



# Regular Meeting Agenda

Monday, November 16, 2015

---

Published by Ann Arbor District Library

---

## November 2015

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

## December 2015

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

## January 2016

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, November 16, 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

- 15-222 I. CALL TO ORDER
- 15-223 II. ATTENDANCE
- 15-224 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 15-225 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- 15-226 V. APPROVAL OF AGENDA (pp. 1-2)  
(Item of action)
- 15-227 VI. APPROVAL OF MINUTES OF OCTOBER 19, 2015 (pp. 3-7)  
(Item of action)
- 15-228 VII. CITIZENS' COMMENTS
- 15-229 VIII. FINANCIAL REPORTS (pp. 8-10)
- 15-230 IX. APPROVAL OF DISBURSEMENTS (pp. 11-14)  
(Item of action)
- 15-231 X. COMMITTEE REPORTS
- 15-232 A. BUDGET & FINANCE COMMITTEE
- 15-233 B. COMMUNICATIONS COMMITTEE
- 15-234 C. FACILITIES COMMITTEE
- 15-235 D. STRATEGIC PLANNING COMMITTEE
- 15-236 XI. DIRECTOR'S REPORT (p. 15)
- 15-237 XII. MONTHLY STATISTICS

- 15-238 XIII. NEW BUSINESS
- 15-239 A. AUDITOR'S REPORT  
Nate Baldermann, Rehmann  
30 minutes
- 15-240 B. RESOLUTION TO ACCEPT THE 2014-2015 FINANCIAL  
AUDIT (p. 16)  
(Item of action)
- 15-241 C. RESOLUTION TO AUTHORIZE THE DIRECTOR TO  
ACCEPT THE TERMS OF LEASE WITH OMEGA  
BUSINESS CENTER, LLC (p. 17)  
(Item of action)
- 15-242 D. RESOLUTION OF THANKS TO KERSTIN WEIBULL  
UPON HER RETIREMENT (p. 18)  
(Item of action)
- 15-243 E. VOTE TO CHANGE THE SCHEDULED JANUARY  
ANNUAL BOARD MEETING TO TUESDAY, JANUARY  
19, 2016  
(Item of action)
- 15-244 F. VOTE FOR CLOSED SESSION AT THE DECEMBER 14,  
2015 REGULAR BOARD MEETING FOR DISCUSSION OF  
REAL ESTATE AND OPINION OF LEGAL COUNSEL  
(Item of action)  
Roll call vote
- 15-245 XIV. CITIZENS' COMMENTS
- 15-246 XV. 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, OCTOBER 19, 2015

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, OCTOBER 19, 2015**

- 15-205 I. CALL TO ORDER
- President Barney Newman called the meeting to order at 6:02 p.m.
- 15-206 II. ATTENDANCE
- Board Present: Kaplan, Leija, Barney Newman, Surovell, Vander Broek (arr. 6:17 p.m.)  
 Board Absent: Leary, Rosenthal  
 Staff: Hadler, Lemorie, Neiburger, Parker, Wilson (recorder)  
 Others Present: Daniel Schairbaum, Dykema
- 15-207 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
- 15-208 IV. RECONVENE REGULAR MEETING AT 7:00 PM
- President Barney Newman reconvened the meeting at 7:01 p.m.
- 15-209 V. APPROVAL OF AGENDA  
 (Item of action)
- Vice President Surovell, supported by Secretary Kaplan, moved to approve the agenda.
- AYES: Kaplan, Leija, Barney Newman, Surovell, Vander Broek  
 NAYS: None
- Motion passed 5-0.
- 15-210 VI. APPROVAL OF MINUTES OF SEPTEMBER 21, 2015  
 (Item of action)
- Secretary Kaplan, supported by Trustee Leija, moved to approve the minutes of September 21, 2015.
- AYES: Kaplan, Leija, Barney Newman, Surovell, Vander Broek  
 NAYS: None
- Motion passed 5-0.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, OCTOBER 19, 2015

15-211 VII. CITIZENS' COMMENTS

There were no citizens' comments.

15-212 VIII. FINANCIAL REPORTS

CFO Hadler reported September showed an unrestricted cash balance just over \$16 million. Tax receipts over \$11 million, reflecting 86% of the budgeted amount, have been received through the end of September. The fund balance stands just above \$8.1 million. Eight line items are currently over budget.

15-213 IX. APPROVAL OF DISBURSEMENTS

(Item of action)

Vice President Surovell, supported by Trustee Vander Broek, moved to approve the September 2015 disbursements.

AYES: Kaplan, Leija, Barney Newman, Surovell, Vander Broek

NAYS: None

Motion passed 5-0.

15-214 X. COMMITTEE REPORTS

15-215 A. FACILITIES COMMITTEE

Director Parker reported the Facilities Committee meeting was cancelled after the Board agenda was established.

15-216 XI. DIRECTOR'S REPORT

Director Parker reported on the following activities:

In conjunction with the Library of Michigan and the Library of Michigan Foundation, A Night of Notable Authors will be held here on Saturday evening, October 24<sup>th</sup>.

This evening, Detroit author, David Maraniss is discussing his new book in the Multipurpose Room.

On Wednesday, AADL will be presenting the online launch of the archive of the Interfaith Council of Peace & Justice 50<sup>th</sup> Anniversary.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, OCTOBER 19, 2015

On Halloween, AADL will be hosting our first Halloween costume contest in the first floor lobby area.

On Friday, October 30<sup>th</sup>, AADL will participate in the Downtown Ann Arbor Treat Parade for young children.

Director Parker thanked all staff who assisted and presented at Staff Day.

Director Parker reported responses to the expansion of the West Branch Library have been tremendous. She noted requests for providing drive-up return service at this location have been received and while ideal, are not physically possible due to the configuration of the building. Walk up book returns will be located at both entrances to the expanded branch. The request for drop boxes remaining at the Westgate location when the branch is closed for expansion cannot be accommodated. The amount of material returned daily exceeds the capacity of the drop boxes and would require constant monitoring and removal of material. Her hope is that patrons will return materials where they retrieve them.

President Barney Newman reported she had attended Staff Day and was “blown away”. Presentations and staff engagement were fantastic.

Director Parker finished her report noting the keynote speaker on Staff Day was Dr. Swift, Ann Arbor Public Schools Superintendent.

Secretary Kaplan inquired of providing FAQ’s in response to West Branch inquires on the website. Director Parker responded that that could be done.

15-217      XII.      MONTHLY STATISTICS

In lieu of Monthly Statistics Deputy Director Neiburger reviewed two of the “Lightning Talks” given at Staff Day. Dave Menzo presented the use of AADL music tools to create a musical album for which AADL has purchased the rights. Omari Rush presented information on the Pop-X Festival at Liberty Park.

Deputy Director Neiburger introduced the following staff members who repeated their Staff Day Lightning Talks:

Kelsey Cauley, Outreach and Neighborhood Services staff was

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, OCTOBER 19, 2015

introduced in lieu of colleague Katie Monkiewicz and presented on WLBDP services.

Andrew MacLaren was introduced and gave his presentation on Old News@aadl.org.

Anne Drozd was introduced and gave her presentation on AADL's new arts blog, PULP@aadl.org.

Steve Teeri was introduced and gave his presentation on The Secret Lab.

15-218 XIII. NEW BUSINESS

- 15-219 A. VOTE FOR CLOSED SESSION AT THE NOVEMBER 16, 2015 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL  
 (Item of action)  
 Roll call vote

Secretary Kaplan, supported by Trustee Leija, moved to hold a closed session at the November 16, 2015 regular meeting for discussion of real estate and opinion of legal counsel.

A roll call vote was taken.

AYES: Kaplan, Leija, Barney Newman, Surovell, Vander Broek  
 NAYS: None

Motion passed 5-0.

15-220 XIV. CITIZENS' COMMENTS

There were no citizens' comments.

15-221 XV. ADJOURNMENT

President Barney Newman adjourned the meeting at 7:55 p.m.



ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, OCTOBER 19, 2015

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 October 19, 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.

---

Nancy Kaplan, Secretary

## Ann Arbor District Library Financial Summary for October 2015

### **Cash:**

The unrestricted cash balance as of October 31, 2015 was \$16,287,627 down from \$16,326,880 in September.

### **Tax Receipts:**

The Library has received tax receipts totaling \$12,339,726, 96.4% of the budgeted amount, as of October 31.

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

The Library has a positive fund balance of \$8,387,622 as of October 31, up from \$8,143,248 at the end of September.

### **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 October.

Communications – The annual payment for internet connectivity paid in September put this item over budget year-to-date.

Materials – Annual online subscriptions paid in September and additions to the tools collection put this item over budget year-to-date.

Software – A large renewal payment for cataloging software paid in July and software license agreements paid in September put this item over budget year-to-date.

Grants / Memorials – Summer game prizes and promotional materials paid in August put this item over budget year-to-date.

Supplies – Supplies purchased to outfit the Secret Lab purchased in September and October put this item over budget year-to-date.

Repairs and Maintenance – The quarterly payment for the HVAC maintenance contract paid in October put this item over budget year-to-date.

Other Operating Expenditures – Annual membership dues paid in July put this item slightly over budget year-to-date.

Capital Outlays – Final payments for construction of the front entry and Secret Lab paid in September put this item over budget year-to-date.

## Balance Sheet

<u>ASSETS</u>	<u>As of 10/31/2015</u>
<u>Current Assets:</u>	
Cash	
CASH-COMMERCIAL CHECKING	\$23,802.36
CASH-PAYROLL	15,180.86
HOLTREY FUND	332,910.89
CASH-SAVINGS	8,786,782.56
KENISTON FUND	30,416.10
SHAFFER FUND	10,493.55
WESTERMAN FUND	29,282.02
PETTY CASH	2,450.00
WLBPD ACCOUNT	38,295.98
PRICE FUND	21,157.37
ICS Money Market	2,005,200.30
	<hr/>
Total Cash	\$11,295,971.99
Investments	
BANK OF ANN ARBOR INVESTMENT	\$3,477,126.13
OLD NATIONAL TRUST COMPANY	1,977,084.65
	<hr/>
Total Investments	\$5,454,210.78
Accounts Receivable	
ACCOUNTS RECEIVABLE	\$99,390.59
	<hr/>
Total Accounts Receivable	\$99,390.59
Property Taxes Receivable	
	<hr/>
Total Property Taxes Receivable	\$0.00
Prepaid Expenses	
PRE-PAID INSURANCE	\$45,140.62
PREPAID EXPENSES	14,101.00
	<hr/>
Total Prepaid Expenses	\$59,241.62
	<hr/>
Total Current Assets	\$16,908,814.98
<u>Capital Assets:</u>	
BUILDINGS	\$26,298,032.20
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	560,604.81
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	151,607.00
COMPUTER EQUIPMENT	1,419,564.73
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	40,760.00
FURNITURE & FIXTURES	1,264,014.14
VEHICLES	132,168.75
CONSTRUCTION IN PROGRESS	244,895.54
	<hr/>
Total Capital Assets	\$32,692,932.99
<u>Amount Provided for Long-Term Debt:</u>	
LONG TERM SICK	\$28,641.84
LONG TERM VACATION	266,006.17
	<hr/>
Total Provided for Long-Term Debt	294,648.01
	<hr/>
TOTAL ASSETS	<u><u>\$49,896,395.98</u></u>

## Ann Arbor District Library

## Balance Sheet

**LIABILITIES AND FUND EQUITY**Current Liabilities:

ACCOUNTS PAYABLE	(\$33,967.66)
ACCRUED ACCOUNTS PAYABLE	16,000.00
ACCRUED PAYROLL	130,337.20
EE 403(b) deduction / EE Miors Pmt	2,896.01
ER 403(b) Contribution	3,267.60
ACCRUED LIABILITY-VACATION S/T	42,644.71

---

Total Current Liabilities	\$161,177.86
---------------------------	--------------

Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,641.84
ACCRUED LIABILITY-VACATION L/T	266,006.17

---

Total Long-Term Liabilities	294,648.01
-----------------------------	------------

Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,692,932.99
-----------------------------	-----------------

Fund Balance:

RESERVE-ENCUMBRANCES	\$274,669.32
DEFERRED REVENUE - PROPERTY TAX	8,085,346.00
FUND BALANCE - UNDESIGNATED	8,436,940.37
EXCESS REVENUE (SPENDING)	(49,318.57)

---

Total Fund Balance	\$16,747,637.12
--------------------	-----------------

---

Total Fund Equity	\$49,440,570.11
-------------------	-----------------

---

TOTAL LIABILITIES AND FUND EQUITY	\$49,896,395.98
-----------------------------------	-----------------

---

Ranges: From: To: From: To:  
 Check Number First Last Check Date 10/1/2015 10/31/2015  
 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
051228	4IMPRINT	4IMPRINT, INC	10/2/2015	CHECK	PMCHK00001823	\$210.94
051336	4IMPRINT	4IMPRINT, INC	10/20/2015	CHECK	PMCHK00001830	\$953.13
051398	4THTHE	4th WALL THEATRE CO.	10/27/2015	CHECK	PMCHK00001833	\$1,000.00
051367	AGRSER	A GROWING SERVICE LLC	10/23/2015	CHECK	PMCHK00001832	\$340.00
051315	ARENTEA	A-1 RENTAL, INC.	10/16/2015	CHECK	PMCHK00001827	\$505.00
051229	ADAMIL	ADAM MILLIGAN	10/2/2015	CHECK	PMCHK00001823	\$2,195.00
051313	AFTDEL	AFTERNOON DELIGHT	10/16/2015	CHECK	PMCHK00001827	\$144.00
051337	ALLENT	ALLIANCE ENTERTAINMENT	10/20/2015	CHECK	PMCHK00001830	\$5,883.73
051279	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	10/6/2015	CHECK	PMCHK00001824	\$411.14
051314	AMASCH	AMANDA SCHOTT	10/16/2015	CHECK	PMCHK00001827	\$27.31
051338	AMEX	AMERICAN EXPRESS	10/20/2015	CHECK	PMCHK00001830	\$60,402.44
051423	AANEW1	ANN ARBOR NEWS	10/30/2015	CHECK	PMCHK00001834	\$145.60
051250	ANNARB	ANN ARBOR OBSERVER	10/6/2015	CHECK	PMCHK00001824	\$2,318.80
051285	ANNCLA	ANNA CLARK	10/9/2015	CHECK	PMCHK00001825	\$548.66
051230	APPLE	APPLE, INC.	10/2/2015	CHECK	PMCHK00001823	\$289.80
051252	APPLE	APPLE, INC.	10/6/2015	CHECK	PMCHK00001824	\$4,275.36
051339	APPLE	APPLE, INC.	10/20/2015	CHECK	PMCHK00001830	\$2,275.00
051251	APPIMA	APPLIED IMAGING	10/6/2015	CHECK	PMCHK00001824	\$278.38
051316	ATTMOB	AT&T MOBILITY	10/16/2015	CHECK	PMCHK00001827	\$682.94
051231	B&H	B&H PHOTO-VIDEO	10/2/2015	CHECK	PMCHK00001823	\$3,106.48
051340	B&H	B&H PHOTO-VIDEO	10/20/2015	CHECK	PMCHK00001830	\$121.98
051368	B&H	B&H PHOTO-VIDEO	10/23/2015	CHECK	PMCHK00001832	\$199.99
051399	B&H	B&H PHOTO-VIDEO	10/27/2015	CHECK	PMCHK00001833	\$379.24
051317	BANMED	BANG MEDIA	10/16/2015	CHECK	PMCHK00001827	\$350.00
051254	BARNOB1	BARNES & NOBLE INC.	10/6/2015	CHECK	PMCHK00001824	\$583.92
051253	BARBAG	BARRY BAGELS	10/6/2015	CHECK	PMCHK00001824	\$109.19
051341	BATPLU	BATTERIES PLUS	10/20/2015	CHECK	PMCHK00001830	\$101.86
051369	BEADEL	BEAU DELOACH	10/23/2015	CHECK	PMCHK00001832	\$75.00
051286	BEEETREE	BEE TREE CONSULTING LTD.	10/9/2015	CHECK	PMCHK00001825	\$650.00
051255	BETMAN	BETH MANUEL	10/6/2015	CHECK	PMCHK00001824	\$15.64
051370	BETBEC	BETSY BECKERMAN	10/23/2015	CHECK	PMCHK00001832	\$725.00
051400	BETBEC	BETSY BECKERMAN	10/27/2015	CHECK	PMCHK00001833	\$100.00
051371	BIGFIL	BIG RED HEN FILMS	10/23/2015	CHECK	PMCHK00001832	\$73.00
051342	BLAAUD	BLACKSTONE AUDIO BOOKS	10/20/2015	CHECK	PMCHK00001830	\$843.32
051322	DICBLI	BLICK ART MATERIALS	10/16/2015	CHECK	PMCHK00001827	\$17.27
051424	DICBLI	BLICK ART MATERIALS	10/30/2015	CHECK	PMCHK00001834	\$2,469.36
051343	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	10/20/2015	CHECK	PMCHK00001830	\$58,520.20
051344	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	10/20/2015	CHECK	PMCHK00001830	\$6,927.26
051318	BP	BP	10/16/2015	CHECK	PMCHK00001827	\$300.90
051256	BREWER	BREWER'S	10/6/2015	CHECK	PMCHK00001824	\$285.18
051319	BRIENG	BRICKENGRAVER, LLC	10/16/2015	CHECK	PMCHK00001827	\$255.00
051257	BRIAUD	BRILLIANCE PUBLISHING, INC.	10/6/2015	CHECK	PMCHK00001824	\$379.86
051401	BRIAUD	BRILLIANCE PUBLISHING, INC.	10/27/2015	CHECK	PMCHK00001833	\$222.42
051320	BUSVAL	BUSCH'S, INC.	10/16/2015	CHECK	PMCHK00001827	\$220.30
051422	BUSCAR	BUSINESS CARD	10/30/2015	CHECK	PMCHK00001834	\$10,192.37
051402	CHDIST	C & H DISTRIBUTORS, LLC.	10/27/2015	CHECK	PMCHK00001833	\$734.19
051258	CARBRO	CARPENTER BROS.	10/6/2015	CHECK	PMCHK00001824	\$59.76
051345	CARTOP	CARROT-TOP INDUSTRIES, INC.	10/20/2015	CHECK	PMCHK00001830	\$177.42
051346	CDW-G	CDW GOVERNMENT, INC.	10/20/2015	CHECK	PMCHK00001830	\$5,903.83
051373	CDW-G	CDW GOVERNMENT, INC.	10/23/2015	CHECK	PMCHK00001832	\$245.77
051232	CHELAK	CHERRY LAKE PUBLISHING	10/2/2015	CHECK	PMCHK00001823	\$47.85
051259	CHITRI	CHICAGO TRIBUNE	10/6/2015	CHECK	PMCHK00001824	\$433.16
051309	CINCOR	CINTAS CORPORATION	10/13/2015	CHECK	PMCHK00001826	\$1,899.60
051260	CITOF1	CITY OF ANN ARBOR TREASURER	10/6/2015	CHECK	PMCHK00001824	\$537.00
051310	CITOF1	CITY OF ANN ARBOR TREASURER	10/13/2015	CHECK	PMCHK00001826	\$2,046.00
051321	CITOF1	CITY OF ANN ARBOR TREASURER	10/16/2015	CHECK	PMCHK00001827	\$303.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051347	CITOF1	CITY OF ANN ARBOR TREASURER	10/20/2015	CHECK	PMCHK00001830	\$543.98
051288	COMCAS	COMCAST	10/9/2015	CHECK	PMCHK00001825	\$36.68
051404	COMCAS	COMCAST	10/27/2015	CHECK	PMCHK00001833	\$122.90
051261	COMALLW	COMPUTER ALLEY WEST	10/6/2015	CHECK	PMCHK00001824	\$3,414.00
051287	COMALLW	COMPUTER ALLEY WEST	10/9/2015	CHECK	PMCHK00001825	\$90.94
051348	COMALLW	COMPUTER ALLEY WEST	10/20/2015	CHECK	PMCHK00001830	\$1,088.96
051403	COMALLW	COMPUTER ALLEY WEST	10/27/2015	CHECK	PMCHK00001833	\$296.96
051349	CORDES	CORNERSTONE DESIGN, INC.	10/20/2015	CHECK	PMCHK00001830	\$977.50
051375	DKAGEN	D.K. AGENCIES (P) LTD.	10/23/2015	CHECK	PMCHK00001832	\$879.10
051233	DAVMCM	DAVID MCMILLIAN	10/2/2015	CHECK	PMCHK00001823	\$75.00
051289	DEAREA	DEAR READER.COM	10/9/2015	CHECK	PMCHK00001825	\$500.00
051365	DEBGAB	DEBORAH GABRION	10/20/2015	CHECK	PMCHK00001831	\$250.00
051234	DECEQU	DECKER EQUIPMENT	10/2/2015	CHECK	PMCHK00001823	\$2,623.73
051262	DEMCO	DEMCO	10/6/2015	CHECK	PMCHK00001824	\$3,967.92
051374	DEMCO	DEMCO	10/23/2015	CHECK	PMCHK00001832	\$880.00
051425	DONFAB	DON FABER	10/30/2015	CHECK	PMCHK00001834	\$100.00
051376	DONLYS	DONALD LYSTRA	10/23/2015	CHECK	PMCHK00001832	\$100.00
051290	DONZEI	DONALD ZEITLER	10/9/2015	CHECK	PMCHK00001825	\$400.00
051350	DTEENE	DTE ENERGY	10/20/2015	CHECK	PMCHK00001830	\$12,499.64
051377	DTEENE	DTE ENERGY	10/23/2015	CHECK	PMCHK00001832	\$412.43
051405	DTEENE	DTE ENERGY	10/27/2015	CHECK	PMCHK00001833	\$11,677.33
051406	DYKGOS	DYKEMA GOSSETT	10/27/2015	CHECK	PMCHK00001833	\$1,824.00
051351	ELILAW	ELITE LAWN & LANDSCAPE, INC.	10/20/2015	CHECK	PMCHK00001830	\$5,010.86
051378	ELILUI	ELIZABETH LUIDENS	10/23/2015	CHECK	PMCHK00001832	\$900.00
051407	ELILUI	ELIZABETH LUIDENS	10/27/2015	CHECK	PMCHK00001833	\$600.00
051291	FASTSI	FASTSIGNS	10/9/2015	CHECK	PMCHK00001825	\$325.00
051379	FASTSI	FASTSIGNS	10/23/2015	CHECK	PMCHK00001832	\$172.00
051380	FORFRA	FORMAT FRAMING	10/23/2015	CHECK	PMCHK00001832	\$367.60
051263	FRESCI	FREEDOM SCIENTIFIC	10/6/2015	CHECK	PMCHK00001824	\$3,484.06
051264	FRIOF	FRIENDS OF THE ANN ARBOR	10/6/2015	CHECK	PMCHK00001824	\$921.55
051308	THOGAL	GALE/CENGAGE LEARNING, INC	10/9/2015	CHECK	PMCHK00001825	\$266.30
051360	THOGAL	GALE/CENGAGE LEARNING, INC	10/20/2015	CHECK	PMCHK00001830	\$27.19
051392	THOGAL	GALE/CENGAGE LEARNING, INC	10/23/2015	CHECK	PMCHK00001832	\$602.02
051408	GARISTE	GARI STEIN	10/27/2015	CHECK	PMCHK00001833	\$100.00
051426	GARISTE	GARI STEIN	10/30/2015	CHECK	PMCHK00001834	\$100.00
051292	GERZEL	GERI ALUMIT ZELDES	10/9/2015	CHECK	PMCHK00001825	\$100.00
051352	FIRMAR	GREEN ROAD ASSOCIATES, LLC	10/20/2015	CHECK	PMCHK00001830	\$3,500.00
051323	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	10/16/2015	CHECK	PMCHK00001827	\$310.50
051324	HURVAL	HURON VALLEY FIRE PROTECTON,	10/16/2015	CHECK	PMCHK00001827	\$154.60
051235	HUTPLU	HUTZEL PLUMBING AND HEATING	10/2/2015	CHECK	PMCHK00001823	\$481.95
051293	HUTPLU	HUTZEL PLUMBING AND HEATING	10/9/2015	CHECK	PMCHK00001825	\$392.00
051325	HUTPLU	HUTZEL PLUMBING AND HEATING	10/16/2015	CHECK	PMCHK00001827	\$51.45
051294	JERDEN	JERRY DENNIS	10/9/2015	CHECK	PMCHK00001825	\$786.36
051295	JEWISHNE	JEWISH NEWS	10/9/2015	CHECK	PMCHK00001825	\$245.00
051381	KAMBOL	KAMI BOLYARD	10/23/2015	CHECK	PMCHK00001832	\$492.52
051236	KARTUT	KARIN TUTHILL	10/2/2015	CHECK	PMCHK00001823	\$62.30
051265	KARTUT	KARIN TUTHILL	10/6/2015	CHECK	PMCHK00001824	\$300.00
051311	KARTUT	KARIN TUTHILL	10/13/2015	CHECK	PMCHK00001826	\$142.31
051366	KATCUR	KATHERINE'S CATERING	10/20/2015	CHECK	PMCHK00001831	\$3,147.00
051427	KATMON	KATIE MONKIEWICZ	10/30/2015	CHECK	PMCHK00001834	\$1,411.72
051382	KAYPEN	KAYLA COUGHLIN	10/23/2015	CHECK	PMCHK00001832	\$62.87
051237	KELCAU	KELSEY CAULEY	10/2/2015	CHECK	PMCHK00001823	\$27.53
051296	KOLOSS	KOLOSSOS	10/9/2015	CHECK	PMCHK00001825	\$167.65
051266	LIBDES	LIBRARY DESIGN ASSOCIATES, INC	10/6/2015	CHECK	PMCHK00001824	\$11,034.00
051383	MAIVAN	MAIKA VAN OOSTERHOUT	10/23/2015	CHECK	PMCHK00001832	\$300.00
051268	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	10/6/2015	CHECK	PMCHK00001824	\$619.98
051297	MAKERWO	MAKERWORX LLC-DBA MAKER WORKS	10/9/2015	CHECK	PMCHK00001825	\$6,000.00
051299	MARLIN	MARDI JO LINK	10/9/2015	CHECK	PMCHK00001825	\$766.80
051298	MARBAN	MARTIN BANDYKE	10/9/2015	CHECK	PMCHK00001825	\$400.00
051238	MATRIX	MATRIX TRUST CO AttnTPA000320	10/2/2015	CHECK	PMCHK00001823	\$19,810.58
051326	MATRIX	MATRIX TRUST CO AttnTPA000320	10/16/2015	CHECK	PMCHK00001827	\$19,584.34
051429	MATGAU	MATT GAUNLETT	10/30/2015	CHECK	PMCHK00001834	\$34.99
051409	MCFI	MCFI	10/27/2015	CHECK	PMCHK00001833	\$389.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051430	MCFI	MCFI	10/30/2015	CHECK	PMCHK00001834	\$1,354.67
051300	MCNMCK	MCNAUGHTON-MCKAY	10/9/2015	CHECK	PMCHK00001825	\$76.50
051431	MCNMCK	MCNAUGHTON-MCKAY	10/30/2015	CHECK	PMCHK00001834	\$378.40
051428	MASCOM	MEDCO SUPPLY COMPANY	10/30/2015	CHECK	PMCHK00001834	\$136.70
051384	MELHUD	MELISSA HUDSON	10/23/2015	CHECK	PMCHK00001832	\$100.00
051385	METCOM	METCOM	10/23/2015	CHECK	PMCHK00001832	\$78.13
051410	METCOM	METCOM	10/27/2015	CHECK	PMCHK00001833	\$78.13
051353	METLIFE	METLIFE SBC	10/20/2015	CHECK	PMCHK00001830	\$6,484.46
051432	MICHOD	MICHAEL HODGES	10/30/2015	CHECK	PMCHK00001834	\$100.00
051433	MICLIBA	MICHIGAN LIBRARY ASSOCIATION	10/30/2015	CHECK	PMCHK00001834	\$525.00
051267	MICOFF	MICHIGAN OFFICE SOLUTIONS	10/6/2015	CHECK	PMCHK00001824	\$2,177.90
051434	MICOFF	MICHIGAN OFFICE SOLUTIONS	10/30/2015	CHECK	PMCHK00001834	\$2,177.90
051239	MIDTAP	MIDWEST TAPE	10/2/2015	CHECK	PMCHK00001823	\$25,819.45
051301	MIDTAP	MIDWEST TAPE	10/9/2015	CHECK	PMCHK00001825	\$14,354.66
051327	MIDTAP	MIDWEST TAPE	10/16/2015	CHECK	PMCHK00001827	\$8,024.68
051354	MIDTAP	MIDWEST TAPE	10/20/2015	CHECK	PMCHK00001830	\$407.87
051386	MIDTAP	MIDWEST TAPE	10/23/2015	CHECK	PMCHK00001832	\$25,205.24
051411	MONTEC	MONROE INFRARED TECHNOLOGY	10/27/2015	CHECK	PMCHK00001833	\$5,730.00
051435	NATTIM	NATIONAL TIME & SIGNAL CORPORA	10/30/2015	CHECK	PMCHK00001834	\$548.00
051412	NICBOO	NICOLA'S BOOKS	10/27/2015	CHECK	PMCHK00001833	\$698.50
051240	NUWAVE	NUWAVE AQUARIUMS	10/2/2015	CHECK	PMCHK00001823	\$259.90
051387	NUWAVE	NUWAVE AQUARIUMS	10/23/2015	CHECK	PMCHK00001832	\$27.98
051413	NUWAVE	NUWAVE AQUARIUMS	10/27/2015	CHECK	PMCHK00001833	\$129.95
051436	NUWAVE	NUWAVE AQUARIUMS	10/30/2015	CHECK	PMCHK00001834	\$109.00
051270	ONEACON	O'NEAL CONSTRUCTION	10/6/2015	CHECK	PMCHK00001824	\$154,338.82
051269	OFFDEP	OFFICE DEPOT, INC.	10/6/2015	CHECK	PMCHK00001824	\$547.99
051355	OFFDEP	OFFICE DEPOT, INC.	10/20/2015	CHECK	PMCHK00001830	\$924.74
051437	OFFDEP	OFFICE DEPOT, INC.	10/30/2015	CHECK	PMCHK00001834	\$1,724.16
051372	CALSTA	OVIATT LIBRARY - INTERLIBRARY	10/23/2015	CHECK	PMCHK00001832	\$20.00
051273	RANHOU	PENGUIN RANDOM HOUSE, LLC	10/6/2015	CHECK	PMCHK00001824	\$851.25
051417	RANHOU	PENGUIN RANDOM HOUSE, LLC	10/27/2015	CHECK	PMCHK00001833	\$1,230.00
051414	PETMAD	PETER M. RUTH	10/27/2015	CHECK	PMCHK00001833	\$900.00
051241	PITCHA	PITTSFIELD CHARTER TOWNSHIP	10/2/2015	CHECK	PMCHK00001823	\$144.62
051328	PITCHA	PITTSFIELD CHARTER TOWNSHIP	10/16/2015	CHECK	PMCHK00001827	\$1,849.58
051415	POWTEC	POWER TECHNIQUES INC	10/27/2015	CHECK	PMCHK00001833	\$7,875.00
051242	PRITEC	PRINT TECH INC.	10/2/2015	CHECK	PMCHK00001823	\$2,260.99
051271	PRITEC	PRINT TECH INC.	10/6/2015	CHECK	PMCHK00001824	\$1,248.61
051356	PRITEC	PRINT TECH INC.	10/20/2015	CHECK	PMCHK00001830	\$891.65
051416	PRITEC	PRINT TECH INC.	10/27/2015	CHECK	PMCHK00001833	\$824.07
051388	PRIPAL	PRINTLINK PALMER	10/23/2015	CHECK	PMCHK00001832	\$239.36
051302	PROINF	PROQUEST - CSA LLC	10/9/2015	CHECK	PMCHK00001825	\$5,195.00
051272	QDOBA	QDOBA MEXICAN GRILL	10/6/2015	CHECK	PMCHK00001824	\$1,311.00
051243	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	10/2/2015	CHECK	PMCHK00001823	\$14,743.00
051329	RACYAN	RACHEL YANIKOGLU	10/16/2015	CHECK	PMCHK00001827	\$33.63
051275	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	10/6/2015	CHECK	PMCHK00001824	\$24.00
051274	RECBOO	RECORDED BOOKS, INC.	10/6/2015	CHECK	PMCHK00001824	\$2,904.40
051418	RECBOO	RECORDED BOOKS, INC.	10/27/2015	CHECK	PMCHK00001833	\$4,763.25
051438	RECBOO	RECORDED BOOKS, INC.	10/30/2015	CHECK	PMCHK00001834	\$620.98
051303	REGBOO	REGENT BOOK CO., INC.	10/9/2015	CHECK	PMCHK00001825	\$17.01
051276	RICBUS	RICOH AMERICAS CORP	10/6/2015	CHECK	PMCHK00001824	\$760.53
051389	ROCKTHE	ROCK THE BOOTH	10/23/2015	CHECK	PMCHK00001832	\$550.00
051277	ROOSRO	ROOSROAST	10/6/2015	CHECK	PMCHK00001824	\$207.55
051419	ROSRIC	ROSS RICHARDSON	10/27/2015	CHECK	PMCHK00001833	\$300.00
051304	RTI	RTI	10/9/2015	CHECK	PMCHK00001825	\$815.35
051305	SALHOW	SALLY HOWELL	10/9/2015	CHECK	PMCHK00001825	\$200.00
051390	SARKEL	SARA MELTON KELLER	10/23/2015	CHECK	PMCHK00001832	\$200.00
051244	SCHSOU	SCHEDULE SOURCE, INC	10/2/2015	CHECK	PMCHK00001823	\$927.00
051312	SCHSEC	SCHILKE SECURITY	10/13/2015	CHECK	PMCHK00001826	\$170.00
051278	SCHELE	SCHINDLER ELEVATOR CORPORATION	10/6/2015	CHECK	PMCHK00001824	\$6,228.00
051245	SHISHA	SHIMMY SHACK INC	10/2/2015	CHECK	PMCHK00001823	\$1,012.00
051280	SIGTOM	SIGNS BY TOMORROW	10/6/2015	CHECK	PMCHK00001824	\$975.00
051357	SPRINT	SPRINT PCS	10/20/2015	CHECK	PMCHK00001830	\$412.91
051281	STAHAR	STADIUM HARDWARE	10/6/2015	CHECK	PMCHK00001824	\$116.50

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
051306	STEAMI	STEVE AMICK	10/9/2015	CHECK	PMCHK00001825	\$100.00
051391	STEOSB	STEVE OSBURN	10/23/2015	CHECK	PMCHK00001832	\$25.00
051307	SWESOU	SWEETWATER SOUND INC.	10/9/2015	CHECK	PMCHK00001825	\$2,464.55
051330	SWESOU	SWEETWATER SOUND INC.	10/16/2015	CHECK	PMCHK00001827	\$3,309.25
051358	SWESOU	SWEETWATER SOUND INC.	10/20/2015	CHECK	PMCHK00001830	\$2,217.92
051420	SWESOU	SWEETWATER SOUND INC.	10/27/2015	CHECK	PMCHK00001833	\$13,376.43
051439	SWESOU	SWEETWATER SOUND INC.	10/30/2015	CHECK	PMCHK00001834	\$897.00
051440	TDSMET	TDS METROCOM	10/30/2015	CHECK	PMCHK00001834	\$7,024.06
051359	TEACOM	THE TEACHING COMPANY SALES, LL	10/20/2015	CHECK	PMCHK00001830	\$2,762.75
051393	TMGROU	THE TM GROUP INC	10/23/2015	CHECK	PMCHK00001832	\$2,760.00
051282	TOMSMI	TOM SMITH	10/6/2015	CHECK	PMCHK00001824	\$35.20
051246	ULINE	ULINE, INC.	10/2/2015	CHECK	PMCHK00001823	\$684.75
051395	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	10/23/2015	CHECK	PMCHK00001832	\$742.85
051247	UNIPAR	UNITED PARCEL SERVICE	10/2/2015	CHECK	PMCHK00001823	\$88.09
051361	UNIPAR	UNITED PARCEL SERVICE	10/20/2015	CHECK	PMCHK00001830	\$57.15
051394	UNIPAR	UNITED PARCEL SERVICE	10/23/2015	CHECK	PMCHK00001832	\$30.09
051441	UNIPAR	UNITED PARCEL SERVICE	10/30/2015	CHECK	PMCHK00001834	\$34.86
051331	UNUMPRO	UNUM LIFE INSURANCE	10/16/2015	CHECK	PMCHK00001827	\$1,914.74
051334	UNUMPRO	UNUM LIFE INSURANCE	10/16/2015	CHECK	PMCHK00001828	\$827.54
051335	UNUMPRO	UNUM LIFE INSURANCE	10/16/2015	CHECK	PMCHK00001829	\$1,724.96
051283	VERWIRC	VERIZON WIRELESS	10/6/2015	CHECK	PMCHK00001824	\$1,546.48
051332	VERWIRC	VERIZON WIRELESS	10/16/2015	CHECK	PMCHK00001827	\$844.43
051442	VERWIRC	VERIZON WIRELESS	10/30/2015	CHECK	PMCHK00001834	\$3,015.94
051421	WARNAT	VWR INTERNATIONAL LLC	10/27/2015	CHECK	PMCHK00001833	\$85.96
051284	WASDAI	WASHTENAW DAIRY	10/6/2015	CHECK	PMCHK00001824	\$56.00
051248	WASMAN	WASTE MANAGEMENT OF MICHIGAN	10/2/2015	CHECK	PMCHK00001823	\$228.31
051362	WESENT	WESTGATE ENTERPRISES, LLC	10/20/2015	CHECK	PMCHK00001830	\$18,085.44
051363	WHILAB	WHITLAM LABEL COMPANY, INC.	10/20/2015	CHECK	PMCHK00001830	\$327.30
051249	WILTEC	WILTEC TECHNOLOGIES	10/2/2015	CHECK	PMCHK00001823	\$6,009.00
051396	WILTEC	WILTEC TECHNOLOGIES	10/23/2015	CHECK	PMCHK00001832	\$954.67
051333	XEROX	XEROX CORPORATION	10/16/2015	CHECK	PMCHK00001827	\$17.96
051364	XEROX	XEROX CORPORATION	10/20/2015	CHECK	PMCHK00001830	\$299.44
051397	ZACPRI	ZACHARY PRICE	10/23/2015	CHECK	PMCHK00001832	\$300.00

Total Checks: 215

Total Amount of Checks: \$695,101.74



Director's Report  
November 2015

1. The AADL participates each year in the Main Street Association's Halloween Treat Parade for small children. This year over 600 children, parents, grandparents, and friends came for the music, puppetry and storytelling in our newly created First Floor events space. The event was held on a Friday morning.
2. The AADL has once again measured as a 5 Star Library in *Library Journal's* Index of Star Libraries. We congratulate the West Bloomfield Public Library on their 4 Star rating. Since 2008 the AADL has ranked within the top five libraries with budgets from \$9M to \$29.9M in the United States based on circulation, event attendance, public computer use, and door count. All are measured per capita. Our stars are YOUR stars!
3. The staff and Board of the AADL would like to recognize the contributions of Circulation Clerk Kerstin Weibull, and to thank her for many years of outstanding customer service. Kerstin began her employment with the AADL in January of 1999, and retired October 31, 2015.
4. The AADL was pleased to host the "Night of Notables" regional Michigan notable books event in cooperation with the Library of Michigan and the Library of Michigan Foundation on Saturday evening, October 24<sup>th</sup> in the First Floor events space Downtown. One hundred and ninety persons enjoyed an evening that included a panel discussion moderated by author Anna Clark featuring authors Loren D. Estleman, Jerry Dennis, and Mardi Jo Link. The evening included appearances by twelve local authors who have been designated "notable" by the Library of Michigan. We wish to thank Steve Amick, Jack Dempsey, Don Faber, Larry Glazer, Lolita Hernandez, Michael Hodges, Sally Howell, Sharon Kegerreis, Donald Lystra, Anne-Marie Oomen and Barbara Rylko-Bauer for joining us to celebrate reading and writing in our community and across the state of Michigan.

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 15-240**

**RESOLUTION TO ACCEPT THE 2014-2015 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 16<sup>th</sup> day of November 2015 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To accept the 2014-2015 financial audit prepared by Rehmann.
- 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.

---

Nancy Kaplan, Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 15-241**

**RESOLUTION TO AUTHORIZE THE DIRECTOR TO ACCEPT THE TERMS  
OF LEASE WITH OMEGA BUSINESS CENTER, LLC**

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 16<sup>th</sup> day of November 2015 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To authorize the Director to sign the lease with Omega Business Center, LLC for a term of six months and then extended on a month to month basis, not to exceed three additional months.
- 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.

---

Nancy Kaplan, Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 15-242**

**RESOLUTION OF THANKS TO KERSTIN WEIBULL UPON HER  
RETIREMENT**

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 16<sup>th</sup> day of November 2015 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) That it would like to officially thank Kerstin Weibull for her service as an employee from January 11, 1999 to October 31, 2015 of the Ann Arbor District Library.
- 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.

\_\_\_\_\_  
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