



Ann Arbor District Library
Regular Meeting
Agenda

Monday, September 21, 2009

Published by Ann Arbor District Library

September 2009

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

October 2009

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

November 2009

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

MEMORANDUM

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

REGULAR MEETING AGENDA

- 10-039 I. CALL TO ORDER
- 10-040 II. ATTENDANCE
- 10-041 III. VOTE FOR EXECUTIVE SESSION FOR DISCUSSION OF
LABOR NEGOTIATIONS & OPINION OF COUNSEL
 (Item of action)
 Roll call vote
- 10-042 IV. RECESS TO EXECUTIVE SESSION FOR DISCUSSION
OF LABOR NEGOTIATIONS & OPINION OF COUNSEL
- 10-043 V. RECONVENE REGULAR MEETING AT 7:00PM
- 10-044 VI. APPROVAL OF AGENDA (pp 1-2)
 (Item of action)
- 10-045 VII. APPROVAL OF MINUTES OF AUGUST 17, 2009 (pp 3-
 10)
 (Item of action)
- 10-046 VIII. CITIZENS' COMMENTS
- 10-047 IX. FINANCIAL REPORT (pp 11-18)
- 10-048 X. APPROVAL OF DISBURSEMENTS (pp 19-22)
 (Item of action)
- 10-049 XI. COMMITTEE REPORTS

- 10-050 A. STRATEGIC PLANNING STEERING COMMITTEE

- 10-051 XII. DIRECTOR'S REPORT (pp 23-24)

- 10-052 XIII. NEW BUSINESS

- 10-053 A. RESOLUTION OF THANKS TO STEVEN JENSEN
UPON HIS RETIREMENT (p 25)
 (Item of action)

- 10-054 B. BOARD RETREAT PLANNING UPDATE

- 10-055 C. RESOLUTION SUPPORTING GOVERNOR
GRANHOLM'S AMENDED EXECUTIVE ORDER
2009-43 AND CALLING FOR FUNDING STATE AID
TO LIBRARIES AT \$10 MILLION IN 2010 (pp 26-28)
 (Item of action)

- 10-056 D. VOTE FOR EXECUTIVE SESSION AT THE
OCTOBER 19, 2009 REGULAR BOARD MEETING
FOR DISCUSSION OF REAL ESTATE, LABOR
NEGOTIATIONS & OPINION OF COUNSEL
 (Item of action)
 Roll call vote

- 10-057 XIV. ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
MONDAY, AUGUST 17, 2009

- 10-023 I. CALL TO ORDER
- President Head called the meeting to order at 7:00 p.m.
- 10-024 II. ATTENDANCE
- Present: Head, Leary (arr. 7:03 p.m.), Murphy, Barney Newman, Stearns, Surovell
Absent: Rosenthal
Staff: Choate, Neiburger, Nieman, Parker, Wilson (recorder)
- 10-025 III. APPROVAL OF AGENDA
(Item of action)
- President Head amended the agenda with the addition of “D. Authorize the Director to Enter Into Lease Agreement” and moved “Vote for Executive Session” to E.
- Trustee Murphy, supported by Trustee Stearns, moved to approve the agenda as revised.
- AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
NAYS: None
- Motion passed 6-0.
- 10-026 IV. APPROVAL OF MINUTES OF JULY 20, 2009
(Item of action)
- Trustee Stearns, supported by Trustee Murphy, moved to approve the minutes of July 20, 2009.
- AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
NAYS: None
- Motion passed 6-0.
- 10-027 V. CITIZENS’ COMMENTS
- There were no citizens’ comments.

10-028 VI. FINANCIAL REPORT

Associate Director Nieman reported July showed unrestricted cash balance of \$8.5 million. July tax receipts reflect 1% of the budgeted amount. The Fund Balance reflects just over \$6.8 million. Six items are over budget in operating and will come back into line further in the year.

Trustee Stearns inquired as to what services were provided by OCLC. Director Parker stated that MARC records and cataloging is obtained from OCLC.

10-029 VII. APPROVAL OF DISBURSEMENTS
(Item of action)

Secretary Leary, supported by Trustee Surovell, moved to approve August disbursements.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

10-030 VIII. DIRECTOR'S REPORT

Director Parker reported that there were roughly 9,000 participants in this year's summer reading program. July had the largest overall program attendance in the past 10 years with the exception of May 2005.

Traverwood will be closed the evening of August 19th through August 27th for maintenance work on the wood floor. Staff will be reassigned to other locations during some of the closure.

At 6:00 a.m. on August 24th Director Parker will participate in a live web cast of U.S. Embassy Libraries for the International Federation of Library Associations. This web cast will be translated into numerous languages and will be interactive.

Director Parker announced the retirement of Jean Semmes. During her tenure at AADL Jean was instrumental in the development of the Black Studies Collection.

10-031 IX. NEW BUSINESS

Trustee Surovell, supported by Secretary Leary, moved to add "E. Board Retreat Planning Update."

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

- 10-032 A. RESOLUTION OF THANKS TO JEAN SEMMES UPON HER RETIREMENT
 (Item of action)

Vice President Barney Newman, supported by Trustee Murphy, moved that the Board resolves that it would like to officially thank Jean Semmes for her service as an employee February 3, 1989 to August 15, 2009 of the Ann Arbor District Library and that all resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

- 10-033 B. BOARD COMMITTEE APPOINTMENTS APPROVAL
 (Item of action)

President Head revised the proposed Board Committee assignments by substituting Vice President Barney Newman on the Strategic Planning Steering Committee with Trustee Stearns.

Trustee Surovell, supported by Secretary Leary, moved to approve the Board Committee appointments as amended.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

President Head noted that the Strategic Planning Steering Committee will be involved with the planning process for the upcoming Board Retreat. The committee will also construct a strategic planning document for presentation to the Board.

- 10-034 C. RESOLUTION TO AWARD THE CONTRACT TO REPAIR DOWNTOWN LIBRARY SERVICE ELEVATOR
 (Item of action)

O'Neal Construction reviewed the bids and interviewed the three companies who submitted proposals for the repair/replacement work on the Downtown Library service elevator.

The Board briefly discussed replacement versus repair of the elevator.

Trustee Surovell, supported by Trustee Stearns, (as read by Trustee Stearns) moved to award the contract for repair of the service elevator at the Downtown Library Branch to Detroit Elevator for the amount of \$112,814.00. To increase the budget line for Capital Outlays by \$112,814.00 for the repair of the service elevator at the Downtown Library. That the \$112,814.00 increase for Capital Outlays be transferred from the Fund Balance. That O'Neal Construction, Inc. act as the coordinator of the project for the AADL. That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

10-035

D. RESOLUTION TO AUTHORIZE DIRECTOR TO ENTER INTO LEASE AGREEMENT FOR STORAGE OF ANN ARBOR NEWS ARCHIVE
 (Item of action)

Director Parker informed the Board that space was not available within the district library buildings to house the Ann Arbor News Archive. In anticipation of a contractual agreement with Advance Newspapers for the archive, proper storage and workspace needs to be secured.

Secretary Leary, supported by Trustee Stearns, moved to authorize the Director to enter into a lease agreement for a maximum of 3,500 square feet at a rate of no more that \$18 per square foot (\$63,000.00 per year), for space to be used for storage of the Ann Arbor News archive for one year. To increase the budget line for Building Rental by \$63,000.00 for the storage of the Ann Arbor News archive. That the \$63,000.00 increase for Building Rental be transferred from the Fund Balance. All resolutions that conflict with the provisions of this resolution are rescinded.

Director Parker informed the Board that signing a lease agreement would be contingent on receipt of the materials.

The Board discussed space and staffing issues related to this project.

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

NAYS: None

Motion passed 6-0.

10-036 E. BOARD RETREAT PLANNING UPDATE

President Head reported that the Strategic Planning Steering Committee met with Sandra Greenstone on August 14th to discuss the Board Retreat. September 30th, 3:30 p.m. at Dykema was decided for date, time and location of the retreat. This meeting will be open to the public. The committee worked on a draft retreat agenda, discussed the current Strategic Plan and will meet again to finalize planning for the retreat.

10-037 F. VOTE FOR EXECUTIVE SESSION AT THE SEPTEMBER 21, 2009 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE & OPINION OF COUNSEL
 (Item of action)
 Roll call vote

Trustee Surovell, supported by Trustee Murphy, moved to hold an Executive Session at the September 21, 2009 regular Board meeting for discussion of real estate and opinion of counsel.

A roll call vote was taken.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
 NAYS: None

Motion passed 6-0.

10-038 X. ADJOURNMENT

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

President Head adjourned the meeting at 8:02 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 August 17, 2009 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



 Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-032**

RESOLUTION OF THANKS TO JEAN SEMMES UPON HER RETIREMENT

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 17th day of August 2009 at 7:00 p.m.

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

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

THE BOARD RESOLVES:

- 1.) That it would like to officially thank Jean Semmes for her service as an employee February 3, 1989 to August 15, 2009 of the Ann Arbor District Library.
- 2.) That all resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a Board Meeting held on August 17, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-034**

**RESOLUTION TO AWARD THE CONTRACT TO REPAIR DOWNTOWN LIBRARY
SERVICE ELEVATOR**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 17th day of August, 2009 at 7:00 p.m.

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

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

THE BOARD RESOLVES:

- 1.) To award the contract for repair of the service elevator at the Downtown Library Branch to Detroit Elevator for the amount of \$112,814.00.
- 2.) To increase the budget line for Capital Outlays by \$112,814.00 for the repair of the service elevator at the Downtown Library.
- 3.) That the \$112,814.00 increase for Capital Outlays be transferred from the Fund Balance.
- 4.) That O'Neal Construction, Inc. act as the coordinator of the project for the AADL.
- 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: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a Board Meeting held on August 17, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-035**

**RESOLUTION TO AUTHORIZE DIRECTOR TO ENTER INTO LEASE AGREEMENT
FOR STORAGE OF ANN ARBOR NEWS ARCHIVE**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 17th Day of August, 2009 at 7:00 p.m.

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

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

THE BOARD RESOLVES:

- 1.) To authorize the Director to enter into a lease agreement for a maximum of 3,500 square feet at a rate of no more that \$18 per square foot (\$63,000.00 per year), for space to be used for storage of the Ann Arbor News archive for one year.
- 2.) To increase the budget line for Building Rental by \$63,000.00 for the storage of the Ann Arbor News archive.
- 3.) That the \$63,000.00 increase for Building Rental be transferred from the Fund Balance.
- 4.) All resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Head, Leary, Murphy, Barney Newman, Stearns, Surovell
NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a Board Meeting held on August 17, 2009, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Secretary

Ann Arbor District Library Financial Summary for August 2009

Cash:

The unrestricted cash balance as of July 31, 2009 was \$11,976,435 up from \$5,788,358 in July.

Tax Receipts:

The Library has received tax receipts totaling \$6,889,030, 59% of the budgeted amount, as of August 31st.

Budget vs. Actual:

The Library showed an operating deficit of \$4,317 through July 31st. This gives the Library a positive fund balance of \$6,784,112 at the end of August, down from \$6,860,929 in July.

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

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

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

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

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

Custodial – Carpet and window cleaning took place in July.

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

Communications – A payment for the annual maintenance for the phone systems was made in July.

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

Repairs and Maintenance – A quarterly payment of \$19,000 for the HVAC maintenance agreement was made in July.

Postage – A large payment was made in August.

ANN ARBOR DISTRICT LIBRARY
Operating
For the Two Months Ending August 31, 2009

	<u>Actual</u>	<u>August Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Tax Collections - Operating	\$973,333	\$973,333		\$1,946,667	\$1,946,667	
Penal Fines	22,917	22,917		45,834	45,833	1
Interest	12,351	18,333	(5,982)	13,651	36,667	(23,016)
Copiers	3,390	2,917	473	6,879	5,833	1,046
Grants/Memorials	30	7,500	(7,470)	655	15,000	(14,345)
Library Fines & Fees	36,001	37,500	(1,499)	72,238	75,000	(2,762)
Non-Resident Fees	1,650	1,667	(17)	3,330	3,333	(3)
Total Revenue	<u>\$1,049,672</u>	<u>\$1,064,167</u>	<u>(\$14,495)</u>	<u>\$2,089,254</u>	<u>\$2,128,333</u>	<u>(\$39,079)</u>
Expenditures						
Salaries & Wages	492,731	491,250	1,481	1,021,373	982,500	38,873
Employee Benefits	121,382	139,833	(18,451)	264,322	279,667	(15,345)
Employment Taxes	37,500	37,500		77,641	75,000	2,641
Total Employment Cost	<u>\$651,613</u>	<u>\$668,583</u>	<u>(\$16,970)</u>	<u>\$1,363,336</u>	<u>\$1,337,167</u>	<u>\$26,169</u>
Custodial and Electrical	\$17,673	\$16,667	\$1,006	\$39,798	\$33,333	\$6,465
Accounting/Audit	1,125	1,125		2,250	2,250	
Legal	2,271	8,333	(6,062)	6,496	16,667	(10,171)
Purchased Services	3,935	11,083	(7,148)	51,148	22,167	28,981
Utilities	29,907	31,250	(1,343)	57,374	62,500	(5,126)
Property Insurance	7,065	7,500	(435)	14,130	15,000	(870)
Communications	11,587	12,833	(1,246)	41,734	25,667	16,067
Materials	127,653	152,833	(25,180)	211,853	305,667	(93,814)
Software Licenses/Maintenanc		15,833	(15,833)	63,428	31,667	31,761
Building Rental	6,855	9,167	(2,312)	13,710	18,333	(4,623)
Seminars/Conferences/Travel	36	4,083	(4,047)	3,963	8,167	(4,204)
Copier Expense	6,141	5,500	641	9,569	11,000	(1,431)
Library Programming	21,354	24,250	(2,896)	35,957	48,500	(12,543)
Grants/Memorials	7,325	7,500	(175)	20,669	15,000	5,669
Supplies	11,642	14,250	(2,608)	16,240	28,500	(12,260)
Repairs and Maintenance	19,593	23,675	(4,082)	58,737	47,350	11,387
Postage	5,174	2,083	3,091	5,286	4,167	1,119
Lcards/Circ Cards	1,565	6,625	(5,060)	11,240	13,250	(2,010)
Other Operating Expenditures	3,515	14,325	(10,810)	4,424	28,650	(24,226)
Total Operating Expense	<u>\$284,416</u>	<u>\$368,915</u>	<u>(\$84,499)</u>	<u>\$668,006</u>	<u>\$737,835</u>	<u>(\$69,829)</u>
Capital Outlays	\$27,069	\$26,667	\$402	\$29,448	\$53,333	(\$23,885)
Total Expenditures	<u>\$963,098</u>	<u>\$1,064,165</u>	<u>(\$101,067)</u>	<u>\$2,060,790</u>	<u>\$2,128,335</u>	<u>(\$67,545)</u>
Net	<u>\$86,574</u>	<u>\$2</u>	<u>\$86,572</u>	<u>\$28,464</u>	<u>(\$2)</u>	<u>\$28,466</u>

ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Two Months Ending August 31, 2009

	<u>Actual</u>	<u>August Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$30	\$7,500	(\$7,470)	\$655	\$15,000	(\$14,345)
Total Revenue	<u>\$30</u>	<u>\$7,500</u>	<u>(\$7,470)</u>	<u>\$655</u>	<u>\$15,000</u>	<u>(\$14,345)</u>
Expenditures						
Materials	192		192	7,496		7,496
Library Programming	3,515	7,500	(3,985)	7,440	15,000	(7,560)
Other Operating Expenditures	2,555		2,555	3,140		3,140
Total Operating Expense	<u>\$6,262</u>	<u>\$7,500</u>	<u>(\$1,238)</u>	<u>\$18,076</u>	<u>\$15,000</u>	<u>\$3,076</u>
Total Expenditures	<u>\$6,262</u>	<u>\$7,500</u>	<u>(\$1,238)</u>	<u>\$18,076</u>	<u>\$15,000</u>	<u>\$3,076</u>
Net	<u>(\$6,232)</u>		<u>(\$6,232)</u>	<u>(\$17,421)</u>		<u>(\$17,421)</u>

ANN ARBOR DISTRICT LIBRARY
Friends of the Library
For the Two Months Ending August 31, 2009

	<u>Actual</u>	<u>August Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)		\$15,000	(\$15,000)
Total Revenue		<u>\$7,500</u>	<u>(\$7,500)</u>		<u>\$15,000</u>	<u>(\$15,000)</u>
Expenditures						
Materials	192		192	7,449		7,449
Library Programming	3,515	7,500	(3,985)	7,440	15,000	(7,560)
Other Operating Expenditures	<u>2,555</u>		<u>2,555</u>	<u>3,140</u>		<u>3,140</u>
Total Operating Expense	\$6,262	\$7,500	(\$1,238)	\$18,029	\$15,000	\$3,029
Total Expenditures	<u>\$6,262</u>	<u>\$7,500</u>	<u>(\$1,238)</u>	<u>\$18,029</u>	<u>\$15,000</u>	<u>\$3,029</u>
Net	<u>(\$6,262)</u>		<u>(\$6,262)</u>	<u>(\$18,029)</u>		<u>(\$18,029)</u>

Balance Sheet

ASSETS

As of 8/31/2009

Current Assets:

Cash

CASH-COMMERCIAL CHECKING	\$2,661.70
CASH-PAYROLL	5,474.09
HOLTREY FUND	329,162.78
CASH-SAVINGS	7,133,479.11
KENISTON FUND	30,153.41
SHAFFER FUND	10,424.83
WESTERMAN FUND	40,438.67
PETTY CASH	1,900.00
WLBPD ACCOUNT	36,183.48

Total Cash	\$7,589,878.07
------------	----------------

Investments

BANK OF ANN ARBOR INVESTMENT	\$3,133,370.78
UNITED BANK AND TRUST INVESTMENT	1,699,549.26

Total Investments	\$4,832,920.04
-------------------	----------------

Accounts Receivable

ACCOUNTS RECEIVABLE	\$45,834.00
---------------------	-------------

Total Accounts Receivable	\$45,834.00
---------------------------	-------------

Property Taxes Receivable

Total Property Taxes Receivable	\$0.00
---------------------------------	--------

Prepaid Expenses

PRE-PAID INSURANCE	\$101,162.00
--------------------	--------------

Total Prepaid Expenses	\$101,162.00
------------------------	--------------

Total Current Assets	\$12,569,794.11
----------------------	-----------------

Capital Assets:

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

Total Capital Assets	\$31,651,316.01
----------------------	-----------------

Amount Provided for Long-Term Debt:

LONG TERM SICK	\$29,436.09
LONG TERM VACATION	222,835.48

Total Provided for Long-Term Debt	252,271.57
-----------------------------------	------------

TOTAL ASSETS	\$44,473,381.69
--------------	-----------------

Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$86,488.40
ACCRUED ACCOUNTS PAYABLE	131,264.85
ACCRUED PAYROLL	172,600.00
UNITED WAY DEDUCTIONS	1,080.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	12,616.56
ACCRUED EMPLOYER 403(b) - UNDECIDED	33,750.41
ACCRUED 403B/MPSERS EMPLOYER	14,384.05
ACCRUED LIABILITY-VACATION S/T	120,291.32

Total Current Liabilities	\$572,475.59
---------------------------	--------------

Long-Term Liabilities:

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

Total Long-Term Liabilities	252,271.57
-----------------------------	------------

Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$31,651,316.01
-----------------------------	-----------------

Fund Balance:

RESERVE-ENCUMBRANCES	\$270,843.05
DEFERRED REVENUE - PROPERTY TAX	4,942,362.00
FUND BALANCE - UNDESIGNATED	6,755,648.03
EXCESS REVENUE (SPENDING)	28,465.44

Total Fund Balance	\$11,997,318.52
--------------------	-----------------

Total Fund Equity	\$43,648,634.53
-------------------	-----------------

TOTAL LIABILITIES AND FUND EQUITY	\$44,473,381.69
-----------------------------------	-----------------

Ann Arbor District Library

Rollforward of undesignated fund balance For the Period Ending August 31, 2009

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 6,860,929	\$ 6,985,191
Total revenues	1,049,672	2,089,254
Expenditures:		
Operating	(936,029)	(2,031,342)
Capital outlays	(27,069)	(29,448)
(Increase) decrease in encumbrances	<u>(163,391)</u>	<u>(229,543)</u>
Ending surplus (deficit)	<u>\$ 6,784,112</u>	<u>\$ 6,784,112</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward For Period ending August 31, 2009

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

Monthly rollforward	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Commercial checking	\$ 18,651	\$ 9,965	\$ (425,954)	\$ 400,000	\$ 2,662
Payroll	5,548	6	(453,485)	453,405	5,474
Petty cash	1,900	-	-	-	1,900
Savings	938,375	7,096,973	(48,464)	(853,405)	7,133,479
Investments - Bank of Ann Arbor	3,124,858	8,513	-	-	3,133,371
Investments - United Bank and Trust	1,699,026	523	-	-	1,699,549
Westerman Fund	40,422	17	-	-	40,439
Shafer Fund	10,423	2	-	-	10,425
Holtrey Fund	329,163	-	-	-	329,163
Keniston Fund	30,153	-	-	-	30,153
WLBPD	36,188	15	-	-	36,183
	<u>\$ 6,234,687</u>	<u>\$ 7,116,014</u>	<u>\$ (927,903)</u>	<u>\$ -</u>	<u>\$ 12,422,798</u>

Year-to-date rollforward	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Commercial checking	\$ 22,267	\$ 19,873	\$ (1,314,478)	\$ 1,275,000	\$ 2,662
Payroll	5,590	1,361	(1,162,088)	1,160,611	5,474
Petty cash	1,900	-	-	-	1,900
Savings	2,295,585	7,368,831	(95,326)	(2,435,611)	7,133,479
Investments - Bank of Ann Arbor	3,124,858	8,513	-	-	3,133,371
Investments - United Bank and Trust	1,699,026	523	-	-	1,699,549
Westerman Fund	40,379	60	-	-	40,439
Shafer Fund	10,420	5	-	-	10,425
Holtrey Fund	329,163	-	-	-	329,163
Keniston Fund	30,153	-	-	-	30,153
WLBPD	36,053	130	-	-	36,183
	<u>\$ 7,595,394</u>	<u>\$ 7,399,296</u>	<u>\$ (2,571,892)</u>	<u>\$ -</u>	<u>\$ 12,422,798</u>

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	8/1/2009
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
037790	AMEAPP	AMERICAN APPRAISAL ASSOC.	8/11/2009	CHECK	PMCHK00001198	\$1,075.00
037791	ANDOFF	ANDREWS OFFICE WAREHOUSE	8/11/2009	CHECK	PMCHK00001198	\$175.30
037792	ANNARB	ANN ARBOR OBSERVER	8/11/2009	CHECK	PMCHK00001198	\$1,638.90
037793	ARENAT	A-1 RENTAL, INC.	8/11/2009	CHECK	PMCHK00001198	\$117.50
037794	AUTRES	AUTOMATED RESOURCE MGMT, INC.	8/11/2009	CHECK	PMCHK00001198	\$459.10
* 037795	BAKTAY	BAKER & TAYLOR	8/11/2009	CHECK	PMCHK00001198	\$47,187.56
037796	BETBEC	BETSY BECKERMAN	8/11/2009	CHECK	PMCHK00001198	\$225.00
037797	BORBOO	BORDERS INC.	8/11/2009	CHECK	PMCHK00001198	\$325.02
037798	BREWER	BREWER'S	8/11/2009	CHECK	PMCHK00001198	\$305.25
037799	CARVAN	CARLEEN VANDERBOK	8/11/2009	CHECK	PMCHK00001198	\$415.45
037800	CINCOR	CINTAS CORPORATION	8/11/2009	CHECK	PMCHK00001198	\$696.20
037801	JACSAS	JACQUELINE SASAKI	8/11/2009	CHECK	PMCHK00001198	\$712.00
037802	JERDRO	JERZY DROZD	8/11/2009	CHECK	PMCHK00001198	\$700.00
037803	LARZIE	LARA ZIELIN	8/11/2009	CHECK	PMCHK00001198	\$150.00
037804	MARLSCH	MARLY SCHNEIDER	8/11/2009	CHECK	PMCHK00001198	\$200.00
037805	MEGBAT	MEAGHAN BATTLE	8/11/2009	CHECK	PMCHK00001198	\$49.51
037806	MICPRI	MICHIGAN PRINTER SERVICE	8/11/2009	CHECK	PMCHK00001198	\$134.50
037807	MUSRET	MUSTARD'S RETREAT	8/11/2009	CHECK	PMCHK00001198	\$400.00
037808	NICBOO	NICOLA'S BOOKS	8/11/2009	CHECK	PMCHK00001198	\$3,309.87
037809	NUWAVE	NUWAVE AQUARIUMS	8/11/2009	CHECK	PMCHK00001198	\$200.00
037810	PLAROC	PLANET ROCK	8/11/2009	CHECK	PMCHK00001198	\$500.00
037811	RACYAN	RACHEL YANIKOGLU	8/11/2009	CHECK	PMCHK00001198	\$35.94
037812	SARKEL	SARA MELTON KELLER	8/11/2009	CHECK	PMCHK00001198	\$100.00
037813	SPRINT	SPRINT PCS	8/11/2009	CHECK	PMCHK00001198	\$1,286.39
037814	TOTVEN	TOTAL VENDING & COFFEE SERVICE	8/11/2009	CHECK	PMCHK00001198	\$80.85
037815	CARBRO	CARPENTER BROS.	8/11/2009	CHECK	PMCHK00001198	\$74.98
037816	A.M.BE	A.M. BEST COMPANY, INC.	8/13/2009	CHECK	PMCHK00001199	\$313.90
037817	AACHAC	ANN ARBOR CHAMBER OF COMMERCE	8/13/2009	CHECK	PMCHK00001199	\$905.00
037818	AACHRO	THE ANN ARBOR CHRONICLE, LLC	8/13/2009	CHECK	PMCHK00001199	\$2,160.00
037819	AANEWS	ANN ARBOR NEWS	8/13/2009	CHECK	PMCHK00001199	\$2,800.86
037820	ACAWSO	ACA WSO	8/13/2009	CHECK	PMCHK00001199	\$18.50
037821	ADTSEC	ADT SECURITY SERVICES	8/13/2009	CHECK	PMCHK00001199	\$601.03
037822	AFTDEL	AFTERNOON DELIGHT	8/13/2009	CHECK	PMCHK00001199	\$134.95
037823	AGRSER	A GROWING SERVICE LLC	8/13/2009	CHECK	PMCHK00001199	\$340.00
037824	ANDOFF	ANDREWS OFFICE WAREHOUSE	8/13/2009	CHECK	PMCHK00001199	\$1,929.75
037825	ANDPAI	ANDERSON PAINT COMPANY	8/13/2009	CHECK	PMCHK00001199	\$77.62
037826	ARBSPR	ARBOR SPRING WATER CO.	8/13/2009	CHECK	PMCHK00001199	\$22.20
037827	ATT	AT&T	8/13/2009	CHECK	PMCHK00001199	\$60.60
037828	ATTMOB	AT&T MOBILITY	8/13/2009	CHECK	PMCHK00001199	\$696.52
037829	AVCAFE	AV CAFE	8/13/2009	CHECK	PMCHK00001199	\$187.20
037830	BADJAZ	BADRIA JAZAIRI	8/13/2009	CHECK	PMCHK00001199	\$300.00
037831	BAKTAY	BAKER & TAYLOR	8/13/2009	CHECK	PMCHK00001199	\$47,183.46
037832	BAKTAY3	BAKER & TAYLOR ENTERTAINMENT.	8/13/2009	CHECK	PMCHK00001199	\$894.58
037833	BANOFAA	BANK OF ANN ARBOR	8/13/2009	CHECK	PMCHK00001199	\$120.00
037834	BBCAUD	BBC AUDIOBOOKS AMERICA	8/13/2009	CHECK	PMCHK00001199	\$1,853.03
037835	BERNAN	BERNAN	8/13/2009	CHECK	PMCHK00001199	\$2,000.00
037836	BOOWHO	BOOK WHOLESALERS, INC.	8/13/2009	CHECK	PMCHK00001199	\$272.42
037837	BRIAUD	BRILLIANCE AUDIO, INC.	8/13/2009	CHECK	PMCHK00001199	\$1,419.35
037838	BULFIL	BULLFROG FILMS, INC.	8/13/2009	CHECK	PMCHK00001199	\$92.00
037839	BUSVAL	BUSCH'S, INC.	8/13/2009	CHECK	PMCHK00001199	\$237.92
037840	BUTLON	BUTZEL LONG	8/13/2009	CHECK	PMCHK00001199	\$940.00
037841	CAMINN	CAMPUS INN	8/13/2009	CHECK	PMCHK00001199	\$213.12
037842	CENPOI	CENTER POINT PUBLISHING	8/13/2009	CHECK	PMCHK00001199	\$546.62
037843	COMALLW	COMPUTER ALLEY WEST	8/13/2009	CHECK	PMCHK00001199	\$941.88
037844	DEMCO	DEMCO	8/13/2009	CHECK	PMCHK00001199	\$864.10
037845	DYKGOS	DYKEMA GOSSETT	8/13/2009	CHECK	PMCHK00001199	\$3,285.17
037846	EMPASS	EMPLOYEE ASSISTANCE PROGRAM	8/13/2009	CHECK	PMCHK00001199	\$1,400.00

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
037847	FAMLEA	FAMILY LEARNING INSTITUTE	8/13/2009	CHECK	PMCHK00001199	\$6,574.00
037848	FINLUM	FINGERLE LUMBER COMPANY	8/13/2009	CHECK	PMCHK00001199	\$213.66
037849	FRIOF	FRIENDS OF THE ANN ARBOR	8/13/2009	CHECK	PMCHK00001199	\$719.00
037850	GAYBRO	GAYLORD BROS.	8/13/2009	CHECK	PMCHK00001199	\$192.86
037851	INGLIB	INGRAM LIBRARY SERVICES INC.	8/13/2009	CHECK	PMCHK00001199	\$17.24
037852	KEYMAN	KEYSTONE CANVAS PRODUCTS	8/13/2009	CHECK	PMCHK00001199	\$911.17
037853	KOLOSS	KOLOSSOS	8/13/2009	CHECK	PMCHK00001199	\$193.03
037854	LEACEN	LEARNING CENTER	8/13/2009	CHECK	PMCHK00001199	\$2,816.50
037855	LEXMAT	LEXISNEXIS MATTHEW BENDER	8/13/2009	CHECK	PMCHK00001199	\$2,635.70
037856	MICLIBC	MICHIGAN LIBRARY CONSORTIUM	8/13/2009	CHECK	PMCHK00001199	\$24,497.00
037857	MICPRI	MICHIGAN PRINTER SERVICE	8/13/2009	CHECK	PMCHK00001199	\$62.00
037858	MIDGRA	MIDWEST GRAPHICS & AWARDS	8/13/2009	CHECK	PMCHK00001199	\$376.50
037859	MIDTAP	MIDWEST TAPE	8/13/2009	CHECK	PMCHK00001199	\$8,754.70
037860	MPSERS	MPSERS	8/13/2009	CHECK	PMCHK00001199	\$27,187.73
037861	NATTIM	NATIONAL TIME & SIGNAL CORPORA	8/13/2009	CHECK	PMCHK00001199	\$2,378.89
037862	NUWAVE	NUWAVE AQUARIUMS	8/13/2009	CHECK	PMCHK00001199	\$200.00
037863	OCLINS	OCLC, INC.	8/13/2009	CHECK	PMCHK00001199	\$2,605.75
037864	OFFDEP	OFFICE DEPOT, INC.	8/13/2009	CHECK	PMCHK00001199	\$1,021.81
037865	PACMEC	PACE MECHANICAL SERVICES, INC.	8/13/2009	CHECK	PMCHK00001199	\$18,664.00
037866	PIESIM	PIERETTE SIMPSON	8/13/2009	CHECK	PMCHK00001199	\$300.00
037867	PIOJAN	PIONEER JANITORIAL SERVICE	8/13/2009	CHECK	PMCHK00001199	\$9,945.58
037868	PRITEC	PRINT TECH INC.	8/13/2009	CHECK	PMCHK00001199	\$3,635.80
037869	QUANTA	QUANTA, INC.	8/13/2009	CHECK	PMCHK00001199	\$2,976.41
037870	RANHOU	RANDOM HOUSE, INC.	8/13/2009	CHECK	PMCHK00001199	\$931.91
037871	REPINC	REPROGRAPHICS, INC.	8/13/2009	CHECK	PMCHK00001199	\$95.71
037872	REPPAR	REPUBLIC PARKING	8/13/2009	CHECK	PMCHK00001199	\$130.00
037873	RICBUS	RICOH AMERICAS CORP	8/13/2009	CHECK	PMCHK00001199	\$23.00
037874	RTI	RTI	8/13/2009	CHECK	PMCHK00001199	\$17,819.95
037875	RUBSTA	RUBBER STAMPS UNLIMITED	8/13/2009	CHECK	PMCHK00001199	\$46.65
037876	SCHELE	SCHINDLER ELEVATOR CORPORATION	8/13/2009	CHECK	PMCHK00001199	\$400.74
037877	SOUUNI	SOUTH UNIVERSITY AREA ASSOCIAT	8/13/2009	CHECK	PMCHK00001199	\$250.00
037878	STAHAR	STADIUM HARDWARE	8/13/2009	CHECK	PMCHK00001199	\$115.53
037879	THAELE	THALNER ELECTRONICS	8/13/2009	CHECK	PMCHK00001199	\$201.00
037880	THOGAL	GALE	8/13/2009	CHECK	PMCHK00001199	\$8,714.15
037881	THOLEA	CENGAGE LEARNING	8/13/2009	CHECK	PMCHK00001199	\$56.94
037882	TOWELE	TOWLER ELECTRICAL SERVICES	8/13/2009	CHECK	PMCHK00001199	\$2,001.30
037883	TRACSYS	TRACSYSTEMS	8/13/2009	CHECK	PMCHK00001199	\$6,314.00
037884	UMICH12	UNIVERSITY OF MICHIGAN-DEARBOR	8/13/2009	CHECK	PMCHK00001199	\$4,000.00
037885	UNIPAR	UNITED PARCEL SERVICE	8/13/2009	CHECK	PMCHK00001199	\$20.19
037886	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	8/13/2009	CHECK	PMCHK00001199	\$1,378.30
037887	VERIZON	IDEARC MEDIA CORP.	8/13/2009	CHECK	PMCHK00001199	\$80.90
037888	VICBRO	VICKI BROWNE	8/13/2009	CHECK	PMCHK00001199	\$387.05
037889	WASLIT	WASHTENAW LITERACY	8/13/2009	CHECK	PMCHK00001199	\$3,127.60
037890	WASMAN	WASTE MANAGEMENT OF MICHIGAN	8/13/2009	CHECK	PMCHK00001199	\$1,065.03
037891	WORBOO	WORLD BOOK, INC.	8/13/2009	CHECK	PMCHK00001199	\$1,903.00
037892	WWGRAI	GRAINGER	8/13/2009	CHECK	PMCHK00001199	\$132.32
037893	ZEIFIL	ZEITGEIST FILMS	8/13/2009	CHECK	PMCHK00001199	\$201.00
037894	AASCH	ANN ARBOR PUBLIC SCHOOLS	8/19/2009	CHECK	PMCHK00001200	\$300.00
037895	BP	BP	8/19/2009	CHECK	PMCHK00001200	\$216.05
037896	GOODRICH	GOODRICH QUALITY 16 THEATERS	8/19/2009	CHECK	PMCHK00001200	\$300.00
037897	JOHHAR	JOHN YAREMA FLOORS	8/19/2009	CHECK	PMCHK00001200	\$4,000.00
037898	KATCUR	KATHERINE'S CATERING	8/19/2009	CHECK	PMCHK00001200	\$900.00
037899	LCAESPIZ	LITTLE CAESARS PIZZA	8/19/2009	CHECK	PMCHK00001200	\$205.00
037900	REISTORE	REI STORE	8/19/2009	CHECK	PMCHK00001200	\$300.00
037901	SCHSEC	SCHILKE SECURITY	8/19/2009	CHECK	PMCHK00001200	\$345.00
037902	SECBYD	SECURITY BY DESIGN, INC.	8/19/2009	CHECK	PMCHK00001200	\$12,845.00
037903	RICBUS	RICOH AMERICAS CORP	8/19/2009	CHECK	PMCHK00001201	\$1,340.47
037904	AACHAC	ANN ARBOR CHAMBER OF COMMERCE	8/21/2009	CHECK	PMCHK00001202	\$1,450.00
037905	ATT	AT&T	8/21/2009	CHECK	PMCHK00001202	\$260.44
037906	BANCOFAMER	BANC OF AMERICA LEASING	8/21/2009	CHECK	PMCHK00001202	\$1,074.82
037907	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	8/21/2009	CHECK	PMCHK00001202	\$10,553.09
037908	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	8/21/2009	CHECK	PMCHK00001202	\$40,754.99
037909	CITOF1	CITY OF ANN ARBOR TREASURER	8/21/2009	CHECK	PMCHK00001202	\$2,110.13
037910	DELDR	DELUXE DRAPERY & SHADE CO.	8/21/2009	CHECK	PMCHK00001202	\$2,658.80

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
037911	DTEENE	DTE ENERGY	8/21/2009	CHECK	PMCHK00001202	\$26,516.45
037912	ELILAW	ELITE LAWN & LANDSCAPE, INC.	8/21/2009	CHECK	PMCHK00001202	\$5,010.74
037913	JENHOW	JENNIFER HOWARD	8/21/2009	CHECK	PMCHK00001202	\$100.00
037914	JOHHAR	JOHN YAREMA FLOORS	8/21/2009	CHECK	PMCHK00001202	\$4,520.00
037915	METLIFE	METLIFE SBC	8/21/2009	CHECK	PMCHK00001202	\$6,793.04
037916	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	8/21/2009	CHECK	PMCHK00001202	\$527.47
037917	NEXCOM	NEXTEL COMMUNICATIONS	8/21/2009	CHECK	PMCHK00001202	\$314.47
037918	PITCHA	PITTSFIELD CHARTER TOWNSHIP	8/21/2009	CHECK	PMCHK00001202	\$1,280.63
037919	RICBUS	RICOH AMERICAS CORP	8/21/2009	CHECK	PMCHK00001202	\$1,318.90
037920	SBC	AT&T	8/21/2009	CHECK	PMCHK00001202	\$5,375.56
037921	SIGGRA	SIGNGRAPHIX, INC.	8/21/2009	CHECK	PMCHK00001202	\$339.00
037922	SPAPRO	SPARGEL PRODUCTIONS	8/21/2009	CHECK	PMCHK00001202	\$119.99
037923	TONBIC	TONIA BICKFORD	8/21/2009	CHECK	PMCHK00001202	\$35.92
037924	UNIPAR	UNITED PARCEL SERVICE	8/21/2009	CHECK	PMCHK00001202	\$112.57
037925	UNUMPRO	UNUM LIFE INSURANCE	8/21/2009	CHECK	PMCHK00001202	\$2,974.31
037926	WESENT	WESTGATE ENTERPRISES, LLC	8/21/2009	CHECK	PMCHK00001202	\$6,855.00
037927	WILTEC	WILTEC TECHNOLOGIES	8/21/2009	CHECK	PMCHK00001202	\$200.00
037928	AACHAC	ANN ARBOR CHAMBER OF COMMERCE	8/27/2009	CHECK	PMCHK00001203	\$1,400.00
037929	AANEWS	ANN ARBOR NEWS	8/27/2009	CHECK	PMCHK00001203	\$1,034.46
037930	ALA2	AMERICAN LIBRARY ASSOCIATION	8/27/2009	CHECK	PMCHK00001203	\$45.00
037931	AMACOM	AMAZON.COM CREDIT PLAN	8/27/2009	CHECK	PMCHK00001203	\$314.72
037932	ATTMOB	AT&T MOBILITY	8/27/2009	CHECK	PMCHK00001203	\$899.98
037933	BAYCOU	BAY COUNTY LIBRARY SYSTEM	8/27/2009	CHECK	PMCHK00001203	\$10.95
037934	BETBEC	BETSY BECKERMAN	8/27/2009	CHECK	PMCHK00001203	\$550.00
037935	BIGRAP	BIG RAPIDS COMMUNITY LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$18.94
037936	BIOLA	BIOLA UNIVERSITY LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$9.00
037937	BORBOO	BORDERS INC.	8/27/2009	CHECK	PMCHK00001203	\$119.76
037938	BUSVAL	BUSCH'S, INC.	8/27/2009	CHECK	PMCHK00001203	\$505.73
037939	COMCAS	COMCAST	8/27/2009	CHECK	PMCHK00001203	\$268.37
037940	CONQUA	SAGE PUBLICATIONS, INC	8/27/2009	CHECK	PMCHK00001203	\$177.85
037941	DIDEDU	DIDEROT EDUCATIONAL	8/27/2009	CHECK	PMCHK00001203	\$1,454.00
037942	DUNBRA	DUN & BRADSTREET	8/27/2009	CHECK	PMCHK00001203	\$734.50
037943	DYKGOS	DYKEMA GOSSETT	8/27/2009	CHECK	PMCHK00001203	\$2,270.62
037944	FREDIS	FREMONT AREA DISTRICT LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$4.50
037945	GENDIS	GENESEE DISTRICT LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$15.00
037946	GPPUBL	GROSSE POINTE PUBLIC LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$14.95
037947	HOPCOL	HOPE COLLEGE-VAN WYLEN LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$65.00
037948	KATCUR	KATHERINE'S CATERING	8/27/2009	CHECK	PMCHK00001203	\$897.64
037949	KERTOW	KERRYTOWN DISTRICT BOOKFEST	8/27/2009	CHECK	PMCHK00001203	\$50.00
037950	LCAESPZ	LITTLE CAESARS PIZZA	8/27/2009	CHECK	PMCHK00001203	\$205.00
037951	LEACEN	LEARNING CENTER	8/27/2009	CHECK	PMCHK00001203	\$191.50
037952	MARDIS	MARSHALL DISTRICT LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$14.00
037953	MATARI	MATTHEW ARDIZZONE	8/27/2009	CHECK	PMCHK00001203	\$350.00
037954	MAYDIS	MAYVILLE DISTRICT LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$6.99
037955	MCGILLU	MCGILL UNIV-HUMANITIES LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$15.00
037956	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	8/27/2009	CHECK	PMCHK00001203	\$1,086.03
037957	MICMET	MICHAEL METZE	8/27/2009	CHECK	PMCHK00001203	\$200.00
037958	MICSTA2	MICHIGAN STATE UNIVERSITY	8/27/2009	CHECK	PMCHK00001203	\$300.00
037959	MONCOU	MONROE COUNTY LIBRARY SYSTEM	8/27/2009	CHECK	PMCHK00001203	\$46.90
037960	NEOPOS	NEOPOST LEASING	8/27/2009	CHECK	PMCHK00001203	\$206.00
037961	OAKUNI	OAKLAND UNIVERSITY LIBRARY	8/27/2009	CHECK	PMCHK00001203	\$90.00
037962	OSU	OHIO STATE UNIVERSITY LIBRARIE	8/27/2009	CHECK	PMCHK00001203	\$20.00
037963	PRIORITY	PRIORITY HEALTH	8/27/2009	CHECK	PMCHK00001203	\$12,786.54
037964	RYERUNI	RYERSON UNIVERSITY LIBRARY -IL	8/27/2009	CHECK	PMCHK00001203	\$15.00
037965	SANDREF	SANDREFF PUBLISHING	8/27/2009	CHECK	PMCHK00001203	\$45.00
037966	SARKEL	SARA MELTON KELLER	8/27/2009	CHECK	PMCHK00001203	\$900.00
037967	SBC	AT&T	8/27/2009	CHECK	PMCHK00001203	\$2,388.47
037968	SPRINT	SPRINT PCS	8/27/2009	CHECK	PMCHK00001203	\$948.34
037969	STAPOO	STANDARD & POOR'S	8/27/2009	CHECK	PMCHK00001203	\$3,959.60
037970	SYRACUSE	SYRACUSE UNIVERSITY LIBRARY-IL	8/27/2009	CHECK	PMCHK00001203	\$8.00
037971	UMICH	THE UNIVERSITY MICHIGAN	8/27/2009	CHECK	PMCHK00001203	\$1,047.00
037972	UNIPAR	UNITED PARCEL SERVICE	8/27/2009	CHECK	PMCHK00001203	\$32.25
037973	UNISTA	UNITED STATES POSTAL SERVICES	8/27/2009	CHECK	PMCHK00001203	\$5,000.00
037974	UOFMANITOBA	UNIVERSITY OF MANITOBA LIBARAR	8/27/2009	CHECK	PMCHK00001203	\$10.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
* 037975	UOFMONTANA	UNIVERSITY OF MONTANA	8/27/2009	CHECK	PMCHK00001203	\$81.70
037976	UOPNPRE	UNIVERSITY OF NEBRASKA MEDICAL	8/27/2009	CHECK	PMCHK00001203	\$11.00
037977	UOFSINDIANA	UNIVERSITY OF SOUTHERN INDIANA	8/27/2009	CHECK	PMCHK00001203	\$20.00
037978	UOPENN	UNIVERSITY OF PENNSYLVANIA	8/27/2009	CHECK	PMCHK00001203	\$20.00
037979	USPOST	POSTMASTER	8/27/2009	CHECK	PMCHK00001203	\$1,000.00
037980	WMU	WESTERN MICHIGAN UNIVERSITY	8/27/2009	CHECK	PMCHK00001203	\$42.50
037981	WOLSUP	WOLVERINE SUPPLY, INC	8/27/2009	CHECK	PMCHK00001203	\$58.10

Total Checks:	192				Total Amount of Checks:	\$434,896.17
						=====

Director's Report September 2009

1. This year 9116 participants registered for the Summer Reading game. Of those, 4801 completed the Summer Reading game, which is a 53% completion rate. The number of completions from 2008 is up by almost 1600 (3222 completions at a 41% completion rate). During the course of the summer, AADL patrons redeemed over 500 fine forgiveness/zoom lend coupons. Highlights of Summer Reading include:

- Collaborating with the AAPS Summer Learning Institute to bring the Summer Reading game to over 800 students in need of academic support, reporting a 100% completion rate.
- Collaborating with Skyline High School to integrate the program into their freshman English course.
- Collaborating with Sunny Days (http://www.soscs.org/chs_sunny.html), a summer camp administered through SOS Community Services that serves homeless children. Thirty children were served through this outreach effort.
- We spoke at Peace Neighborhood Center about the Summer Reading Game and provided Summer Reading Game materials to their summer camp. Many of these young people registered for the game. Additionally, this camp attended numerous AADL programs.

The Summer Reading program is funded through the Friends of Ann Arbor District Library's donation to AADL. A paperback book is given to every child completing the program.

2. A total of 395 people attended four programs at the Downtown Library for the 2008/2009 grant-funding period for this Partners in Research NIH grant with MICH-R at UM. UM researchers and other experts participated in these programs to bring awareness of clinical research & opportunities to participate in clinical research to the public. In participating in the programs, researchers gain an awareness of the public's concerns and questions about clinical research. The programs are being filmed and are available online via aadl.org's video on demand collection.

Director's Report September 2009

The second year's funding of \$27,000 was granted for 2009/2010 and six additional programs are being planned.

3. Adaptive Technology software and training are now available through the Washtenaw Library for the Blind and Physically Disabled@AADL for all patrons of AADL and the WLBDP service.

Both Kurzweil and JAWS are text-to-speech software applications. Users are able to navigate applications using keyboard commands. Kurzweil is available on the adaptive technology station located on the 2nd floor Downtown for use with the scanner and Braille embosser. This station translates scanned and digital text to Braille with the output being a printed document. The Braille embosser can print two-sided documents and is printed in a manner that allows documents to be easily bound.

JAWS is available from all upgraded AADL public computer stations: Malletts Creek, Traverwood, West, Youth, and one JAWS station in the adaptive technology area Downtown.

4. Nick Wilcox is an adaptive technology trainer with a computer information systems degree from Eastern Michigan University and ten years experience in teaching adaptive technology. He specializes in accessibility of computer hardware and software for people with disabilities. AADL has contracted with Mr. Wilcox to provide up to ten hours a week to teach staff and patrons the use of the Braille display, the Braille embosser/printer and the Kurzweil and JAWS text-to-speech software.
5. Traverwood Library has won the 2009 Detroit AIA Building Design Award.
6. Steve Jensen has been a librarian with the Ann Arbor District Library for 33 years and is retiring on September 30, 2009. He is currently the selector for the adult non-fiction collection. Steve has always approached the work of a librarian with consummate skill and professionalism. His practical manner, the depth and breadth of his knowledge as a selector and librarian, and his sense of humor will be missed. We thank him, and wish him well.

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-053**

**RESOLUTION OF THANKS TO STEVEN JENSEN UPON HIS
RETIREMENT**

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 21st day of September 2009 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 Steven Jensen for his service as an employee September 16, 1976 to September 30, 2009 of the Ann Arbor District Library.
- 2.) That all resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 10-055**

**RESOLUTION SUPPORTING GOVERNOR GRANHOLM'S AMENDED
EXECUTIVE ORDER 2009-43 AND CALLING FOR FUNDING STATE
AID TO LIBRARIES AT \$10 MILLION IN 2010**

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 21st day of September 2009 at 6:00 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS Michigan's libraries are vital resources for Michigan families seeking jobs online, writing resumes, filing for unemployment and disability benefits and accessing the internet, and;

WHEREAS Sixty-four percent of Michigan libraries report they are the only source of free internet access in their communities which is a critical link to technology and training for many who cannot afford it;

WHEREAS the State Library of Michigan holds the second largest collection of materials, is the third most visited library in the country and has the fifth highest circulation of state libraries nationally, the importance of this state resource is being ignored as both an educational and economic resource;

WHEREAS it is essential for the well-being of the citizens of the State of Michigan that libraries thrive as they are the cornerstones of a literate society and are on the cutting edge of a knowledge based economy; and

WHEREAS State of Michigan Governor Jennifer M. Granholm's Executive Order No. 2009-43, Amending Executive Order 2009-36, does abolish the Department of History, Arts and Libraries and does diminish the position, influence and stature of the State Library of Michigan, and assigns the Library for the Blind and Physically Handicapped services to the Commission for the Blind;

WHEREAS the Amended Executive Order does recognize statewide library services – MeLibrary online subscriptions, MeLCat interlibrary loan and MeL Tests and Tutorials – all resources used for research, educational purposes, workforce development, job seeking and job preparation – all made possible through the leadership of the Library of Michigan and the collaboration, group purchasing and resource sharing of libraries statewide;

WHEREAS State aid to libraries serves as the maintenance of effort requirement by the federal government to sustain federal funding for the MeLibrary, MeLCat and MeL Tests and Tutorials and the possibility of budget reductions threatens the viability of the entire statewide interlibrary loan and resource sharing system which includes every library in the state - academic, public, k-12 and special libraries;

WHEREAS the State Aid to Public Libraries Act 89 of 1977 requires libraries shall receive a total of \$1.50 per capita or approximately \$15.4 million – but are currently receiving 96 cents per capita or \$10 million – less than half of what is statutorily required by state law;

NOW, THEREFORE, BE IT RESOLVED that the Ann Arbor District Library Board acting as advocates of the people of the State of Michigan and in support of resources that ensure a high quality of life for all, strongly urges the Michigan Legislature to:

- 1.) Support all legislative efforts to maintain library services and collections, and keep their functions whole under the Library of Michigan within state government;
- 2.) Maintain state aid to libraries at \$10 million to retain the federal funding required to sustain the MeLibrary online subscription resources, MeLCat interlibrary loan and MeL Tests and Tutorials;
- 3.) Retain the position and role of the State Librarian;
- 4.) Assure line item funding of the Library for the Blind and Physically Handicapped.
- 5.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES:
NAYS:

RESOLUTION DECLARED ADOPTED.

Secretary

DISTRICT LIBRARY BOARD

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

2009-2010 OFFICERS

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

ADMINISTRATION

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

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

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