotiations and opinion of counsel.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 16, 2009

A roll call vote was taken.

AYES: Head, Murphy, Rosenthal, Stearns, Surovell

NAYS: None

Motion passed 5-0.

10-106 XII. ADJOURNMENT

President Head 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 a regular meeting held on November 16, 2009 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-102**

RESOLUTION TO ACCEPT THE 2008-2009 FINANCIAL AUDIT

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 16th day of November 2009 at 7:00 p.m.

PRESENT: Head, Leary, Murphy, Rosenthal, Stearns, Surovell

ABSENT: Barney Newman

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

THE BOARD RESOLVES:

- 1.) To accept the 2008-2009 financial audit prepared by Rehmann Robson.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

A roll call vote was taken.

AYES: Head, Leary, Murphy, Rosenthal, Stearns, 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 a Board Meeting held on November 16, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-103**

**RESOLUTION TO ENTER INTO AGREEMENT WITH THE HERALD
PUBLISHING COMPANY, LLC FOR DONATION OF THE ANN ARBOR
NEWS ARCHIVE**

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 16th day of November 2009 at 7:00 p.m.

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

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

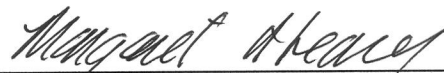
THE BOARD RESOLVES:

- 1.) That the Director of the Ann Arbor District Library can enter into the Archive Donation Agreement between the Ann Arbor District Library and the Herald Publishing Company, LLC.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Murphy, Rosenthal, Stearns, 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 a Board Meeting held on November 16, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-104**

**RESOLUTION TO SUPPORT THE RE-ACCREDITATION OF THE UNIVERSITY
OF MICHIGAN SCHOOL OF INFORMATION MASTER OF SCIENCE IN
INFORMATION DEGREE PROGRAM BY THE AMERICAN LIBRARY
ASSOCIATION**

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 16th day of November 2009 at 7:00 p.m.

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

The following resolution was offered by Treasurer Rosenthal and supported by Trustee Murphy:

THE BOARD RESOLVES:

- 1.) To support the re-accreditation of the University of Michigan School of Information Master of Science in Information degree program by the American Library Association.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Murphy, Rosenthal, Stearns, 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 a Board Meeting held on November 16, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Secretary

ANN ARBOR DISTRICT LIBRARY BOARD
MINUTES OF THE SPECIAL MEETING
TUESDAY, DECEMBER 1, 2009

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE SPECIAL MEETING
TUESDAY, DECEMBER 1, 2009

- 10-107 I. CALL TO ORDER
- President Head called the meeting to order at 6:05 p.m.
- 10-108 II. ATTENDANCE
- Present: Head, Leary, Murphy, Barney Newman (arr. 6:10 p.m.), Rosenthal, Stearns, Surovell
 Absent: None
 Staff: Choate, Neiburger, Nieman, Parker, Wilson (recorder)
 Others: Mark Malven, Dykema
- 10-109 III. VOTE FOR EXECUTIVE SESSION FOR OPINION OF COUNSEL
 (Item of action)
 Roll call vote
- Treasurer Rosenthal, supported by Trustee Stearns, moved to recess to Executive Session opinion of counsel.
- A roll call vote was taken.
- AYES: Head, Leary, Murphy, Barney Newman, Rosenthal, Stearns, Surovell
 NAYS: None
- Motion passed 7-0.
- 10-110 IV. RECESS TO EXECUTIVE SESSION FOR OPINION OF COUNSEL
- The Board recessed to Executive Session at 6:06 p.m.
- 10-111 V. RECONVENE SPECIAL MEETING AT 7:00PM

ANN ARBOR DISTRICT LIBRARY BOARD
MINUTES OF THE SPECIAL MEETING
TUESDAY, DECEMBER 1, 2009

President Head reconvened the meeting at 7:27 p.m.

10-112 VI. DISCUSSION OF AADL ELECTION SCHEDULE

Director Parker informed the Board of the intention of the Ann Arbor Public Schools to move their May election date to November beginning in 2010. In 2005, legal advice received after the election consolidation law, informed the Board that the District Library must hold their elections at the same time as the Public Schools. The law also requires we hold a public hearing on change of election date. This hearing must be held before December 31, 2009 in order to move the 2010 election.

Moving the election date from May to November would also require Board members to extend their current terms until January 2011.

Director Parker will verify that previous legal advice is still valid and that Trustee Stearns appointment to the Board by the Board will automatically extend.

Trustee Surovell, supported by Trustee Stearns, moved to hold a Public Hearing on December 21, 2009 for change of election date in 2010.

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

NAYS: None

Motion passed 7-0.

10-113 VII. ADJOURNMENT

Vice President Barney Newman, supported by Treasurer Rosenthal moved to adjourn the meeting.

President Head adjourned the meeting at 7:42 p.m.

ANN ARBOR DISTRICT LIBRARY BOARD
MINUTES OF THE SPECIAL MEETING
TUESDAY, DECEMBER 1, 2009

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a special meeting held on December 1, 2009 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Secretary

Ann Arbor District Library Financial Summary for November 2009

Cash:

The unrestricted cash balance as of November 30, 2009 was \$13,551,206 down from \$14,316,088 in October.

Tax Receipts:

The Library has received tax receipts totaling \$11,085,055, 95% of the budgeted amount, as of November 30th.

Budget vs. Actual:

The Library showed an operating surplus of \$118,885 through November 30th. This gives the Library a positive fund balance of \$7,004,160 at the end of October, up from \$6,987,014 in October.

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

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

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

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

Salaries, Wages and Taxes – Lump sum payments for merit increases were paid in July.

Custodial – Carpet and window cleaning took place in July.

Purchased Services - An annual payment of approximately \$40,000 for OCLC was made in July.

Communications – A payment for internet access was made in October.

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

ANN ARBOR DISTRICT LIBRARY
Operating
For the Five Months Ending November 30, 2009

	<u>Actual</u>	<u>November Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Tax Collections - Operating	\$973,333	\$973,333		\$4,866,666	\$4,866,667	(\$1)
Penal Fines	22,917	22,917		114,585	114,583	2
Interest	19,588	18,333	1,255	65,522	91,667	(26,145)
Copiers	2,730	2,917	(187)	16,121	14,583	1,538
Grants/Memorials	570	7,500	(6,930)	4,444	37,500	(33,056)
Library Fines & Fees	36,055	37,500	(1,445)	180,025	187,500	(7,475)
Non-Resident Fees	525	1,667	(1,142)	6,630	8,333	(1,703)
Fund Balance Transfer		9,401	(9,401)		47,006	(47,006)
Total Revenue	<u>\$1,055,718</u>	<u>\$1,073,568</u>	<u>(\$17,850)</u>	<u>\$5,253,993</u>	<u>\$5,367,839</u>	<u>(\$113,846)</u>
Expenditures						
Salaries & Wages	472,002	491,250	(19,248)	2,466,424	2,456,250	10,174
Employee Benefits	136,869	139,833	(2,964)	668,555	699,167	(30,612)
Employment Taxes	35,117	37,500	(2,383)	185,161	187,500	(2,339)
Total Employment Cost	<u>\$643,988</u>	<u>\$668,583</u>	<u>(\$24,595)</u>	<u>\$3,320,140</u>	<u>\$3,342,917</u>	<u>(\$22,777)</u>
Custodial and Electrical	\$17,673	\$16,667	\$1,006	\$87,922	\$83,333	\$4,589
Accounting/Audit	1,125	1,125		5,625	5,625	
Legal	9,364	8,333	1,031	27,314	41,667	(14,353)
Purchased Services	3,864	11,083	(7,219)	63,985	55,417	8,568
Utilities	30,806	31,250	(444)	144,823	156,250	(11,427)
Property Insurance	7,065	7,500	(435)	35,325	37,500	(2,175)
Communications	8,600	12,833	(4,233)	94,837	64,167	30,670
Materials	226,343	152,833	73,510	759,035	764,167	(5,132)
Software Licenses/Maintenanc	25,244	15,833	9,411	96,150	79,167	16,983
Building Rental	6,855	9,167	(2,312)	44,260	45,833	(1,573)
Seminars/Conferences/Travel	2,571	4,083	(1,512)	9,750	20,417	(10,667)
Copier Expense	7,170	5,500	1,670	24,788	27,500	(2,712)
Library Programming	29,948	24,250	5,698	105,733	121,250	(15,517)
Grants/Memorials	3,720	7,500	(3,780)	34,784	37,500	(2,716)
Supplies	15,810	14,250	1,560	56,461	71,250	(14,789)
Repairs and Maintenance	15,667	23,675	(8,008)	98,167	118,375	(20,208)
Postage	5,120	2,083	3,037	10,631	10,417	214
Lcards/Circ Cards	468	6,625	(6,157)	22,600	33,125	(10,525)
Other Operating Expenditures	846	14,325	(13,479)	8,098	71,625	(63,527)
Total Operating Expense	<u>\$418,259</u>	<u>\$368,915</u>	<u>\$49,344</u>	<u>\$1,730,288</u>	<u>\$1,844,585</u>	<u>(\$114,297)</u>
Capital Outlays	\$22,040	\$36,068	(\$14,028)	\$84,680	\$180,339	(\$95,659)
Total Expenditures	<u>\$1,084,287</u>	<u>\$1,073,566</u>	<u>\$10,721</u>	<u>\$5,135,108</u>	<u>\$5,367,841</u>	<u>(\$232,733)</u>
Net	<u>(\$28,569)</u>	<u>\$2</u>	<u>(\$28,571)</u>	<u>\$118,885</u>	<u>(\$2)</u>	<u>\$118,887</u>

ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Five Months Ending November 30, 2009

	<u>Actual</u>	<u>November Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$570	\$7,500	(\$6,930)	\$4,444	\$37,500	(\$33,056)
Total Revenue	<u>\$570</u>	<u>\$7,500</u>	<u>(\$6,930)</u>	<u>\$4,444</u>	<u>\$37,500</u>	<u>(\$33,056)</u>
Expenditures						
Materials	329		329	8,135		8,135
Library Programming	2,218	7,500	(5,282)	17,217	37,500	(20,283)
Supplies	66		66	66		66
Other Operating Expenditures	415		415	2,426		2,426
Total Operating Expense	<u>\$3,028</u>	<u>\$7,500</u>	<u>(\$4,472)</u>	<u>\$27,844</u>	<u>\$37,500</u>	<u>(\$9,656)</u>
Total Expenditures	<u>\$3,028</u>	<u>\$7,500</u>	<u>(\$4,472)</u>	<u>\$27,844</u>	<u>\$37,500</u>	<u>(\$9,656)</u>
Net	<u>(\$2,458)</u>		<u>(\$2,458)</u>	<u>(\$23,400)</u>		<u>(\$23,400)</u>

ANN ARBOR DISTRICT LIBRARY
 Friends of the Library
 For the Five Months Ending November 30, 2009

	<u>Actual</u>	<u>November Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)		\$37,500	(\$37,500)
Total Revenue		<u>\$7,500</u>	<u>(\$7,500)</u>		<u>\$37,500</u>	<u>(\$37,500)</u>
Expenditures						
Materials	88		88	7,658		7,658
Library Programming	2,218	7,500	(5,282)	17,612	37,500	(19,888)
Supplies	66		66	66		66
Other Operating Expenditures	<u>415</u>		<u>415</u>	<u>2,426</u>		<u>2,426</u>
Total Operating Expense	\$2,787	\$7,500	(\$4,713)	\$27,762	\$37,500	(\$9,738)
Total Expenditures	<u>\$2,787</u>	<u>\$7,500</u>	<u>(\$4,713)</u>	<u>\$27,762</u>	<u>\$37,500</u>	<u>(\$9,738)</u>
Net	<u>(\$2,787)</u>		<u>(\$2,787)</u>	<u>(\$27,762)</u>		<u>(\$27,762)</u>

Balance Sheet

ASSETS

As of 11/30/2009

Current Assets:

Cash	
CASH-COMMERCIAL CHECKING	\$19,371.96
CASH-PAYROLL	5,753.32
HOLTREY FUND	329,421.69
CASH-SAVINGS	8,656,107.36
KENISTON FUND	30,174.77
SHAFFER FUND	10,428.30
WESTERMAN FUND	40,460.46
PETTY CASH	2,000.00
WLBPD ACCOUNT	36,203.00
Total Cash	<u>\$9,129,920.86</u>
Investments	
BANK OF ANN ARBOR INVESTMENT	\$3,161,154.06
UNITED BANK AND TRUST INVESTMENT	1,706,820.32
Total Investments	<u>\$4,867,974.38</u>
Accounts Receivable	
ACCOUNTS RECEIVABLE	\$114,585.00
Total Accounts Receivable	<u>\$114,585.00</u>
Property Taxes Receivable	
Total Property Taxes Receivable	<u>\$0.00</u>
Prepaid Expenses	
PRE-PAID INSURANCE	\$41,636.00
Total Prepaid Expenses	<u>\$41,636.00</u>
Total Current Assets	<u>\$14,154,116.24</u>

Capital Assets:

BUILDINGS	\$25,680,812.53
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	429,948.00
COMMUNICATIONS EQUIPMENT	429,943.00
BUSINESS MACHINES	167,642.00
COMPUTER EQUIPMENT	1,274,136.66
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	41,451.00
FURNITURE & FIXTURES	1,293,876.00
VEHICLES	183,256.00
Total Capital Assets	<u>\$31,651,316.01</u>

Amount Provided for Long-Term Debt:

LONG TERM SICK	\$29,436.09
LONG TERM VACATION	222,835.48
Total Provided for Long-Term Debt	<u>252,271.57</u>

TOTAL ASSETS	<u><u>\$46,057,703.82</u></u>
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Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$240,119.06
ACCRUED ACCOUNTS PAYABLE	72,328.30
ACCRUED PAYROLL	299,700.00
UNITED WAY DEDUCTIONS	1,440.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	7,979.08
ACCRUED EMPLOYER 403(b) - UNDECIDED	33,750.41
ACCRUED 403B/MPSERS EMPLOYER	19,571.42
ACCRUED LIABILITY-VACATION S/T	120,291.32

Total Current Liabilities	\$795,179.59
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$29,436.09
ACCRUED LIABILITY-VACATION L/T	222,835.48

Total Long-Term Liabilities	252,271.57
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$31,651,316.01
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Fund Balance:

RESERVE-ENCUMBRANCES	\$177,194.07
DEFERRED REVENUE - PROPERTY TAX	6,177,581.00
FUND BALANCE - UNDESIGNATED	6,885,275.33
EXCESS REVENUE (SPENDING)	118,886.25

Total Fund Balance	\$13,358,936.65
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Total Fund Equity	\$45,010,252.66
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TOTAL LIABILITIES AND FUND EQUITY	\$46,057,703.82
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Ann Arbor District Library

Rollforward of undesignated fund balance For the Period Ending November 30, 2009

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 6,987,014	\$ 7,021,169
Total revenues	1,055,718	5,253,993
Expenditures:		
Operating	(1,062,247)	(5,050,428)
Capital outlays	(22,040)	(84,680)
(Increase) decrease in encumbrances	<u>45,715</u>	<u>(135,894)</u>
Ending surplus (deficit)	<u>\$ 7,004,160</u>	<u>\$ 7,004,160</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward For Period ending November 30, 2009

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

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Monthly rollforward					
Commercial checking	\$ 11,324	\$ 10,268	\$ (377,220)	\$ 375,000	\$ 19,372
Payroll	5,876	7	(454,841)	454,711	5,753
Petty cash	1,900	-	-	100	2,000
Savings	9,444,685	84,058	(42,825)	(829,811)	8,656,107
Investments - Bank of Ann Arbor	3,151,448	9,706	-	-	3,161,154
Investments - United Bank and Trust	1,700,855	5,965	-	-	1,706,820
Westerman Fund	40,455	5	-	-	40,460
Shafer Fund	10,427	1	-	-	10,428
Holtrey Fund	329,370	52	-	-	329,422
Keniston Fund	30,172	3	-	-	30,175
WLBPD	36,198	5	-	-	36,203
	<u>\$ 14,762,710</u>	<u>\$ 110,070</u>	<u>\$ (874,886)</u>	<u>\$ -</u>	<u>\$ 13,997,894</u>

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Year-to-date rollforward					
Commercial checking	\$ 22,267	\$ 49,210	\$ (2,657,105)	\$ 2,605,000	\$ 19,372
Payroll	5,590	1,380	(2,526,732)	2,525,515	5,753
Petty cash	1,900	-	-	100	2,000
Savings	2,295,585	11,721,763	(230,626)	(5,130,615)	8,656,107
Investments - Bank of Ann Arbor	3,124,858	36,296	-	-	3,161,154
Investments - United Bank and Trust	1,699,026	7,794	-	-	1,706,820
Westerman Fund	40,379	81	-	-	40,460
Shafer Fund	10,420	8	-	-	10,428
Holtrey Fund	329,163	259	-	-	329,422
Keniston Fund	30,153	22	-	-	30,175
WLBPD	36,053	150	-	-	36,203
	<u>\$ 7,595,394</u>	<u>\$ 11,816,963</u>	<u>\$ (5,414,463)</u>	<u>\$ -</u>	<u>\$ 13,997,894</u>

System: 12/14/2009 4:52:52 PM
 User Date: 12/14/2009

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 1
 User ID: NIEMANK

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	11/1/2009
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
038436	AGRSER	A GROWING SERVICE LLC	11/23/2009	CHECK	PMCHK00001226	\$340.00
038398	AFTDEL	AFTERNOON DELIGHT	11/12/2009	CHECK	PMCHK00001224	\$135.40
038414	ALAFIS	ALAN FISK	11/17/2009	CHECK	PMCHK00001225	\$750.00
038394	ALLPRI	ALLEGRA PRINTING	11/4/2009	CHECK	PMCHK00001222	\$93.98
038437	ALLPRI	ALLEGRA PRINTING	11/23/2009	CHECK	PMCHK00001226	\$216.80
038364	ALLMOR	ALLISON MORRIS	11/4/2009	CHECK	PMCHK00001222	\$34.16
038438	AMACOM	AMAZON.COM CREDIT PLAN	11/23/2009	CHECK	PMCHK00001226	\$524.83
038395	AMEX	AMERICAN EXPRESS	11/4/2009	CHECK	PMCHK00001223	\$74,852.95
038415	AMEINT2	AMERICAN INTERIORS	11/17/2009	CHECK	PMCHK00001225	\$2,410.65
038366	ANDPAI	ANDERSON PAINT COMPANY	11/4/2009	CHECK	PMCHK00001222	\$65.29
038365	ANDOFF	ANDREWS OFFICE WAREHOUSE	11/4/2009	CHECK	PMCHK00001222	\$94.54
038397	AATOWN	ANN ARBOR CHARTER TOWNSHIP	11/12/2009	CHECK	PMCHK00001224	\$6,362.70
038433	AAHAND	ANN ARBOR HANDS-ON MUSEUM	11/23/2009	CHECK	PMCHK00001226	\$1,000.00
038399	ANNARB	ANN ARBOR OBSERVER	11/12/2009	CHECK	PMCHK00001224	\$1,638.90
038434	AASCH	ANN ARBOR PUBLIC SCHOOLS	11/23/2009	CHECK	PMCHK00001226	\$1,673.21
038435	AASYMP	ANN ARBOR SYMPHONY ORCHESTRA	11/23/2009	CHECK	PMCHK00001226	\$100.00
038396	AANEWS	ANN ARBOR.COM	11/12/2009	CHECK	PMCHK00001224	\$3,241.04
038367	ARBSPR	ARBOR SPRING WATER CO.	11/4/2009	CHECK	PMCHK00001222	\$19.00
038358	SBC	AT&T	11/3/2009	CHECK	PMCHK00001221	\$787.48
038439	ATT	AT&T	11/23/2009	CHECK	PMCHK00001226	\$232.92
038476	SBC	AT&T	11/23/2009	CHECK	PMCHK00001226	\$5,005.55
038342	ATTMOB	AT&T MOBILITY	11/3/2009	CHECK	PMCHK00001221	\$1,590.04
038359	SBC-PHONEBOOK	ATT	11/3/2009	CHECK	PMCHK00001221	\$244.00
038400	AUTRES	AUTOMATED RESOURCE MGMT, INC.	11/12/2009	CHECK	PMCHK00001224	\$466.40
038368	B&H	B&H	11/4/2009	CHECK	PMCHK00001222	\$313.40
038484	BANCOF	BANC OF AMERICA LEASING	11/23/2009	CHECK	PMCHK00001227	\$746.90
038485	BANCOFAMER	BANC OF AMERICA LEASING	11/23/2009	CHECK	PMCHK00001227	\$694.00
038440	BANOFAA	BANK OF ANN ARBOR	11/23/2009	CHECK	PMCHK00001226	\$245.00
038369	BARBAG	BARRY BAGEL'S	11/4/2009	CHECK	PMCHK00001222	\$91.48
038441	BETBAT	BETH BATTEY	11/23/2009	CHECK	PMCHK00001226	\$150.00
038343	BETBEC	BETSY BECKERMAN	11/3/2009	CHECK	PMCHK00001221	\$100.00
038416	BETBEC	BETSY BECKERMAN	11/17/2009	CHECK	PMCHK00001225	\$750.00
038486	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	11/23/2009	CHECK	PMCHK00001227	\$11,034.90
038487	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	11/23/2009	CHECK	PMCHK00001227	\$40,328.74
038442	BP	BP	11/23/2009	CHECK	PMCHK00001226	\$264.00
038370	BREWER	BREWER'S	11/4/2009	CHECK	PMCHK00001222	\$310.25
038417	BRODCO	BRODART CO.	11/17/2009	CHECK	PMCHK00001225	\$216.00
038371	BULFIL	BULLFROG FILMS, INC.	11/4/2009	CHECK	PMCHK00001222	\$92.00
038344	BUSVAL	BUSCH'S, INC.	11/3/2009	CHECK	PMCHK00001221	\$65.18
038443	BUSVAL	BUSCH'S, INC.	11/23/2009	CHECK	PMCHK00001226	\$33.90
038372	BUTLON	BUTZEL LONG	11/4/2009	CHECK	PMCHK00001222	\$570.00
038444	BUTLON	BUTZEL LONG	11/23/2009	CHECK	PMCHK00001226	\$3,370.62
038373	CAMINN	CAMPUS INN	11/4/2009	CHECK	PMCHK00001222	\$1,398.00
038446	CARVAN	CARLEEN VANDERBOK	11/23/2009	CHECK	PMCHK00001226	\$476.04
038374	CARMUL	CAROL MULL	11/4/2009	CHECK	PMCHK00001222	\$100.00
038445	CARBRO	CARPENTER BROS.	11/23/2009	CHECK	PMCHK00001226	\$97.30
038401	CARMOR	CARRIE MORRIS	11/12/2009	CHECK	PMCHK00001224	\$150.00
038345	CDW-G	CDW GOVERNMENT, INC.	11/3/2009	CHECK	PMCHK00001221	\$3,998.41
038447	CDW-G	CDW GOVERNMENT, INC.	11/23/2009	CHECK	PMCHK00001226	\$9,060.21
038448	CELCHO	CELESTE CHOATE	11/23/2009	CHECK	PMCHK00001226	\$363.42
038402	CHEBLA	CHERYL BLACKWELL	11/12/2009	CHECK	PMCHK00001224	\$100.00
038346	CINCOR	CINTAS CORPORATION	11/3/2009	CHECK	PMCHK00001221	\$716.95
038375	CITOF2	CITY OF ANN ARBOR	11/4/2009	CHECK	PMCHK00001222	\$100.00
038347	CITOF1	CITY OF ANN ARBOR TREASURER	11/3/2009	CHECK	PMCHK00001221	\$2,892.85
038449	CITOF1	CITY OF ANN ARBOR TREASURER	11/23/2009	CHECK	PMCHK00001226	\$3,970.70
038348	COMCAS	COMCAST	11/3/2009	CHECK	PMCHK00001221	\$268.37
038450	COMCAS	COMCAST	11/23/2009	CHECK	PMCHK00001226	\$270.04

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
038451	COMSPO	COMCASTSPOTLIGHT	11/23/2009	CHECK	PMCHK00001226	\$5,976.00
038376	COMALLW	COMPUTER ALLEY WEST	11/4/2009	CHECK	PMCHK00001222	\$207.00
038377	COUMIC	COUNCIL OF MICHIGAN FOUNDATION	11/4/2009	CHECK	PMCHK00001222	\$90.00
038418	DAVMCM	DAVID MCMILLIAN	11/17/2009	CHECK	PMCHK00001225	\$70.00
038452	DEAFCAN	DEAF C.A.N.	11/23/2009	CHECK	PMCHK00001226	\$448.48
038419	DEADOL	DEANN DOLL	11/17/2009	CHECK	PMCHK00001225	\$143.37
038453	DEBGAL	DEBBIE GALLAGHER	11/23/2009	CHECK	PMCHK00001226	\$42.00
038349	DEMCO	DEMCO	11/3/2009	CHECK	PMCHK00001221	\$2,249.65
038403	DIADUD	DIANE DUDLEY	11/12/2009	CHECK	PMCHK00001224	\$100.00
038454	DICSIE	DICK SIEGEL	11/23/2009	CHECK	PMCHK00001226	\$300.00
038378	DONSOF	DON'S SOFT TOUCH AUTO WASH INC	11/4/2009	CHECK	PMCHK00001222	\$12.00
038455	DTEENE	DTE ENERGY	11/23/2009	CHECK	PMCHK00001226	\$26,402.48
038350	DYKGOS	DYKEMA GOSSETT	11/3/2009	CHECK	PMCHK00001221	\$8,422.27
038420	ELILAW	ELITE LAWN & LANDSCAPE, INC.	11/17/2009	CHECK	PMCHK00001225	\$5,010.74
038456	ERIHHEL	ERIN HELMRICH	11/23/2009	CHECK	PMCHK00001226	\$86.63
038457	FRIOF	FRIENDS OF THE ANN ARBOR	11/23/2009	CHECK	PMCHK00001226	\$825.00
038458	GARISTE	GARI STEIN	11/23/2009	CHECK	PMCHK00001226	\$100.00
038459	GAYBRO	GAYLORD BROS.	11/23/2009	CHECK	PMCHK00001226	\$267.80
038379	GRANEW	GRAVOGRAPH-NEW HERMES, INC.	11/4/2009	CHECK	PMCHK00001222	\$1,395.00
038460	HURVAL	HURON VALLEY FIRE PROTECTON,	11/23/2009	CHECK	PMCHK00001226	\$1,340.65
038466	MOYOCO	JAIME CARRILLO	11/23/2009	CHECK	PMCHK00001226	\$500.00
038380	JAYLON	JAYNE LONDON	11/4/2009	CHECK	PMCHK00001222	\$100.00
038421	JILMOR	JILLIAN MORENO	11/17/2009	CHECK	PMCHK00001225	\$100.00
038461	KARWIL	KAREN WILSON	11/23/2009	CHECK	PMCHK00001226	\$29.69
038462	KATGOO	KATHRYN GOODSON	11/23/2009	CHECK	PMCHK00001226	\$100.00
038363	UMMUSE	KELSEY MUSEUM OF ARCHEOLOGY	11/3/2009	CHECK	PMCHK00001221	\$19.00
038381	LAKLEA	LAKESHORE LEARNING MATERIALS	11/4/2009	CHECK	PMCHK00001222	\$93.84
038423	LEACEN	LEARNING CENTER	11/17/2009	CHECK	PMCHK00001225	\$1,967.50
038351	LIRZHE	LIRONG ZHENG	11/3/2009	CHECK	PMCHK00001221	\$24.09
038405	LCAESPIZ	LITTLE CAESARS PIZZA	11/12/2009	CHECK	PMCHK00001224	\$205.00
038425	NEOPOS	MAIL FINANCE, INC.	11/17/2009	CHECK	PMCHK00001225	\$226.29
038382	MCNMCK	MCNAUGHTON-MCKAY	11/4/2009	CHECK	PMCHK00001222	\$19.50
038463	MCNMCK	MCNAUGHTON-MCKAY	11/23/2009	CHECK	PMCHK00001226	\$20.00
038383	MEGBAT	MEAGHAN BATTLE	11/4/2009	CHECK	PMCHK00001222	\$68.53
038464	MEGBAT	MEAGHAN BATTLE	11/23/2009	CHECK	PMCHK00001226	\$266.40
038488	METLIFE	METLIFE SBC	11/23/2009	CHECK	PMCHK00001227	\$6,830.70
038465	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	11/23/2009	CHECK	PMCHK00001226	\$1,388.65
038424	MICTHE	MICHIGAN THEATER	11/17/2009	CHECK	PMCHK00001225	\$900.00
038406	MPSERS	MPSERS	11/12/2009	CHECK	PMCHK00001224	\$15,655.85
038467	NBS	NBS	11/23/2009	CHECK	PMCHK00001226	\$5,443.75
038352	NICWIL	NICHOLAS WILCOX	11/3/2009	CHECK	PMCHK00001221	\$830.00
038468	NICBOO	NICOLA'S BOOKS	11/23/2009	CHECK	PMCHK00001226	\$286.44
038426	NOADAL	NOAH HAIDUC-DALE	11/17/2009	CHECK	PMCHK00001225	\$200.00
038353	NUWAVE	NUWAVE AQUARIUMS	11/3/2009	CHECK	PMCHK00001221	\$480.00
038469	NUWAVE	NUWAVE AQUARIUMS	11/23/2009	CHECK	PMCHK00001226	\$297.00
038470	ONEACON	O'NEAL CONSTRUCTION	11/23/2009	CHECK	PMCHK00001226	\$2,609.86
038354	OCCHEA	OCCUPATIONAL HEALTH CENTERS OF	11/3/2009	CHECK	PMCHK00001221	\$525.00
038355	OFFDEP	OFFICE DEPOT, INC.	11/3/2009	CHECK	PMCHK00001221	\$420.78
038356	OXFUNI	OXFORD UNIVERSITY PRESS	11/3/2009	CHECK	PMCHK00001221	\$55.84
038471	PACMEC	PACE MECHANICAL SERVICES, INC.	11/23/2009	CHECK	PMCHK00001226	\$2,951.00
038472	PETMEN	PETER MENZEL	11/23/2009	CHECK	PMCHK00001226	\$131.05
038427	PIOJAN	PIONEER JANITORIAL SERVICE	11/17/2009	CHECK	PMCHK00001225	\$9,945.58
038473	PITCHA	PITTSFIELD CHARTER TOWNSHIP	11/23/2009	CHECK	PMCHK00001226	\$433.31
038384	PRITEC	PRINT TECH INC.	11/4/2009	CHECK	PMCHK00001222	\$728.46
038357	PALENV	PRINTLINK-PALMER	11/3/2009	CHECK	PMCHK00001221	\$762.50
038474	PROINF	PROQUEST - CSA LLC	11/23/2009	CHECK	PMCHK00001226	\$3,555.00
038385	QDOBA	QDOBA MEXICAN GRILL	11/4/2009	CHECK	PMCHK00001222	\$930.00
038386	QUANTA	QUANTA, INC.	11/4/2009	CHECK	PMCHK00001222	\$3,083.05
038387	RACYAN	RACHEL YANIKOGLU	11/4/2009	CHECK	PMCHK00001222	\$29.10
038388	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	11/4/2009	CHECK	PMCHK00001222	\$36.00
038407	REHROB	REHMANN ROBSON	11/12/2009	CHECK	PMCHK00001224	\$1,000.00
038408	RICLES	RICHARD LESUEUR	11/12/2009	CHECK	PMCHK00001224	\$200.00
038489	RICBUS	RICOH AMERICAS CORP	11/23/2009	CHECK	PMCHK00001227	\$817.52
038475	RODBRO	RODNEY BROWN	11/23/2009	CHECK	PMCHK00001226	\$300.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
038428	ROURIV	ROUND RIVER PRODUCTIONS, LLC	11/17/2009	CHECK	PMCHK00001225	\$1,059.15
038404	ENLENT	SANDRA GREENSTONE	11/12/2009	CHECK	PMCHK00001224	\$1,950.00
038429	SARKEL	SARA MELTON KELLER	11/17/2009	CHECK	PMCHK00001225	\$750.00
038430	SAXON	SAXON, INC	11/17/2009	CHECK	PMCHK00001225	\$664.98
038409	SCHSEC	SCHILKE SECURITY	11/12/2009	CHECK	PMCHK00001224	\$285.00
038360	SERMAS	SERVICEMASTER CLEAN CARE	11/3/2009	CHECK	PMCHK00001221	\$6,187.00
038477	SERMAS	SERVICEMASTER CLEAN CARE	11/23/2009	CHECK	PMCHK00001226	\$4,373.00
038410	SHEMOS	SHELLA MOST	11/12/2009	CHECK	PMCHK00001224	\$100.00
038361	STAHAR	STADIUM HARDWARE	11/3/2009	CHECK	PMCHK00001221	\$63.78
038389	STAPLE	STAPLES BUSINESS ADVANTAGE	11/4/2009	CHECK	PMCHK00001222	\$111.39
038478	TECDIF	TECHNICAL DIFFERENCE, INC.	11/23/2009	CHECK	PMCHK00001226	\$812.18
038431	THEARK	THE ARK	11/17/2009	CHECK	PMCHK00001225	\$500.00
038422	JOETAC	TIPTOP ENTERTAINMENT LLC	11/17/2009	CHECK	PMCHK00001225	\$375.00
038390	TONSOL	TONER SOLUTIONS	11/4/2009	CHECK	PMCHK00001222	\$600.00
038391	ULINE	ULINE, INC.	11/4/2009	CHECK	PMCHK00001222	\$252.35
038362	UMICH10	UM EXHIBIT MUSEUM OF NATURAL H	11/3/2009	CHECK	PMCHK00001221	\$75.00
038480	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	11/23/2009	CHECK	PMCHK00001226	\$1,208.25
038479	UNIPAR	UNITED PARCEL SERVICE	11/23/2009	CHECK	PMCHK00001226	\$36.16
038411	UNISTA	UNITED STATES POSTAL SERVICES	11/12/2009	CHECK	PMCHK00001224	\$5,000.00
038490	UNUMPRO	UNUM LIFE INSURANCE	11/23/2009	CHECK	PMCHK00001227	\$2,906.69
038392	VOSLIG	VOSS LIGHTING	11/4/2009	CHECK	PMCHK00001222	\$342.00
038481	VOSLIG	VOSS LIGHTING	11/23/2009	CHECK	PMCHK00001226	\$321.33
038412	WASHTR	WASHTENAW COUNTY TREASURER	11/12/2009	CHECK	PMCHK00001224	\$31,210.59
038432	WASMAN	WASTE MANAGEMENT OF MICHIGAN	11/17/2009	CHECK	PMCHK00001225	\$1,079.81
038393	WESBLO	WEST BLOOMFIELD PUBLIC LIBRARY	11/4/2009	CHECK	PMCHK00001222	\$20.00
038491	WESENT	WESTGATE ENTERPRISES, LLC	11/23/2009	CHECK	PMCHK00001227	\$6,855.00
038413	WHILAB	WHITLAM LABEL COMPANY, INC.	11/12/2009	CHECK	PMCHK00001224	\$703.84
038482	XEROX	XEROX CORPORATION	11/23/2009	CHECK	PMCHK00001226	\$719.59
038483	ZMANDA	ZMANDA, INC.	11/23/2009	CHECK	PMCHK00001226	\$4,800.00

Total Checks: 150

Total Amount of Checks: \$376,635.94

DISTRICT LIBRARY BOARD

Rebecca Head
Margaret Leary
Barbara Murphy
Jan Barney Newman
Prue Rosenthal
Carola Stearns
Edward Surovell

2009-2010 OFFICERS

President Rebecca Head
Vice President Jan Barney Newman
Treasurer Prue Rosenthal
Secretary Margaret Leary

ADMINISTRATION

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

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