



*Ann Arbor District Library*  
**Regular Meeting**  
**Agenda**

Tuesday, October 18, 2011

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Published by Ann Arbor District Library

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## October 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	<b>10 Library Closed</b>	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	31					

## November 2011

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
20	21	<b>22 AADL Board Mtg</b>	23	<b>24 Library Closed</b>	25	26
27	28	29	30			

## December 2011

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Tuesday, October 18, 2011 at 6:00 p.m.  
 Ann Arbor District Library, Fourth Floor Board Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104

## REGULAR MEETING AGENDA

- 11-151 I. CALL TO ORDER
- 11-152 II. ATTENDANCE
- 11-153 III. VOTE FOR EXECUTIVE SESSION FOR DISCUSSION OF REAL ESTATE  
 (Item of action)  
 Roll call vote
- 11-154 IV. RECESS TO EXECUTIVE SESSION FOR LABOR NEGOTIATIONS, OPINION OF LEGAL COUNSEL AND DISCUSSION OF REAL ESTATE
- 11-155 V. RECONVENE REGULAR MEETING AT 7:00 PM
- 11-156 VI. APPROVAL OF AGENDA (pp 1-2)  
 (Item of action)
- 11-157 VII. APPROVAL OF MINUTES OF SEPTEMBER 19, 2011 (pp 3-5)  
 (Item of action)
- 11-158 VIII. CITIZENS' COMMENTS
- 11-159 IX. FINANCIAL REPORT (pp 6-13)
- 11-160 X. APPROVAL OF DISBURSEMENTS (pp 14-15)  
 (Item of action)
- 11-161 XI. COMMITTEE REPORTS
- 11-162 A. EXECUTIVE COMMITTEE
- 11-163 XII. DIRECTOR'S REPORT
- 11-164 XIII. NEW BUSINESS
- 11-165 A. OLD NEWS PRESENTATION  
 10 minutes  
 Amy Cantu & Andrew MacLaren

11-166                    B. VOTE FOR EXECUTIVE SESSION AT THE NOVEMBER  
22, 2011 REGULAR MEETING FOR LABOR  
NEGOTIATIONS, OPINION OF LEGAL COUNSEL AND  
DISCUSSION OF REAL ESTATE

(Item of action)

Roll call vote

11-167            XIV. ADJOURNMENT

ANN ARBOR DISTRICT LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
MONDAY, SEPTEMBER 19, 2011

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, SEPTEMBER 19, 2011**

- 11-137 I. CALL TO ORDER  
 President Leary called the meeting to order at 6:07 p.m.
- 11-138 II. ATTENDANCE  
 Present: Head (arrived 6:20 p.m.), Leary, Kaplan, Murphy,  
 Barney Newman, Rosenthal, Surovell  
 Absent: None  
 Staff: Choate, Doll, Nieman, Parker, Wilson (recorder)
- 11-139 III. RECESS TO EXECUTIVE SESSION FOR LABOR  
 NEGOTIATIONS AND OPINION OF LEGAL COUNSEL
- 11-140 IV. RECONVENE REGULAR MEETING AT 7:00 PM  
 President Leary reconvened the meeting to order at 7:01 p.m.
- 11-141 V. APPROVAL OF AGENDA  
 (Item of action)  
 Secretary Barney Newman, supported by Vice President  
 Rosenthal, moved to approve the agenda.  
 AYES: Head, Leary, Kaplan, Murphy, Barney Newman,  
 Rosenthal, Surovell  
 NAYS: None  
Motion passed 7-0.
- 11-142 VI. APPROVAL OF MINUTES OF AUGUST 15, 2011  
 (Item of action)  
 Trustee Surovell, supported by Trustee Head, moved to approve  
 the minutes of August 15, 2011.  
 AYES: Head, Leary, Kaplan, Murphy, Barney Newman,  
 Rosenthal, Surovell  
 NAYS: None  
Motion passed 7-0.

ANN ARBOR DISTRICT LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
MONDAY, SEPTEMBER 19, 2011

11-143 VII. CITIZENS' COMMENTS

There were no citizens' comments.

11-144 VIII. FINANCIAL REPORT

Associate Director Nieman reported August showed unrestricted cash balance just over \$12.7 million. Tax receipts just over \$7 million, reflecting 63% of the budgeted amount, have been received. The Fund Balance reflects just over \$7.8 million.

Four line items are over budget, but will come back into line later in the year.

11-145 IX. APPROVAL OF DISBURSEMENTS

(Item of action)

Trustee Head, supported by Trustee Kaplan, moved to approve the August disbursements.

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

NAYS: None

Motion passed 7-0.

11-146 X. DIRECTOR'S REPORT

Director Parker reported that the State Librarian has announced that no appeal will be filed in the lawsuit they lost to Herrick District Library. State aid will be distributed in accordance with state aid rules determined by October 1<sup>st</sup>.

Discussion at the state level regarding the elimination of the personal property tax has begun. If this tax is eliminated and no replacement monies are provided, AADL would lose \$637,000 in this year's budget.

11-147 XI. NEW BUSINESS

11-148 A. VOTE TO MOVE THE SCHEDULED OCTOBER & NOVEMBER BOARD MEETING DATES TO OCTOBER 18, 2011 & NOVEMBER 22, 2011

(Item of action)

Secretary Barney Newman, supported by Vice President Rosenthal, moved to move the scheduled October and November

ANN ARBOR DISTRICT LIBRARY BOARD  
MINUTES OF THE REGULAR MEETING  
MONDAY, SEPTEMBER 19, 2011

Board meetings to October 18, 2011 and November 22, 2011.

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

NAYS: None

Motion passed 7-0.

11-149

B. VOTE FOR EXECUTIVE SESSION AT THE PROPOSED  
OCTOBER 18, 2011 REGULAR MEETING FOR LABOR  
NEGOTIATIONS AND OPINION OF LEGAL COUNSEL

(Item of action)

Roll call vote

Vice President Rosenthal, supported by Trustee Head, moved to hold an Executive Session at the October 18, 2011 regular Board meeting for labor negotiation and opinion of legal counsel.

A roll call vote was taken.

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

NAYS: None

Motion passed 7-0.

11-150

XII. ADJOURNMENT

President Leary adjourned the meeting at 7:20 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 September 19, 2011 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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Secretary

## Ann Arbor District Library Financial Summary for September 2011

### **Cash:**

The unrestricted cash balance as of September 30, 2011 was \$14,411,892 up from \$12,755,062 in August.

### **Tax Receipts:**

The Library has received tax receipts totaling \$9,328,760 83.5% of the budgeted amount, as of September 30th.

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

The Library showed an operating surplus of \$72,344 through September 30th. This gives the Library a positive fund balance of \$7,808,085 at the end of September, down from \$7,864,875 in August.

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

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

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

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

Employment Costs – The salaries, wages and employment taxes will fall back into line in the near future.

Legal - This should fall back in line by the end of the year.

Purchased Services - A large payment for cataloging and inter-library loan was made in September.

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

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



ANN ARBOR DISTRICT LIBRARY  
Operating  
For the Three Months Ending September 30, 2011

	September			YTD		
	Actual	Budget	Variance	Actual	Budget	Variance
Revenue						
Tax Collections - Operating	\$924,333	\$924,333		\$2,772,999	\$2,773,000	(\$1)
Penal Fines	20,833	20,833		62,499	62,500	(1)
Interest	1,689	5,167	(3,478)	37,633	15,500	22,133
Copiers	3,217	3,167	50	9,382	9,500	(118)
Grants/Memorials		7,500	(7,500)	6,510	22,500	(15,990)
Library Fines & Fees	35,143	40,417	(5,274)	108,275	121,250	(12,975)
Non-Resident Fees	1,575	1,417	158	4,388	4,250	138
<b>Total Revenue</b>	<b>\$986,790</b>	<b>\$1,002,834</b>	<b>(\$16,044)</b>	<b>\$3,001,686</b>	<b>\$3,008,500</b>	<b>(\$6,814)</b>
Expenditures						
Salaries & Wages	465,116	473,667	(8,551)	1,440,269	1,421,000	19,269
Employee Benefits	120,691	125,833	(5,142)	363,032	377,500	(14,468)
Employment Taxes	34,511	36,250	(1,739)	107,708	108,750	(1,042)
<b>Total Employment Cost</b>	<b>\$620,318</b>	<b>\$635,750</b>	<b>(\$15,432)</b>	<b>\$1,911,009</b>	<b>\$1,907,250</b>	<b>\$3,759</b>
Custodial and Electrical	\$12,942	\$17,500	(\$4,558)	\$36,895	\$52,500	(\$15,605)
Accounting/Audit	1,250	1,250		3,750	3,750	
Legal	13,415	6,250	7,165	20,181	18,750	1,431
Purchased Services	44,019	8,667	35,352	64,718	26,000	38,718
Utilities	38,746	37,917	829	101,488	113,750	(12,262)
Property Insurance	6,881	7,250	(369)	20,642	21,750	(1,108)
Communications	10,729	15,000	(4,271)	84,755	45,000	39,755
Materials	185,814	154,167	31,647	389,250	462,500	(73,250)
Software Licenses/Maintenanc	65,527	10,000	55,527	74,727	30,000	44,727
Building Rental	10,063	12,917	(2,854)	30,190	38,750	(8,560)
Seminars/Conferences/Travel	341	1,833	(1,492)	573	5,500	(4,927)
Copier Expense	4,052	5,417	(1,365)	12,996	16,250	(3,254)
Library Programming	17,000	20,833	(3,833)	58,794	62,500	(3,706)
Grants/Memorials	4,335	7,500	(3,165)	15,581	22,500	(6,919)
Supplies	11,287	15,000	(3,713)	28,815	45,000	(16,185)
Repairs and Maintenance	8,734	23,583	(14,849)	32,509	70,750	(38,241)
Postage	116	2,500	(2,384)	7,395	7,500	(105)
Lcards/Circ Cards	(215)	5,167	(5,382)	7,038	15,500	(8,462)
Other Operating Expenditures	1,530	1,833	(303)	3,676	5,500	(1,824)
<b>Total Operating Expense</b>	<b>\$436,566</b>	<b>\$354,584</b>	<b>\$81,982</b>	<b>\$993,973</b>	<b>\$1,063,750</b>	<b>(\$69,777)</b>
Capital Outlays	\$5,646	\$12,500	(\$6,854)	\$24,360	\$37,500	(\$13,140)
<b>Total Expenditures</b>	<b>\$1,062,530</b>	<b>\$1,002,834</b>	<b>\$59,696</b>	<b>\$2,929,342</b>	<b>\$3,008,500</b>	<b>(\$79,158)</b>
<b>Net</b>	<b>(\$75,740)</b>		<b>(\$75,740)</b>	<b>\$72,344</b>		<b>\$72,344</b>

ANN ARBOR DISTRICT LIBRARY  
Grant Administration  
For the Three Months Ending September 30, 2011

	September			YTD		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	<b>(\$7,500)</b>	\$5,310	\$22,500	<b>(\$17,190)</b>
Total Revenue		<u>\$7,500</u>	<u><b>(\$7,500)</b></u>	<u>\$5,310</u>	<u>\$22,500</u>	<u><b>(\$17,190)</b></u>
Expenditures						
Materials	1,860		<b>1,860</b>	4,980		<b>4,980</b>
Library Programming	1,620		<b>1,620</b>	8,765		<b>8,765</b>
Other Operating Expenditures	752	7,500	<b>(6,748)</b>	1,499	22,500	<b>(21,001)</b>
Total Operating Expense	<u>\$4,232</u>	<u>\$7,500</u>	<u><b>(\$3,268)</b></u>	<u>\$15,244</u>	<u>\$22,500</u>	<u><b>(\$7,256)</b></u>
Total Expenditures	<u>\$4,232</u>	<u>\$7,500</u>	<u><b>(\$3,268)</b></u>	<u>\$15,244</u>	<u>\$22,500</u>	<u><b>(\$7,256)</b></u>
Net	<u><b>(\$4,232)</b></u>		<u><b>(\$4,232)</b></u>	<u><b>(\$9,934)</b></u>		<u><b>(\$9,934)</b></u>

ANN ARBOR DISTRICT LIBRARY  
Friends of the Library  
For the Three Months Ending September 30, 2011

	<u>Actual</u>	<u>September Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials		\$7,500	(\$7,500)		\$22,500	(\$22,500)
Total Revenue		<u>\$7,500</u>	<u>(\$7,500)</u>		<u>\$22,500</u>	<u>(\$22,500)</u>
Expenditures						
Materials	700		700	2,453		2,453
Library Programming	1,620		1,620	8,765		8,765
Other Operating Expenditures	752	7,500	(6,748)	1,499	22,500	(21,001)
Total Operating Expense	<u>\$3,072</u>	<u>\$7,500</u>	<u>(\$4,428)</u>	<u>\$12,717</u>	<u>\$22,500</u>	<u>(\$9,783)</u>
Total Expenditures	<u>\$3,072</u>	<u>\$7,500</u>	<u>(\$4,428)</u>	<u>\$12,717</u>	<u>\$22,500</u>	<u>(\$9,783)</u>
Net	<u>(\$3,072)</u>		<u>(\$3,072)</u>	<u>(\$12,717)</u>		<u>(\$12,717)</u>

## Balance Sheet

**ASSETS**

As of 9/30/2011

Current Assets:

## Cash

CASH-COMMERCIAL CHECKING	\$16,820.72
CASH-PAYROLL	19,229.19
HOLTREY FUND	330,577.95
CASH-SAVINGS	9,288,437.10
KENISTON FUND	30,242.27
SHAFER FUND	10,450.78
WESTERMAN FUND	42,508.17
PETTY CASH	2,000.00
WLBPD ACCOUNT	36,994.00

Total Cash	\$9,777,260.18
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## Investments

BANK OF ANN ARBOR INVESTMENT	\$3,278,322.07
UNITED BANK AND TRUST INVESTMENT	1,807,083.26

Total Investments	\$5,085,405.33
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## Accounts Receivable

ACCOUNTS RECEIVABLE	\$70,203.93
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Total Accounts Receivable	\$70,203.93
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## Property Taxes Receivable

TAXES RECEIVABLE	\$29,819.42
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Total Property Taxes Receivable	\$29,819.42
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## Prepaid Expenses

PRE-PAID INSURANCE	\$44,572.99
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Total Prepaid Expenses	\$44,572.99
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Total Current Assets	\$15,007,261.85
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Capital Assets:

BUILDINGS	\$25,972,421.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	460,149.00
COMMUNICATIONS EQUIPMENT	429,943.00
BUSINESS MACHINES	175,244.00
COMPUTER EQUIPMENT	1,307,407.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	43,135.00
FURNITURE & FIXTURES	1,302,241.00
VEHICLES	183,256.00

Total Capital Assets	\$32,024,047.15
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Amount Provided for Long-Term Debt:

LONG TERM SICK	\$27,324.99
LONG TERM VACATION	241,660.52

Total Provided for Long-Term Debt	268,985.51
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TOTAL ASSETS	\$47,300,294.51
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## Ann Arbor District Library

## Balance Sheet

**LIABILITIES AND FUND EQUITY**Current Liabilities:

ACCOUNTS PAYABLE	\$120,905.77
ACCRUED ACCOUNTS PAYABLE	22,982.72
ACCRUED PAYROLL	234,500.00
UNITED WAY DEDUCTIONS	950.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	2,054.08
ACCRUED EMPLOYER 403(b) - UNDECIDED	28,246.47
ACCRUED LIABILITY-VACATION S/T	97,084.23
	<hr/>
Total Current Liabilities	\$506,723.27

Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$27,324.99
ACCRUED LIABILITY-VACATION L/T	241,660.52
	<hr/>
Total Long-Term Liabilities	268,985.51

Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,024,047.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$137,433.02
DEFERRED REVENUE - PROPERTY TAX	6,555,021.00
FUND BALANCE - UNDESIGNATED	7,735,738.99
EXCESS REVENUE (SPENDING)	72,345.57
	<hr/>
Total Fund Balance	\$14,500,538.58

Total Fund Equity	\$46,524,585.73
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TOTAL LIABILITIES AND FUND EQUITY	<hr/> <hr/> \$47,300,294.51
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## Ann Arbor District Library

### Rollforward of undesignated fund balance For the Period Ending September 30, 2011

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 7,864,875	\$ 7,829,847
Total revenues	986,790	3,001,686
Expenditures:		
Operating	(1,056,885)	(2,904,980)
Capital outlays	(5,646)	(24,360)
(Increase) decrease in encumbrances	<u>18,951</u>	<u>(94,108)</u>
Ending surplus (deficit)	<u><u>\$ 7,808,085</u></u>	<u><u>\$ 7,808,085</u></u>

# Ann Arbor District Library

Monthly and year-to-date cash rollover  
For Period ending September 30, 2011

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

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
<b>Monthly rollover</b>					
Commercial checking	\$ 24,025	\$ 11,427	\$ (403,631)	\$ 385,000	\$ 16,821
Payroll	17,860	4	(428,791)	430,156	19,229
Petty cash	2,000	-	-	-	2,000
Savings	7,625,772	2,556,129	(78,308)	(815,156)	9,288,437
Investments - Bank of Ann Arbor	3,278,322	-	-	-	3,278,322
Investments - United Bank and Trust	1,807,083	-	-	-	1,807,083
Westerman Fund	42,505	3	-	-	42,508
Shafer Fund	10,450	1	-	-	10,451
Holtrey Fund	330,537	41	-	-	330,578
Keniston Fund	30,240	2	-	-	30,242
WLBPD	36,991	3	-	-	36,994
	<u>\$ 13,205,785</u>	<u>\$ 2,567,610</u>	<u>\$ (910,730)</u>	<u>\$ -</u>	<u>\$ 14,862,665</u>
<b>Year-to-date rollover</b>					
Commercial checking	\$ 28,733	\$ 34,451	\$ (1,561,363)	\$ 1,515,000	\$ 16,821
Payroll	245,355	1,164	(1,532,760)	1,305,470	19,229
Petty cash	2,000	-	-	-	2,000
Savings	2,478,284	9,799,280	(168,657)	(2,820,470)	9,288,437
Investments - Bank of Ann Arbor	3,262,530	15,792	-	-	3,278,322
Investments - United Bank and Trust	1,788,564	18,519	-	-	1,807,083
Westerman Fund	42,497	11	-	-	42,508
Shafer Fund	10,448	3	-	-	10,451
Holtrey Fund	330,453	125	-	-	330,578
Keniston Fund	30,235	7	-	-	30,242
WLBPD	36,985	9	-	-	36,994
	<u>\$ 8,256,084</u>	<u>\$ 9,869,361</u>	<u>\$ (3,262,780)</u>	<u>\$ -</u>	<u>\$ 14,862,665</u>

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To: From: To:  
 Check Number First Last Check Date 9/1/2011 9/30/2011  
 Vendor ID First Last Checkbook ID First Last  
 Vendor Name First Last

Sorted By: Vendor Name

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
042341	AGRSER	A GROWING SERVICE LLC	9/20/2011	CHECK	PMCHK00001400	\$340.00
042402	A.M.BE	A.M. BEST COMPANY, INC.	9/27/2011	CHECK	PMCHK00001403	\$329.90
042342	AMEX	AMERICAN EXPRESS	9/20/2011	CHECK	PMCHK00001400	\$111,305.96
042343	ANNARB	ANN ARBOR OBSERVER	9/20/2011	CHECK	PMCHK00001400	\$1,688.40
042340	AANEWS	ANN ARBOR.COM	9/20/2011	CHECK	PMCHK00001400	\$2,351.52
042404	ATTMOB	AT&T MOBILITY	9/27/2011	CHECK	PMCHK00001403	\$1,463.89
042405	BANCOF	BANC OF AMERICA LEASING	9/27/2011	CHECK	PMCHK00001403	\$1,368.00
042406	BARNOB1	BARNES & NOBLE INC.	9/27/2011	CHECK	PMCHK00001403	\$145.00
042344	BEADEL	BEAU DELOACH	9/20/2011	CHECK	PMCHK00001400	\$275.00
042345	BENJAN	BEN JANSSON	9/20/2011	CHECK	PMCHK00001400	\$400.00
042347	BETMAN	BETH MANUEL	9/20/2011	CHECK	PMCHK00001400	\$22.19
042346	BETBEC	BETSY BECKERMAN	9/20/2011	CHECK	PMCHK00001400	\$425.00
042407	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	9/27/2011	CHECK	PMCHK00001403	\$49,106.53
042408	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	9/27/2011	CHECK	PMCHK00001403	\$6,343.69
042348	BP	BP	9/20/2011	CHECK	PMCHK00001400	\$358.41
042349	BREWER	BREWER'S	9/20/2011	CHECK	PMCHK00001400	\$464.61
042350	BRODCO	BRODART CO.	9/20/2011	CHECK	PMCHK00001400	\$497.40
042351	CARBRO	CARPENTER BROS.	9/20/2011	CHECK	PMCHK00001400	\$42.20
042352	CDW-G	CDW GOVERNMENT, INC.	9/20/2011	CHECK	PMCHK00001400	\$2,964.15
042353	CHUYAT	CHUCK YATES	9/20/2011	CHECK	PMCHK00001400	\$24.89
042354	CINCOR	CINTAS CORPORATION	9/20/2011	CHECK	PMCHK00001400	\$1,221.52
042394	CITOF1	CITY OF ANN ARBOR TREASURER	9/22/2011	CHECK	PMCHK00001402	\$2,757.72
042409	CITOF2	CITY OF ANN ARBOR-LESLIE SCIEN	9/27/2011	CHECK	PMCHK00001403	\$390.00
042338	COTINN	COTTAGE INN CATERING SERVICES	9/16/2011	CHECK	PMCHK00001399	\$131.90
042410	DANMIS	DAN MISHKIN	9/27/2011	CHECK	PMCHK00001403	\$100.00
042355	DAVMCM	DAVID MCMILLIAN	9/20/2011	CHECK	PMCHK00001400	\$70.00
042356	DOROWE	DOROTHY M. OWEN	9/20/2011	CHECK	PMCHK00001400	\$150.00
042395	DTEENE	DTE ENERGY	9/22/2011	CHECK	PMCHK00001402	\$29,278.40
042357	DYKGOS	DYKEMA GOSSETT	9/20/2011	CHECK	PMCHK00001400	\$4,247.63
042358	ELILAW	ELITE LAWN & LANDSCAPE, INC.	9/20/2011	CHECK	PMCHK00001400	\$5,010.74
042359	ERISCH	ERIC SCHOENBAECHLER	9/20/2011	CHECK	PMCHK00001400	\$45.44
042334	FRIOF	FRIENDS OF THE ANN ARBOR	9/2/2011	CHECK	PMCHK00001398	\$964.50
042360	GAYBRO	GAYLORD BROS.	9/20/2011	CHECK	PMCHK00001400	\$1,283.52
042339	GETDOWN	GET DOWNTOWN PROGRAM	9/16/2011	CHECK	PMCHK00001399	\$1,600.00
042389	WWGRAI	GRAINGER	9/20/2011	CHECK	PMCHK00001400	\$322.48
042412	GRASTE	GRATITUDE STEEL BAND	9/27/2011	CHECK	PMCHK00001403	\$100.00
042411	FIRMAR	GREEN ROAD ASSOCIATES, LP	9/27/2011	CHECK	PMCHK00001403	\$3,208.33
042403	ARCHAMBAULT	GROUPE ARCHAMBAULT INC.	9/27/2011	CHECK	PMCHK00001403	\$461.61
042413	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	9/27/2011	CHECK	PMCHK00001403	\$9,167.50
042361	IEVBAT	IEVA BATES	9/20/2011	CHECK	PMCHK00001400	\$16.58
042414	INNINT	INNOVATIVE INTERFACES, INC.	9/27/2011	CHECK	PMCHK00001403	\$62,688.00
042362	KATCHY	KATIE CHYNOWETH	9/20/2011	CHECK	PMCHK00001400	\$62.53
042363	KEVCOL	KEVIN COLLINS	9/20/2011	CHECK	PMCHK00001400	\$500.00
042415	LEACEN	LEARNING CENTER	9/27/2011	CHECK	PMCHK00001403	\$108.00
042364	LORKAN	LORI KANE	9/20/2011	CHECK	PMCHK00001400	\$17.70
042391	NEOPOS	MAIL FINANCE, INC.	9/20/2011	CHECK	PMCHK00001401	\$226.29
042416	MATFEA	MATT FEAZELL	9/27/2011	CHECK	PMCHK00001403	\$100.00
042365	METCOM	METCOM	9/20/2011	CHECK	PMCHK00001400	\$118.11
042417	METLIFE	METLIFE SBC	9/27/2011	CHECK	PMCHK00001403	\$6,987.90
042366	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	9/20/2011	CHECK	PMCHK00001400	\$1,055.02
042367	NEWSBAN	NEWSBANK	9/20/2011	CHECK	PMCHK00001400	\$2,960.00
042396	NEXCOM	NEXTEL COMMUNICATIONS	9/22/2011	CHECK	PMCHK00001402	\$416.57
042335	NICWIL	NICHOLAS WILCOX	9/2/2011	CHECK	PMCHK00001398	\$1,000.00
042368	NICBOO	NICOLA'S BOOKS	9/20/2011	CHECK	PMCHK00001400	\$286.44
042369	NUWAVE	NUWAVE AQUARIUMS	9/20/2011	CHECK	PMCHK00001400	\$186.00
042370	OFFDEP	OFFICE DEPOT, INC.	9/20/2011	CHECK	PMCHK00001400	\$2,002.76



\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
042392	PIOJAN	PIONEER JANITORIAL SERVICE	9/20/2011	CHECK	PMCHK00001401	\$10,167.08
042397	PITCHA	PITTSFIELD CHARTER TOWNSHIP	9/22/2011	CHECK	PMCHK00001402	\$2,426.59
042398	PREPRI	PRECISION PRINTER SERVICES, IN	9/22/2011	CHECK	PMCHK00001402	\$399.80
042371	PRITEC	PRINT TECH INC.	9/20/2011	CHECK	PMCHK00001400	\$1,989.35
042418	PRIORITY	PRIORITY HEALTH	9/27/2011	CHECK	PMCHK00001403	\$16,232.40
042419	PROINF	PROQUEST - CSA LLC	9/27/2011	CHECK	PMCHK00001403	\$4,600.00
042372	QUANTA	QUANTA, INC.	9/20/2011	CHECK	PMCHK00001400	\$125.00
042376	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	9/20/2011	CHECK	PMCHK00001400	\$2,775.00
042373	RACYAN	RACHEL YANIKOGLU	9/20/2011	CHECK	PMCHK00001400	\$26.37
042374	REBLAM	REBECCA LAMBERS	9/20/2011	CHECK	PMCHK00001400	\$400.00
042375	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	9/20/2011	CHECK	PMCHK00001400	\$18.00
042420	REPPAR	REPUBLIC PARKING	9/27/2011	CHECK	PMCHK00001403	\$140.00
042421	RICBUS	RICOH AMERICAS CORP	9/27/2011	CHECK	PMCHK00001403	\$55.81
042422	RICBUS	RICOH AMERICAS CORP	9/27/2011	CHECK	PMCHK00001403	\$817.52
042377	SARKEL	SARA MELTON KELLER	9/20/2011	CHECK	PMCHK00001400	\$250.00
042379	SCHSEC	SCHILKE SECURITY	9/20/2011	CHECK	PMCHK00001400	\$195.00
042378	SCHLE	SCHINDLER ELEVATOR CORPORATION	9/20/2011	CHECK	PMCHK00001400	\$550.32
042380	SHAINV	SHARON D. IVERSON	9/20/2011	CHECK	PMCHK00001400	\$36.61
042381	SIGIN	SIGNS IN 1 DAY	9/20/2011	CHECK	PMCHK00001400	\$113.00
042336	STAPOO	STANDARD & POOR'S	9/2/2011	CHECK	PMCHK00001398	\$298.00
042382	STAPLE	STAPLES ADVANTAGE	9/20/2011	CHECK	PMCHK00001400	\$82.95
042423	STEBAR	STEVE BARBUTO	9/27/2011	CHECK	PMCHK00001403	\$250.00
042399	SUPHAR	SUPERIOR HARDWOOD	9/22/2011	CHECK	PMCHK00001402	\$7,755.00
042424	THEANN	THE ANN MAGAZINE	9/27/2011	CHECK	PMCHK00001403	\$400.00
042425	THEARK	THE ARK	9/27/2011	CHECK	PMCHK00001403	\$750.00
042383	TOMSMI	TOM SMITH	9/20/2011	CHECK	PMCHK00001400	\$29.64
042384	TONBIC	TONIA BICKFORD	9/20/2011	CHECK	PMCHK00001400	\$59.00
042386	UNIOMA	UNIQUE MANAGEMENT SERVICES, IN	9/20/2011	CHECK	PMCHK00001400	\$1,458.85
042337	UNIPAR	UNITED PARCEL SERVICE	9/2/2011	CHECK	PMCHK00001398	\$55.36
042385	UNIPAR	UNITED PARCEL SERVICE	9/20/2011	CHECK	PMCHK00001400	\$39.63
042393	UNIPAR	UNITED PARCEL SERVICE	9/20/2011	CHECK	PMCHK00001401	\$76.76
042426	UNUMPRO	UNUM LIFE INSURANCE	9/27/2011	CHECK	PMCHK00001403	\$2,822.29
042387	VICDUR	VICTORIA FORMAN DURANONA	9/20/2011	CHECK	PMCHK00001400	\$50.00
042388	WASMAN	WASTE MANAGEMENT OF MICHIGAN	9/20/2011	CHECK	PMCHK00001400	\$158.52
042427	WESENT	WESTGATE ENTERPRISES, LLC	9/27/2011	CHECK	PMCHK00001403	\$16,932.10
042400	WILHAR	WILLIAM HART	9/22/2011	CHECK	PMCHK00001402	\$200.00
042428	WILTEC	WILTEC TECHNOLOGIES	9/27/2011	CHECK	PMCHK00001403	\$226.25
042401	XEROX	XEROX CORPORATION	9/22/2011	CHECK	PMCHK00001402	\$268.98
042429	XEROX	XEROX CORPORATION	9/27/2011	CHECK	PMCHK00001403	\$246.51
042390	YPSSEN	YPSILANTI SENIOR CENTER	9/20/2011	CHECK	PMCHK00001400	\$15.00

Total Checks: 96

Total Amount of Checks: \$392,652.62

ANN ARBOR DISTRICT LIBRARY BOARD

Rebecca Head  
Nancy Kaplan  
Margaret Leary  
Barbara Murphy  
Jan Barney Newman  
Prue Rosenthal  
Edward Surovell

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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