



# Regular Meeting Agenda

Monday, September 18, 2017

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## September 2017

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

## October 2017

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

## November 2017

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, September 18, 2017 at 7:00 p.m.  
 Ann Arbor District Library, Multipurpose Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104

## REGULAR MEETING AGENDA

- 17-136 I. CALL TO ORDER
- 17-137 II. ATTENDANCE
- 17-138 III. APPROVAL OF AGENDA (pp. 1-2)  
 (Item of action)
- 17-139 IV. CONSENT AGENDA  
 (Item of action)
- CA-1 Approval of Minutes of July 17, 2017 (pp. 3-10)
- CA-2 Approval of July and August 2017 Disbursements (pp. 11-16)
- 17-140 V. CITIZENS' COMMENTS
- 17-141 VI. FINANCIAL REPORTS (pp. 17-26)  
 Bill Cooper, Finance Manager
- 17-142 VII. DIRECTOR'S REPORT (pp. 27-32)  
 Josie B. Parker, Director
- 17-143 VIII. OLD BUSINESS
- 16-154 A. AADL STRATEGIC PLAN GOAL 3.3: REIMAGINE THE  
 ANN ARBOR DISTRICT LIBRARY'S DOWNTOWN  
 PRESENCE  
 (Item of discussion)  
 (30 minutes)
- 16-201 B. UPDATE ON TRAVERWOOD BRANCH LIBRARY  
 CAPITAL PROJECT  
 Len Lemorie, Facilities Manager  
 (5 minutes)

- 16-154 C. AADL STRATEGIC PLAN GOAL 4.3: IMPLEMENT THE NEW WEB PRESENCE - UPDATE  
Eli Neiburger, Deputy Director  
(30 minutes)
- 17-144 IX. NEW BUSINESS
- 17-145 A. PFM FINANCIAL ADVISORS LLC PRESENTATION  
Paul Stauder  
(30 minutes)
- 17-146 B. BRIDGEPORT CONSULTING, LLC  
Sarah Raful Whinston  
(20 minutes)
- 17-147 C. RESOLUTION TO AWARD CONTRACT FOR JANITORIAL SERVICE FOR THREE YEARS (p. 33)  
(Item of action)
- 17-148 D. RESOLUTION OF THANKS TO KEN RAYNOR UPON HIS RETIREMENT (p. 34)  
(Item of action)
- 17-149 X. CITIZENS' COMMENTS
- 17-150 XI. ADJOURNMENT

### **CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD**

1. Persons who wish to address the Library Board may reserve time on any regular or special meeting agenda by calling 327-8311 by 5:00 PM of the weekday preceding the meeting. Persons who have not reserved time in advance may speak after those who have reserved time.
2. Maximum time for individual speakers will not exceed three minutes.
3. One speaker may yield his/her time to another if both have signed up and both are in attendance at the meeting.
4. No person may speak more than once on the same subject during a single meeting.
5. Citizens' Comments at special meetings or study sessions will occur at the end of the meeting. Maximum time for individual speakers will not exceed three minutes.
6. Trustees, Director, and Administrators will not answer questions during Citizens' Comments. The speaker may request a response in writing. Trustees may, with the permission of the Board President, ask a question of a speaker. No dialog will occur.
7. Individuals addressing the Board should take into consideration rules of common courtesy.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, JULY 17, 2017

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, JULY 17, 2017**

- 17-120 I. CALL TO ORDER
- President Vander Broek called the meeting to order at 7:02 p.m.
- 17-121 II. ATTENDANCE
- Board Present: Jim Leija, Jan Barney Newman (arr. 7:07 p.m.), Colleen Sherman, Linh Song, Ed Surovell (arr. 7:07 p.m.), Jamie Vander Broek  
 Board Absent: Victoria Green  
 Staff: Josie Parker, Eli Neiburger, Karen Wilson (recorder)
- 17-122 III. APPROVAL OF AGENDA  
 (Item of action)
- Trustee Sherman, supported by Treasurer Leija, moved to approve the agenda.
- AYES: Leija, Sherman, Song, Vander Broek  
 NAYS: None
- Motion passed 4-0.
- 17-123 IV. CONSENT AGENDA  
 (Item of action)
- CA-1 Approval of Minutes of June 12, 2017 and June 19, 2017
- CA-2 Approval of June 2017 Disbursements
- Treasurer Leija, supported by Trustee Sherman, moved to approve the consent agenda.
- AYES: Leija, Sherman, Song, Vander Broek  
 NAYS: None
- Motion passed 4-0.

ANN ARBOR DISTRICT LIBRARY BOARD  
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17-124 V. CITIZENS' COMMENTS

Jackson Potter

My name is Jackson Potter and also I would like to say that people are hiding the codes really well, and also following the points good. Like 200 and once I found one that was 300. And there were Olympic banners, and they were 1,000. Also they have things that you can get more points of like reading, but you can only get 1,000 points a week. And if you get over the amount, it shortens the amount to whatever points it needs to. If you get 2,000 points or just 1,000, then it just sets it for, let's say that that book was really long, and you were at 942, and you went over. Well, that would bring you to 912 maybe weekly, say it was just more like 958. Then it would shorten it to some more points under. Also, I didn't do the calculation yet, but I would estimate 50 points added or more, more or less. And also I hope that you have a good summer game, and that's all for right now.

17-125 VI. FINANCIAL REPORTS

Bill Cooper, Finance Manager

Finance Manager Cooper presented the June 2017 financials in the Board Packet. He noted that four line items were currently over budget and will be adjusted with the budget resolution later in the meeting. Line items over budget include Professional Services, Materials, Software Licenses/Maintenance and Repairs and Maintenance. He reported that year to date total expenditures were under budget by \$816,405.

17-126 VII. COMMITTEE REPORTS

17-127 A. DIRECTOR'S EVALUATION COMMITTEE

Vice President Song reported the committee met on July 11<sup>th</sup>. The committee consists of President Vander Broek, Vice President Song and Treasurer Leija. The committee reviewed a proposal submitted by Bridgeport Consulting for the amount of \$10,000. The committee requested Bridgeport creates an evaluation document for the Director as well as a description of essential duties and functions of that position. The committee requested refinements to the Bridgeport proposal and hopes to meet later in the month.

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17-128

B. EXECUTIVE COMMITTEE

President Vander Broek reported the committee met about Strategic Plan 3.3. As a starting point in this process the committee recommends that Director Parker commission an assessment of the Downtown Library building. Director Parker noted the last full review of the building was in 2006. Figures were updated in 2012 and in 2016 Facilities Manger Lemorie provided updated figures on maintenance costs alone. The committee is still discussing the process needed to advance this goal.

Director Parker reviewed the process that was previously used in the past before seeking a bond issue. Director Parker reminded the Board that as a governmental unit they are able to bond without a millage request, but if there is a downturn in the economy, and less millage is captured, the bond note is paid first followed by operations costs.

Director Parker noted that an assessment report regarding the Downtown Library building should be available by the September meeting.

17-129

VIII. DIRECTOR'S REPORT

Josie B. Parker, Director

In addition to the written report in the Board packet, Director Parker highlighted:

To date the summer game has 17% more players in the first month, earning 70% more points in comparison to last year.

On July 28<sup>th</sup> Director Parker will be speaking to members of the Verdant Stewardship Urban Wood Tour as they end their tour at the Traverwood Library.

After one month of partnering with AAATA promoting The Ride and the Summer Game, there have been 2,500 redemptions of exterior bus codes and about 662 of interior bus codes. On Saturdays library card holders can ride the bus for free. An additional code can be found on the AAATA website.

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The Downtown Development Authority has posted their annual State of the Downtown report on their website.

June event attendance was viewed showing a total of 210 events. Attendees numbered just over 11,000 adults and just under 11,000 kids and teens.

Our Summer Fest at Veterans Park last Saturday had over 1,000 people in attendance. Roughly twenty volunteers and a number of staff oversaw this event. Director Parker also thanked city staff who secured the permit for use of the park.

Public comments and tweets were viewed.

17-130

IX. OLD BUSINESS

16-154

A. AADL STRATEGIC PLAN GOAL 3.3: REIMAGINE THE ANN ARBOR DISTRICT LIBRARY'S DOWNTOWN PRESENCE  
 (Item of discussion)

Director Parker reviewed options available to the Board to educate them in determining what direction to take with the Downtown building.

- Engage a bonding company to inform the Board of all legal options, including risks and advantages
- Donate development
- A combination of both

It was consensus of the Board to authorize the Director to schedule a presentation on bond proposals and their process for educational purposes.

The Board discussed the creation of an advocacy/ambassadors group. Board members discussed pros and cons of this type of group and requested the Director to recommend an outline/process on how to proceed.

16-201

B. UPDATE ON TRAVERWOOD BRANCH LIBRARY CAPITAL PROJECT  
 Len Lemorie, Facilities Manager



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Facilities Manger Lemorie reported the Traverwood project is 95% completed. Concrete work is done. Work is continuing on the rain gardens and trees will be planted this fall.

16-154

C. AADL STRATEGIC PLAN GOAL 4.3: IMPLEMENT THE NEW WEB PRESENCE - UPDATE  
Eli Neiburger, Deputy Director

Deputy Director Neiburger gave an update of the website upgrade. The tentative timeline closes access to the website on January 1<sup>st</sup> and unveils the new site on January 2<sup>nd</sup>. MeLCat requests will freeze in September. Staff is working on solutions for these types of requests. Near the end of December requests for materials will be frozen and resume shortly after the upgrade. Fines will not carry over and this impact has been reflected in the budget.

New features will include patron suspended requests; custom notices/alerts; more bookable rooms and tools; improved events engine; improved lists and reviews; site-wide mobile theme; new music archive and search integration including eBooks.

Views of the new website were shown including computer, tablet and mobile. Website feature pages were also viewed.

Deputy Director Neiburger recognized Troy Leonard for his work on this project.

17-131

X. NEW BUSINESS

17-132

A. RESOLUTION TO AMEND THE 2016-2017 APPROVED BUDGET  
(Item of action)  
Bill Cooper, Finance Manager

Treasurer Leija, supported by Trustee Sherman, moved the Board resolves to transfer \$2,423.00 from Salaries and Wages to Professional Service; to transfer \$2,675.00 from Salaries and Wages to Software Licenses/Maintenance; to transfer \$2,035.00 from Salaries and Wages to Repairs & Maintenance; to transfer \$15,745.00 from Salaries and Wages to Materials; that all resolutions and parts of resolutions that conflict with the provisions

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of this resolution are rescinded.

AYES: Leija, Barney Newman, Sherman, Song, Surovell, Vander  
 Broek

NAYS: None

Motion passed 6-0.

17-133

B. CANCELLATION OF AUGUST BOARD MEETING

Trustee Sherman, supported by Treasurer Leija, moved to cancel the August 21, 2017 Ann Arbor District Library Board of Trustees meeting.

AYES: Leija, Barney Newman, Sherman, Song, Surovell, Vander  
 Broek

NAYS: None

Motion passed 6-0.

17-134

XI. CITIZENS' COMMENTS

Ann Dilcher

My name is Ann Dilcher and the few things that I wanted to comment on besides getting my points was that the event on Saturday was wonderful. We attended that with several kids and really enjoyed that. I had one question that was interesting to me that I was wondering on both your discussion on the executive evaluations, and then also all the work with the downtown library center, and is there a dollar amount? Is it the dollar amount that Josie can approve? Is it over that, that you have to go out for RFPs? Or is it just up to the decision of the board in terms of when you go out for RFPs for work? [Director Parker responded that if a proposal is anticipated to be above \$32,000, RFPs are solicited. She also provided the location in the AADL Policy Manual where this information could be found.] Oh, OK. Well, for transparency, and community interest you would be in trouble not doing that in this community, I would expect. And then my other comment was on your discussion about getting citizens involved, and having ambassadors or committee. I would recommend that very quickly you start thinking, as you think about the downtown project, I would

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MONDAY, JULY 17, 2017

hesitate to call it a building committee because you don't know that you're doing a building, or anything related to that. But what your downtown library committee might be if you're looking out six months or nine months, what group you're getting together that it doesn't have the voting decision, but can do a lot of that work with a couple of the board members on that committee. That's something I see typical that a lot of the libraries do. Maybe has plan commission people, Friends people, and has that group who can do a lot of that heavy lifting, and then bring that to your committee. So when you talk about what you're looking for ambassadors to do or not, I think starting to think of what a downtown library committee might be created would be a good thing to start thinking about.

17-135

XII. ADJOURNMENT

President Vander Broek adjourned the meeting at 8:47 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular meeting held on July 17, 2017 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Edward Surovell, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 17-132**

**RESOLUTION TO AMEND THE 2016-2017 APPROVED BUDGET**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 17<sup>th</sup> day of July, 2017 at 7:00 p.m.

PRESENT: Jim Leija, Jan Barney Newman, Colleen Sherman, Linh Song, Ed Surovell,  
                  Jamie Vander Broek

ABSENT: Victoria Green

The following resolution was offered by Treasurer Leija and supported by Trustee Sherman:

THE BOARD RESOLVES AS FOLLOWS:

- 1). To transfer \$2,423.00 from Salaries and Wages to Professional Services.
- 2). To transfer \$2,675.00 from Salaries and Wages to Software Licenses/Maintenance.
- 3). To transfer \$2,035.00 from Salaries and Wages to Repairs & Maintenance.
- 4). To transfer \$15,745.00 from Salaries and Wages to Materials.
- 5). That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Jim Leija, Jan Barney Newman, Colleen Sherman, Linh Song, Ed Surovell,  
                  Jamie Vander Broek

NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular Board meeting held on July 17, 2017 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

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Edward Surovell, Board Secretary

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From:  
 Check Number First  
 Vendor ID First  
 Vendor Name First

To:  
 Last  
 Last  
 Last

Check Date From: 7/1/2017  
 Checkbook ID First To: 7/31/2017  
 Last

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
056087	4IMPRINT	4IMPRINT. INC	7/6/2017	CHECK	PMCHK00002050	\$6,508.40
056088	AZAVIARY	A2 Aviarv. LLC	7/6/2017	CHECK	PMCHK00002050	\$1,000.00
056089	AZYOGA	AZYOGA	7/6/2017	CHECK	PMCHK00002050	\$125.00
056090	AANEWSSUB	ANN ARBOR NEWS	7/6/2017	CHECK	PMCHK00002050	\$270.93
056091	ADASTR	ADAMS STREET PUBLISHING CO.	7/6/2017	CHECK	PMCHK00002050	\$3,290.00
056092	AKSHARA	AKSHARA	7/6/2017	CHECK	PMCHK00002050	\$300.00
056093	ALLHANDS	ALL HANDS ACTIVE	7/6/2017	CHECK	PMCHK00002050	\$300.00
056094	AMEHIS	AMELIA HISSONG	7/6/2017	CHECK	PMCHK00002050	\$300.00
056095	ANNARB	ANN ARBOR OBSERVER	7/6/2017	CHECK	PMCHK00002050	\$40.00
056096	ANNHRA	ANNA HRACHOVEC	7/6/2017	CHECK	PMCHK00002050	\$2,429.50
056097	APPLE	APPLE. INC.	7/6/2017	CHECK	PMCHK00002050	\$701.40
056098	B&H	B&H PHOTO-VIDEO	7/6/2017	CHECK	PMCHK00002050	\$2,490.00
056099	BELTOW	BELL TOWER HOTEL	7/6/2017	CHECK	PMCHK00002050	\$1,516.80
056100	BETBEC	BETSY BECKERMAN	7/6/2017	CHECK	PMCHK00002050	\$499.80
056101	BRICON	BRIDGEPORT CONSULTING	7/6/2017	CHECK	PMCHK00002050	\$400.00
056103	BRITRU	BRIAN M. TRUSKOWSKI	7/6/2017	CHECK	PMCHK00002050	\$4,856.25
056104	CINCOR	CINTAS CORPORATION	7/6/2017	CHECK	PMCHK00002050	\$125.00
056105	COMCAS	COMCAST	7/6/2017	CHECK	PMCHK00002050	\$451.11
056106	CRAVAN	Craia Doualas VanKemper	7/6/2017	CHECK	PMCHK00002050	\$40.14
056107	DAVNAP	Davida S. Napoleon	7/6/2017	CHECK	PMCHK00002050	\$100.00
056108	DAWHEN	DAWN HENRY	7/6/2017	CHECK	PMCHK00002050	\$100.00
056109	DELCOM	DELL MARKETING L.P.	7/6/2017	CHECK	PMCHK00002050	\$900.00
056110	ELINIJ	Elizabeth Nidam	7/6/2017	CHECK	PMCHK00002050	\$6,211.05
056111	ELLLIV	ELLEN LIVINGSTON	7/6/2017	CHECK	PMCHK00002050	\$100.00
056112	ERIHHL	ERIN HELMRICH	7/6/2017	CHECK	PMCHK00002050	\$125.00
056113	EVEHOL	EVELYN HOLLENSHEAD	7/6/2017	CHECK	PMCHK00002050	\$144.74
056114	FRIOF	FRIENDS OF THE ANN ARBOR	7/6/2017	CHECK	PMCHK00002050	\$325.82
056115	HANCON	HANDYMAN CONNECTION OF ANN ARB	7/6/2017	CHECK	PMCHK00002050	\$3,283.75
056116	INTSYS	INTELLIGENT CONTROL SYSTEMS	7/6/2017	CHECK	PMCHK00002050	\$2,985.00
056117	JENMCK	JENN MCKEE	7/6/2017	CHECK	PMCHK00002050	\$250.00
056119	LORBOO	LORITA BOOKS	7/6/2017	CHECK	PMCHK00002050	\$100.00
056121	MARBAN	MARTIN BANDYKE	7/6/2017	CHECK	PMCHK00002050	\$28.72
056122	MICFURLO	Michael Furlouah	7/6/2017	CHECK	PMCHK00002050	\$400.00
056123	MICKRE	MICHELLE KRELL KYDD	7/6/2017	CHECK	PMCHK00002050	\$200.00
056124	MOLDIC	MOLLY DICKINSON	7/6/2017	CHECK	PMCHK00002050	\$1,500.00
056125	MONHIG	MONICA HIGMAN	7/6/2017	CHECK	PMCHK00002050	\$100.00
056126	NEOINK	NEOPOST USA INC	7/6/2017	CHECK	PMCHK00002050	\$100.00
056127	NUWAVE	NUWAVE AQUARIUMS	7/6/2017	CHECK	PMCHK00002050	\$165.00
056128	OFFDEP	OFFICE DEPOT. INC.	7/6/2017	CHECK	PMCHK00002050	\$150.99
056129	OPTINT	OPTO INTERNATIONAL. INC MODULA	7/6/2017	CHECK	PMCHK00002050	\$340.79
056130	PRITEC	PRINT TECH INC.	7/6/2017	CHECK	PMCHK00002050	\$9,118.50
056131	RAEHOE	RAE HOEKSTRA	7/6/2017	CHECK	PMCHK00002050	\$125.60
056132	RECBOO	RECORDED BOOKS. INC.	7/6/2017	CHECK	PMCHK00002050	\$100.00
056133	ROYLIM	ROYAL LIMOUSINE	7/6/2017	CHECK	PMCHK00002050	\$37.45
056134	SARJAB	SARMED JABRA	7/6/2017	CHECK	PMCHK00002050	\$269.35
056135	SCHELE	SCHINDLER ELEVATOR CORPORATION	7/6/2017	CHECK	PMCHK00002050	\$250.00
056136	SCHSOU	SCHEDULE SOURCE. INC	7/6/2017	CHECK	PMCHK00002050	\$1,973.75
056137	SFSTRO	ALLIED-EAGLE SUPPLY. INC.	7/6/2017	CHECK	PMCHK00002050	\$1,002.00
056138	TARJOH	Tara Johnson	7/6/2017	CHECK	PMCHK00002050	\$247.82
056139	TIMGRI	TIM GRIMES	7/6/2017	CHECK	PMCHK00002050	\$100.00
056140	UNIPAR	UNITED PARCEL SERVICE	7/6/2017	CHECK	PMCHK00002050	\$1,468.39
056141	VALSOB	VALERIE SOB CZAK	7/6/2017	CHECK	PMCHK00002050	\$48.22
056142	VOSLIG	VOSS LIGHTING	7/6/2017	CHECK	PMCHK00002050	\$1,052.38
056143	WWGRAI	GRAINGER	7/6/2017	CHECK	PMCHK00002050	\$624.00
056144	BAKTAY	BAKER & TAYLOR	7/6/2017	CHECK	PMCHK00002050	\$334.35
056145	BTAMEX	AMERICAN EXPRESS	7/6/2017	CHECK	PMCHK00002050	\$2,627.74
056146	BRIOBR	BRIDGET O'BRIEN	7/6/2017	CHECK	PMCHK00002050	\$546.20
056147	ERIGAL	ERIC GALLIPPO	7/6/2017	CHECK	PMCHK00002051	\$125.00
056148	HUGGAL	HUGH GALLAGHER	7/6/2017	CHECK	PMCHK00002051	\$100.00
056149	JENMCK	JENN MCKEE	7/6/2017	CHECK	PMCHK00002051	\$100.00
056150	KEEROG	KEEGAN ROGERS	7/6/2017	CHECK	PMCHK00002051	\$5.00
056151	4IMPRINT	4IMPRINT. INC	7/13/2017	CHECK	PMCHK00002051	\$375.00
056152	ARBTEAS	ARBOR TEAS	7/13/2017	CHECK	PMCHK00002052	\$2,028.95
056153	ARENATA	A-1 RENTAL. INC.	7/13/2017	CHECK	PMCHK00002052	\$750.00
056154	ATTMOB	AT&T MOBILITY	7/13/2017	CHECK	PMCHK00002052	\$2,010.00
056155	B&H	B&H PHOTO-VIDEO	7/13/2017	CHECK	PMCHK00002052	\$418.01
056156	BAKTAY	BAKER & TAYLOR	7/13/2017	CHECK	PMCHK00002052	\$87.00
056157	BETBAT	BETH BATTEY	7/13/2017	CHECK	PMCHK00002052	\$5,832.57
056158	BETBEC	BETSY BECKERMAN	7/13/2017	CHECK	PMCHK00002052	\$540.00
056159	BETNEA	BETHANY NEAL	7/13/2017	CHECK	PMCHK00002052	\$1,100.00
056160	BREWER	BREWER'S	7/13/2017	CHECK	PMCHK00002052	\$250.00
056161	BTAMEX	AMERICAN EXPRESS	7/13/2017	CHECK	PMCHK00002052	\$698.65
056162	BUSVAL	BUSCH'S. INC.	7/13/2017	CHECK	PMCHK00002052	\$669.29
056163	CARBAN	CARRIE S. BANKS	7/13/2017	CHECK	PMCHK00002052	\$319.25
056164	CINCOR	CINTAS CORPORATION	7/13/2017	CHECK	PMCHK00002052	\$276.40
056165	CITOF1	CITY OF ANN ARBOR TREASURER	7/13/2017	CHECK	PMCHK00002052	\$1,548.13
056166	DIADUD	DIANE DUDLEY	7/13/2017	CHECK	PMCHK00002052	\$2,397.00
056167	EIOSOF	EOUINOX SOFTWARE. INC.	7/13/2017	CHECK	PMCHK00002052	\$100.00
056168	ERICUR	ERIN CURTIS	7/13/2017	CHECK	PMCHK00002052	\$12,500.00
056169	EVEHOL	EVELYN HOLLENSHEAD	7/13/2017	CHECK	PMCHK00002052	\$46.00
056170	FASTSI	FASTSIGNS	7/13/2017	CHECK	PMCHK00002052	\$28.35
056171	HUGGAL	HUGH GALLAGHER	7/13/2017	CHECK	PMCHK00002052	\$1,485.00
056172	JENMCK	JENN MCKEE	7/13/2017	CHECK	PMCHK00002052	\$100.00
056173	KATHOS	KATHY HOSKINS	7/13/2017	CHECK	PMCHK00002052	\$100.00
056174	KAYPEN	KAYLA COUGHLIN	7/13/2017	CHECK	PMCHK00002052	\$14.40
					PMCHK00002052	\$102.99

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
056175	LESCEN	LESLIE SCIENCE CENTER	7/13/2017	CHECK	PMCHK00002052	
056176	LEXMAT	MATTHEW BENDER & CO., INC.	7/13/2017	CHECK	PMCHK00002052	\$230.00
056177	LOWE'S	LOWES BUSINESS ACCOUNT	7/13/2017	CHECK	PMCHK00002052	\$887.07
056178	MARKOU	MARGARET KOURVO	7/13/2017	CHECK	PMCHK00002052	\$977.01
056179	MICPOW	MICHIGAN POWER RODDING	7/13/2017	CHECK	PMCHK00002052	\$250.00
056180	MICSTAS	MICHIGAN STATE UNIVERSITY	7/13/2017	CHECK	PMCHK00002052	\$781.00
056181	MICSTA7	Michiaan State Universitv	7/13/2017	CHECK	PMCHK00002052	\$624.00
056182	MIDTAP	MIDWEST TAPE	7/13/2017	CHECK	PMCHK00002052	\$475.00
056183	NEOINK	MAILFINANCE	7/13/2017	CHECK	PMCHK00002052	\$255.77
056184	PAYCOO	PAYTON COOK	7/13/2017	CHECK	PMCHK00002052	\$619.98
056185	PLAROC	PLANET ROCK	7/13/2017	CHECK	PMCHK00002052	\$300.00
056186	POESOC	POETRY SOCIETY OF MICHIGAN	7/13/2017	CHECK	PMCHK00002052	\$600.00
056187	PRITEC	PRINT TECH INC.	7/13/2017	CHECK	PMCHK00002052	\$36.00
056188	RECD00	RECORD AUTOMATIC DOORS, INC.	7/13/2017	CHECK	PMCHK00002052	\$4,091.46
056189	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	7/13/2017	CHECK	PMCHK00002052	\$345.00
056190	RUMMED	RUMBLE PACK MEDIA	7/13/2017	CHECK	PMCHK00002052	\$107.10
056191	SARKEL	SARA MELTON KELLER	7/13/2017	CHECK	PMCHK00002052	\$450.00
056192	SCHELE	SCHINDLER ELEVATOR CORPORATION	7/13/2017	CHECK	PMCHK00002052	\$200.00
056193	SCHSEC	SCHILKE SECURITY	7/13/2017	CHECK	PMCHK00002052	\$462.95
056194	SCHSOU	SCHEDULE SOURCE, INC	7/13/2017	CHECK	PMCHK00002052	\$1,570.00
056195	STAHAR	STADIUM HARDWARE	7/13/2017	CHECK	PMCHK00002052	\$1,007.50
056196	UNIPAR	UNITED PARCEL SERVICE	7/13/2017	CHECK	PMCHK00002052	\$149.41
056197	VERBRU	Veronica C. Brumbaugh	7/13/2017	CHECK	PMCHK00002052	\$35.44
056198	VERWIRC	VERIZON WIRELESS	7/13/2017	CHECK	PMCHK00002052	\$300.00
056199	WASHNE	WASHTENAW NEWS COMPANY, INC.	7/13/2017	CHECK	PMCHK00002052	\$841.39
056200	WMU	WESTERN MICHIGAN UNIVERSITY	7/13/2017	CHECK	PMCHK00002052	\$7,644.40
056201	WWGRAI	GRAINGER	7/13/2017	CHECK	PMCHK00002052	\$27.50
056202	KENSHOTEL	THE KENSINGTON HOTEL	7/13/2017	CHECK	PMCHK00002052	\$17.34
056203	AMACORP	AMAZON	7/20/2017	CHECK	PMCHK00002052	\$750.00
056204	APPIMA	APPLIED IMAGING	7/20/2017	CHECK	PMCHK00002053	\$7,943.70
056205	B&H	B&H PHOTO-VIDEO	7/20/2017	CHECK	PMCHK00002053	\$2,103.45
056206	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	7/20/2017	CHECK	PMCHK00002053	\$983.17
056207	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	7/20/2017	CHECK	PMCHK00002053	\$81,938.74
056208	CINCOR	CINTAS CORPORATION	7/20/2017	CHECK	PMCHK00002053	\$2,096.06
056209	CINFIRE	CINTAS FIRE	7/20/2017	CHECK	PMCHK00002053	\$117.37
056210	CITOF1	CITY OF ANN ARBOR TREASURER	7/20/2017	CHECK	PMCHK00002053	\$965.00
056211	COMALLW	COMPUTER ALLEY WEST	7/20/2017	CHECK	PMCHK00002053	\$152.23
056212	DICBLI	BLICK ART MATERIALS	7/20/2017	CHECK	PMCHK00002053	\$199.96
056213	DTEENE	DTE ENERGY	7/20/2017	CHECK	PMCHK00002053	\$43.08
056215	EVEHOL	EVELYN HOLLENSHEAD	7/20/2017	CHECK	PMCHK00002053	\$5,006.18
056216	GAMESTAR	GAMESTART	7/20/2017	CHECK	PMCHK00002053	\$62.50
056217	GRAANN	THE GRADUATE ANN ARBOR	7/20/2017	CHECK	PMCHK00002053	\$800.00
056218	INGLIB	INGRAM LIBRARY SERVICES INC.	7/20/2017	CHECK	PMCHK00002053	\$783.30
056219	INSDES	INSITE DESIGN STUDIO	7/20/2017	CHECK	PMCHK00002053	\$165.37
056220	KAMBOL	KAMI BOLYARD - AADL	7/20/2017	CHECK	PMCHK00002053	\$1,106.25
056221	KELCAU	KELSEY ULLENBRUCH	7/20/2017	CHECK	PMCHK00002053	\$40.07
056222	LEACEN	LEARNING CENTER	7/20/2017	CHECK	PMCHK00002053	\$27.86
056223	LESMCG	Leslie McGraw	7/20/2017	CHECK	PMCHK00002053	\$79.00
056224	MARCHE	MARIAH CHEREM	7/20/2017	CHECK	PMCHK00002053	\$150.00
056225	MASPLU	MASTERCRAFT PLUMBING INC	7/20/2017	CHECK	PMCHK00002053	\$89.94
056226	OFFDEP	OFFICE DEPOT, INC.	7/20/2017	CHECK	PMCHK00002053	\$782.00
056227	OXFPRO	2725-2805 ASSOCIATES, LLC	7/20/2017	CHECK	PMCHK00002053	\$1,047.25
056228	PITCHA	PITTSFIELD CHARTER TOWNSHIP	7/20/2017	CHECK	PMCHK00002053	\$6,937.00
056229	PRIPAL	PRINTLINK PALMER	7/20/2017	CHECK	PMCHK00002053	\$1,681.80
056230	RICBUS1M	RICOH USA, INC.	7/20/2017	CHECK	PMCHK00002053	\$307.41
056231	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	7/20/2017	CHECK	PMCHK00002053	\$246.84
056232	THE53RD	THE 53rd GROUP LLC	7/20/2017	CHECK	PMCHK00002053	\$47.25
056233	TMGROU	THE TM GROUP INC	7/20/2017	CHECK	PMCHK00002053	\$18,954.90
056234	ULINE	ULINE, INC.	7/20/2017	CHECK	PMCHK00002053	\$3,847.50
056235	UNIOMA	UNIOUE MANAGEMENT SERVICES, IN	7/20/2017	CHECK	PMCHK00002053	\$274.09
056236	UNUMPRO	UNUM LIFE INSURANCE	7/20/2017	CHECK	PMCHK00002053	\$653.35
056237	UNUMPRO1	UNUM LIFE INSURANCE	7/20/2017	CHECK	PMCHK00002053	\$3,760.35
056238	WASHTR	WASHTENAW COUNTY TREASURER	7/20/2017	CHECK	PMCHK00002053	\$2,826.84
056239	WESENT	WESTGATE ENTERPRISES, LLC	7/20/2017	CHECK	PMCHK00002053	\$1,841.29
056240	BAKTAY	BAKER & TAYLOR	7/20/2017	CHECK	PMCHK00002053	\$35,170.83
056244	DTEENE	DTE ENERGY	7/20/2017	CHECK	PMCHK00002053	\$2,227.75
056245	DTEENE1	DTE ENERGY	7/20/2017	CHECK	PMCHK00002055	\$11,459.22
056246	ABBSCHE	ABBY SCHELL	7/27/2017	CHECK	PMCHK00002055	\$13,309.37
056247	AFSMITH	A.F. SMITH ELECTRIC, INC.	7/27/2017	CHECK	PMCHK00002056	\$25.00
056248	AGRSER	A GROWING SERVICE LLC	7/27/2017	CHECK	PMCHK00002056	\$719.05
056249	ALLJON	ALLISON JONES	7/27/2017	CHECK	PMCHK00002056	\$340.00
056250	AMASCH	AMANDA SCHOTT	7/27/2017	CHECK	PMCHK00002056	\$88.29
056251	AMEHIS	AMELIA HISSONG	7/27/2017	CHECK	PMCHK00002056	\$51.79
056252	BANMED	BANG MEDIA	7/27/2017	CHECK	PMCHK00002056	\$40.00
056253	CDW-G	CDW GOVERNMENT, INC.	7/27/2017	CHECK	PMCHK00002056	\$400.00
056254	CINCOR	CINTAS CORPORATION	7/27/2017	CHECK	PMCHK00002056	\$1,586.20
056255	COLSIM	COLIN SIMPSON	7/27/2017	CHECK	PMCHK00002056	\$340.50
056256	COMALLW	COMPUTER ALLEY WEST	7/27/2017	CHECK	PMCHK00002056	\$32.09
056257	DAVBAR	DAVE BARABAS	7/27/2017	CHECK	PMCHK00002056	\$2,259.26
056258	DAVNAP	David S. Napoleon	7/27/2017	CHECK	PMCHK00002056	\$5,042.50
056259	DYKGS	DYKEMA GOSSETT	7/27/2017	CHECK	PMCHK00002056	\$100.00
056260	ELIBOG	ELISE BOGDAN	7/27/2017	CHECK	PMCHK00002056	\$834.70
056261	ELIPEA	ELIZABETH PEARCE	7/27/2017	CHECK	PMCHK00002056	\$53.83
056262	ELLLIV	ELLEN LIVINGSTON	7/27/2017	CHECK	PMCHK00002056	\$123.98
056263	EVEHOL	EVELYN HOLLENSHEAD	7/27/2017	CHECK	PMCHK00002056	\$125.00
056264	GALBUN	GALEN BUNDY	7/27/2017	CHECK	PMCHK00002056	\$30.95
056265	GRAKOT	Grace Helms Kotre	7/27/2017	CHECK	PMCHK00002056	\$450.00
056267	INNINT	INNOVATIVE INTERFACES, INC.	7/27/2017	CHECK	PMCHK00002056	\$100.00
056268	JENMCK	JENN MCKEE	7/27/2017	CHECK	PMCHK00002056	\$74,358.54
056269	JILMOR	JILLIAN MORENO	7/27/2017	CHECK	PMCHK00002056	\$105.00
056270	KAYPEN	KAYLA COUGHLIN	7/27/2017	CHECK	PMCHK00002056	\$300.00
056271	LETPRI	LETTERPRESS PRINTING	7/27/2017	CHECK	PMCHK00002056	\$93.43
						\$100.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
056272	METCOM	METCOM	7/27/2017	CHECK	PMCHK00002056	\$3,445.86
056273	METLIFE	METLIFE SBC	7/27/2017	CHECK	PMCHK00002056	\$8,735.19
056274	MICPOW	MICHIGAN POWER RODDING	7/27/2017	CHECK	PMCHK00002056	\$298.00
056275	NUWAVE	NUWAVE AQUARIUMS	7/27/2017	CHECK	PMCHK00002056	\$254.00
056276	OFFDEP	OFFICE DEPOT. INC.	7/27/2017	CHECK	PMCHK00002056	\$64.13
056277	OXFPRO	2725-2805 ASSOCIATES. LLC	7/27/2017	CHECK	PMCHK00002056	\$3,309.16
056278	OXFUNI	OXFORD UNIVERSITY PRESS USA	7/27/2017	CHECK	PMCHK00002056	\$337.00
056279	PATRSMI	PATRICIA F. SMITH	7/27/2017	CHECK	PMCHK00002056	\$200.00
056280	RACYAN	RACHEL YANIKOGLU	7/27/2017	CHECK	PMCHK00002056	\$48.00
056281	RANHOJ	PENGUIN RANDOM HOUSE. LLC	7/27/2017	CHECK	PMCHK00002056	\$926.25
056282	RECB00	RECORDED BOOKS. INC.	7/27/2017	CHECK	PMCHK00002056	\$7,039.07
056283	ROBNEE	Robert W. Needham	7/27/2017	CHECK	PMCHK00002056	\$400.00
056284	STAMIC4	STATE OF MICHIGAN	7/27/2017	CHECK	PMCHK00002056	\$190.00
056285	TDSMET	TDS METROCOM	7/27/2017	CHECK	PMCHK00002056	\$8,044.81
056286	TEACOM	THE TEACHING COMPANY SALES. LL	7/27/2017	CHECK	PMCHK00002056	\$1,644.00
056287	UNIPAR	UNITED PARCEL SERVICE	7/27/2017	CHECK	PMCHK00002056	\$63.05
056288	VERWIRC	VERIZON WIRELESS	7/27/2017	CHECK	PMCHK00002056	\$1,801.78
056289	VOSLIG	VOSS LIGHTING	7/27/2017	CHECK	PMCHK00002056	\$192.00
056290	WASMAN	WASTE MANAGEMENT OF MICHIGAN	7/27/2017	CHECK	PMCHK00002056	\$249.27
056291	WWGRAI	GRAINGER	7/27/2017	CHECK	PMCHK00002056	\$266.99
056292	4IMPRINT	4IMPRINT. INC	7/27/2017	CHECK	PMCHK00002056	\$25,492.69
056293	BAKTAY	BAKER & TAYLOR	7/27/2017	CHECK	PMCHK00002056	\$5,235.00
Total Checks: 199						Total Amount of Checks: \$487,187.88

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranaes: From: To:  
 Check Number First Last  
 Vendor ID First Last  
 Vendor Name First Last  
 Check Date From: To:  
 Checkbook ID 8/1/2017 8/31/2017  
 First Last

Sorted By: Check Number

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
056294	ANNARB	ANN ARBOR OBSERVER	8/3/2017	CHECK	PMCHK00002057	\$2,429.50
056295	B&H	B&H PHOTO-VIDEO	8/3/2017	CHECK	PMCHK00002057	\$1,554.00
056296	BAKTAY	BAKER & TAYLOR	8/3/2017	CHECK	PMCHK00002057	\$287.66
056297	CINCOR	CINTAS CORPORATION	8/3/2017	CHECK	PMCHK00002057	\$1,059.86
056298	CITOF	CITY OF ANN ARBOR TREASURER	8/3/2017	CHECK	PMCHK00002057	\$1,150.84
056299	CREWIN	CREATIVE WINDOWS	8/3/2017	CHECK	PMCHK00002057	\$2,441.00
056300	DICBLI	BLICK ART MATERIALS	8/3/2017	CHECK	PMCHK00002057	\$310.23
056301	ERIHIL	ERIN HELMRICH	8/3/2017	CHECK	PMCHK00002057	\$19.96
056302	GAMESTAR	GAMESTAR	8/3/2017	CHECK	PMCHK00002057	\$800.00
056303	HARKRA	HARVEY KRAGE	8/3/2017	CHECK	PMCHK00002057	\$150.00
056304	MONHIG	MONICA HIGMAN	8/3/2017	CHECK	PMCHK00002057	\$100.00
056305	OFFDEP	OFFICE DEPOT. INC.	8/3/2017	CHECK	PMCHK00002057	\$494.85
056306	PLAWIS	PLANT WISE	8/3/2017	CHECK	PMCHK00002057	\$2,468.74
056307	PRITEC	PRINT TECH INC.	8/3/2017	CHECK	PMCHK00002057	\$1,663.88
056308	SCHSOU	SCHEDULE SOURCE. INC	8/3/2017	CHECK	PMCHK00002057	\$998.00
056309	THE53RD	THE 53rd GROUP LLC	8/3/2017	CHECK	PMCHK00002057	\$18,954.90
056310	WESENT	WESTGATE ENTERPRISES. LLC	8/3/2017	CHECK	PMCHK00002057	\$46,845.46
056311	MIDTAP	MIDWEST TAPE	8/3/2017	CHECK	PMCHK00002057	\$5,341.89
056312	AMEX	AMERICAN EXPRESS	8/4/2017	CHECK	PMCHK00002058	\$3,811.85
056313	BUSCAR	BUSINESS CARD	8/4/2017	CHECK	PMCHK00002058	\$8,080.55
056314	COMCAS	COMCAST	8/4/2017	CHECK	PMCHK00002058	\$40.14
056315	DAVMCM	DAVID MCMILLIAN	8/4/2017	CHECK	PMCHK00002058	\$80.00
056316	DUNCON	Dunphy Consulting Services	8/4/2017	CHECK	PMCHK00002058	\$150.00
056317	INTBAT	INTERSTATE ALL BATTERY CENTER	8/4/2017	CHECK	PMCHK00002058	\$458.37
056318	JOHCAN	JOHN CANTU	8/4/2017	CHECK	PMCHK00002058	\$500.00
056319	JOSPAR	JOSIE PARKER	8/4/2017	CHECK	PMCHK00002058	\$1,231.52
056320	LUCSCH	LUCY SCHRAMM	8/4/2017	CHECK	PMCHK00002058	\$31.03
056321	MICLIBC	MIDWEST COLLABORATIVE FOR LIBR	8/4/2017	CHECK	PMCHK00002058	\$39,586.46
056322	NETTIS	Jeanette Tiso	8/4/2017	CHECK	PMCHK00002058	\$200.00
056323	OCLINS	OCLC. INC.	8/4/2017	CHECK	PMCHK00002058	\$4,024.87
056324	PATRSMI	PATRICIA F. SMITH	8/4/2017	CHECK	PMCHK00002058	\$100.00
056325	PROINF	PROQUEST - LLC	8/4/2017	CHECK	PMCHK00002058	\$15,540.01
056326	RECBOO	RECORDED BOOKS. INC.	8/4/2017	CHECK	PMCHK00002058	\$530.80
056327	STAHAR	STADIUM HARDWARE	8/4/2017	CHECK	PMCHK00002058	\$201.05
056328	THE53RD	THE 53rd GROUP LLC	8/4/2017	CHECK	PMCHK00002058	\$8,075.00
056329	ULINE	ULINE. INC.	8/4/2017	CHECK	PMCHK00002058	\$91.51
056330	VOGLOC	VOGEL'S LOCK & SAFE REPAIRS	8/4/2017	CHECK	PMCHK00002058	\$15.00
056331	WILTEC	WILTEC TECHNOLOGIES	8/4/2017	CHECK	PMCHK00002058	\$1,866.63
056332	ADTSEC	TYCO INTEGRATED SECURITY	8/4/2017	CHECK	PMCHK00002058	\$1,515.37
056333	ADASTR	ADAMS STREET PUBLISHING CO.	8/8/2017	CHECK	PMCHK00002059	\$3,290.00
056334	AKSHARA	AKSHARA	8/8/2017	CHECK	PMCHK00002059	\$300.00
056335	ALLJON	ALLISON JONES	8/8/2017	CHECK	PMCHK00002059	\$12.17
056336	AMASCH	AMANDA SCHOTT	8/8/2017	CHECK	PMCHK00002059	\$18.52
056337	ARENAT	A-1 RENTAL. INC.	8/8/2017	CHECK	PMCHK00002059	\$29.00
056338	BAKTAY	BAKER & TAYLOR	8/8/2017	CHECK	PMCHK00002059	\$458.86
056339	BARRON	BARRON'S	8/8/2017	CHECK	PMCHK00002059	\$223.00
056340	BETNEA	BETHANY NEAL	8/8/2017	CHECK	PMCHK00002059	\$250.00
056341	BRAINFUSE	BRAINFUSE. INC.	8/8/2017	CHECK	PMCHK00002059	\$13,500.00
056342	BRITRU	BRIAN M. TRUSKOWSKI	8/8/2017	CHECK	PMCHK00002059	\$125.00
056343	CARBRO	CARPENTER BROS.	8/8/2017	CHECK	PMCHK00002059	\$16.47
056344	CHRBEK	Christopher Becker	8/8/2017	CHECK	PMCHK00002059	\$100.00
056345	CINCOR	CINTAS CORPORATION	8/8/2017	CHECK	PMCHK00002059	\$363.26
056346	CITOF1	CITY OF ANN ARBOR TREASURER	8/8/2017	CHECK	PMCHK00002059	\$2,497.16
056347	CORNELL	CORNELL LAB OF ORNITHOLOGY	8/8/2017	CHECK	PMCHK00002059	\$325.00
056348	DAVKLO	David Altman Kloc	8/8/2017	CHECK	PMCHK00002059	\$1,000.00
056349	ELIBOG	ELISE BOGDAN	8/8/2017	CHECK	PMCHK00002059	\$26.73
056350	EMISLO	Emly Rose Slomovits	8/8/2017	CHECK	PMCHK00002059	\$400.00
056351	ERIHIL	ERIN HELMRICH	8/8/2017	CHECK	PMCHK00002059	\$43.90
056352	FRIOF	FRIENDS OF THE ANN ARBOR	8/8/2017	CHECK	PMCHK00002059	\$4,077.80
056353	LEXMAT	MATTHEW BENDER & CO.. INC.	8/8/2017	CHECK	PMCHK00002059	\$1,287.87
056354	MARBAN	MARTIN BANDYKE	8/8/2017	CHECK	PMCHK00002059	\$400.00
056355	MARKOU	MARGARET KOURVO	8/8/2017	CHECK	PMCHK00002059	\$250.00
056356	MIDTAP	MIDWEST TAPE	8/8/2017	CHECK	PMCHK00002059	\$1,336.26
056357	OFFDEP	OFFICE DEPOT. INC.	8/8/2017	CHECK	PMCHK00002059	\$145.27
056358	OUTMED	OUTFRONT MEDIA	8/8/2017	CHECK	PMCHK00002059	\$2,375.00
056359	PATRSMI	PATRICIA F. SMITH	8/8/2017	CHECK	PMCHK00002059	\$220.00
056360	PAYCOO	PAYTON COOK	8/8/2017	CHECK	PMCHK00002059	\$300.00
056361	RACYAN	RACHEL YANIKOGLU	8/8/2017	CHECK	PMCHK00002059	\$29.27
056362	RANHOV	PENGUIN RANDOM HOUSE. LLC	8/8/2017	CHECK	PMCHK00002059	\$108.75
056363	RECBOO	RECORDED BOOKS. INC.	8/8/2017	CHECK	PMCHK00002059	\$886.45
056364	SARKEL	SARA MELTON KELLER	8/8/2017	CHECK	PMCHK00002059	\$100.00
056365	SCHSEC	SCHILKE SECURITY	8/8/2017	CHECK	PMCHK00002059	\$1,285.00
056366	ULINE	ULINE. INC.	8/8/2017	CHECK	PMCHK00002059	\$900.10
056367	VARFOR	VARSITY FORD	8/8/2017	CHECK	PMCHK00002059	\$44.35
056368	VOGLOC	VOGEL'S LOCK & SAFE REPAIRS	8/8/2017	CHECK	PMCHK00002059	\$99.00
056369	WASHNE	WASHTENAW NEWS COMPANY. INC.	8/8/2017	CHECK	PMCHK00002059	\$6,997.50
056370	WORJOU	World Journal	8/8/2017	CHECK	PMCHK00002059	\$1,000.00
056371	WVGRAI	GRAINGER	8/8/2017	CHECK	PMCHK00002059	\$377.79
056372	AGRSER	A GROWING SERVICE LLC	8/17/2017	CHECK	PMCHK00002060	\$340.00
056373	AMASCH	AMANDA SCHOTT	8/17/2017	CHECK	PMCHK00002060	\$6.00
056374	APPLE	APPLE. INC.	8/17/2017	CHECK	PMCHK00002060	\$395.00
056375	ATTMOB	AT&T MOBILITY	8/17/2017	CHECK	PMCHK00002060	\$418.01
056376	B&H	B&H PHOTO-VIDEO	8/17/2017	CHECK	PMCHK00002060	\$1,763.57
056377	BAKTAY	BAKER & TAYLOR	8/17/2017	CHECK	PMCHK00002060	\$18,900.93
056378	BATPLU	BATTERIES PLUS	8/17/2017	CHECK	PMCHK00002060	\$109.00



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
056379	BETBEC	BETSY BECKERMAN	8/17/2017	CHECK	PMCHK00002060	
056380	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	8/17/2017	CHECK	PMCHK00002060	\$1,140.00
056381	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	8/17/2017	CHECK	PMCHK00002060	\$53,970.02
056382	BREWER	BREWER'S	8/17/2017	CHECK	PMCHK00002060	\$3,221.11
056383	BUSVAL	BUSCH'S. INC.	8/17/2017	CHECK	PMCHK00002060	\$598.65
056384	CARBRO	CARPENTER BROS.	8/17/2017	CHECK	PMCHK00002060	\$56.16
056385	CDW-G	CDW GOVERNMENT. INC.	8/17/2017	CHECK	PMCHK00002060	\$9.78
056386	CINCOR	CINTAS CORPORATION	8/17/2017	CHECK	PMCHK00002060	\$685.51
056387	CITOF1	CITY OF ANN ARBOR WATER UTILIT	8/17/2017	CHECK	PMCHK00002060	\$234.85
056388	DAYHAR	Dayton Hare	8/17/2017	CHECK	PMCHK00002060	\$84.16
056389	DICBLI	BLICK ART MATERIALS	8/17/2017	CHECK	PMCHK00002060	\$100.00
056390	FREOUO	FREIGHT QUOTE	8/17/2017	CHECK	PMCHK00002060	\$178.76
056391	FRISWA	FRITZ SWANSON	8/17/2017	CHECK	PMCHK00002060	\$498.86
056392	LOWE'S	LOWES BUSINESS ACCOUNT	8/17/2017	CHECK	PMCHK00002060	\$100.00
056393	MERNET	MERIT NETWORK. INC.	8/17/2017	CHECK	PMCHK00002060	\$121.57
056394	OCLINS	OCLC. INC.	8/17/2017	CHECK	PMCHK00002060	\$35,625.00
056395	OUTMED	OUTFRONT MEDIA	8/17/2017	CHECK	PMCHK00002060	\$4,103.39
056396	OXFPRO	2725-2805 ASSOCIATES. LLC	8/17/2017	CHECK	PMCHK00002060	\$1,187.50
056397	PATRSMI	PATRICIA F. SMITH	8/17/2017	CHECK	PMCHK00002060	\$6,937.00
056398	PITCHA	PITTSFIELD CHARTER TOWNSHIP	8/17/2017	CHECK	PMCHK00002060	\$200.00
056399	PROINF	PROQUEST - LLC	8/17/2017	CHECK	PMCHK00002060	\$2,010.84
056400	RACYAN	RACHEL YANIKOGLU	8/17/2017	CHECK	PMCHK00002060	\$5,580.00
056401	RECD00	RECORD AUTOMATIC DOORS.INC	8/17/2017	CHECK	PMCHK00002060	\$61.06
056402	ROCKTHE	ROCK THE BOOTH	8/17/2017	CHECK	PMCHK00002060	\$345.00
056403	ROOSRO	ROOSROAST	8/17/2017	CHECK	PMCHK00002060	\$517.50
056404	SARKEL	SARA MELTON KELLER	8/17/2017	CHECK	PMCHK00002060	\$1,200.00
056405	SHETUR	SHERLONYA TURNER	8/17/2017	CHECK	PMCHK00002060	\$180.00
056406	TIMGRI	TIM GRIMES	8/17/2017	CHECK	PMCHK00002060	\$291.78
056407	ULINE	ULINE. INC.	8/17/2017	CHECK	PMCHK00002060	\$57.60
056408	UNIPAR	UNITED PARCEL SERVICE	8/17/2017	CHECK	PMCHK00002060	\$878.84
056409	UNIOMA	UNIOUE MANAGEMENT SERVICES. IN	8/17/2017	CHECK	PMCHK00002060	\$49.66
056410	UNUMPRO	UNUM LIFE INSURANCE	8/17/2017	CHECK	PMCHK00002060	\$841.30
056411	UNUMPRO1	UNUM LIFE INSURANCE	8/17/2017	CHECK	PMCHK00002060	\$3,589.37
056412	VERWIRC	VERIZON WIRELESS	8/17/2017	CHECK	PMCHK00002060	\$2,909.59
056413	WESENT	WESTGATE ENTERPRISES. LLC	8/17/2017	CHECK	PMCHK00002060	\$841.33
056414	4IMPRINT	4IMPRINT. INC	8/17/2017	CHECK	PMCHK00002060	\$35,170.83
056415	4IMPRINT	4IMPRINT. INC	8/17/2017	CHECK	PMCHK00002060	\$1,575.58
056416	A.M. SERV	A.M. SERVICES. INC	8/24/2017	CHECK	PMCHK00002061	\$4,522.44
056417	AAFILM	ANN ARBOR FILM FESTIVAL	8/24/2017	CHECK	PMCHK00002061	\$10,051.75
056418	ALLEN	ALLIANCE ENTERTAINMENT	8/24/2017	CHECK	PMCHK00002061	\$450.00
056419	AMACOM	AMAZON.COM CREDIT PLAN	8/24/2017	CHECK	PMCHK00002061	\$1,353.10
056420	AMACORP	AMAZON	8/24/2017	CHECK	PMCHK00002061	\$759.98
056421	ANNARB	ANN ARBOR OBSERVER	8/24/2017	CHECK	PMCHK00002061	\$8,286.22
056422	APPLE	APPLE. INC.	8/24/2017	CHECK	PMCHK00002061	\$1,588.50
056423	ARBTEAS	ARBOR TEAS	8/24/2017	CHECK	PMCHK00002061	\$5,195.00
056424	BAKTAY	BAKER & TAYLOR	8/24/2017	CHECK	PMCHK00002061	\$150.00
056425	BANMED	BANG MEDIA	8/24/2017	CHECK	PMCHK00002061	\$47,780.70
056426	BARNOB1	BARNES & NOBLE INC.	8/24/2017	CHECK	PMCHK00002061	\$437.50
056427	CINCOR	CINTAS CORPORATION	8/24/2017	CHECK	PMCHK00002061	\$331.78
056428	COMALLW	COMPUTER ALLEY WEST	8/24/2017	CHECK	PMCHK00002061	\$350.39
056429	DANROM	DANIEL M. ROMANCHIK	8/24/2017	CHECK	PMCHK00002061	\$3.98
056430	DEBGAB	DEBORAH GABRION	8/24/2017	CHECK	PMCHK00002061	\$100.00
056431	DORTEC	DOR TECHNOLOGIES. INC	8/24/2017	CHECK	PMCHK00002061	\$225.00
056432	DTEENE	DTE ENERGY	8/24/2017	CHECK	PMCHK00002061	\$5,695.00
056433	DTEENE1	DTE ENERGY	8/24/2017	CHECK	PMCHK00002061	\$16,558.70
056434	DYKGSO	DYKEMA GOSSETT PLLC	8/24/2017	CHECK	PMCHK00002061	\$12,981.70
056435	ELINEI	ELI NEIBURGER	8/24/2017	CHECK	PMCHK00002061	\$3,501.58
056436	ERIGAL	ERIC GALLIPPO	8/24/2017	CHECK	PMCHK00002061	\$2,401.25
056437	EVEHOL	EVELYN HOLLENSHEAD	8/24/2017	CHECK	PMCHK00002061	\$300.00
056438	JAMHOR	JAMES HORTON	8/24/2017	CHECK	PMCHK00002061	\$9.99
056439	JENMCK	JENN MCKEE	8/24/2017	CHECK	PMCHK00002061	\$500.00
056440	KATCUR	KATHERINE'S CATERING	8/24/2017	CHECK	PMCHK00002061	\$100.00
056441	KAYPEN	KAYLA COUGHLIN	8/24/2017	CHECK	PMCHK00002061	\$1,424.00
056442	KEEROC	KEEGAN ROGERS	8/24/2017	CHECK	PMCHK00002061	\$57.83
056443	KOCHCOOL	KOCH & WHITE HEATING COOLING	8/24/2017	CHECK	PMCHK00002061	\$250.00
056444	LEACEN	LEARNING CENTER	8/24/2017	CHECK	PMCHK00002061	\$92.38
056445	LESCEN	LESLIE SCIENCE CENTER	8/24/2017	CHECK	PMCHK00002061	\$778.00
056446	LIBDES	LIBRARY DESIGN ASSOCIATES. INC	8/24/2017	CHECK	PMCHK00002061	\$230.00
056447	MANCOS	MANER COSTERISAN	8/24/2017	CHECK	PMCHK00002061	\$976.70
056448	METLIFE	METLIFE SBC	8/24/2017	CHECK	PMCHK00002061	\$15,962.00
056449	MIDTAP	MIDWEST TAPE	8/24/2017	CHECK	PMCHK00002061	\$7,172.24
056450	MOLDIC	MOLLY DICKINSON	8/24/2017	CHECK	PMCHK00002061	\$14,488.59
056451	NETTIS	Jeanette Tiso	8/24/2017	CHECK	PMCHK00002061	\$100.00
056452	OFFDEP	OFFICE DEPOT. INC.	8/24/2017	CHECK	PMCHK00002061	\$100.00
056453	OXFPRO	2725-2805 ASSOCIATES. LLC	8/24/2017	CHECK	PMCHK00002061	\$30.14
056454	PATDUN	PATRICK DUNN	8/24/2017	CHECK	PMCHK00002061	\$2,541.92
056455	PATRSMI	PATRICIA F. SMITH	8/24/2017	CHECK	PMCHK00002061	\$200.00
056456	RACYAN	RACHEL YANIKOGLU	8/24/2017	CHECK	PMCHK00002061	\$100.00
056457	RAEHOE	RAE HOEKSTRA	8/24/2017	CHECK	PMCHK00002061	\$114.14
056458	RANHOH	PENGUIN RANDOM HOUSE. LLC	8/24/2017	CHECK	PMCHK00002061	\$100.00
056459	RECB00	RECORDED BOOKS. INC.	8/24/2017	CHECK	PMCHK00002061	\$428.25
056460	ROOSRO	ROOSROAST	8/24/2017	CHECK	PMCHK00002061	\$211.42
056461	RUMMED	RUMBLE PACK MEDIA	8/24/2017	CHECK	PMCHK00002061	\$1,200.00
056462	SWESOU	SWEETWATER SOUND INC.	8/24/2017	CHECK	PMCHK00002061	\$750.00
056463	TDSMET	TDS	8/24/2017	CHECK	PMCHK00002061	\$24.99
056464	TEACOM	THE TEACHING COMPANY SALES. LL	8/24/2017	CHECK	PMCHK00002061	\$7,997.63
056465	THOGAL	GALE/CENGAGE LEARNING. INC	8/24/2017	CHECK	PMCHK00002061	\$2,878.25
056466	TROLEO	TROY LEONARD	8/24/2017	CHECK	PMCHK00002061	\$430.16
056467	ULINE	ULINE. INC.	8/24/2017	CHECK	PMCHK00002061	\$64.29
056468	UNIPAR	UNITED PARCEL SERVICE	8/24/2017	CHECK	PMCHK00002061	\$943.72
056469	USPOST	U.S. POSTAL SERVICE	8/24/2017	CHECK	PMCHK00002061	\$122.32
056470	VOSLIG	VOSS LIGHTING	8/24/2017	CHECK	PMCHK00002061	\$1,190.00
						\$76.02

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
056471	WASMAN	WASTE MANAGEMENT OF MICHIGAN	8/24/2017	CHECK	PMCHK00002061	
056472	ADTSEC	TYCO INTEGRATED SECURITY	8/30/2017	CHECK	PMCHK00002062	\$499.16
056473	ALBIONC	ALBION COLLEGE LIBRARY	8/30/2017	CHECK	PMCHK00002062	\$772.95
056474	ALLJON	ALLISON JONES	8/30/2017	CHECK	PMCHK00002062	\$35.00
056475	AMBFAL	Woolly Mammoth Desian/Amber Ad	8/30/2017	CHECK	PMCHK00002062	\$20.14
056476	ANNDRO	ANNE DROZD	8/30/2017	CHECK	PMCHK00002062	\$300.00
056477	APPLE	APPLE, INC.	8/30/2017	CHECK	PMCHK00002062	\$28.50
056478	BAKTAY	BAKER & TAYLOR	8/30/2017	CHECK	PMCHK00002062	\$524.00
056479	BLAUD	BLACKSTONE AUDIO BOOKS	8/30/2017	CHECK	PMCHK00002062	\$15,316.87
056480	BRIAUD	BRILLIANCE PUBLISHING, INC.	8/30/2017	CHECK	PMCHK00002062	\$1,884.38
056481	BRODCO	BRODART CO.	8/30/2017	CHECK	PMCHK00002062	\$406.34
056482	CALCOL	CALVIN COLLEGE	8/30/2017	CHECK	PMCHK00002062	\$158.90
056483	CDW-G	CDW GOVERNMENT, INC.	8/30/2017	CHECK	PMCHK00002062	\$400.00
056484	CENMIC	CENTRAL MICHIGAN UNIVERSITY	8/30/2017	CHECK	PMCHK00002062	\$760.80
056485	CINCOR	CINTAS CORPORATION	8/30/2017	CHECK	PMCHK00002062	\$200.57
056486	CITYOFBERKLEY	CITY OF BERKLEY	8/30/2017	CHECK	PMCHK00002062	\$746.83
056487	COMMERCELIB	COMMERCE TOWNSHIP COMMUNITY LI	8/30/2017	CHECK	PMCHK00002062	\$12.95
056488	CYNHOD	CYNTHIA HODGES	8/30/2017	CHECK	PMCHK00002062	\$16.95
056489	DENOWE	DENISE EUREY-OWENS	8/30/2017	CHECK	PMCHK00002062	\$150.00
056490	EASLAN	EAST LANSING PUBLIC LIBRARY	8/30/2017	CHECK	PMCHK00002062	\$100.00
056491	EASMIC	EASTERN MICHIGAN UNIVERSITY	8/30/2017	CHECK	PMCHK00002062	\$13.95
056492	ELIWAS	Elizabeth Wason	8/30/2017	CHECK	PMCHK00002062	\$25.00
056493	GETDOWN	GET DOWNTOWN PROGRAM	8/30/2017	CHECK	PMCHK00002062	\$100.00
056494	GRENAP	Greaorv Napoleon	8/30/2017	CHECK	PMCHK00002062	\$3,925.00
056495	HUGGAL	HUGH GALLAGHER	8/30/2017	CHECK	PMCHK00002062	\$100.00
056496	KENSHOTEL	THE KENSINGTON HOTEL	8/30/2017	CHECK	PMCHK00002062	\$200.00
056497	LAURAY	LAURA RAYNOR	8/30/2017	CHECK	PMCHK00002062	\$263.92
056498	MIDTAP	MIDWEST TAPE	8/30/2017	CHECK	PMCHK00002062	\$34.99
056499	OFFDEP	OFFICE DEPOT, INC.	8/30/2017	CHECK	PMCHK00002062	\$7,783.21
056500	ONEACON	O'NEAL CONSTRUCTION	8/30/2017	CHECK	PMCHK00002062	\$515.21
056501	OXFPRO	2725-2805 ASSOCIATES, LLC	8/30/2017	CHECK	PMCHK00002062	\$18,853.72
056502	PROINF	PROQUEST - LLC	8/30/2017	CHECK	PMCHK00002062	\$3,309.08
056503	OUIILL	OUIILL CORPORATION	8/30/2017	CHECK	PMCHK00002062	\$3,770.00
056504	RANHOU	PENGUIN RANDOM HOUSE, LLC	8/30/2017	CHECK	PMCHK00002062	\$59.96
056505	RECBOO	RECORDED BOOKS, INC.	8/30/2017	CHECK	PMCHK00002062	\$72.00
056506	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	8/30/2017	CHECK	PMCHK00002062	\$56.60
056507	RYAMOL	RYAN MOLLOY	8/30/2017	CHECK	PMCHK00002062	\$37.00
056508	SANSLO	SANDOR SLOMOVITS	8/30/2017	CHECK	PMCHK00002062	\$100.00
056509	SCACRE	SCARLET CRANE CREATIONS	8/30/2017	CHECK	PMCHK00002062	\$300.00
056510	SCHELE	SCHINDLER ELEVATOR CORPORATION	8/30/2017	CHECK	PMCHK00002062	\$234.00
056511	SKYFOU	SKYLINE TYPE FOUNDRY,LLC	8/30/2017	CHECK	PMCHK00002062	\$397.58
056512	TOTVEN	TOTAL VENDING & COFFEE SERVICE	8/30/2017	CHECK	PMCHK00002062	\$445.00
056513	VERWIRC	VERIZON WIRELESS	8/30/2017	CHECK	PMCHK00002062	\$245.50
056514	WILTEC	WILTEC TECHNOLOGIES	8/30/2017	CHECK	PMCHK00002062	\$1,799.46
056515	BAKTAY	BAKER & TAYLOR	8/31/2017	CHECK	PMCHK00002063	\$560.00
056516	INFOGROUP	CITY DIRECTORIES-A SUBSIDIARY	8/31/2017	CHECK	PMCHK00002063	\$5,529.80
056517	TSAFON	TSAI FONG BOOKS, INC.	8/31/2017	CHECK	PMCHK00002063	\$615.00
						\$1,380.57

Total Checks: 224

Total Amount of Checks: \$663,215.96

## Ann Arbor District Library Financial Summary for July 2017

### Cash

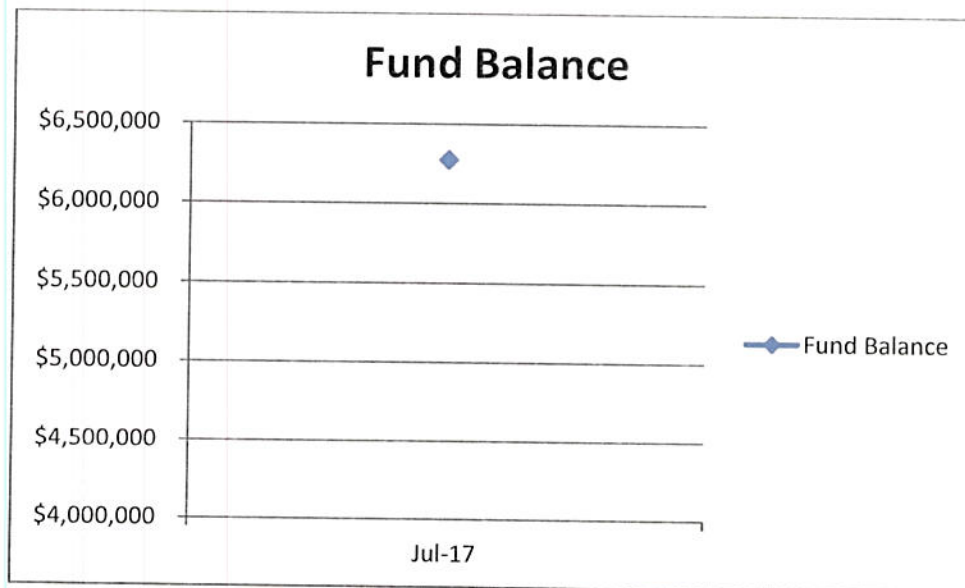
The unrestricted cash balance as of July 31, 2017 of \$6,187,061.

### Tax Receipts

The Library has received \$1,320,785 or 8.5% of the annual budgeted tax receipts of \$15,598,058 as of July 31, 2017.

### Fund Balance Activity

The Library has a positive fund balance of \$6,274,452 as of July 31, 2017.



Ann Arbor District Library  
Financial Summary for July 2017

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

Tax, state aid and penal fine revenues are recorded monthly at the monthly budgeted amount as they are earned. These line items will be reconciled with actual receipts during year-end close. Likewise, expenses are recorded as they are incurred.

Grants and Memorials – All restricted donations have been moved to the endowment fund. Unrestricted grants and memorials will end the year under budget due to this reclassification.

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

The following operating expense line items are over budget:

Building Rental – Is over budget due to increases in base rent & CAM charges

Grant & Memorial Expenses – Is over budget due to the expenses for the summer games

Total Expenditures are under budget year-to-date by \$371,493.

**Statement of Revenues, Expenditures and Changes**

in Fund Balances - Budget and Actual

General Fund

For the Period July 1, 2017 through July 31, 2017

	July			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>REVENUES:</b>						
Property taxes, net	\$ 1,320,785	\$ 1,299,838	\$ 20,947	\$ 1,320,785	\$ 1,299,838	\$ 20,947
State aid	7,500	7,500	-	7,500	7,500	-
State penal fines	18,750	18,750	-	18,750	18,750	-
Interest income	9,507	2,083	7,424	9,507	2,083	7,424
Copier revenue	3,123	2,083	1,039	3,123	2,083	1,039
Grants and memorials	100,000	4,167	95,833	100,000	4,167	95,833
Library fines, fees and other	21,068	20,833	234	21,068	20,833	234
Non-resident fees	1,763	1,250	513	1,763	1,250	513
Rental revenue	2,593	2,593	-	2,593	2,593	-
<b>TOTAL REVENUES:</b>	<b>\$ 1,485,087</b>	<b>\$ 1,359,097</b>	<b>\$ 125,990</b>	<b>\$ 1,485,087</b>	<b>\$ 1,359,097</b>	<b>\$ 125,990</b>
<b>EXPENDITURES:</b>						
<b>Current:</b>						
<b>Personnel:</b>						
Salaries and wages	\$ 409,978	\$ 563,196	\$ (153,218)	\$ 409,978	\$ 563,196	\$ (153,218)
Employee benefits	206,674	144,342	62,332	206,674	144,342	62,332
Employment taxes	30,677	43,085	(12,407)	30,677	43,085	(12,407)
<b>Purchased services:</b>						
Custodial services	18,955	21,833	(2,878)	18,955	21,833	(2,878)
Accounting/Audit	1,292	1,292	-	1,292	1,292	-
Legal	835	8,333	(7,499)	835	8,333	(7,499)
Professional services	7,854	17,318	(9,465)	7,854	17,318	(9,465)
<b>Utilities</b>	<b>31,608</b>	<b>40,750</b>	<b>(9,142)</b>	<b>31,608</b>	<b>40,750</b>	<b>(9,142)</b>
<b>Property Insurance</b>	<b>8,432</b>	<b>8,517</b>	<b>(85)</b>	<b>8,432</b>	<b>8,517</b>	<b>(85)</b>
<b>Communications</b>	<b>11,206</b>	<b>15,000</b>	<b>(3,794)</b>	<b>11,206</b>	<b>15,000</b>	<b>(3,794)</b>
<b>Materials</b>	<b>43,017</b>	<b>150,183</b>	<b>(107,167)</b>	<b>43,017</b>	<b>150,183</b>	<b>(107,167)</b>
<b>Software Licenses/Maint</b>	<b>13,611</b>	<b>14,583</b>	<b>(972)</b>	<b>13,611</b>	<b>14,583</b>	<b>(972)</b>
<b>Building Rental</b>	<b>87,198</b>	<b>53,171</b>	<b>34,027</b>	<b>87,198</b>	<b>53,171</b>	<b>34,027</b>
<b>Seminars, conferences and travel</b>	<b>1,847</b>	<b>2,388</b>	<b>(541)</b>	<b>1,847</b>	<b>2,388</b>	<b>(541)</b>
<b>Copier Expense</b>	<b>-</b>	<b>3,750</b>	<b>(3,750)</b>	<b>-</b>	<b>3,750</b>	<b>(3,750)</b>
<b>Library Programming</b>	<b>26,688</b>	<b>50,683</b>	<b>(23,996)</b>	<b>26,688</b>	<b>50,683</b>	<b>(23,996)</b>
<b>Grant and Memorial Expenditures</b>	<b>36,905</b>	<b>4,167</b>	<b>32,738</b>	<b>36,905</b>	<b>4,167</b>	<b>32,738</b>
<b>Operating Supplies</b>	<b>22,952</b>	<b>24,008</b>	<b>(1,056)</b>	<b>22,952</b>	<b>24,008</b>	<b>(1,056)</b>
<b>Repairs &amp; Maintenance</b>	<b>17,150</b>	<b>43,427</b>	<b>(26,277)</b>	<b>17,150</b>	<b>43,427</b>	<b>(26,277)</b>
<b>Postage</b>	<b>98</b>	<b>2,917</b>	<b>(2,818)</b>	<b>98</b>	<b>2,917</b>	<b>(2,818)</b>
<b>Other Operating Expenditures</b>	<b>2,007</b>	<b>13,495</b>	<b>(11,488)</b>	<b>2,007</b>	<b>13,495</b>	<b>(11,488)</b>
<b>Capital Outlay/Maintenance Expense</b>	<b>5,075</b>	<b>56,250</b>	<b>(51,175)</b>	<b>5,075</b>	<b>56,250</b>	<b>(51,175)</b>
<b>Capital Project Fund Expense</b>	<b>1,106</b>	<b>73,970</b>	<b>(72,864)</b>	<b>1,106</b>	<b>73,970</b>	<b>(72,864)</b>
<b>TOTAL EXPENDITURES:</b>	<b>\$ 985,166</b>	<b>\$ 1,356,658</b>	<b>\$ (371,492)</b>	<b>\$ 985,165</b>	<b>\$ 1,356,658</b>	<b>\$ (371,493)</b>
Revenue over (under) expenditures	\$ 499,922	\$ 2,439	\$ 497,482	\$ 499,922	\$ 2,439	\$ 497,483
<b>Other financing sources (uses)</b>						
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total other financing sources (uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net change in fund balances</b>	<b>\$ 499,922</b>	<b>\$ 2,439</b>	<b>\$ 497,482</b>	<b>\$ 499,922</b>	<b>\$ 2,439</b>	<b>\$ 497,483</b>
<b>Fund balance, beginning of year</b>	<b>\$ 5,021,945</b>	<b>\$ 752,585</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund balance, end of year</b>	<b>\$ 5,521,867</b>	<b>\$ 755,025</b>	<b>\$ 497,482</b>	<b>\$ 499,922</b>	<b>\$ 2,439</b>	<b>\$ 497,483</b>

## ANN ARBOR DISTRICT LIBRARY

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

Governmental Funds

For the Period July 1, 2017 through July 31, 2017

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
<b>REVENUES:</b>				
Property taxes, net	\$ 1,320,785	\$ -	\$ -	\$ 1,320,785
State aid	7,500	-	-	7,500
State penal fines	18,750	-	-	18,750
Interest income	9,507	-	56	9,563
Copier revenue	3,123	-	-	3,123
Grants and memorials	100,000	-	74,106	174,106
Library fines, fees and other	21,068	-	-	21,068
Non-resident fees	1,763	-	-	1,763
Rental revenue	2,593	-	-	2,593
<b>TOTAL REVENUES:</b>	<b>\$ 1,485,087</b>	<b>\$ -</b>	<b>\$ 74,163</b>	<b>\$ 1,559,250</b>
<b>EXPENDITURES:</b>				
<b>Current:</b>				
<b>Personnel:</b>				
Salaries and wages	\$ 409,978	\$ -	\$ -	\$ 409,978
Employee benefits	206,674	-	-	206,674
Employment taxes	30,677	-	-	30,677
<b>Purchased services:</b>				
Custodial services	18,955	-	-	18,955
Accounting/Audit	1,292	-	-	1,292
Legal	835	-	-	835
Professional services	7,854	-	-	7,854
<b>Utilities</b>				
Property insurance	31,608	-	-	31,608
Communications	8,432	-	-	8,432
Materials	11,206	-	-	11,206
Software Licenses/Maint	43,017	-	-	43,017
Building Rental	13,611	-	-	13,611
Seminars, conferences and travel	87,198	-	-	87,198
Copier Expense	1,847	-	-	1,847
Library Programming	-	-	-	-
Grant and Memorial Expenditures	26,688	-	-	26,688
Operating Supplies	36,905	-	-	36,905
Repairs and Maintenance	22,952	-	-	22,952
Postage	17,150	-	-	17,150
Other Operating Expenditures	98	-	-	98
Capital Outlay/Maintenance Expense	2,007	-	-	2,007
Capital Fund Expense	5,075	-	-	5,075
	-	1,106	-	1,106
<b>TOTAL EXPENDITURES:</b>	<b>\$ 984,059</b>	<b>\$ 1,106</b>	<b>\$ -</b>	<b>\$ 980,090</b>
Revenue over (under) expenditures	\$ 501,028	\$ (1,106)	\$ 74,163	\$ 579,160
<b>Other financing sources (uses)</b>				
Transfers in	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -
<b>Total other financing sources (uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Change in fund balance</b>	<b>\$ 501,028</b>	<b>\$ (1,106)</b>	<b>\$ 74,163</b>	<b>\$ 579,160</b>
Fund balance, beginning of year	\$ 5,021,945	\$ 752,585	\$ -	\$ 5,774,531
<b>Fund balance, end of year</b>	<b>\$ 5,522,973</b>	<b>\$ 751,479</b>	<b>\$ 74,163</b>	<b>\$ 6,353,690</b>

**Balance Sheet**

Governmental Funds

July 31, 2017

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 622,094	\$ 1,003,786	\$ 569,707	\$ 2,195,587
Investments	4,561,181	-	-	4,561,181
Due from other governmental units	26,250	-	-	26,250
Prepaid items	330,241	-	-	330,241
<b>Total assets</b>	<b>\$ 5,539,766</b>	<b>\$ 1,003,786</b>	<b>\$ 569,707</b>	<b>\$ 7,113,259</b>
<b>Liabilities</b>				
Accounts payable	271,297	-	-	271,297
Accrued payroll and benefits	160,062	-	-	160,062
<b>Total liabilities</b>	<b>\$ 431,360</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 431,360</b>
<b>Deferred Outflows</b>				
Unavailable Property Tax Revenue	\$ 20,947	\$ -	\$ -	\$ 20,947
<b>Fund balances</b>				
Nonspendable:				
Prepaid items	\$ 419,458	\$ -	\$ -	\$ 419,458
Permanent corpus	-	-	350,000	350,000
Restricted for endowments	-	-	219,707	219,707
Committed for capital projects	-	1,003,786	-	1,003,786
Encumbered	452,147	-	-	452,147
Unassigned	4,215,855	-	-	4,215,855
<b>Total fund balances</b>	<b>\$ 5,087,460</b>	<b>\$ 1,003,786</b>	<b>\$ 569,707</b>	<b>\$ 6,660,953</b>
<b>Total liabilities and fund balances</b>	<b>\$ 5,539,766</b>	<b>\$ 1,003,786</b>	<b>\$ 569,707</b>	<b>\$ 7,113,259</b>

## Ann Arbor District Library Financial Summary for August 2017

### Cash

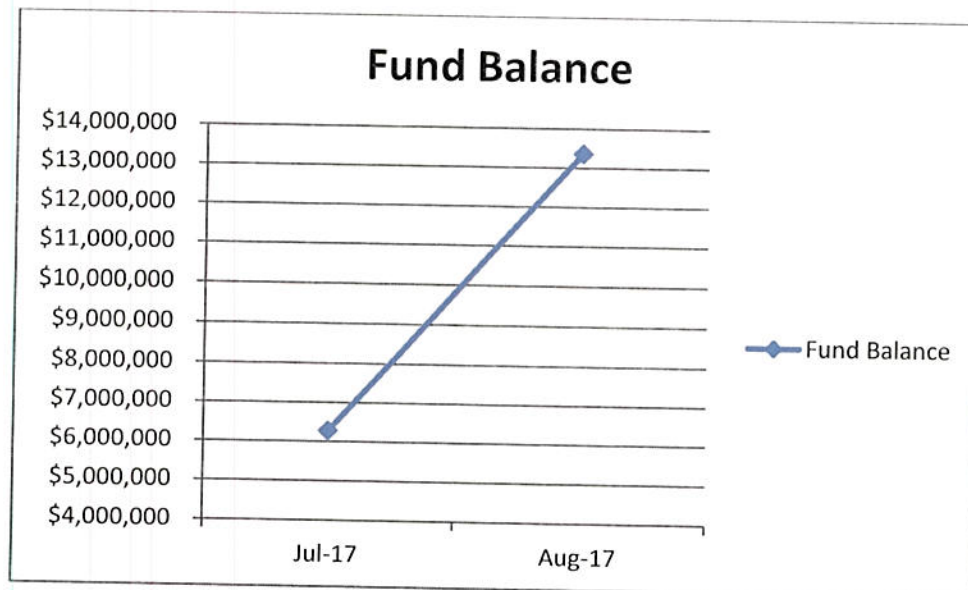
The unrestricted cash balance as of August 31, 2017 of \$13,938,772 up from \$6,187,061 as of the end of July 2017.

### Tax Receipts

The Library has received \$10,294,780 or 66% of the annual budgeted tax receipts of \$15,598,058 as of August 31, 2017.

### Fund Balance Activity

The Library has a positive fund balance of \$13,346,652 as of August 31, 2017 up from \$6,274,452 as of the end of July 2017.





## Ann Arbor District Library Financial Summary for August 2017

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

Tax, state aid and penal fine revenues are recorded monthly at the monthly budgeted amount as they are earned. These line items will be reconciled with actual receipts during year-end close. Likewise, expenses are recorded as they are incurred.

Grants and Memorials – All restricted donations have been moved to the endowment fund. Unrestricted grants and memorials will end the year under budget due to this reclassification.

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

The following operating expense line items are over budget:

Salaries & Wages – Is over by 4%

Employee Benefits – Is over by 20%

Employment Taxes – Is over by 1%

Custodial Services – Is over by 5%

Software Licenses/Maintenance – Is over by 2.5%

Building Rental – Is over budget due to increases in base rent & CAM charges

Grant & Memorial Expenses – Is over budget due to the expenses for the summer games

Total Expenditures are under budget year-to-date by \$249,584.

## ANN ARBOR DISTRICT LIBRARY

## Statement of Revenues, Expenditures and Changes

in Fund Balances - Budget and Actual

General Fund

For the Period August 1, 2017 through August 31, 2017

	August			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>REVENUES:</b>						
Property taxes, net	\$ 8,973,995	\$ 1,299,838	\$ 7,674,157	\$ 10,294,780	\$ 2,599,676	\$ 7,695,104
State aid	7,500	7,500	-	15,000	15,000	-
State penal fines	18,750	18,750	-	37,500	37,500	-
Interest income	14,770	2,083	12,686	24,277	4,167	20,110
Copier revenue	2,972	2,083	889	6,095	4,167	1,928
Grants and memorials	-	4,167	(4,167)	100,000	8,333	91,667
Library fines, fees and other	28,570	20,833	7,737	49,638	41,667	7,971
Non-resident fees	1,538	1,250	288	3,300	2,500	800
Rental revenue	2,593	2,593	-	5,185	5,185	-
<b>TOTAL REVENUES:</b>	<b>\$ 9,050,687</b>	<b>\$ 1,359,097</b>	<b>\$ 7,691,590</b>	<b>\$ 10,535,774</b>	<b>\$ 2,718,195</b>	<b>\$ 7,817,580</b>
<b>EXPENDITURES:</b>						
<b>Current:</b>						
<b>Personnel:</b>						
Salaries and wages	\$ 761,883	\$ 563,196	\$ 198,688	\$ 1,171,862	\$ 1,126,392	\$ 45,470
Employee benefits	142,495	144,342	(1,847)	349,169	288,684	60,485
Employment taxes	56,945	43,085	13,860	87,622	86,169	1,453
<b>Purchased services:</b>						
Custodial services	27,030	21,833	5,197	45,985	43,667	2,318
Accounting/Audit	1,292	1,292	-	2,583	2,583	-
Legal	3,502	8,333	(4,832)	4,336	16,667	(12,330)
Professional services	8,648	17,318	(8,670)	16,502	34,637	(18,135)
<b>Utilities</b>	35,283	40,750	(5,467)	66,892	81,500	(14,608)
<b>Property Insurance</b>	8,432	8,517	(85)	16,864	17,033	(169)
<b>Communications</b>	17,094	15,000	2,094	28,300	30,000	(1,700)
<b>Materials</b>	188,510	150,183	38,327	231,527	300,367	(68,840)
<b>Software Licenses/Maint</b>	16,303	14,583	1,720	29,915	29,167	748
<b>Building Rental</b>	47,959	53,171	(5,212)	135,157	106,342	28,815
<b>Seminars, conferences and travel</b>	308	2,388	(2,080)	2,154	4,775	(2,621)
<b>Copier Expense</b>	-	3,750	(3,750)	-	7,500	(7,500)
<b>Library Programming</b>	31,040	50,683	(19,643)	57,728	101,367	(43,639)
<b>Grant and Memorial Expenditures</b>	14,475	4,167	10,308	51,380	8,333	43,046
<b>Operating Supplies</b>	17,108	24,008	(6,900)	40,060	48,017	(7,956)
<b>Repairs &amp; Maintenance</b>	44,810	43,427	1,383	61,960	86,854	(24,894)
<b>Postage</b>	247	2,917	(2,670)	345	5,833	(5,488)
<b>Other Operating Expenditures</b>	1,231	13,495	(12,265)	3,238	26,991	(23,753)
<b>Capital Outlay/Maintenance Expense</b>	15,692	56,250	(40,558)	20,768	112,500	(91,732)
<b>Capital Project Fund Expense</b>	38,279	73,970	(35,691)	39,386	147,940	(108,554)
<b>TOTAL EXPENDITURES:</b>	<b>\$ 1,478,566</b>	<b>\$ 1,356,658</b>	<b>\$ 121,908</b>	<b>\$ 2,463,732</b>	<b>\$ 2,713,316</b>	<b>\$ (249,584)</b>
Revenue over (under) expenditures	\$ 7,572,121	\$ 2,439	\$ 7,569,682	\$ 8,072,042	\$ 4,878	\$ 8,067,164
<b>Other financing sources (uses)</b>						
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total other financing sources (uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net change in fund balances</b>	<b>\$ 7,572,121</b>	<b>\$ 2,439</b>	<b>\$ 7,569,682</b>	<b>\$ 8,072,042</b>	<b>\$ 4,878</b>	<b>\$ 8,067,164</b>
Fund balance, beginning of year	\$ 5,021,945	\$ 752,585	\$ -	\$ -	\$ -	\$ -
<b>Fund balance, end of year</b>	<b>\$ 12,594,066</b>	<b>\$ 755,025</b>	<b>\$ 7,569,682</b>	<b>\$ 8,072,042</b>	<b>\$ 4,878</b>	<b>\$ 8,067,164</b>

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

Governmental Funds

For the Period August 1, 2017 through August 31, 2017

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
<b>REVENUES:</b>				
Property taxes, net	\$ 8,973,995	\$ -	\$ -	\$ 8,973,995
State aid	7,500	-	-	7,500
State penal fines	18,750	-	-	18,750
Interest income	14,770	-	56	14,826
Copier revenue	2,972	-	-	2,972
Grants and memorials	-	-	74,106	74,106
Library fines, fees and other	28,570	-	-	28,570
Non-resident fees	1,538	-	-	1,538
Rental revenue	2,593	-	-	2,593
<b>TOTAL REVENUES:</b>	<b>\$ 9,050,687</b>	<b>\$ -</b>	<b>\$ 74,163</b>	<b>\$ 9,124,850</b>
<b>EXPENDITURES:</b>				
<b>Current:</b>				
<b>Personnel:</b>				
Salaries and wages	\$ 761,883	\$ -	\$ -	\$ 761,883
Employee benefits	142,495	-	-	142,495
Employment taxes	56,945	-	-	56,945
<b>Purchased services:</b>				
Custodial services	27,030	-	-	27,030
Accounting/Audit	1,292	-	-	1,292
Legal	3,502	-	-	3,502
Professional services	8,648	-	-	8,648
<b>Utilities</b>				
Utilities	35,283	-	-	35,283
<b>Property insurance</b>				
Property insurance	8,432	-	-	8,432
<b>Communications</b>				
Communications	17,094	-	-	17,094
<b>Materials</b>				
Materials	188,510	-	-	188,510
<b>Software Licenses/Maint</b>				
Software Licenses/Maint	16,303	-	-	16,303
<b>Building Rental</b>				
Building Rental	47,959	-	-	47,959
<b>Seminars, conferences and travel</b>				
Seminars, conferences and travel	308	-	-	308
<b>Copier Expense</b>				
Copier Expense	-	-	-	-
<b>Library Programming</b>				
Library Programming	31,040	-	-	31,040
<b>Grant and Memorial Expenditures</b>				
Grant and Memorial Expenditures	14,475	-	-	14,475
<b>Operating Supplies</b>				
Operating Supplies	17,108	-	-	17,108
<b>Repairs and Maintenance</b>				
Repairs and Maintenance	44,810	-	-	44,810
<b>Postage</b>				
Postage	247	-	-	247
<b>Other Operating Expenditures</b>				
Other Operating Expenditures	1,231	-	-	1,231
<b>Capital Outlay/Maintenance Expense</b>				
Capital Outlay/Maintenance Expense	15,692	-	-	15,692
Capital Fund Expense	-	38,279	-	38,279
<b>TOTAL EXPENDITURES:</b>	<b>\$ 1,440,287</b>	<b>\$ 38,279</b>	<b>\$ -</b>	<b>\$ 1,462,874</b>
Revenue over (under) expenditures	\$ 7,610,400	\$ (38,279)	\$ 74,163	\$ 7,661,976
<b>Other financing sources (uses)</b>				
Transfers in	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -
<b>Total other financing sources (uses)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Change in fund balance</b>	<b>\$ 7,610,400</b>	<b>\$ (38,279)</b>	<b>\$ 74,163</b>	<b>\$ 7,661,976</b>
Fund balance, beginning of year	\$ 5,021,945	\$ 752,585	\$ -	\$ 5,774,531
<b>Fund balance, end of year</b>	<b>\$ 12,632,346</b>	<b>\$ 714,306</b>	<b>\$ 74,163</b>	<b>\$ 13,436,507</b>

## ANN ARBOR DISTRICT LIBRARY

## Balance Sheet

Governmental Funds

August 31, 2017

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
<b>Assets</b>				
Cash and cash equivalents	\$ 8,398,252	\$ 965,607	\$ 569,821	\$ 9,933,680
Investments	4,574,913	-	-	4,574,913
Due from other governmental units	26,250	-	-	26,250
Prepaid items	303,258	-	-	303,258
<b>Total assets</b>	<b>\$ 13,302,673</b>	<b>\$ 965,607</b>	<b>\$ 569,821</b>	<b>\$ 14,838,101</b>
<b>Liabilities</b>				
Accounts payable	133,000	-	-	133,000
Accrued payroll and benefits	158,490	-	-	158,490
<b>Total liabilities</b>	<b>\$ 291,490</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 291,490</b>
<b>Deferred Outflows</b>				
Unavailable Property Tax Revenue	\$ 7,695,104	\$ -	\$ -	\$ 7,695,104
<b>Fund balances</b>				
Nonspendable:				
Prepaid items	\$ 303,258	\$ -	\$ -	\$ 303,258
Permanent corpus	-	-	350,000	350,000
Restricted for endowments	-	-	219,821	219,821
Committed for capital projects	-	965,607	-	965,607
Encumbered	452,147	-	-	452,147
Unassigned	4,560,674	-	-	4,560,674
<b>Total fund balances</b>	<b>\$ 5,316,080</b>	<b>\$ 965,607</b>	<b>\$ 569,821</b>	<b>\$ 6,851,507</b>
<b>Total liabilities and fund balances</b>	<b>\$ 13,302,673</b>	<b>\$ 965,607</b>	<b>\$ 569,821</b>	<b>\$ 14,838,101</b>

### Upcoming Events, and Issues of Interest

The suspension of the MeLCat requests from October 2nd into the spring of 2018 was announced on September 4, 2017. The suspension is necessary for the AADL to migrate to a different ILS system with the new website launch. The timetable is imposed on AADL, but it is similar to that which other libraries who have gone through this process have experienced.

### AADL Projects and Initiatives Underway

1. Planned reconstruction of the retaining wall on the driveway at Traverwood is complete, on schedule and under budget.
2. The website overhaul and redo is ongoing and we expect to launch a new aadl.org in the winter of 2018. Staff is beginning to design the countdown calendar to this launch. It will include an involuntary, several months long hiatus of MeLCat. This is a very popular service, and we are working to provide alternatives while the statewide service is unavailable to us. The suspension of MeLCat was announced September 4<sup>th</sup>, via our e-newsletter and in a posting in the Director's Blog that is still open on the top of AADL.org.
3. Play.aadl.org 2017 was a tremendous success. A posting at aadl.org includes all of the numbers, but the ones we are very proud of are:

#### **Players**

7,225 players scored points in Summer Game 2017! That's a 16.8% increase over last year and yet another all-time high!

#### **Badges**

Players earned 99,479 Summer Game 2017 badges this summer, up 10.2% from last year! SGHQ created a total of 196 badges that were possible to earn, so that means that each badge was earned an average of 508 TIMES!! This year's top three badges were the Josie's Walker badge (2,276 earns), the Super Summer Reader badge (3,412 earns), and the Track TheRide badge--which a veritable bus-watching army of 3,825 players earned!!!

### Projects and Initiatives Under Consideration

The AADL Board identified areas of the Strategic Plan at its June 2017 retreat that are to be priorities for the near and long term. The administration and management will begin to organize work around those priorities. Those priorities

## Director's Report September 2017

are objectives 3.3 to Reimagine the Ann Arbor District Library's downtown presence and 4.1 to Refresh AADL's branding, integrated with a comprehensive communications strategy.

3.3: O'Neal Construction has been contracted and began a Physical Assessment of the Downtown Library building in August. A report is expected for the October Board meeting.

Paul Stauder, Managing Director of PFM Financial Advisors is speaking at the September Board meeting about the AADL's options and capacity when considering a bond for a construction project.

4.1 The Library has scheduled a survey with EPIC-MRA that will be conducted via phone, cell and landline, in February 2018.

The AADL is pleased to announce the appointment of Rich Retyi to the Communications and Marketing Manager position. He will begin with AADL on October 2nd. Please join me in welcoming Rich to AADL.

### **Summary of Patron, Staff, Board Comments, Complaints, Suggestions and Their Disposition**

#### **Email to AADL:**

Hello,

I currently teach a 3rd/4th-grade classroom in Ann Arbor. We will be exploring green infrastructure projects and I was wondering what access to the green roof at Mallett's Creek looks like. If we visited, would there be someone who could tell us more about the project?

Thanks for your time.

Chris

#### ***Library Response:***

*Hi Chris,*

*We would love to have your class visit Malletts Creek. While we cannot give you or your students access to the roof, it is easy to see from the south side of the building, and the site design is well documented with signage outside and inside the building. If you want someone to tour it with you, let me know. 734.327.4263*

*Sincerely,*

*Josie*

Director's Report  
September 2017

\*\*\*\*\*

**Email to AADL:**

According to your website, reservations for the Westgate meeting rooms A & B are limited to 12 per year. There seem to be clear violations of this rule. Two stand out - GED Class and \*\*\*\*\* Tutoring. It's frustrating that the availability of a room for our group is 6 months out.

**Library Response:**

*I am sorry if you are having difficulty booking a room for your group. Just to clarify, Rooms A and B at Westgate are both available for 12 bookings per year per library card as is the FreeSpace at the Downtown Library. There is no violation for either the tutoring group that you reference, or for the GED programming.*

*The GED programming is a Library sponsored event and AADL programs and events are given priority for all Library spaces.*

*We checked the calendar and there are many openings on the calendar out six months, but I am sorry if what you are looking for in terms of time/date is already reserved.*

*Josie*

\*\*\*\*\*

**Email to AADL:**

Hello,

I am an MLIS student at Wayne State University. As part of an assignment for a course I must shadow a reference librarian on desk for a two-hour period. I was wondering if it might be possible for me to complete this observation at an Ann Arbor District Library branch and if so, who I might contact to make arrangements.

Thank you,

Franco V.

**Library Response:**

*Dear Franco,*

*We would be happy to make this happen for you.*

Director's Report  
September 2017

*When students are observing we just ask that they do so in a way that doesn't impact the customer service interactions.*

*When are you interested in shadowing? Did you have a particular AADL branch in mind?*

*I look forward to hearing from you.*

*Best,  
Sherlonya Turner  
Youth & Adult: Services & Collections Manager*

\*\*\*\*\*

**Email to AADL:**

I saw the note about MelCat being down for a number of months. Will this affect the ability to request things from WorldCat in the interim? Or will that continue on as normal?  
Thanks! Steve

**Library Response:**

*Hello Steve,  
  
WorldCat is what we sometimes refer to as "traditional ILL", and it will continue on as normal.*

*Josie*

\*\*\*\*\*

**Email to AADL:**

Is it possible to sign up to use sewing rooms?

**Library Response:**

*Thanks for your question about sewing at AADL. You can access the sewing machines during Sewing Labs which are every other Monday. The next one is September 11 at 7pm. No registration is required for these events.*

*Sewing machines are also available to checkout*



Director's Report  
September 2017

*<http://www.aadl.org/catalog/record/1423719>. However there are a lot of holds so there is a bit of a wait.*

*Please let us know if you have further questions about this.*

*Thanks for using your library!*

**Email to AADL:**

No longer need this book. the mallets creek staff are awesome! courteous, friendly patient and knowledgeable. and the branch is always packed  
name: elaine

**Email to AADL:**

This comes a bit late, but I wanted to compliment both the library administration and the library staff for doing an excellent job at the solar eclipse event. This was a wonderful experience. It was a great idea to host the event, and it was well-executed. AADL continues to demonstrate that libraries are about more than just books, but learning in many forms. Thanks again!

**Email to AADL:**

I appreciate all the energy that went into the eclipse event, but you folks insultingly mismanaged the distribution of the glasses. Why did you have no planning for this distribution. Instead you encouraged the display of the worst instincts in all of us. You encourage the pushing and shoving and other aggressive behaviors for a pair of plastic sunglasses. People were close to getting seriously hurt in this very undignified atmosphere. How would the library staff have felt if people did get seriously injured? Would you have cared? I wish that I had the confidence that you did care. As much as I was thrilled to view the eclipse by unfolding my fist and seeing the Sun's shadow on the sidewalk, I felt deep anger and shame for how my beloved library handled this very illuminating event.

All the Best.

Robert

**Library Response:**

*Dear Robert,*

*Thank you for letting us know how you feel. Because we lend a limited number of items everyday to thousands of people without incident, we too were dismayed and appalled by the behavior of people at the eclipse event, who rushed us, and behaved very carelessly.*

Director's Report  
September 2017

*Fortunately, there were no injuries, and within a very short period of time, people were sharing the glasses with strangers, and the event ultimately was a very upbeat and positive experience for many.*

*I do appreciate your concerns, and thank again for sharing them.*

*Josie*

\*\*\*\*\*

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 17-147**

**RESOLUTION TO AWARD CONTRACT FOR JANITORIAL SERVICE FOR  
THREE YEARS**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 18<sup>th</sup> day of September, 2017 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) That the contract for janitorial services be awarded to RNA for the next three years, 2017-2020, for the bid amount of \$684,034.99.
- 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.

---

Edward Surovell, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 17-148**

**RESOLUTION OF THANKS TO KEN RAYNOR UPON HIS 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 18<sup>th</sup> day of September, 2017 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) That it would like to officially thank Ken Raynor for his service as an employee from August 26, 2003 to September 30, 2017 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.

---

Edward Surovell, Board Secretary

ANN ARBOR DISTRICT LIBRARY BOARD

Victoria Green  
Jim Leija  
Jan Barney Newman  
Colleen Sherman  
Linh Song  
Edward Surovell  
Jamie Vander Broek

2017 OFFICERS

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Josie Parker . . . . . Director  
Eli Neiburger . . . . . Deputy Director

**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