



Ann Arbor District Library
Regular Meeting
Agenda

Monday, February 18, 2013

Published by Ann Arbor District Library

February 2013

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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		

March 2013

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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 Library Closed						

April 2013

S	M	T	W	T	F	S
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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	29	30				

MEMORANDUM

To: District Library Board
From: Josie Parker, Director
Subject: Regular Meeting, Monday, February 18, 2013 at 6:00 p.m.
Ann Arbor District Library, 4th Floor Board Room
343 S. Fifth Avenue, Ann Arbor, MI 48104

REGULAR MEETING AGENDA

- 13-026 I. CALL TO ORDER
- 13-027 II. ATTENDANCE
- 13-028 III. RECESS TO CLOSED SESSION FOR OPINION OF LEGAL COUNSEL & DISCUSSION OF REAL ESTATE
- 13-029 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- 13-030 V. APPROVAL OF AGENDA (pp. 1-2)
(Item of action)
- 13-031 VI. APPROVAL OF MINUTES OF JANUARY 21, 2013 (pp. 3-17)
(Item of action)
- 13-032 VII. CITIZENS' COMMENTS
- 13-033 VIII. FINANCIAL REPORTS (pp. 18-25)
- 13-034 IX. APPROVAL OF DISBURSEMENTS (pp. 26-29)
(Item of action)
- 13-035 X. COMMITTEE REPORTS
- 13-036 A. BUDGET & FINANCE COMMITTEE
- 13-037 B. COMMUNICATIONS COMMITTEE
- 13-038 C. DIRECTOR'S EVALUATION COMMITTEE
- 13-039 D. EXECUTIVE COMMITTEE
- 13-040 E. FACILITIES COMMITTEE

- 13-041 F. POLICY COMMITTEE
- 13-042 XI. DIRECTOR'S REPORT (pp. 30-31)
- 13-043 XII. NEW BUSINESS
- 13-044 A. PALMA VIDEO/PRESENTATION
20 minutes
Terry Soave
- 13-045 B. VOTE FOR CLOSED SESSION AT THE MARCH 18, 2013
REGULAR MEETING FOR OPINION OF LEGAL
COUNSEL & DISCUSSION OF REAL ESTATE
(Item of action)
Roll call vote
- 13-046 XIII. CITIZENS' COMMENTS
- 13-047 XIV. ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE ANNUAL MEETING
MONDAY, JANUARY 21, 2013

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE ANNUAL MEETING
MONDAY, JANUARY 21, 2013

13-001 I. CALL TO ORDER

President Leary called the meeting to order at 7:06 p.m.

13-002 II. ATTENDANCE

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

Absent: None

Staff: Choate, Neiburger, Nieman, Parker, Wilson (recorder)

13-003 III. ADMINISTRATION OF OATH OF MEMBERS

Judge Elizabeth Hines, Presiding

Judge Hines administered the oath of office to the following returning trustees: Rebecca Head, Nancy Kaplan, Margaret A. Leary, Prue Rosenthal.

“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 presented Judge Hines with a bouquet of roses on behalf of the Board and staff in acknowledgement of recent awards she received and as a thank you for attending tonight’s meeting.

13- 004 IV. PRESIDENT’S REMARKS

President Leary acknowledged her second year as Board president by thanking each Board member for their participation. She thanked the Friends of the Ann Arbor District Library led by Pat McDonald for their support and Ellie Serras for chairing the Advocacy group for a new downtown library. She also thanked

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Director Parker and AADL staff for a job well done.

Director Parker presented President Leary with a bouquet of roses on behalf of staff and administration in acknowledgement of her service as Board President.

13-005 V. APPROVAL OF AGENDA
 (Item of action)

Secretary Barney Newman, supported by Trustee Head, moved to move the Approval of Agenda to after the Election of Officers.

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

NAYS: None

Motion passed 7-0.

13-006 VI. ELECT LIBRARY BOARD OFFICERS

1. PRESIDENT
 (Item of action)
 Roll call vote

Trustee Barney Newman, supported by Trustee Murphy, nominated Prue Rosenthal for Board President. No other nominations were made.

A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

2. VICE PRESIDENT
 (Item of action)
 Roll call vote

Trustee Surovell, supported by Trustee Rosenthal, nominated Jan Barney Newman for Board Vice President. No other nominations were made.

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A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

3. TREASURER
 (Item of action)
 Roll call vote

Trustee Head, supported by Trustee Murphy, nominated Nancy Kaplan for Board Treasurer. No other nominations were made.

A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

4. SECRETARY
 (Item of action)
 Roll call vote

Trustee Rosenthal, supported by Trustee Kaplan, nominated Rebecca Head for Board Secretary. No other nominations were made.

A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

13-007 VII. INSTALLATION OF OFFICERS

President Leary administered the oath installing Board officers for 2013: Trustee Rosenthal as President, Trustee Barney Newman as

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Vice President, Trustee Kaplan as Treasurer, and Trustee Head as Secretary.

“I, (name stated), DO SOLEMNLY SWEAR THAT I WILL ABIDE BY THE BYLAWS, RULES, AND REGULATIONS OF MY OFFICE AS TO THE BEST OF MY ABILITY.”

13-008 VIII. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS

President Leary relinquished control to the new officers. President Rosenthal presided over the remainder of the meeting.

13-009 IX. APPROVAL OF AGENDA
 (Item of action)

Secretary Head, supported by Treasurer Kaplan, moved to approve the agenda. Trustee Leary presented a friendly amendment to the agenda under New Business E. Appointment of Board Committee Members. The revised agenda was voted on.

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

NAYS: None

Motion passed 7-0.

13-010 X. APPROVAL OF MINUTES OF NOVEMBER 19, 2012
 (Item of action)

Treasurer Kaplan, supported by Trustee Surovell, moved to approve the minutes of November 19, 2012.

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

NAYS: None

Motion passed 7-0.

13-011 XI. CITIZENS' COMMENTS

Sahba Laal and George Kachadoorian

My name is Sahba Laal and my partner George Kachadoorian, we are local architects and all of the curiosity and interest in our

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library, main library here, we have been preparing a proposal for the library, has renovation and perhaps additions. We are here to ask that you will consider looking at this proposal at one of your future meetings. Thanks.

Lynn Davidge

Hi, I'm Lynn Davidge and I'm speaking to you as one of your constituents, just one individual citizen who cares about the library and has, I think you all know by now, various ideas. First, I wanted to express my disappointment that you canceled the December meeting. There were so many views expressed by electorate leading up to the bond issue vote, that surely we're all aware of vast amount of public interest in the library as an institution, and in this building in particular and in, there is a renewed, or a new perspective I think, of some of the financial issues and I believe that the constituents deserve regular monthly updates on things like finances and services and policy. And I felt it was especially important for the constituency in December to hear something and I realize it might have been a very short report but something from the Facilities Committee. Thank you.

Lou Glorie

Good evening and congratulations to all of you on your elections. I have some comments that are germane to the agenda tonight because you are going to be working on the schedule for the coming year and in the interest of greater transparency and better engagement with the public I wanted to suggest first of all that the Board consider, I wish I had known that you already put the schedule together, consider alternating your meetings so that they don't work out on the same evenings as city council meetings because many people attend city council meetings and cannot attend both, obviously. So it would really be helpful for the sake of bringing more citizen involvement in board meetings to have your board meetings on alternate Mondays or another day of the week. Since council meetings are generally on the first and third Monday's of the month and also along with that I'm always shocked when I hear people tell me they've been watching the city council meetings on TV. I mean, I could never sit through that. I have to go to them, you know, it's part of the live buzz going on there but people watch these things on television, on CTN, even YouTube. So, I would like to ask that that be considered in getting

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PROPOSED MINUTES OF THE ANNUAL MEETING
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these meetings recorded so that the community can watch them whenever they are able to and finally I just want to note that this is Martin Luther King Day and the city council for instance, postponed its meeting until tomorrow because a lot of people are busy going to events on Martin Luther King Day. In fact there is one here in the library tonight I'm going to scoot out to in a little bit. So that's another thing I would like to see reflected in the scheduling, some sensitivity for these kinds of holidays. I know the library is open, I'm glad it is open today, but in terms of the board's business it might be better if more people could attend who aren't going to other festivities today. That's all I have to say and I should mention that I am a member of the Protect Our Libraries group and I look forward to collaboration.

13-012 XII. FINANCIAL REPORTS

Associate Director Nieman reported November and December reports were in the Board Packet. December showed unrestricted cash balance just over \$13.2 million. Tax receipts just over \$10.8 million, reflecting 97% of the budgeted amount, have been received through December. The fund balance stands at just over \$8 million. Four line items are over budget but are expected to come into line later in the year.

13-013 XIII. APPROVAL OF DISBURSEMENTS
 (Item of action)

Secretary Head, supported by Trustee Leary, moved to approve the November and December 2012 disbursements.

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

NAYS: None

Motion passed 7-0.

13-014 XIV. COMMITTEE REPORTS

13-015 A. FACILITIES COMMITTEE

President Rosenthal reported the Facilities Committee had met and discussed the loss of the bond millage.

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13-016 XV. DIRECTOR'S REPORT

Director Parker began her report with the video viewing of the 2011-2012 Annual Report. The report can be found on the AADL website. She thanked Tim Grimes, Eli Neiburger and the Community Relations staff for their creation of this report.

Director Parker reported the 2012 second grade visits were a success again. 56 classes with over 1,200 students visited the downtown library for a storytime, tours and library cards. Transportation for this event was sponsored by the Friends of the Ann Arbor District Library.

The WLBDP received two commendations from the state after our site review. The first was for a working towards a national wiki for libraries serving the blind and physically handicapped; the second for a very successful Visions Vendor Fair in 2012. Celeste Choate, Terry Soave and ONS staff were congratulated and thanked for their work.

13-017 XVI. NEW BUSINESS

13-018 A. RESOLUTION TO HOLD THREE 2013 BOARD MEETINGS IN AADL BRANCHES
 (Item of action)

Treasurer Kaplan, supported by Secretary Head, moved whereas the AADL Board wants to encourage members of the public to attend and comment at board meetings; whereas, as we intend to facilitate this participation by meeting in a variety of braches to offer options that may be more convenient for members of the public; whereas, information on the location of meetings shall be posted on the annual meeting schedule on the library website and posted at all library branches; now, therefore be it resolved to schedule one board meeting in 2013 at each of the three branches that can accommodate a board meeting, Malletts Creek, Pittsfield and Traverwood; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

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Motion passed 7-0.

13-019

B. APPROVAL OF BOARD MEETING DATES FOR 2013
 (Item of action)

Trustee Leary, supported by Secretary Head, moved to approve the proposed 2013 Board meeting calendar.

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

NAYS: None

Motion passed 7-0.

13-020

C. RESOLUTION ESTABLISHING A SPECIAL FACILITIES
COMMITTEE
 (Item of action)

Trustee Surovell, supported by Trustee Murphy, moved to approve the resolution establishing a special facilities committee as read by Trustee Leary: The Board resolves as follows: that a special Facilities Committee be established; that the charge to the special Facilities Committee will be to recommend to the Board steps needed to develop and maintain clean, safe, physical facilities that creatively meet the needs of the community and staff with an emphasis on sustainability, accessibility, and flexibility; that the committee shall serve through 2013; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 7-0.

13-021

D. RESOLUTION ESTABLISHING A SPECIAL
COMMUNICATIONS COMMITTEE
 (Item of action)

Vice President Barney Newman, supported by Trustee Leary, moved to approve the resolution establishing a special

ANN ARBOR DISTRICT LIBRARY BOARD
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Communications Committee as read by Trustee Murphy: The Board resolves as follows: that a special Communications Committee be established; that the charge to the special Communications Committee will be to recommend to the Board steps needed to develop a communications audit and plan; that the committee shall serve through 2013; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 7-0.

13-022

E. APPROVAL OF BOARD COMMITTEE APPOINTMENTS
 (Item of action)

President Rosenthal distributed her selection of Board Committee members for Board authorization.

Trustee Murphy, supported by Treasurer Kaplan, moved to approve the special Communications Committee consisting of Nancy Kaplan as chair, Margaret Leary and Ed Surovell.

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

NAYS: None

Motion passed 7-0.

Vice President Barney Newman, supported Treasurer Kaplan, moved to approve the special Facilities Committee consisting of Margaret Leary as chair, Rebecca Head and Ed Surovell.

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

NAYS: None

Motion passed 7-0.

It was the consensus of the Board that the regular committees stand as presented.

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13-023 F. PRESENTATION OF HR INFORMATION
 DeAnn Doll

DeAnn Doll, Finance/HR Manager gave an overview of the organizational chart and various staff positions. She reported that the compensation structure developed in 1997 was reviewed in 2008 and will be looked at again in 2013. Staff as of 12/31/12 numbered 227. Employees are classified as either regular or casual. The library does not use the designation of full-time or part-time as it is a misnomer in our system.

13-024 G. VOTE FOR EXECUTIVE SESSION AT THE FEBRUARY 18, 2013 REGULAR MEETING FOR OPINION OF LEGAL COUNSEL & DISCUSSION OF REAL ESTATE
 (Item of action)
 Roll call vote

Secretary Head, supported by Treasurer Kaplan, moved to hold an Executive Session at the February 18, 2013 regular Board meeting for opinion of legal counsel and discussion of real estate.

A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

13-025 XVII. ADJOURNMENT

Vice President Barney Newman, supported by Trustee Leary, moved to adjourn the meeting.

President Rosenthal adjourned the meeting at 8:09 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at the annual meeting held on January 21, 2013 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 13-018**

**RESOLUTION TO HOLD THREE AADL BOARD MEETINGS AT BRANCH
LIBRARY LOCATIONS IN 2013**

Minutes of the annual meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 21st day of January, 2013 at 7:00 p.m.

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

The following resolution was offered by Treasurer Kaplan and supported by Secretary Head:

THE BOARD RESOLVES AS FOLLOWS:

WHEREAS, the AADL board wants to encourage members of the public to attend and comment at board meetings;

WHEREAS, as we intend to facilitate this participation by meeting in a variety of branches to offer options that may be more convenient for members of the public;

WHEREAS, information on the location of meetings shall be posted on the annual meeting schedule on the library website and posted at all library branches;

NOW, THEREFORE BE IT RESOLVED:

- 1.) To schedule one board meeting in 2013 at each of the three branches that can accommodate a board meeting: Mallett's Creek, Pittsfield, and Traverwood.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at the Annual Board Meeting held on January 21, 2013 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 13-020**

RESOLUTION ESTABLISHING A SPECIAL FACILITIES COMMITTEE

Minutes of the annual meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 21st day of January, 2013 at 7:00 p.m.

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

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

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That a special Facilities Committee be established.
- 2.) That the charge to the special Facilities Committee will be to recommend to the Board steps needed to develop and maintain clean, safe, physical facilities that creatively meet the needs of the community and staff with an emphasis on sustainability, accessibility, and flexibility.
- 3.) That the committee shall serve through 2013.
- 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: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at the Annual Board Meeting held on January 21, 2013 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 13-021**

**RESOLUTION ESTABLISHING A SPECIAL COMMUNICATIONS
COMMITTEE**

Minutes of the annual meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 21st day of January, 2013 at 7:00 p.m.

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

The following resolution was offered by Vice President Barney Newman and supported by Trustee Leary:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That a special Communications Committee be established.
- 2.) That the charge to the special Communications Committee will be to recommend to the Board steps needed to develop a communications audit and plan.
- 3.) That the committee shall serve through 2013.
- 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: Head, Kaplan, Leary, Murphy, Barney Newman, Rosenthal, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at the Annual Board Meeting held on January 21, 2013 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 of Trustees
Committee Assignments for 2013**

BY COMMITTEE

Budget & Finance:

Nancy Kaplan, Chair
Barbara Murphy
Jan Barney Newman

Director's Evaluation:

Prue Rosenthal, Chair
Margaret Leary
Jan Barney Newman

Policy:

Barbara Murphy, Chair
Nancy Kaplan
Prue Rosenthal

Executive:

The Executive Committee shall consist of the President, and any two Elected Officers chosen at time it needs to meet.

Special Committees:

Communications:

Nancy Kaplan, Chair
Margaret Leary
Ed Surovell

Facilities:

Margaret Leary, Chair
Rebecca Head
Ed Surovell

BY BOARD MEMBER

Rebecca Head, Secretary
Facilities

Nancy Kaplan, Treasurer
Budget & Finance (Chair)
Communications (Chair)
Policy

Margaret Leary
Communications
Director's Evaluation
Facilities (Chair)

Barbara Murphy
Budget & Finance
Policy (Chair)

Jan Barney Newman, Vice President
Budget & Finance
Director's Evaluation

Prue Rosenthal, President
Director's Evaluation (Chair)
Policy

Ed Surovell
Communications
Facilities

Ann Arbor District Library Financial Summary for January 2013

Cash:

The unrestricted cash balance as of January 31, 2013 was \$12,350,308 down from \$13,249,195 in December.

Tax Receipts:

The Library has received tax receipts totaling \$10,904,707, 97.3% of the budgeted amount, as of January 31st.

Budget vs. Actual:

The Library showed an operating surplus of \$139,001 through January 31st. This gives the Library a positive fund balance of \$8,126,424 at the end of January, up from \$8,071,677 in December.

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

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

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

The following operating expense line items are over budget through January:

Communications – A payment for the annual payment for the internet was made in July.

Software – A large payment of approximately \$63,000 was made in October putting this line item over budget.

ANN ARBOR DISTRICT LIBRARY
Operating
For the Seven Months Ending January 31, 2013

	January			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Revenue						
Tax Collections - Operating	\$927,667	\$927,667		\$6,493,668	\$6,493,667	\$1
State Aid	6,667	6,667		46,669	46,667	2
Penal Fines	15,833	19,167	(3,334)	130,833	134,167	(3,334)
Interest	5,210	12,500	(7,290)	52,325	87,500	(35,175)
Copiers	2,373	2,917	(544)	18,455	20,417	(1,962)
Grants/Memorials	549	7,500	(6,951)	62,439	52,500	9,939
Library Fines & Fees	40,909	37,500	3,409	245,478	262,500	(17,022)
Non-Resident Fees	825	1,333	(508)	8,370	9,333	(963)
Total Revenue	\$1,000,033	\$1,015,251	(\$15,218)	\$7,058,237	\$7,106,751	(\$48,514)
Expenditures						
Salaries & Wages	484,400	483,333	1,067	3,371,491	3,383,333	(11,842)
Employee Benefits	134,447	130,417	4,030	895,251	912,917	(17,666)
Employment Taxes	37,266	37,000	266	251,279	259,000	(7,721)
Total Employment Cost	\$656,113	\$650,750	\$5,363	\$4,518,021	\$4,555,250	(\$37,229)
Custodial and Electrical	\$13,138	\$16,667	(\$3,529)	\$99,560	\$116,667	(\$17,107)
Accounting/Audit	1,000	1,000		7,000	7,000	
Legal	76	4,167	(4,091)	19,653	29,167	(9,514)
Purchased Services	11,085	11,583	(498)	72,692	81,083	(8,391)
Utilities	21,104	35,417	(14,313)	231,320	247,917	(16,597)
Property Insurance	6,881	7,000	(119)	48,165	49,000	(835)
Communications	4,361	13,333	(8,972)	112,750	93,333	19,417
Materials	89,347	154,167	(64,820)	1,035,541	1,079,167	(43,626)
Software Licenses/Maintenanc	5,706	10,000	(4,294)	96,536	70,000	26,536
Building Rental	10,063	12,917	(2,854)	70,443	90,417	(19,974)
Seminars/Conferences/Travel	1,581	2,083	(502)	5,353	14,583	(9,230)
Copier Expense	6,283	3,750	2,533	21,173	26,250	(5,077)
Library Programming	22,785	20,833	1,952	140,626	145,833	(5,207)
Grants/Memorials	480	7,500	(7,020)	38,927	52,500	(13,573)
Supplies	13,018	15,000	(1,982)	99,708	105,000	(5,292)
Repairs and Maintenance	54,044	24,750	29,294	172,788	173,250	(462)
Postage	132	2,917	(2,785)	11,697	20,417	(8,720)
Lcards/Circ Cards	3,114	5,833	(2,719)	38,696	40,833	(2,137)
Other Operating Expenditures	467	1,917	(1,450)	13,376	13,417	(41)
Total Operating Expense	\$264,665	\$350,834	(\$86,169)	\$2,336,004	\$2,455,834	(\$119,830)
Capital Outlays	\$5,517	\$13,667	(\$8,150)	\$65,211	\$95,667	(\$30,456)
Total Expenditures	\$926,295	\$1,015,251	(\$88,956)	\$6,919,236	\$7,106,751	(\$187,515)
Net	\$73,738		\$73,738	\$139,001		\$139,001

ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Seven Months Ending January 31, 2013

	<u>Actual</u>	<u>January Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$549	\$7,500	(\$6,951)	\$54,624	\$52,500	\$2,124
Total Revenue	<u>\$549</u>	<u>\$7,500</u>	<u>(\$6,951)</u>	<u>\$54,624</u>	<u>\$52,500</u>	<u>\$2,124</u>
Expenditures						
Materials	84		84	10,703		10,703
Library Programming	397	7,500	(7,103)	25,044	52,500	(27,456)
Supplies				385		385
Other Operating Expenditures				2,238		2,238
Total Operating Expense	<u>\$481</u>	<u>\$7,500</u>	<u>(\$7,019)</u>	<u>\$38,370</u>	<u>\$52,500</u>	<u>(\$14,130)</u>
Total Expenditures	<u>\$481</u>	<u>\$7,500</u>	<u>(\$7,019)</u>	<u>\$38,370</u>	<u>\$52,500</u>	<u>(\$14,130)</u>
Net	<u>\$68</u>		<u>\$68</u>	<u>\$16,254</u>		<u>\$16,254</u>

ANN ARBOR DISTRICT LIBRARY
Friends of the Library
For the Seven Months Ending January 31, 2013

	<u>Actual</u>	<u>January Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)	\$40,000	\$52,500	(\$12,500)
Total Revenue		\$7,500	(\$7,500)	\$40,000	\$52,500	(\$12,500)
Expenditures						
Materials				9,784		9,784
Library Programming	397	7,500	(7,103)	17,044	52,500	(35,456)
Supplies				385		385
Other Operating Expenditures				2,238		2,238
Total Operating Expense	\$397	\$7,500	(\$7,103)	\$29,451	\$52,500	(\$23,049)
Total Expenditures	\$397	\$7,500	(\$7,103)	\$29,451	\$52,500	(\$23,049)
Net	(\$397)		(\$397)	\$10,549		\$10,549

ASSETS

As of 1/31/2013

Current Assets:

Cash

CASH-COMMERCIAL CHECKING	\$35,261.26
CASH-PAYROLL	23,629.43
HOLTREY FUND	331,542.85
CASH-SAVINGS	625,284.39
KENISTON FUND	30,282.81
SHAFFER FUND	10,464.81
WESTERMAN FUND	43,065.70
PETTY CASH	2,100.00
WLBPD ACCOUNT	37,093.60
CDs - SHORT TERM	6,400,000.00

Total Cash \$7,538,724.85

Investments

BANK OF ANN ARBOR INVESTMENT	\$3,362,948.63
UNITED BANK AND TRUST INVESTMENT	1,901,084.76

Total Investments \$5,264,033.39

Accounts Receivable

ACCOUNTS RECEIVABLE	\$177,502.00
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Total Accounts Receivable \$177,502.00

Property Taxes Receivable

Total Property Taxes Receivable \$0.00

Prepaid Expenses

PRE-PAID INSURANCE	\$18,213.31
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Total Prepaid Expenses \$18,213.31

Total Current Assets \$12,998,473.55

Capital Assets:

BUILDINGS	\$25,988,344.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	476,481.00
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	175,244.00
COMPUTER EQUIPMENT	1,363,432.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	43,135.00
FURNITURE & FIXTURES	1,302,241.00
VEHICLES	183,256.00

Total Capital Assets \$32,113,419.15

Amount Provided for Long-Term Debt:

LONG TERM SICK	\$28,025.46
LONG TERM VACATION	228,880.49

Total Provided for Long-Term Debt 256,905.95

TOTAL ASSETS \$45,368,798.65

Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$842.06
ACCRUED ACCOUNTS PAYABLE	12,675.00
ACCRUED PAYROLL	220,800.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	12,057.66
ACCRUED EMPLOYER 403(b) - UNDECIDED	34,274.66
ACCRUED 403B/MPSERS EMPLOYER	21,418.43
ACCRUED LIABILITY-VACATION S/T	110,110.96

Total Current Liabilities	\$412,178.77
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,025.46
ACCRUED LIABILITY-VACATION L/T	228,880.49

Total Long-Term Liabilities	256,905.95
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,113,419.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$115,396.84
DEFERRED REVENUE - PROPERTY TAX	4,344,474.00
FUND BALANCE - UNDESIGNATED	7,987,423.24
EXCESS REVENUE (SPENDING)	139,000.70

Total Fund Balance	\$12,586,294.78
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Total Fund Equity	\$44,699,713.93
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TOTAL LIABILITIES AND FUND EQUITY	\$45,368,798.65
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Ann Arbor District Library

Rollforward of undesignated fund balance For the Period Ending January 31, 2013

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 8,071,677	\$ 8,071,490
Total revenues	1,000,033	7,058,237
Expenditures:		
Operating	(920,777)	(6,854,025)
Capital outlays	(5,517)	(65,211)
(Increase) decrease in encumbrances	<u>(18,992)</u>	<u>(84,067)</u>
Ending surplus (deficit)	<u>\$ 8,126,424</u>	<u>\$ 8,126,424</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward
For Period ending January 31, 2013

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	\$ 2,537	\$ 18,983	\$ (561,259)	\$ 575,000	\$ 35,261
Payroll	23,934	4	(441,707)	441,398	23,629
Petty cash	2,100	-	-	-	2,100
Savings	761,096	77,978	(47,392)	(166,398)	625,284
CDs - Bank of Ann Arbor	7,200,000	-	-	(800,000)	6,400,000
Investments - Bank of Ann Arbor	3,360,578	2,371	-	-	3,362,949
Investments - United Bank and Trust	1,898,950	2,135	-	-	1,901,085
Westerman Fund	43,062	4	-	-	43,066
Shafer Fund	10,464	1	-	-	10,465
Holtrey Fund	331,201	342	-	-	331,543
Keniston Fund	30,280	3	-	-	30,283
WLBPD	37,080	4	-	-	37,084
	<u>\$ 13,701,292</u>	<u>\$ 101,825</u>	<u>\$ (1,050,358)</u>	<u>\$ 50,000</u>	<u>\$ 12,802,759</u>
Year-to-date rollforward					
Commercial checking	\$ 13,935	\$ 95,541	\$ (3,471,215)	\$ 3,397,000	\$ 35,261
Payroll	17,412	37	(3,552,463)	3,558,663	23,629
Petty cash	2,000	-	-	100	2,100
Savings	695,424	11,600,446	(364,823)	(11,305,763)	625,284
CDs - Bank of Ann Arbor	2,000,000	-	-	4,400,000	6,400,000
Investments - Bank of Ann Arbor	3,331,486	31,463	-	-	3,362,949
Investments - United Bank and Trust	1,869,257	31,828	-	-	1,901,085
Westerman Fund	43,040	26	-	-	43,066
Shafer Fund	10,459	6	-	-	10,465
Holtrey Fund	330,949	594	-	-	331,543
Keniston Fund	30,265	18	-	-	30,283
WLBPD	37,022	72	-	-	37,094
	<u>\$ 8,381,249</u>	<u>\$ 11,760,031</u>	<u>\$ (7,388,521)</u>	<u>\$ 50,000</u>	<u>\$ 12,802,759</u>

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	1/1/2013
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
045227	AGRSER	A GROWING SERVICE LLC	1/25/2013	CHECK	PMCHK00001525	\$340.00
045176	AASCH	AAPS/WISD TRANSPORTATION	1/15/2013	CHECK	PMCHK00001518	\$1,012.00
045177	ADASTR	ADAMS STREET PUBLISHING CO.	1/15/2013	CHECK	PMCHK00001518	\$465.00
045098	ALLHANDS	ALL HANDS ACTIVE	1/3/2013	CHECK	PMCHK00001514	\$250.00
045228	AMACOM	AMAZON.COM CREDIT PLAN	1/25/2013	CHECK	PMCHK00001525	\$4,540.51
045179	AMEX	AMERICAN EXPRESS	1/15/2013	CHECK	PMCHK00001518	\$70,255.79
045180	ANNARB	ANN ARBOR OBSERVER	1/15/2013	CHECK	PMCHK00001518	\$1,688.40
045129	AANEW1	ANNARBOR.COM	1/9/2013	CHECK	PMCHK00001516	\$262.80
045099	ANNDOH	ANNE DOHRENWEND	1/3/2013	CHECK	PMCHK00001514	\$100.00
045181	ARBSFR	ARBOR SPRING WATER CO.	1/15/2013	CHECK	PMCHK00001518	\$39.80
045100	AROKAU	ARON KAUFMAN	1/3/2013	CHECK	PMCHK00001514	\$100.00
045229	ATTMOB	AT&T MOBILITY	1/25/2013	CHECK	PMCHK00001525	\$1,213.12
045101	ATTWIR	AT&T WIRELESS	1/3/2013	CHECK	PMCHK00001514	\$199.99
045102	BBCAUD	AUDIO GO	1/3/2013	CHECK	PMCHK00001514	\$825.28
045183	BBCAUD	AUDIO GO	1/15/2013	CHECK	PMCHK00001518	\$438.72
045233	BBCAUD	AUDIO GO	1/25/2013	CHECK	PMCHK00001525	\$1,055.84
045230	B&H	B&H PHOTO-VIDEO	1/25/2013	CHECK	PMCHK00001525	\$5,516.90
045231	BARSTUEV	BARBARA STURGIS-EVERETT	1/25/2013	CHECK	PMCHK00001525	\$100.00
045130	BARRON	BARRON'S	1/9/2013	CHECK	PMCHK00001516	\$99.00
045232	BAYCOU	BAY COUNTY LIBRARY SYSTEM	1/25/2013	CHECK	PMCHK00001525	\$10.50
045131	BEADEL	BEAU DELOACH	1/9/2013	CHECK	PMCHK00001516	\$250.00
045132	BETBAT	BETH BATTEY	1/9/2013	CHECK	PMCHK00001516	\$150.00
045133	BETBEC	BETSY BECKERMAN	1/9/2013	CHECK	PMCHK00001516	\$450.00
045234	BLAUD	BLACKSTONE AUDIO BOOKS	1/25/2013	CHECK	PMCHK00001525	\$343.20
045235	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	1/25/2013	CHECK	PMCHK00001525	\$49,840.21
045236	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	1/25/2013	CHECK	PMCHK00001525	\$10,246.12
* 045223	BP	BP	1/21/2013	CHECK	PMCHK00001523	\$52.16
045225	BP	BP	1/21/2013	CHECK	PMCHK00001524	\$52.16
045134	BREBRO	BRENDA L. BROWN	1/9/2013	CHECK	PMCHK00001516	\$41.98
045135	BREWER	BREWER'S	1/9/2013	CHECK	PMCHK00001516	\$788.29
045184	BRIAUD	BRIILLANCE AUDIO, INC.	1/15/2013	CHECK	PMCHK00001518	\$283.67
045103	BRODCO	BRODART CO.	1/3/2013	CHECK	PMCHK00001514	\$1,063.43
045185	BUSVAL	BUSCH'S, INC.	1/15/2013	CHECK	PMCHK00001518	\$84.30
045136	BUSCAR	BUSINESS CARD	1/9/2013	CHECK	PMCHK00001516	\$5,306.96
045237	CALNEW	CALIFORNIA NEWSREEL	1/25/2013	CHECK	PMCHK00001525	\$30.95
045137	CARBRO	CARPENTER BROS.	1/9/2013	CHECK	PMCHK00001516	\$44.78
045186	CCH	CCH INCORPORATED	1/15/2013	CHECK	PMCHK00001518	\$103.49
045187	CDW-G	CDW GOVERNMENT, INC.	1/15/2013	CHECK	PMCHK00001518	\$4,328.87
045238	CHASEL	CHAD SELL	1/25/2013	CHECK	PMCHK00001525	\$100.00
045188	CINCOR	CINTAS CORPORATION	1/15/2013	CHECK	PMCHK00001518	\$2,761.79
045138	CITBOD	CITY BODY	1/9/2013	CHECK	PMCHK00001516	\$784.09
045104	CITOF1	CITY OF ANN ARBOR TREASURER	1/3/2013	CHECK	PMCHK00001514	\$3,516.27
045239	CITOF1	CITY OF ANN ARBOR TREASURER	1/25/2013	CHECK	PMCHK00001525	\$1,828.80
045139	COMCAS	COMCAST	1/9/2013	CHECK	PMCHK00001516	\$124.39
045189	COMCAS	COMCAST	1/15/2013	CHECK	PMCHK00001518	\$34.95
045105	COMALLW	COMPUTER ALLEY WEST	1/3/2013	CHECK	PMCHK00001514	\$63.95
* 045224	COTINN	COTTAGE INN CATERING SERVICES	1/21/2013	CHECK	PMCHK00001523	\$155.00
045226	COTINN	COTTAGE INN CATERING SERVICES	1/21/2013	CHECK	PMCHK00001524	\$155.00
045106	CRADDO	CRAWFORD DOOR SALES	1/3/2013	CHECK	PMCHK00001514	\$468.00
045107	DANJON	DANI JONES	1/3/2013	CHECK	PMCHK00001514	\$100.00
045190	DAVMCM	DAVID MCMILLIAN	1/15/2013	CHECK	PMCHK00001518	\$75.00
045191	DEADOL	DEANN DOLL	1/15/2013	CHECK	PMCHK00001518	\$74.95
045192	DEMCO	DEMCO	1/15/2013	CHECK	PMCHK00001518	\$3,745.00
045193	DENGEP	DENOYER-GEPPERT INTERNATIONAL	1/15/2013	CHECK	PMCHK00001518	\$1,753.00
045108	DIADUD	DIANE DUDLEY	1/3/2013	CHECK	PMCHK00001514	\$100.00
045128	DONGYU	DONG YU CHINA MARKET	1/9/2013	CHECK	PMCHK00001515	\$273.75

System: 2/11/2013 3:24:26 PM
 User Date: 2/11/2013

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 2
 User ID: NIEMANK

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
045240	DTEENE	DTE ENERGY	1/25/2013	CHECK	PMCHK00001525	\$35,815.33
045241	EARADV	EARLY ADVANTAGE	1/25/2013	CHECK	PMCHK00001525	\$614.85
045242	EDIWOW	EDIBLE WOW	1/25/2013	CHECK	PMCHK00001525	\$56.00
045194	ELINEI	ELI NEIBURGER	1/15/2013	CHECK	PMCHK00001518	\$259.96
045243	ELILAW	ELITE LAWN & LANDSCAPE, INC.	1/25/2013	CHECK	PMCHK00001525	\$5,010.78
045195	FRIOF	FRIENDS OF THE ANN ARBOR	1/15/2013	CHECK	PMCHK00001518	\$920.25
045165	THOGAL	GALE	1/9/2013	CHECK	PMCHK00001516	\$1,146.64
045245	GARISTE	GARI STEIN	1/25/2013	CHECK	PMCHK00001525	\$100.00
045246	GLEANN	GLEN-ANN TOWING	1/25/2013	CHECK	PMCHK00001525	\$142.50
045248	GRCC	GRAND RAPIDS COMMUNITY COLLEGE	1/25/2013	CHECK	PMCHK00001525	\$32.95
045247	GRAVAL	GRAND VALLEY STATE UNIVERSITY	1/25/2013	CHECK	PMCHK00001525	\$100.00
045250	GRELAK2	GREAT LAKES AUTOMATIC DOOR, IN	1/25/2013	CHECK	PMCHK00001525	\$1,662.98
045244	FIRMAR	GREEN ROAD ASSOCIATES, LP	1/25/2013	CHECK	PMCHK00001525	\$3,208.33
045249	GREHIR	GRETCHEN HIRSCH	1/25/2013	CHECK	PMCHK00001525	\$250.00
045182	ARCHAMBAULT	GROUPE ARCHAMBAULT INC.	1/15/2013	CHECK	PMCHK00001518	\$140.44
045109	HFGROUP	HF GROUP LLC	1/3/2013	CHECK	PMCHK00001514	\$1,394.57
045251	HUTPLU	HUTZEL PLUMBING AND HEATING	1/25/2013	CHECK	PMCHK00001525	\$557.03
045140	IEVBAT	IEVA BATES	1/9/2013	CHECK	PMCHK00001516	\$29.97
045110	INGLIB	INGRAM LIBRARY SERVICES INC.	1/3/2013	CHECK	PMCHK00001514	\$2,279.47
045111	JAMWHI	JAMES WHITE LIBRARY	1/3/2013	CHECK	PMCHK00001514	\$20.00
045252	JEAMAC	JEANNE MACKAY	1/25/2013	CHECK	PMCHK00001525	\$100.00
045112	JERDRO	JERZY DROZD	1/3/2013	CHECK	PMCHK00001514	\$50.00
045196	KMODES	KAREN MOELLER DESIGN	1/15/2013	CHECK	PMCHK00001518	\$5,200.00
045253	KATGOO	KATHRYN GOODSON	1/25/2013	CHECK	PMCHK00001525	\$100.00
045171	KATCHY	KATIE CHYNOWETH	1/9/2013	CHECK	PMCHK00001517	\$28.53
045141	KELCOM	KELLOGG COMMUNITY COLLEGE	1/9/2013	CHECK	PMCHK00001516	\$19.95
045142	KOLOSS	KOLOSSOS	1/9/2013	CHECK	PMCHK00001516	\$18.20
045197	KOLOSS	KOLOSSOS	1/15/2013	CHECK	PMCHK00001518	\$40.00
045143	LAPQUA	LAPHAMS QUARTERLY	1/9/2013	CHECK	PMCHK00001516	\$49.00
045144	LARWIL	LARON WILLIAMS	1/9/2013	CHECK	PMCHK00001516	\$400.00
045145	LEADIR	LEADERSHIP DIRECTORIES, INC.	1/9/2013	CHECK	PMCHK00001516	\$1,094.00
045113	LEXMAT	LEXISNEXIS MATTHEW BENDER	1/3/2013	CHECK	PMCHK00001514	\$210.43
045254	LEXMAT	LEXISNEXIS MATTHEW BENDER	1/25/2013	CHECK	PMCHK00001525	\$211.83
045146	LIBHOT	LIBRARY HOTLINE	1/9/2013	CHECK	PMCHK00001516	\$119.99
045203	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	1/15/2013	CHECK	PMCHK00001518	\$226.29
045198	MARVAL	MAROLYN VALENZUELA	1/15/2013	CHECK	PMCHK00001518	\$92.75
045114	MATDUB	MATT DUBAY	1/3/2013	CHECK	PMCHK00001514	\$29.99
045115	MATPIL	MATTHEW PILLISCHER	1/3/2013	CHECK	PMCHK00001514	\$128.00
045147	MCSWEEN	MCSWEENEY'S	1/9/2013	CHECK	PMCHK00001516	\$28.00
045255	METLIFE	METLIFE SBC	1/25/2013	CHECK	PMCHK00001525	\$7,938.62
045148	MICKRE	MICHELLE KRELL KYDD	1/9/2013	CHECK	PMCHK00001516	\$450.00
045199	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	1/15/2013	CHECK	PMCHK00001518	\$1,822.70
045116	MICLIBA	MICHIGAN LIBRARY ASSOCIATION	1/3/2013	CHECK	PMCHK00001514	\$525.00
045200	MICOFF	MICHIGAN OFFICE SOLUTIONS	1/15/2013	CHECK	PMCHK00001518	\$3,146.63
045201	MICPOW	MICHIGAN POWER RODDING	1/15/2013	CHECK	PMCHK00001518	\$439.00
045149	MICLIBC	MIDWEST COLLABORATIVE FOR LIBR	1/9/2013	CHECK	PMCHK00001516	\$24,244.00
045150	MIDTAP	MIDWEST TAPE	1/9/2013	CHECK	PMCHK00001516	\$54,937.51
045175	AANEWS	MLIVE MEDIA GROUP	1/15/2013	CHECK	PMCHK00001518	\$1,175.76
045202	MONHIG	MONICA HIGMAN	1/15/2013	CHECK	PMCHK00001518	\$100.00
045256	NEWREA	NEW READERS PRESS	1/25/2013	CHECK	PMCHK00001525	\$262.00
045204	NICWIL	NICHOLAS WILCOX	1/15/2013	CHECK	PMCHK00001518	\$800.00
045218	NICWIL	NICHOLAS WILCOX	1/15/2013	CHECK	PMCHK00001519	\$1,800.00
045151	NICBOO	NICOLA'S BOOKS	1/9/2013	CHECK	PMCHK00001516	\$3,915.66
045257	NICBOO	NICOLA'S BOOKS	1/25/2013	CHECK	PMCHK00001525	\$362.84
045258	NUWAVE	NUWAVE AQUARIUMS	1/25/2013	CHECK	PMCHK00001525	\$232.90
045152	OAKCOM	OAKLAND COMMUNITY COLLEGE	1/9/2013	CHECK	PMCHK00001516	\$71.50
045153	OCLINS	OCLC, INC.	1/9/2013	CHECK	PMCHK00001516	\$3,574.02
045205	OFFDEP	OFFICE DEPOT, INC.	1/15/2013	CHECK	PMCHK00001518	\$1,062.30
* 045154	PAUKEL	PAUL KELLER	1/9/2013	CHECK	PMCHK00001516	\$1,900.00
045222	PAUKEL	PAUL KELLER	1/17/2013	CHECK	PMCHK00001522	\$1,900.00
045259	PIOJAN	PIONEER JANITORIAL SERVICE	1/25/2013	CHECK	PMCHK00001525	\$10,398.21
045206	PRITEC	PRINT TECH INC.	1/15/2013	CHECK	PMCHK00001518	\$7,167.16
045260	PRIORITY	PRIORITY HEALTH	1/25/2013	CHECK	PMCHK00001525	\$10,109.41

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
045155	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	1/9/2013	CHECK	PMCHK00001516	\$2,775.00
045264	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	1/25/2013	CHECK	PMCHK00001525	\$2,740.00
045172	RACYAN	RACHEL YANIKOGLU	1/9/2013	CHECK	PMCHK00001517	\$30.53
045117	RANHOU	RANDOM HOUSE, INC.	1/3/2013	CHECK	PMCHK00001514	\$972.51
045261	RANHOU	RANDOM HOUSE, INC.	1/25/2013	CHECK	PMCHK00001525	\$1,003.50
045118	RECBOO	RECORDED BOOKS, INC.	1/3/2013	CHECK	PMCHK00001514	\$4,152.12
045207	RECBOO	RECORDED BOOKS, INC.	1/15/2013	CHECK	PMCHK00001518	\$3,058.55
045208	REPINC	REPROGRAPHICS, INC.	1/15/2013	CHECK	PMCHK00001518	\$97.76
045119	REPPAR	REPUBLIC PARKING	1/3/2013	CHECK	PMCHK00001514	\$145.00
045262	REPPAR	REPUBLIC PARKING	1/25/2013	CHECK	PMCHK00001525	\$145.00
045263	RICBUS	RICOH AMERICAS CORP	1/25/2013	CHECK	PMCHK00001525	\$273.00
045265	ROCHIL	ROCHESTER HILLS PUBLIC LIBRARY	1/25/2013	CHECK	PMCHK00001525	\$32.50
045266	ROYFIN	ROY FINKENBINE	1/25/2013	CHECK	PMCHK00001525	\$100.00
045267	SFSTRO	S.F. STRONG, INC.	1/25/2013	CHECK	PMCHK00001525	\$1,467.06
045120	SANSLO	SANDOR SLOMOVITS	1/3/2013	CHECK	PMCHK00001514	\$600.00
045173	SARKEL	SARA MELTON KELLER	1/9/2013	CHECK	PMCHK00001517	\$275.00
045121	SCHSOU	SCHEDULE SOURCE, INC	1/3/2013	CHECK	PMCHK00001514	\$1,519.00
045210	SCHSEC	SCHILKE SECURITY	1/15/2013	CHECK	PMCHK00001518	\$220.00
045156	SCHLEL	SCHINDLER ELEVATOR CORPORATION	1/9/2013	CHECK	PMCHK00001516	\$592.05
045157	SCHLIB	SCHOLASTIC INC.	1/9/2013	CHECK	PMCHK00001516	\$143.15
045158	SCHSPE	SCHOOL SPECIALTY/TEACHERS DISC	1/9/2013	CHECK	PMCHK00001516	\$102.40
045211	SHACOO	SHANNON COON	1/15/2013	CHECK	PMCHK00001518	\$150.00
045159	SHIDIS	SHIAWASSEE DISTRICT LIBRARY	1/9/2013	CHECK	PMCHK00001516	\$25.00
045212	SPRINT	SPRINT PCS	1/15/2013	CHECK	PMCHK00001518	\$517.31
045160	STAHAR	STADIUM HARDWARE	1/9/2013	CHECK	PMCHK00001516	\$49.16
* 045161	STAPOO	STANDARD & POOR'S	1/9/2013	CHECK	PMCHK00001516	\$6.50
045174	STAPOO	STANDARD & POOR'S	1/9/2013	CHECK	PMCHK00001517	\$650.00
045213	STAPLE	STAPLES ADVANTAGE	1/15/2013	CHECK	PMCHK00001518	\$47.88
045209	ROBSTE	STENZINGER SOFTWARE LLC	1/15/2013	CHECK	PMCHK00001518	\$40.00
045162	STEOSB	STEVE OSBURN	1/9/2013	CHECK	PMCHK00001516	\$300.00
045163	SUPERD	SUPER D	1/9/2013	CHECK	PMCHK00001516	\$706.45
045122	TANMED	TANTOR MEDIA	1/3/2013	CHECK	PMCHK00001514	\$258.37
045164	TDSMET	TDS METROCOM	1/9/2013	CHECK	PMCHK00001516	\$6,878.03
045268	TEACOM	TEACHING COMPANY/THE//	1/25/2013	CHECK	PMCHK00001525	\$814.30
045269	TERDIC	TERENCE DICKINSON	1/25/2013	CHECK	PMCHK00001525	\$169.00
045270	THEANN	THE ANN MAGAZINE	1/25/2013	CHECK	PMCHK00001525	\$500.00
045166	TOTVEN	TOTAL VENDING & COFFEE SERVICE	1/9/2013	CHECK	PMCHK00001516	\$28.95
045123	TRACSYS	TRACSYSTEMS	1/3/2013	CHECK	PMCHK00001514	\$2,120.00
045167	TSAFON	TSAI FONG BOOKS, INC.	1/9/2013	CHECK	PMCHK00001516	\$2,033.27
045097	ADTSEC	TYCO INTEGRATED SECURITY	1/3/2013	CHECK	PMCHK00001514	\$921.70
045178	ADTSEC	TYCO INTEGRATED SECURITY	1/15/2013	CHECK	PMCHK00001518	\$321.00
045221	ADTSEC	TYCO INTEGRATED SECURITY	1/17/2013	CHECK	PMCHK00001521	\$3,228.29
045168	ULINE	ULINE, INC.	1/9/2013	CHECK	PMCHK00001516	\$59.10
045272	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	1/25/2013	CHECK	PMCHK00001525	\$1,244.05
045124	UNIPAR	UNITED PARCEL SERVICE	1/3/2013	CHECK	PMCHK00001514	\$111.97
045271	UNIPAR	UNITED PARCEL SERVICE	1/25/2013	CHECK	PMCHK00001525	\$95.75
045273	UNUMPRO	UNUM LIFE INSURANCE	1/25/2013	CHECK	PMCHK00001525	\$2,950.04
045219	VALLINP	VALUE LINE PUBLISHING INC.	1/15/2013	CHECK	PMCHK00001520	\$3,232.00
045214	VERWIRC	VERIZON WIRELESS	1/15/2013	CHECK	PMCHK00001518	\$2,499.26
045274	VERWIRC	VERIZON WIRELESS	1/25/2013	CHECK	PMCHK00001525	\$201.44
045215	WARNAT	WARDS NATURAL SCIENCE	1/15/2013	CHECK	PMCHK00001518	\$1,038.97
045169	WASHTR	WASHTENAW COUNTY TREASURER	1/9/2013	CHECK	PMCHK00001516	\$29,303.02
045125	WCCOA	WASHTENAW CTY CONSORTIUM ON AG	1/3/2013	CHECK	PMCHK00001514	\$100.00
045275	WASLEG	WASHTENAW LEGAL NEWS	1/25/2013	CHECK	PMCHK00001525	\$80.00
045220	WASHNE	WASHTENAW NEWS COMPANY, INC.	1/15/2013	CHECK	PMCHK00001520	\$5,135.00
045216	WASMAN	WASTE MANAGEMENT OF MICHIGAN	1/15/2013	CHECK	PMCHK00001518	\$201.90
045276	WESENT	WESTGATE ENTERPRISES, LLC	1/25/2013	CHECK	PMCHK00001525	\$19,881.89
045126	WORBOO	WORLD BOOK, INC.	1/3/2013	CHECK	PMCHK00001514	\$4,691.00
045127	WYSSTE	WYSTAN STEVENS	1/3/2013	CHECK	PMCHK00001514	\$1,050.00
045217	XEROX	XEROX CORPORATION	1/15/2013	CHECK	PMCHK00001518	\$312.77
045170	ZARNAE	ZARINAH EL-AMIN NAEEM	1/9/2013	CHECK	PMCHK00001516	\$400.00

System: 2/11/2013 3:24:26 PM
User Date: 2/11/2013

Ann Arbor District Library
VENDOR CHECK REGISTER REPORT
Payables Management

Page: 4
User ID: NIEMANK

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount

Total Checks:	180				Total Amount of Checks:	===== \$488,996.23 =====

Director's Report – February 2013

1. Eli Nieburger is currently touring Germany as a guest of the Zukunftswerkstatt, (zoo-koonfts-verk-shtaat) or "Future Workshop", and the US State Department. He's visiting libraries in Berlin, Wolfsburg, Karlsruhe, Tuebingen, Munich, and Cologne, talking about Gaming, Learning, and Libraries.

AADL and the Zukunftswerkstatt are collaborating on a joint US - German Library video game tournament series, with online matches and a German championship that will offer winners a chance to come to Ann Arbor and participate in an international tournament final here at the downtown library.

German libraries are already using GTSysystem, AADL's tournament management website with over 500 partner libraries around the world. Many thanks to our friends at the State Department, the Zukunftswerkstatt, and the Deutsche-American Institute in Tubingen for creating this opportunity for our patrons!

2. The 11th annual **Ann Arbor/Ypsilanti Reads Event** was held on Thursday, February 7th in the Towsley Auditorium of the Morris Lawrence Building at Washtenaw Community College. The event focused on the 2013 Ann Arbor/Ypsilanti Reads book selection **The New Jim Crow: Mass Incarceration in the Age of Colorblindness** by Michelle Alexander and the theme 'Understanding Race.' Approximately 250 people attended the event to hear keynote speaker **Connie Rice** of Los Angeles, one of America's most influential civil rights attorneys, who is known for her unconventional approaches to tackling problems of inequity and exclusion. Connie discussed how, through impact litigation, campaigns and inside bureaucratic maneuvering, she led clients in need to win more than \$30 billion in damages, bonds and policy changes. Several community agencies and representatives (including the Friends of the Library) also staffed information tables at the event.
3. The fourth annual Preschool Expo was held on January 27th at the Palmer Commons on the UM campus. This expo is an event that brings representatives from many area preschools to one location, on one date. Parents are able to gather information on preschools and talk with schools in order to find a good fit for their child. This free event is co-sponsored by the Ann Arbor District Library, Washtenaw Success by Six Great Start Collaborative, Child Care Network, and U-M Work/Life Resource Center. 330 persons attended and 38 preschools participated.

Director's Report – February 2013

4. We are very pleased that our partnership with PALMA: Proyecto Avance: Latino Mentoring Association which began in October 2007 has grown into one of our most popular and successful programs. PALMA holds English language tutoring sessions at the Downtown Library.

PALMA is the brainchild of Cristhian Espinoza, a Spanish professor at the University of Michigan's Residential College. The organization pairs UM students with native Spanish speakers in the community who are interested in learning English. Participants range in age from infants and preschoolers to adults, and many attend as families.

This YouTube video about PALMA @ AADL created by UM PALMA tutor Katherine Cook is a lovely portrayal of all that PALMA is:
<http://www.youtube.com/watch?v=iVMc9KTSC80&feature=youtu.be>

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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:

Ann Arbor District Library
Board of Trustees
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(734) 327-8311