



Regular Meeting Agenda

Monday, April 16, 2018

Published by Ann Arbor District Library

April 2018

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

May 2018

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

June 2018

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

MEMORANDUM

To: District Library Board
 From: Josie Parker, Director
 Subject: Regular Meeting, Monday, April 16, 2018 at 6:00 p.m.
 Ann Arbor District Library, Conference Room A, 6:00 p.m.
 Ann Arbor District Library, Lower Level Multipurpose Room, 7:00 p.m.
 343 S. Fifth Avenue, Ann Arbor, MI 48104

REGULAR MEETING AGENDA

- 18-054 I. CALL TO ORDER
- 18-055 II. ATTENDANCE
- 18-056 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE
- 18-057 IV. RECONVENE REGULAR MEETING AT 7:00PM
- 18-058 V. APPROVAL OF AGENDA (pp. 1-2)
 (Item of action)
- 18-059 VI. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of March 19, 2018 (pp. 3-7)
- CA-2 Approval of March 2018 Disbursements (pp. 8-10)
- 18-060 VII. CITIZENS' COMMENTS
- 18-061 VIII. FINANCIAL REPORTS (pp. 11-15)
 Bill Cooper, Finance Manager
- 18-062 IX. COMMITTEE REPORTS
- 18-063 A. BUDGET & FINANCE COMMITTEE
 (10 minutes)
- 18-064 X. DIRECTOR'S REPORT (pp. 16-18)
 Josie B. Parker, Director
- 18-065 XI. OLD BUSINESS

- 18-049 A. RESOLUTION TO REALLOCATE BALANCE OF APPROVED FUNDS FROM THE TRAVERWOOD MSE PROJECT TO USE TOWARDS PUBLIC MEETING SPACE IN AADL BRANCHES (p. 19)
Len Lemorie, Facilities Manager
(Item of action)
(15 minutes)
- 18-050 B. RESOLUTION TO EXTEND SPACE USE AGREEMENT WITH THE FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY (pp. 20-28)
(Item of action)
(10 minutes)
- 18-066 XII. NEW BUSINESS
- 18-067 A. DISCUSSION OF PROPOSED 2018-2019 BUDGET (pp. 29-31)
(Item of discussion)
(30 minutes)
- 18-068 B. VOTE FOR CLOSED SESSION FOR AT THE MAY 21, 2018 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE, LABOR NEGOTIATIONS AND DIRECTOR'S EVALUATION
(Item of action)
Roll call vote
- 18-069 XIII. CITIZENS' COMMENTS
- 18-070 XIV. 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 734.327.8311 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, MARCH 19, 2018

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
MONDAY, MARCH 19, 2018

- 18-038 I. CALL TO ORDER
- President Vander Broek called the meeting to order at 7:04 p.m.
- 18-039 II. ATTENDANCE
- Board Present: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, Jamie Vander Broek
 Board Absent: Jim Leija, Ed Surovell
 Staff: Josie Parker, Eli Neiburger, Karen Wilson (recorder)
- 18-040 III. APPROVAL OF AGENDA
 (Item of action)
- Trustee Barney Newman, supported by Trustee Sherman, moved to approve the agenda.
- AYES: Green, Barney Newman, Sherman, Song, Vander Broek
 NAYS: None
- Motion passed 5-0.
- 18-041 IV. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of February 19, 2018
- CA-2 Approval of February 2018 Disbursements
- Trustee Barney Newman, supported by Trustee Sherman, moved to approve the consent agenda.
- AYES: Green, Barney Newman, Sherman, Song, Vander Broek
 NAYS: None
- Motion passed 5-0.
- 18-042 V. CITIZENS' COMMENTS
- There were no citizens' comments.

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18-043 VI. FINANCIAL REPORTS
 Bill Cooper, Finance Manager

Finance Manager Cooper presented the March 2018 financials in the Board Packet. He noted that \$15,253,884 in property taxes, 97.8% of the budgeted amount, has been received year-to-date. Currently year-to-date expenditures are under budget by \$1,498,511.

18-044 VII. COMMITTEE REPORTS

18-045 A. EXECUTIVE COMMITTEE

President Vander Broek reported the Executive Committee met to advance the Director's evaluation process. The committee will meet with Director Parker before bringing documents to the Board.

The committee met with Fran Alexander of Bridgeport to draft the agenda for the May 23rd Board retreat. Ms. Alexander will be contacting board members for their input before the final agenda is completed. Board members expressed their thoughts for retreat topics and structure.

Board members expressed their views regarding the current committee structure under the revised bylaws.

18-046 VIII. DIRECTOR'S REPORT
 Josie B. Parker, Director

Director Parker submitted her written report in the packet and highlighted the following:

A number of programs have been scheduled for National Library Week, April 8th through the 15th.

AADL is partnering with the Michigan Theatre in creation of "Behind the Marquee" podcasts. The Theatre is using our equipment and the podcasts focus on their programs.

Director Parker was recently interviewed by WEMU regarding the Ladies' Library Association contributions to the creation of public libraries in Ypsilanti and Ann Arbor.

AADL has accepted a sculpture entitled "By the Numbers" donated by Nancy Heers. Mrs. Heers is a member of the Ladies'

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Library Association and her husband, Wendel Heers, was the artist who created the sculpture.

AADL participated in Raspberry PI events during their birthday weekend celebrated around the world.

On April 7th AADL is partnering with the University of Michigan for an Art and Gaming Symposium.

On April 13th AADL is once again sponsoring *Library Camp*, an unconference which is open and free to participants. The camp is intended for library staff, board and enthusiasts.

The draft 2018-2019 budget will presented to the Board at the April meeting; the EPIC-MRA survey results will be presented this evening; meeting rooms at branches is a topic of discussion this evening also; a communications strategy report is being prepared for the Board Retreat; employee contract negotiations are expected to begin in early April.

Patron photos and a summary of public and staff comments were viewed.

18-047

IX. OLD BUSINESS

17-165

A. AADL STRATEGIC PLAN GOAL 3.3: 2018 EPIC-MRA SURVEY PRESENTATION

John Cavanagh, EPIC-MRA
 (30 minutes)

John Cavanagh of EPIC-MRA was introduced. Mr. Cavanagh reported on the 2018 Resident Satisfaction Survey his company completed. 500 samples were collected between February 5th and February 10th from land line and cell phone users. Cell phone numbers reflected 40 percent of those contacted. He reviewed the questions asked; responses received and provided applicable comparisons from all four surveys taken since 2012.

Takeaways include:

- * AADL is a well-loved institution with a very high value in the community
- * The Downtown Library is the most visited location
- * Westgate Branch is the 2nd most active location
- * Overall customer satisfaction is at 89%
- * On the topic of a millage proposal for improvements to the

ANN ARBOR DISTRICT LIBRARY BOARD
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Downtown Library facility only 59% gave a yes response for support, 3% would lean towards support and 27% were no votes. Mr. Cavanagh noted that no dollar amounts had been attached to the questions which could change responses.

- 16-154 B. AADL STRATEGIC PLAN GOAL 4.3: IMPLEMENT THE NEW WEB PRESENCE - UPDATE
 Eli Neiburger, Deputy Director

Deputy Director Neiburger stated work is nearing completion and several previous functions are now up and running. Staff will be moving onto summer game development. MeLCat is in the hands of the vendors and we are not in control of the process at this time. We anticipate it will be several more months before the service is reinstated. Traditional inter-library loan services are still being provided to our patrons.

- 18-048 X. NEW BUSINESS

- 18-049 A. DISCUSSION TO REALLOCATE BALANCE OF APPROVED FUNDS FROM THE TRAVERWOOD MSE PROJECT TO USE TOWARDS PUBLIC MEETING SPACE IN AADL BRANCHES
 Len Lemorie, Facilities Manager

Facilities Manager Lemorie outlined his proposal to incorporate additional bookable meeting rooms in Pittsfield, Malletts Creek and Traverwood branch libraries.

The Capital Projects Fund has a balance of \$378,000 left from the monies earmarked for the MSE wall at Traverwood. With the popularity of the bookable meeting rooms at the Westgate Branch he anticipates all branch locations could support additional meeting spaces.

Deputy Director Neiburger reviewed bookings at the Westgate Branch and the Downtown Library giving Board members a brief overview of usage.

Facilities Manager Lemorie reported the door counters should be operational in April.

- 18-050 B. SPACE USE AGREEMENT WITH THE FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY
 (Item of discussion)

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Director Parker noted the Space Use Agreement is reviewed annually by the Board. Administration is not recommending any changes to the document. A draft copy has been delivered to the FAADL Board for their review. It will be brought back to the Board in April for approval.

- 18-051 C. VOTE FOR CLOSED SESSION FOR AT THE APRIL 16, 2018 REGULAR BOARD MEETING FOR DISCUSSION OF REAL ESTATE, LABOR NEGOTIATIONS AND DIRECTOR'S EVALUATION
 (Item of action)
 Roll call vote

Trustee Sherman, supported by Trustee Barney Newman, moved for a closed session for discussion of real estate, labor negotiations and director's evaluation at the April 16, 2018 Board meeting.

A roll call vote was taken.

AYES: Green, Barney Newman, Sherman, Song, Vander Broek
 NAYS: None

Motion passed 5-0.

- 18-052 XI. CITIZENS' COMMENTS

There were no citizens' comments.

- 18-053 XII. ADJOURNMENT

President Vander Broek adjourned the meeting at 8:54 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 March 19, 2018 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.

Edward Surovell, Board Secretary

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 Check Number First Last Check Date From: To:
 Vendor ID First Last Checkbook ID First Last
 Vendor Name First Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
057762	A.M. SERV	A.M. SERVICES. INC	3/1/2018	CHECK	PMCHK00002124	\$6,638.51
057763	AACLESUP	ANN ARBOR CLEANING SUPPLY COMP	3/1/2018	CHECK	PMCHK00002124	\$209.01
057764	ALLENT	ALLIANCE ENTERTAINMENT	3/1/2018	CHECK	PMCHK00002124	\$6,676.56
057765	AMASCH	AMANDA SCHOTT	3/1/2018	CHECK	PMCHK00002124	\$27.47
057766	AMEHIS	AMELIA HISSONG	3/1/2018	CHECK	PMCHK00002124	\$320.00
057767	BAKTAY	BAKER & TAYLOR	3/1/2018	CHECK	PMCHK00002124	\$6,225.31
057768	BANMED	BANG MEDIA	3/1/2018	CHECK	PMCHK00002124	\$350.00
057769	BETJOHN	ELIZABETH ANN JOHNSON	3/1/2018	CHECK	PMCHK00002124	\$100.00
057770	BUSCAR	BUSINESS CARD	3/1/2018	CHECK	PMCHK00002124	\$21,361.63
057771	CITWATER	CITY OF AA WATER UTILITIES	3/1/2018	CHECK	PMCHK00002124	\$16.33
057772	CONSHA	CONNOR SHAUGHNESSY	3/1/2018	CHECK	PMCHK00002124	\$800.00
057773	CORDAV	CORINNE DAVENPORT	3/1/2018	CHECK	PMCHK00002124	\$2.43
057774	DRAPLA	DRAMATISTS PLAY SERVICE. INC.	3/1/2018	CHECK	PMCHK00002124	\$110.00
057775	ELAMAH	ELAINE M MAHER	3/1/2018	CHECK	PMCHK00002124	\$22.99
057776	HUGGAL	HUGH GALLAGHER	3/1/2018	CHECK	PMCHK00002124	\$400.00
057777	INTSYS	INTELLIGENT CONTROL SYSTEMS	3/1/2018	CHECK	PMCHK00002124	\$324.95
057778	JERDIC	JERMAINE DICKERSON	3/1/2018	CHECK	PMCHK00002124	\$1,000.00
057779	KEEROD	KEEGAN RODGERS	3/1/2018	CHECK	PMCHK00002124	\$250.00
057780	LAUPRE	LAUREL PREMO	3/1/2018	CHECK	PMCHK00002124	\$450.00
057781	LAURAY	LAURA RAYNOR	3/1/2018	CHECK	PMCHK00002124	\$12.58
057782	MANCOS	MANER COSTERISAN	3/1/2018	CHECK	PMCHK00002124	\$4,600.22
057783	MIDTAP	MIDWEST TAPE	3/1/2018	CHECK	PMCHK00002124	\$3,769.33
057784	PATDUN	PATRICK DUNN	3/1/2018	CHECK	PMCHK00002124	\$200.00
057785	PAYCOO	PAYTON COOK	3/1/2018	CHECK	PMCHK00002124	\$800.00
057786	PREPET	PREUSS PETS	3/1/2018	CHECK	PMCHK00002124	\$4,888.99
057787	PRITEC	PRINT TECH INC.	3/1/2018	CHECK	PMCHK00002124	\$660.95
057788	RECBOO	RECORDED BOOKS. INC.	3/1/2018	CHECK	PMCHK00002124	\$190.09
057789	RICBER	RICHARD H BERENDS	3/1/2018	CHECK	PMCHK00002124	\$500.00
057790	RICRET	RICHARD RETYI	3/1/2018	CHECK	PMCHK00002124	\$100.00
057791	SARJAB	SARMED JABRA	3/1/2018	CHECK	PMCHK00002124	\$250.00
057792	SCHSOU	SCHEDULE SOURCE. INC	3/1/2018	CHECK	PMCHK00002124	\$938.00
057793	SHASON	SHAMBAUGH & SON	3/1/2018	CHECK	PMCHK00002124	\$3,106.86
057794	SHEWIN	SHERRI WINSTON	3/1/2018	CHECK	PMCHK00002124	\$800.00
057795	SOULAH	SORAYA LAHAM	3/1/2018	CHECK	PMCHK00002124	\$49.00
057796	THODEJ	THOMAS DEJA II	3/1/2018	CHECK	PMCHK00002124	\$1,000.00
057797	THOGAL	GALE/CENGAGE LEARNING. INC	3/1/2018	CHECK	PMCHK00002124	\$51.18
057798	TIMGRI	TIM GRIMES	3/1/2018	CHECK	PMCHK00002124	\$250.00
057799	ULINE	ULINE. INC.	3/1/2018	CHECK	PMCHK00002124	\$740.36
057800	FORFRA	FORMAT FRAMING	3/1/2018	CHECK	PMCHK00002124	\$10,063.33
057801	AIRENTAL	A-1 RENTAL. INC.	3/8/2018	CHECK	PMCHK00002126	\$465.25
057802	ALBIONC	ALBION COLLEGE LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$147.05
057803	ALMPUB	ALMA PUBLIC LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$25.00
057804	AMBFAL	AMBER ADAMS-FALL	3/8/2018	CHECK	PMCHK00002126	\$100.00
057805	ANNARB	ANN ARBOR OBSERVER	3/8/2018	CHECK	PMCHK00002126	\$2,487.10
057806	APPLE	APPLE. INC.	3/8/2018	CHECK	PMCHK00002126	\$3,400.00
057807	AOUCOL	AQUINAS COLLEGE	3/8/2018	CHECK	PMCHK00002126	\$9.41
057808	BAKTAY	BAKER & TAYLOR	3/8/2018	CHECK	PMCHK00002126	\$15,882.50
057809	BENSHO	BENZIE SHORES DIST LIBRARY zv1	3/8/2018	CHECK	PMCHK00002126	\$18.00
057810	BETBEC	BETSY JANE BECKERMAN	3/8/2018	CHECK	PMCHK00002126	\$1,080.00
057811	BLOLIB	BLOOMFIELD TWP PUBLIC LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$10.00
057812	BRANCHDIS	BRANCH DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$25.00
057813	BRIMALL	BRUARWOOD LLC	3/8/2018	CHECK	PMCHK00002126	\$250.00
057814	BUSVAL	BUSCH'S. INC.	3/8/2018	CHECK	PMCHK00002126	\$23.37
057815	CAPDIS	CAPITAL AREA DISTRICT LIBRARIE	3/8/2018	CHECK	PMCHK00002126	\$43.30
057816	CARBRO	CARPENTER BROS.	3/8/2018	CHECK	PMCHK00002126	\$71.48
057817	CARODIS	CARO AREA DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$9.95
057818	CITINFOTECH	CITY OF ANN ARBOR	3/8/2018	CHECK	PMCHK00002126	\$31,500.00
057819	COLSIM	COLIN SIMPSON	3/8/2018	CHECK	PMCHK00002126	\$22.08
057820	COMALLW	COMPUTER ALLEY	3/8/2018	CHECK	PMCHK00002126	\$668.55
057821	DYLSTR	DYLAN STRZYNSKI	3/8/2018	CHECK	PMCHK00002126	\$1,600.00
057822	EASMIC	EASTERN MICHIGAN UNIVERSITY	3/8/2018	CHECK	PMCHK00002126	\$25.00
057823	FLEMCM	FLEISCHNER MEMORTAL LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$17.00
057824	FORFRA	FORMAT FRAMING	3/8/2018	CHECK	PMCHK00002126	\$965.42
057825	FRIOP	FRIENDS OF THE AADL	3/8/2018	CHECK	PMCHK00002126	\$3,191.00
057826	HELGOT	HELEN GOTLIB	3/8/2018	CHECK	PMCHK00002126	\$2,250.00
057827	HOMERL	HOMER PUBLIC LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$9.99
057828	HOPCOL	HOPE COLLEGE-VAN WYLEN LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$40.00
057829	HOWLIB	HOWELL CARNEGIE DISTRICT LIBRA	3/8/2018	CHECK	PMCHK00002126	\$10.00
057830	LAPDIS	LAPEER DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$14.99
057831	LENLIB	LENAWEE DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$18.95
057832	MARBAN	MARTIN BANDYKE	3/8/2018	CHECK	PMCHK00002126	\$500.00
057833	METCOM	METCOM	3/8/2018	CHECK	PMCHK00002126	\$3,445.86
057834	MIDTAP	MIDWEST TAPE	3/8/2018	CHECK	PMCHK00002126	\$4,187.60
057835	MONHIG	MONICA HIGMAN	3/8/2018	CHECK	PMCHK00002126	\$100.00
057836	MSULIBRARIES	MICHIGAN STATE UNIVERSITY	3/8/2018	CHECK	PMCHK00002126	\$112.98
057837	NILDIS	NILES DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$4.99
057838	OAKUNI	OAKLAND UNIVERSITY LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$90.00
057839	OFFDEP	OFFICE DEPOT. INC.	3/8/2018	CHECK	PMCHK00002126	\$347.95
057840	ONEACON	O'NEAL CONSTRUCTION	3/8/2018	CHECK	PMCHK00002126	\$17,500.00
057841	PHISYS	PHILLIPS PRO SYSTEMS LLC	3/8/2018	CHECK	PMCHK00002126	\$308.75
057842	PRITEC	PRINT TECH INC.	3/8/2018	CHECK	PMCHK00002126	\$8,103.15
057843	RAEHOE	RAE HOEKSTRA	3/8/2018	CHECK	PMCHK00002126	\$100.00
057844	RAILAG	RAINA LAGRAN	3/8/2018	CHECK	PMCHK00002126	\$100.00
057845	RECMAN	RECON MANAGEMENT SYSTEMS. INC.	3/8/2018	CHECK	PMCHK00002126	\$43.60
057846	RNOFAA	R.N.A. OF ANN ARBOR, INC.	3/8/2018	CHECK	PMCHK00002126	\$20,740.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
057847	RYANEBY	RYAN EBY	3/8/2018	CHECK	PMCHK00002126	\$160.62
057848	SAMFRE	SAMUEL FRENCH.INC.	3/8/2018	CHECK	PMCHK00002126	\$125.00
057849	SARKEL	SARA MELTON KELLER	3/8/2018	CHECK	PMCHK00002126	\$360.00
057850	SHEWIL	SHERWIN- WILLIAMS	3/8/2018	CHECK	PMCHK00002126	\$272.62
057852	SOUPUB	SOUTHFIELD PUBLIC LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$42.00
057853	SPRARB	SPRING ARBOR UNIVERSITY	3/8/2018	CHECK	PMCHK00002126	\$76.00
057854	STAHAR	STADIUM HARDWARE	3/8/2018	CHECK	PMCHK00002126	\$257.91
057855	SWESOU	SWEETWATER SOUND INC.	3/8/2018	CHECK	PMCHK00002126	\$7,318.85
057856	THOGAL	GALE/CENGAGE LEARNING. INC	3/8/2018	CHECK	PMCHK00002126	\$51.18
057857	TYCO	TYCO INTEGRATED SECURITY	3/8/2018	CHECK	PMCHK00002126	\$300.00
057858	ULINE	ULINE. INC.	3/8/2018	CHECK	PMCHK00002126	\$303.57
057859	VANDIS	VAN BUREN DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$89.85
057860	CADWEX	CADILLAC-WEXFORD PUBLIC LIBRAR	3/8/2018	CHECK	PMCHK00002126	\$27.00
057861	DEWITDIS	DEWITT DISTRICT LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$21.95
057862	GRARAP	GRAND RAPIDS PUBLIC LIBRARY	3/8/2018	CHECK	PMCHK00002126	\$49.95
057863	GRAYESGREE	GRAYE'S GREENHOUSE	3/8/2018	CHECK	PMCHK00002126	\$100.00
057864	TRADIS	TADL	3/8/2018	CHECK	PMCHK00002126	\$31.95
057865	AFSMITH	A.F. SMITH ELECTRIC. INC.	3/15/2018	CHECK	PMCHK00002129	\$661.38
057866	AGRSER	A GROWING SERVICE LLC	3/15/2018	CHECK	PMCHK00002129	\$340.00
057867	ALLEN	ALLIANCE ENTERTAINMENT	3/15/2018	CHECK	PMCHK00002129	\$474.44
057868	APPLE	APPLE. INC.	3/15/2018	CHECK	PMCHK00002129	\$7,493.00
057869	BAKTAY	BAKER & TAYLOR	3/15/2018	CHECK	PMCHK00002129	\$17,882.31
057870	BARNOB1	BARNES & NOBLE INC.	3/15/2018	CHECK	PMCHK00002129	\$338.84
057871	BETMAN	BETH MANUEL	3/15/2018	CHECK	PMCHK00002129	\$21.87
057872	BREWER	BREWER'S	3/15/2018	CHECK	PMCHK00002129	\$621.98
057873	CHEGOR	CHESTER GORDON	3/15/2018	CHECK	PMCHK00002129	\$500.00
057874	CIESTR	CIERRA STRAWDER	3/15/2018	CHECK	PMCHK00002129	\$28.94
057875	CRADDO	CRAWFORD DOOR SALES	3/15/2018	CHECK	PMCHK00002129	\$170.00
057876	DICBLI	BLICK ART MATERIALS	3/15/2018	CHECK	PMCHK00002129	\$60.74
057877	DISSCH	DISCOUNT SCHOOL SUPPLY	3/15/2018	CHECK	PMCHK00002129	\$103.57
057878	DYKGOS	DYKEMA GOSSETT PLLC	3/15/2018	CHECK	PMCHK00002129	\$2,948.05
057879	GRAINGER	GRAINGER	3/15/2018	CHECK	PMCHK00002129	\$34.80
057880	HOOHAT	HOOPER HATHAWAY. P.C.	3/15/2018	CHECK	PMCHK00002129	\$1,309.00
057881	INNINT	INNOVATIVE INTERFACES. INC.	3/15/2018	CHECK	PMCHK00002129	\$2,820.00
057882	INTERFIRE	INTERSTATE FIRE PROTECTION. IN	3/15/2018	CHECK	PMCHK00002129	\$420.00
057883	JENMCK	JENNIFER MCKEE	3/15/2018	CHECK	PMCHK00002129	\$100.00
057884	JEWISHNE	JEWISH NEWS	3/15/2018	CHECK	PMCHK00002129	\$263.00
057885	KATMON	KATIE MONKIEWICZ	3/15/2018	CHECK	PMCHK00002129	\$29.65
057886	KELULL	KELSEY ULLENBRUCH	3/15/2018	CHECK	PMCHK00002129	\$46.28
057887	LOWE'S	LOWES BUSINESS ACCOUNT	3/15/2018	CHECK	PMCHK00002129	\$134.63
057888	MIDTAP	MIDWEST TAPE	3/15/2018	CHECK	PMCHK00002129	\$7,857.98
057889	OCLINS	OCLC. INC.	3/15/2018	CHECK	PMCHK00002129	\$4,239.26
057890	OFFDEP	OFFICE DEPOT. INC.	3/15/2018	CHECK	PMCHK00002129	\$810.16
057891	OXFUNI	OXFORD UNIVERSITY PRESS USA	3/15/2018	CHECK	PMCHK00002129	\$125.69
057892	PATDUN	PATRICK DUNN	3/15/2018	CHECK	PMCHK00002129	\$100.00
057893	PATFSMI	PATRICIA F. SMITH	3/15/2018	CHECK	PMCHK00002129	\$100.00
057894	PAYCOO	PAYTON COOK	3/15/2018	CHECK	PMCHK00002129	\$200.00
057895	PITCHA	PITTSFIELD CHARTER TOWNSHIP	3/15/2018	CHECK	PMCHK00002129	\$141.48
057896	RECBOO	RECORDED BOOKS. INC.	3/15/2018	CHECK	PMCHK00002129	\$1,039.40
057897	RNAOFAA	R.N.A. OF ANN ARBOR. INC.	3/15/2018	CHECK	PMCHK00002129	\$2,364.79
057898	SAWBOO	SAWA BOOKS	3/15/2018	CHECK	PMCHK00002129	\$924.67
057899	SCHELE	SCHINDLER ELEVATOR CORPORATION	3/15/2018	CHECK	PMCHK00002129	\$484.42
057900	SCHSEC	SCHILKE SECURITY	3/15/2018	CHECK	PMCHK00002129	\$345.00
057901	SHEWIL	SHERWIN- WILLIAMS	3/15/2018	CHECK	PMCHK00002129	\$206.10
057902	SWESOU	SWEETWATER SOUND INC.	3/15/2018	CHECK	PMCHK00002129	\$1,019.94
057903	THOGAL	GALE/CENGAGE LEARNING. INC	3/15/2018	CHECK	PMCHK00002129	\$294.83
057904	ULINE	ULINE. INC.	3/15/2018	CHECK	PMCHK00002129	\$269.86
057905	UNUMPRO	UNUM LIFE INSURANCE	3/15/2018	CHECK	PMCHK00002129	\$3,481.98
057906	UNUMPRO1	UNUM LIFE INSURANCE	3/15/2018	CHECK	PMCHK00002129	\$2,903.52
057907	VERSTA	VERONICA DITTMAN STANICH	3/15/2018	CHECK	PMCHK00002129	\$100.00
057908	WASHNE	WASHTENAW NEWS COMPANY. INC.	3/15/2018	CHECK	PMCHK00002129	\$5,792.60
057909	WASHTR	WASHTENAW COUNTY TREASURER	3/15/2018	CHECK	PMCHK00002129	\$2,571.03
057910	WILTEC	WILTEC TECHNOLOGIES	3/15/2018	CHECK	PMCHK00002129	\$992.24
057911	DEWCOR	DEW-EL CORPORATION	3/15/2018	CHECK	PMCHK00002129	\$2,450.00
057912	ADTSEC	ADT SECURITY SERVICES	3/22/2018	CHECK	PMCHK00002131	\$270.00
057913	AMACORP	AMAZON	3/22/2018	CHECK	PMCHK00002131	\$2,656.91
057914	AMEHIS	AMELIA HISSONG	3/22/2018	CHECK	PMCHK00002131	\$40.00
057915	ANDPAI	ANDERSON PAINT COMPANY	3/22/2018	CHECK	PMCHK00002131	\$58.39
057916	APPLF	APPLE. INC.	3/22/2018	CHECK	PMCHK00002131	\$3,728.00
057917	BAKRAY	BAKER & TAYLOR	3/22/2018	CHECK	PMCHK00002131	\$8,621.96
057918	BETBAT	ELIZABETH SNOVER-TAIT BATTEY	3/22/2018	CHECK	PMCHK00002131	\$360.00
057919	BETMEL	BETHANY MELOCHE	3/22/2018	CHECK	PMCHK00002131	\$200.00
057920	BLAAUD	BLACKSTONE PUBLISHING	3/22/2018	CHECK	PMCHK00002131	\$1,054.96
057921	COLSIM	COLIN SIMPSON	3/22/2018	CHECK	PMCHK00002131	\$51.63
057922	COMALLW	COMPUTER ALLEY	3/22/2018	CHECK	PMCHK00002131	\$122.29
057923	DAVBAR	DAVE BARABAS	3/22/2018	CHECK	PMCHK00002131	\$1,610.00
057924	DIADUD	DIANE LYNN DUDLEY	3/22/2018	CHECK	PMCHK00002131	\$100.00
057925	DICBLI	BLICK ART MATERIALS	3/22/2018	CHECK	PMCHK00002131	\$44.77
057926	JENMCK	JENNIFER MCKEE	3/22/2018	CHECK	PMCHK00002131	\$100.00
057927	JOURET	JOURNEY RETIREMENT PLAN LLC	3/22/2018	CHECK	PMCHK00002131	\$231.25
057928	KAMBOL	KAMI BOLYARD - AADL	3/22/2018	CHECK	PMCHK00002131	\$36.77
057929	LUCSCH	LUCY SCHRAMM	3/22/2018	CHECK	PMCHK00002131	\$27.14
057930	METLIFE	METLIFE - GROUP BENEFITS	3/22/2018	CHECK	PMCHK00002131	\$8,030.33
057931	MICPOW	MICHIGAN POWER RODDING	3/22/2018	CHECK	PMCHK00002131	\$177.00
057932	MIDTAP	MIDWEST TAPE	3/22/2018	CHECK	PMCHK00002131	\$6,156.21
057933	OFFDEP	OFFICE DEPOT. INC.	3/22/2018	CHECK	PMCHK00002131	\$326.06
057934	PAYCOO	PAYTON COOK	3/22/2018	CHECK	PMCHK00002131	\$100.00
057935	PRITEC	PRINT TECH INC.	3/22/2018	CHECK	PMCHK00002131	\$421.20
057936	OUANTA	OUANTA. INC.	3/22/2018	CHECK	PMCHK00002131	\$1,438.10
057937	OUILL	OUILL CORPORATION	3/22/2018	CHECK	PMCHK00002131	\$46.97
057938	RANHOU	PENGUIN RANDOM HOUSE. LLC	3/22/2018	CHECK	PMCHK00002131	\$1,102.50
057939	REBBIB	REBECCA BIBER	3/22/2018	CHECK	PMCHK00002131	\$276.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
057940	RECMAN	RECON MANAGEMENT SYSTEMS. INC.	3/22/2018	CHECK	PMCHK00002131	\$22.00
057941	ROYLIM	ROYAL LIMOUSINE	3/22/2018	CHECK	PMCHK00002131	\$193.54
057942	SARBLA	SARA BLAIR	3/22/2018	CHECK	PMCHK00002131	\$48.97
057943	SARKEL	SARA MELTON KELLER	3/22/2018	CHECK	PMCHK00002131	\$150.00
057944	SCOWET	SCOTT WETTLAUFER	3/22/2018	CHECK	PMCHK00002131	\$150.00
057945	STAMIC4	STATE OF MICHIGAN	3/22/2018	CHECK	PMCHK00002131	\$60.00
057946	SUSFIL	SUSAN FILIPIAK	3/22/2018	CHECK	PMCHK00002131	\$100.00
057947	SWESOU	SWEETWATER SOUND INC.	3/22/2018	CHECK	PMCHK00002131	\$837.93
057948	ULINE	ULINE. INC.	3/22/2018	CHECK	PMCHK00002131	\$300.43
057949	VOSLIG	VOSS LIGHTING	3/22/2018	CHECK	PMCHK00002131	\$661.20
057950	DAYHAR	DAYTON HARE	3/22/2018	CHECK	PMCHK00002131	\$100.00
057951	ERIHLE	ERIN HELMRICH	3/22/2018	CHECK	PMCHK00002131	\$78.41
057952	EVEHOL	EVELYN HOLLENSHEAD	3/22/2018	CHECK	PMCHK00002131	\$32.36
057953	GRASHA	GRACE SHACKMAN	3/22/2018	CHECK	PMCHK00002131	\$300.00
057954	KAYPEN	KAYLA COUGHLIN	3/22/2018	CHECK	PMCHK00002131	\$41.82
057955	MCNMCK	MCNAUGHTON-MCKAY	3/22/2018	CHECK	PMCHK00002131	\$51.33
057956	NANHEERS	NANCY HEERS	3/22/2018	CHECK	PMCHK00002131	\$237.50
057957	GRAHEN	GRADY HENDRIX	3/23/2018	CHECK	PMCHK00002135	\$50.00
057958	JOAGOL	JOANNA GOLDSTEIN	3/23/2018	CHECK	PMCHK00002135	\$900.00
057959	ALLENT	ALLIANCE ENTERTAINMENT	3/29/2018	CHECK	PMCHK00002136	\$3,631.59
057960	AMBFAL	AMBER ADAMS-FALL	3/29/2018	CHECK	PMCHK00002136	\$100.00
057961	AMEHIS	AMELIA HISSONG	3/29/2018	CHECK	PMCHK00002136	\$240.00
057962	ANNDR0	ANNE DROZD	3/29/2018	CHECK	PMCHK00002136	\$275.45
057963	B&H	B&H PHOTO-VIDEO	3/29/2018	CHECK	PMCHK00002136	\$282.80
057964	BAKTAY	BAKER & TAYLOR	3/29/2018	CHECK	PMCHK00002136	\$4,306.82
057965	BETNEA	BETHANY NEAL	3/29/2018	CHECK	PMCHK00002136	\$450.00
057966	BRIAUD	BRILLIANCE PUBLISHING. INC.	3/29/2018	CHECK	PMCHK00002136	\$436.33
057967	BUSCAR	BUSINESS CARD	3/29/2018	CHECK	PMCHK00002136	\$13,515.22
057968	CARBRO	CARPENTER BROS.	3/29/2018	CHECK	PMCHK00002136	\$30.75
057969	CDW-G	CDW GOVERNMENT	3/29/2018	CHECK	PMCHK00002136	\$615.66
057970	CONSHA	CONNOR SHAUGHNESSY	3/29/2018	CHECK	PMCHK00002136	\$800.00
057971	DICBLI	BLICK ART MATERIALS	3/29/2018	CHECK	PMCHK00002136	\$599.92
057972	EVGFIL	EVGUENI FILIPOV	3/29/2018	CHECK	PMCHK00002136	\$100.00
057973	FUSSHA	FUSCO SHAFFER & PAPPAS. INC	3/29/2018	CHECK	PMCHK00002136	\$2,695.00
057974	GRAINGER	GRAINGER	3/29/2018	CHECK	PMCHK00002136	\$305.30
057975	HURELI	HURON VALLEY ELECTRIC	3/29/2018	CHECK	PMCHK00002136	\$6,184.00
057976	MAKTHI	MAKE THIS WORLD FOUNDATION	3/29/2018	CHECK	PMCHK00002136	\$100.00
057977	MARKOU	MARGARET ALEX KOURVO	3/29/2018	CHECK	PMCHK00002136	\$450.00
057978	MICDAI	MICHIGAN DAILY/THE//	3/29/2018	CHECK	PMCHK00002136	\$340.94
057979	MICKRE	MICHELLE KRELL KYDD	3/29/2018	CHECK	PMCHK00002136	\$600.00
057980	MIDTAP	MIDWEST TAPE	3/29/2018	CHECK	PMCHK00002136	\$7,740.79
057981	OFFDEP	OFFICE DEPOT. INC.	3/29/2018	CHECK	PMCHK00002136	\$320.54
057982	PATFSMI	PATRICIA F. SMITH	3/29/2018	CHECK	PMCHK00002136	\$100.00
057983	PAYCOO	PAYTON COOK	3/29/2018	CHECK	PMCHK00002136	\$800.00
057984	PRITEC	PRINT TECH INC.	3/29/2018	CHECK	PMCHK00002136	\$1,012.79
057985	RANHOU	PENGUIN RANDOM HOUSE. LLC	3/29/2018	CHECK	PMCHK00002136	\$108.75
057986	RECB00	RECORDED BOOKS. INC.	3/29/2018	CHECK	PMCHK00002136	\$157.50
057987	ROYLIM	ROYAL LIMOUSINE	3/29/2018	CHECK	PMCHK00002136	\$182.90
057988	SOPKRU	SOPHIA KRUZ PRODUCTIONS. LLC	3/29/2018	CHECK	PMCHK00002136	\$500.00
057989	SWESOU	SWEETWATER SOUND INC.	3/29/2018	CHECK	PMCHK00002136	\$3,088.20
057990	THOGAL	GALE/CENGAGE LEARNING. INC	3/29/2018	CHECK	PMCHK00002136	\$88.78
057991	VALSOB	VALERIE SOBCZAK	3/29/2018	CHECK	PMCHK00002136	\$206.40
057992	WESENT	WESTGATE ENTERPRISES. LLC	3/29/2018	CHECK	PMCHK00002136	\$35,170.83
057993	4IMPRINT	4IMPRINT. INC	3/29/2018	CHECK	PMCHK00002136	\$607.29
EFT00067	DTEENE	DTE ENERGY	3/1/2018	CHECK	PMCHK00002123	\$21,040.23
EFT00068	OXFPRO	2725-2805 ASSOCIATES. LLC	3/1/2018	CHECK	PMCHK00002123	\$10,076.65
EFT00069	UNIPAR	UNITED PARCEL SERVICE	3/1/2018	CHECK	PMCHK00002123	\$41.69
EFT00070	VERWIRC	VERIZON WIRELESS	3/1/2018	CHECK	PMCHK00002123	\$1,923.37
EFT00071	CINTAS	CINTAS CORPORATION	3/1/2018	CHECK	PMCHK00002125	\$488.39
EFT00072	COMCAS	COMCAST	3/8/2018	CHECK	PMCHK00002127	\$34.02
EFT00073	UNIPAR	UNITED PARCEL SERVICE	3/8/2018	CHECK	PMCHK00002127	\$94.36
EFT00074	UNIPAR	UNITED PARCEL SERVICE	3/15/2018	CHECK	PMCHK00002128	\$53.07
EFT00075	VERWIRC	VERIZON WIRELESS	3/15/2018	CHECK	PMCHK00002128	\$860.83
EFT00076	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	3/21/2018	CHECK	PMCHK00002130	\$66,390.51
EFT00077	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	3/21/2018	CHECK	PMCHK00002130	\$2,354.66
EFT00078	DTEENE	DTE ENERGY	3/21/2018	CHECK	PMCHK00002130	\$8,502.07
EFT00079	TDSMET	TDS	3/21/2018	CHECK	PMCHK00002130	\$8,246.22
EFT00080	UNIPAR	UNITED PARCEL SERVICE	3/21/2018	CHECK	PMCHK00002130	\$80.87
EFT00081	WASMAN	WASTE MANAGEMENT OF MICHIGAN	3/21/2018	CHECK	PMCHK00002130	\$271.34
EFT00082	CITYWATER	CITY OF AA WATER UTILITIES	3/21/2018	CHECK	PMCHK00002130	\$3,031.59
EFT00083	ABOTAI	ABOVE TAIWAN CINEMA	3/19/2018	CHECK	PMCHK00002132	\$650.00
EFT00084	ATTMOB	AT&T MOBILITY	3/22/2018	CHECK	PMCHK00002133	\$419.32
EFT00086	CINTAS	CINTAS CORPORATION	3/22/2018	CHECK	PMCHK00002134	\$1,182.08
EFT00087	CINTAS	CINTAS CORPORATION	3/29/2018	CHECK	PMCHK00002137	\$394.33

Total Checks: 251

Total Amount of Checks: \$538,011.31

Ann Arbor District Library Financial Summary for March 2018

Cash

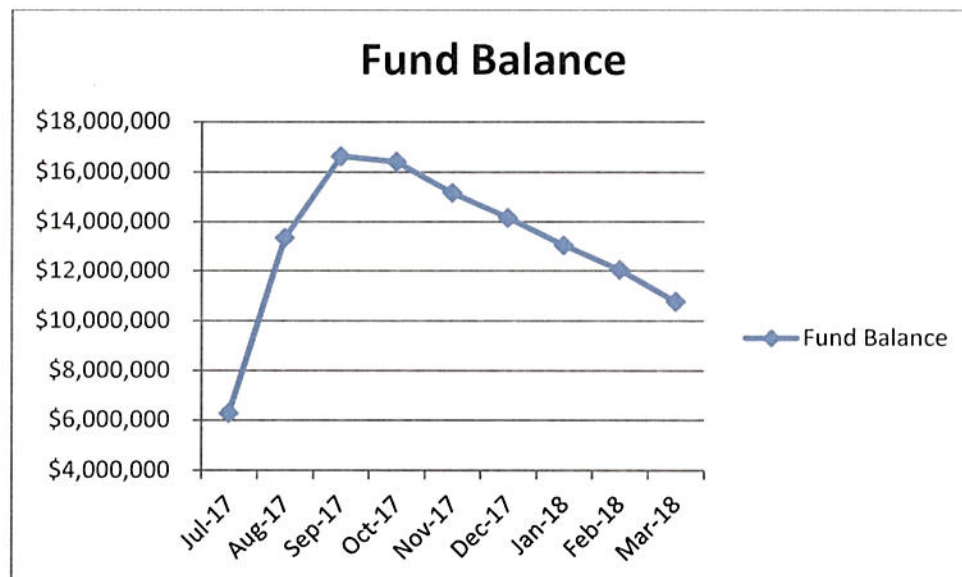
The unrestricted cash balance as of March 31, 2018 is \$11,002,778 down from \$12,286,699 as of the end of February 2018.

Tax Receipts

The Library has received \$15,297,148 or 98.1% of the annual budgeted tax receipts of \$15,598,058 as of March 31, 2018.

Fund Balance Activity

The Library has a positive fund balance of \$10,767,387 as of March 31, 2018 down from \$12,035,205 as of the end of February 2018.



Ann Arbor District Library Financial Summary for March 2018

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.

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

The following operating expense line items are over budget:

Employee Benefits:	Due to pay out of vacation balances for retiring employees
Professional Services:	Due to survey of the Library Downtown location
Communications:	Due to fee for use of City Fiber Network
Building Rental:	Due to prorated share of Westgate property tax not budgeted
Software Licenses/Maint:	Due to the launch of the new website
Grant & Memorial:	Due to the expenses for the summer games

Total Expenditures are under budget year-to-date by \$1,468,400.

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes

in Fund Balances - Budget and Actual

General Fund

For the Period July 1, 2017 through March 31, 2018

	March			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
REVENUES:						
Property taxes, net	\$ 41,473	\$ 1,299,838	\$ (1,258,365)	\$ 15,297,148	\$ 11,698,544	\$ 3,598,604
State aid	7,500	7,500	-	67,500	67,500	-
State penal fines	18,750	18,750	-	168,750	168,750	-
Interest income	11,779	2,083	9,696	9,872	18,750	(8,878)
Copier revenue	3,258	2,083	1,175	26,574	18,750	7,824
Grants and memorials	-	4,167	(4,167)	100,000	37,500	62,500
Library fines, fees and other	13,068	20,833	(7,766)	164,107	187,500	(23,393)
Non-resident fees	2,213	1,250	963	14,633	11,250	3,383
Rental revenue	5,185	2,593	2,593	25,925	23,332.50	2,593
TOTAL REVENUES:	\$ 103,225	\$ 1,359,097	\$ (1,255,872)	\$ 15,874,508	\$ 12,231,876	\$ 3,642,632
EXPENDITURES:						
Current:						
Personnel:						
Salaries and wages	\$ 774,366	\$ 563,196	\$ 211,170	\$ 4,851,923	\$ 5,068,761.75	\$ (216,839)
Employee benefits	143,494	144,342	(848)	1,313,159	1,299,077	14,082
Employment taxes	57,757	43,085	14,672	359,209	387,761	(28,551)
Purchased services:						
Custodial services	20,740	21,833	(1,093)	187,185	196,500	(9,315)
Accounting/Audit	1,292	1,292	-	11,625	11,625	-
Legal	4,257	8,333	(4,076)	22,787	75,000	(52,213)
Professional services	29,573	17,318	12,255	167,378	155,865	11,513
Utilities	32,715	40,750	(8,035)	290,184	366,750	(76,566)
Property Insurance	8,752	8,517	235	65,910	76,650	(10,740)
Communications	35,453	15,000	20,453	148,184	135,000	13,184
Materials	138,582	150,183	(11,601)	1,127,163	1,351,650	(224,487)
Software Licenses/Maint	15,352	14,583	769	141,413	131,250	10,163
Building Rental	45,247	53,171	(7,924)	489,302	478,539	10,763
Seminars, conferences and travel	264	2,388	(2,124)	11,806	21,488	(9,682)
Copier Expense	-	3,750	(3,750)	23,644	33,750	(10,106)
Library Programming	31,366	50,683	(19,317)	260,377	456,150	(195,773)
Grant and Memorial Expenditures	-	4,167	(4,167)	67,695	37,500	30,195
Operating Supplies	12,335	24,008	(11,674)	146,119	216,075	(69,956)
Repairs & Maintenance	13,398	43,427	(30,029)	356,910	390,844	(33,933)
Postage	369	2,917	(2,548)	11,034	26,250	(15,216)
Other Operating Expenditures	1,718	3,435	(1,717)	13,182	30,911	(17,729)
Capital Outlay/Maintenance Expense	22,258	68,750	(46,492)	579,218	618,750	(39,532)
Capital Project Fund Expense	-	73,970	(73,970)	118,068	665,730	(547,662)
TOTAL EXPENDITURES:	\$ 1,389,288	\$ 1,359,097	\$ 30,190	\$ 10,763,476	\$ 12,231,876	\$ (1,468,400)
Revenue over (under) expenditures	\$ (1,286,063)	\$ -	\$ (1,286,063)	\$ 5,111,032	\$ -	\$ 5,111,032
Other financing sources (uses)						
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net change in fund balances	\$ (1,286,063)	\$ -	\$ (1,286,063)	\$ 5,111,032	\$ -	\$ 5,111,032
Fund balance, beginning of year	\$ 4,886,853	\$ 4,886,853	\$ -	\$ 4,886,853	\$ 4,886,853	\$ -
Fund balance, end of year	\$ 3,600,790	\$ 4,886,853	\$ (1,286,063)	\$ 9,997,885	\$ 4,886,853	\$ 5,111,032

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Period July 1, 2017 through March 31, 2018

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 15,297,148	\$ -	\$ -	\$ 15,297,148
State aid	67,500	-	-	67,500
State penal fines	168,750	-	-	168,750
Interest income	9,872	-	615	10,487
Copier revenue	26,574	-	-	26,574
Grants and memorials	100,000	-	74,141	174,141
Library fines, fees and other	164,107	-	-	164,107
Non-resident fees	14,633	-	-	14,633
Rental revenue	25,925	-	-	25,925
TOTAL REVENUES:	\$ 15,874,508	\$ -	\$ 74,757	\$ 15,949,265
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 4,851,923	\$ -	\$ -	\$ 4,851,923
Employee benefits	1,313,159	-	-	1,313,159
Employment taxes	359,209	-	-	359,209
Purchased services:				
Custodial services	187,185	-	-	187,185
Accounting/Audit	11,625	-	-	11,625
Legal	22,787	-	-	22,787
Professional services	167,378	-	-	167,378
Utilities	290,184	-	-	290,184
Property insurance	65,910	-	-	65,910
Communications	148,184	-	-	148,184
Materials	1,127,163	-	-	1,127,163
Software Licenses/Maint	141,413	-	-	141,413
Building Rental	489,302	-	-	489,302
Seminars, conferences and travel	11,806	-	-	11,806
Copier Expense	23,644	-	-	23,644
Library Programming	260,377	-	-	260,377
Grant and Memorial Expenditures	67,695	-	-	67,695
Operating Supplies	146,119	-	-	146,119
Repairs and Maintenance	356,910	-	-	356,910
Postage	11,034	-	-	11,034
Other Operating Expenditures	13,182	-	-	13,182
Capital Outlay/Maintenance Expense	579,218	-	8,300	587,518
Capital Fund Expense	-	118,068	-	118,068
TOTAL EXPENDITURES:	\$ 10,645,408	\$ 118,068	\$ 8,300	\$ 10,771,776
Revenue over (under) expenditures	\$ 5,229,100	\$ (118,068)	\$ 66,457	\$ 5,177,489
Other financing sources (uses)				
Transfers in	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -
Change in fund balance	\$ 5,229,100	\$ (118,068)	\$ 66,457	\$ 5,177,489
Fund balance, beginning of year	\$ 4,886,853	\$ 1,004,892	\$ -	\$ 5,891,745
Fund balance, end of year	\$ 10,115,953	\$ 886,825	\$ 66,457	\$ 11,069,234

ANN ARBOR DISTRICT LIBRARY

Balance Sheet

Governmental Funds

March 31, 2018

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 5,330,521	\$ 886,825	\$ 522,348	\$ 6,739,693
Investments	4,550,041	-	-	4,550,041
Due from other governmental units	236,250	-	-	236,250
Prepaid items	288,108	-	-	288,108
Total assets	\$ 10,404,920	\$ 886,825	\$ 522,348	\$ 11,814,092
Liabilities				
Accounts payable	112,286	-	-	112,286
Accrued payroll and benefits	71,144	-	-	71,144
Total liabilities	\$ 183,431	\$ -	\$ -	\$ 183,431
Deferred Outflows				
Unavailable Property Tax Revenue	\$ 3,598,604	\$ -	\$ -	\$ 3,598,604
Fund balances				
Nonspendable:				
Prepaid items	\$ 288,108	\$ -	\$ -	\$ 288,108
Permanent corpus	-	-	350,000	350,000
Restricted for endowments	-	-	172,348	172,348
Committed for capital projects	-	886,825	-	886,825
Encumbered	450,761	-	-	450,761
Unassigned	5,884,017	-	-	5,884,017
Total fund balances	\$ 6,622,885	\$ 886,825	\$ 522,348	\$ 8,032,058
Total liabilities and fund balances	\$ 10,404,920	\$ 886,825	\$ 522,348	\$ 11,814,092

Director's Report
April 2018

Upcoming Events, and Issues of Interest

1. The AADL was recently recognized in the Community Action Network's March Newsletter for welcoming Bryant and Hikone's Teen program to the Secret Lab with SLATE, a collaboration among various graduate schools at the University of Michigan, as well as Washtenaw County community members and organizations. Its mission is 1) to increase graduate students' awareness of, interest in, and capacity to reduce social economic disparities 2) to create opportunities to develop a meaningful mentoring relationship with a young disadvantaged person in a community setting, and 3) to eliminate obstacles to thriving among the youth with whom SLATE works.
2. The AADL will be hosting a program in early May in partnership with the Penny Stamps School of Art and Design. Tunde Wey is known for his work using food as a medium to have difficult conversations about race, disparity, and privilege. The AADL event is in addition to the event schedule described below:

From April 22nd to May 5th, Tunde Wey will host at least four events with Rebekah Modrak from the Stamps School: There will be two dinners in Ann Arbor, moderating conversation on the topic of race and equity (housing, transportation, employment). One dinner is for residents of the Hikone, Bryant and Green-Baxter housing communities with some UM faculty members on such topics as housing, food insecurity, and education. A series of lunches via a food truck (on campus and available to a public audience) will follow throughout the week, again addressing access and agency. And then, they will host a pop-up restaurant in Detroit for the first week of May.

3. FoolMoon and Festifools weekend enjoyed the range of spring weather in Michigan, but it did not dampen spirits or participation. The AADL is pleased to remain a solid and engaged partner in this now very important community gathering in Downtown Ann Arbor on the first weekend in April.

AADL Projects and Initiatives Underway

1. 2.2 Finance Manager Bill Cooper is presenting a Draft Budget for 2018/19 to the Board for review at this evening's Board meeting.
2. 1.1 Outreach and Neighborhood Services Manager Terry Soave is working with the team from ONS and others across many departments to bring the VISIONS 2018 conference to the Downtown Library on Wednesday, May 16th

Director's Report
April 2018

from 11:00 AM – 4:00 PM. The keynote speaker will be William Robinson, III the Director of the Michigan Bureau of Services for Blind Persons.

3. 5.1 The AADL will be entering into the collective bargaining process in April with the two MEA represented groups at the Library.
4. 1.3 AADL Outreach and Neighborhood Services staff coordinate with the following groups to provide space in AADL locations for their activities on an ongoing, and in some cases, many years long partnership: **AAPS Adult Ed ESL classes; AAPS Adult Ed GED classes; UM PALMA (Proyecto Avance: Latino Mentoring Association) ESL and Tutoring; WAVE (Washtenaw Alliance for Virtual Education) Alternative High School Education; Washtenaw Literacy, ESL conversation groups; WISD Aktion Club; WISD AAC Chat Club (Augmentative and Alternative Communication); WISD Best Shots Photo Club; WISD Cultural Arts Programming.**
5. 3.1 The new 2nd floor public computers opened April 2nd using the same platform that was developed for Westgate, and offering faster computers, new printers, bigger screens, more space, and more comfortable chairs. This includes a new 2nd floor staff desk with an adjoining security office. This platform runs on an open-source Operating System and Office Suite.

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 has begun to organize work around those priorities. Those priorities 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.

3.1 Facilities Manager Len Lemorie is bringing a resolution to the Board for a vote at this month's Board meeting to use funds in the Capital Improvement Fund to build out bookable meeting room spaces in Malletts Creek, Pittsfield and Traverwood branches.

4.1 Communications Manager, Rich Retyi, is preparing a report on our efforts in developing a comprehensive communications strategy. He will make his report at the May 23rd Board Retreat to be held in the Westside Room at the Westgate Branch.

Director's Report
April 2018

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

Email to AADL: Just a quick message to say that my days are a whole lot better because of AADL!

I am so grateful for all the services that AADL provides our community and I appreciate the wonderful staff that I see on a regular basis. (A special shout-out to Ms. Elly and her story times!)

Really, thank you! Thank you! Thank you!
With love,
Melissa

Library response: *Thank you so much for letting us know, and I will make certain that Ms. Elly sees your note.*

Some really kind words (and a pretty painting) related to our Bob Ross event from Saturday: https://www.reddit.com/r/HappyTrees/comments/87a10s/first_attempt_from_a_local_library_event/

"Our local library hosted a Bob Ross painting workshop this past weekend so some friends and I decided to go. I haven't painted in maybe 20 years (only ever did for elementary school art classes as a child) but it sounded like fun. We painted with acrylics and there was no liquid white used across the canvas, so it was obviously a bit different than painting in true Bob Ross style. However, I did my best with the limited tools we had available (They were completely overwhelmed with the number of participants and did their best!) and think it turned out pretty well! My sky is redder than I had wanted, but that's where we started and I hadn't gotten used to the paint yet. I wet my brush quite a bit for the backgrounds to try and blend them together more. I think my mountains turned out pretty well and I'm overall happy with my water/reflections. I even used a few of his techniques I remembered from other episodes as I swayed from his painting and made it my own. They plan to have another event in May and will definitely be holding it in a larger space. I hope to go back and give it another try!"

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-049**

**RESOLUTION TO REALLOCATE BALANCE OF APPROVED FUNDS FROM
THE TRAVERWOOD MSE PROJECT TO USE TOWARDS PUBLIC MEETING
SPACE IN AADL BRANCHES**

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 16th day of April 2018 at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by _____, and supported by _____:

THE BOARD RESOLVES:

- 1.) That \$378,000 of Capital Project funds is reallocated from the Traverwood Branch Library MSE wall project for the construction of public meeting rooms in Malletts Creek, Pittsfield and Traverwood Branch libraries.
- 2.) 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 18-050**

**RESOLUTION TO EXTEND SPACE USE AGREEMENT WITH THE FRIENDS
OF THE ANN ARBOR DISTRICT LIBRARY (FAADL)**

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 16th day of April 2018 at 6:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by _____, and supported by _____:

THE BOARD RESOLVES:

- 1.) That the President of the Board of Trustees of Ann Arbor District Library be authorized to sign a one year extension of the space use agreement along with the President of the Board of the Friends of the Ann Arbor District Library.
- 2.) 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

SPACE USE AGREEMENT

This Space Use Agreement (“Agreement”) is entered into this 16th day of April, 2018, between the ANN ARBOR DISTRICT LIBRARY, a Michigan district library and public body corporate (“Library”) and the FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY, a Michigan nonprofit corporation (“FAADL”).

RECITALS

A. The Library is organized as a district library pursuant to the Michigan District Library Establishment Act, MCL 397.171 *et seq.*, and operates the Main Library located at 343 S. Fifth Street, Ann Arbor, Michigan (“Main Library”) in addition to multiple branch Library locations within its library district.

B. The FAADL was organized as a Michigan nonprofit corporation effective May 22, 1953, and is recognized by the Internal Revenue Service as an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code. The FAADL is not owned, operated, or legally related to the Library.

C. Pursuant to its corporate charter, the FAADL engages in sales of books for fundraising purposes and for the benefit of the Library. Book sales are conducted in space designated by the Library within the Main Library and branch Library locations consistent with the terms and conditions of an Interim Use Agreement dated November 24, 2006, between the Library and the FAADL.

D. By execution of this Agreement, the Library and FAADL intend to terminate the Interim Use Agreement and provide for use of space by the FAADL for the purposes stated above under the terms and conditions provided in this Agreement.

AGREEMENT

I. DESIGNATION AND USE OF PREMISES.

1.1 Premises. The Library will make available to FAADL throughout the term of this Agreement space located in the basement of the Main Library building as designated on the floor plans attached to, and incorporated in, this Agreement as Exhibit A, and space in the branch Library locations as determined by the Library to be available and appropriate to FAADL book sales (the “Premises”). The Library may designate alternative space for FAADL book sales in the Main Library and branch Library locations upon reasonable notice. The FAADL may access the Premises only during hours that the Main Library and branch Library locations are open to the public and will comply with Library policies as to entry procedures and security. The Library retains all property rights and interests in and to the Premises. The Premises will not include access to any telephone or internet lines of the Library. The FAADL will maintain at its own expense a telephone line, telephone number, internet line and internet website for its operations that are separate from those of the Library.

1.2 Permitted Uses. The FAADL may use the Premises for book sales and activities integral to such sales during hours that the Library is open to the public. The FAADL will bear full legal responsibility for any and all of its operations on the Premises.

1.3 Obligation to Maintain Premises Free from Hazards. The FAADL will keep the Premises in a neat, orderly condition and free from hazards at all times. In particular, entrances to and passageways through the Premises will be maintained free of obstacles or debris that could impede emergency access to, and egress from, the area.

1.4 No Alterations or Signage. The FAADL may not alter the Premises or place signs on or in the Premises unless approved by the Library.

1.5 Compliance; Security; Nondiscrimination. In the use of the Premises, FAADL will comply with all laws, codes, and regulations, including requirements of state and local fire safety codes or ordinances applicable to the Premises, state and federal requirements under the Americans With Disabilities Act and other laws that address nondiscrimination and access to public facilities, and compliance with all applicable policies and procedures of the Library with respect to use of the Premises. Specifically, FAADL employees, volunteers and agents ("FAADL Agents") will comply with all Library policies and procedures for security and safety, including compliance with fire drills and emergency evacuation procedures. FAADL Agents will not bring items, materials or substances onto Library premises that are prohibited under Library policies. The Library will provide FAADL with copies of pertinent policies and procedures relevant to this Agreement. In the use of the Premises, the FAADL will not discriminate against any person because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, height, weight, marital status, veteran status, physical or mental disability, or other factors prohibited by applicable law.

1.6 Name Badges. FAADL Agents will wear name badges on the Premises that include the name of the individual and the FAADL. FAADL Agents will not hold themselves out as agents or employees of the Library.

1.7 Library Right of Access. Library will have the right to enter the Premises at any time for any purpose, including to inspect the Premises or for the purpose of making repairs, additions, or alterations. If the Library determines that repairs or maintenance activities are reasonably likely to disrupt FAADL's use of the Premises, Library will provide three (3) days advance notice of such repairs or maintenance. Advance notice to FAADL will not be required for an emergency repairs or maintenance determined by Library to be necessary for safe use of the Premises or the Library building as a whole. If Library observes, in its reasonable judgment, any unsafe practices or operations by FAADL or noncompliance with applicable laws or Library policies, Library will notify FAADL within twenty-four (24) hours. FAADL will investigate the practices or operations identified in the notice within twenty-four (24) hours and will either (i) notify Library that all practices and operations are in compliance, including the reasons for such conclusions; or (ii) notify Library of any corrective action to be taken by FAADL and the timeframe for completing the correction.

2. OTHER OBLIGATIONS OF FAADL.

2.1 Operational Issues. The FAADL agrees that, as of the date of execution of this Agreement and for the entire term this Agreement remains in effect, it will:

(a) Be a Michigan nonprofit corporation in good standing and recognized as exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended;

(b) Hold a current Michigan Charitable Solicitations License;

(c) Have in effect policies and procedures for handling cash and other donations;

(d) Appoint or elect a full slate of directors and officers and promptly fill any vacancies in such positions;

(e) Commencing with the 2017-18 fiscal year and every third fiscal year thereafter, obtain audited financial statements for the fiscal year then ended, including an auditor opinion that the financial statements fairly represent, in all material respects, the financial position of the FAADL and the changes in net assets and cash flows for the year then ended, in conformity with accounting principles generally accepted in the United States of America;

(f) For each fiscal year it does not obtain the audited financial statement provided in Section 2.1(e) above, have a review performed in accordance with accounting principles generally accepted in the United States of America, including a review of the handling of cash utilizing the same procedures normally used in the performance of an audit; and

(g) Timely file its IRS Form 990 and post that, the IRS exempt organization determination letter, and its audited financial statements on its website for public disclosure and inspection purposes.

2.2 Sales Taxes on Book Sales; Liens. FAADL will be solely responsible for determining the amount of sales tax due on book sales on the Premises, any exemptions from sales tax that may apply to such sales, and for compliance with any and all applicable sales tax or other tax laws pertinent to its operations. If sales taxes are due to taxing authorities for book sales by FAADL on the Premises, the FAADL will be solely responsible for remitting any sales tax collected to applicable taxing authorities. FAADL will keep any property located on the Premises free of liens and encumbrances including any state or federal tax liens.

2.3 Insurance. During the term of this Agreement, the FAADL will maintain in effect a comprehensive general liability insurance policy that names the Library as an additional insured.

3. OBLIGATIONS OF AADL.

3.1 Maintenance; Repair; Janitorial Services. Library will maintain the Premises in good condition and repair. Library will be responsible for routine cleaning and janitorial services for the Premises, including basic trash disposal. Library is not responsible for disposal of unwanted books or other materials of the FAADL. The Library will arrange for, and incur the cost of, recycling services for books or other materials designated for recycling by the FAADL, unless such costs increase by more than 25% of the recycling costs being paid by the Library as of the Effective Date. If the Library incurs or will incur recycling costs related to FAADL materials in excess of the foregoing amounts, the FAADL will either reimburse the Library for such costs or, at the Library's request, make its own arrangements for recycling services. Library will not be responsible for loss of items or property of FAADL or FAADL Agents that are deposited in or near trash containers, stored on floors without proper labeling or that could, in the reasonable judgment of Library, be mistaken as refuse.

3.2 Utilities. Library will provide utilities for the Premises including electricity, heat and water. Utilities will not include telephone or internet lines or access, which will be the responsibility of FAADL as provided in Section 1.1.

3.3 Insurance. During the term of this Agreement, the Library will maintain in effect a comprehensive general liability insurance policy that names the FAADL as an additional insured.

3.4 Library Point of Sale Service. The Library will provide point of sale service, using Library personnel and at Library's cost, at all locations for sales of FAADL material available on bookcarts for purchase by the public. The Library will provide monthly reconciliation and reimbursement to FAADL for sales from bookcarts at the Main Library and branch Library locations.

4. TERM AND TERMINATION.

4.1 Term. This Agreement will become effective on the date shown on page one (the "Effective Date") and will remain in effect for a one (1) year term. The parties may renew this Agreement for successive one (1) year terms upon mutual written consent.

4.2 Termination. This Agreement may be terminated without cause by either party upon seven (7) days written notice of termination to the other party.

4.3 Additional Remedies for Material Breach. Upon a material breach of this Agreement by the FAADL, as determined in the sole discretion of the Library, the Library may suspend book sales by the FAADL on the Premises until such time that the breach is cured to the reasonable satisfaction of the Library or this Agreement is terminated. The Library's right to suspend book sales under this Section will be in addition any other rights or remedies the Library has under this Agreement, including termination. A material breach of this Agreement

will include, without limitation, a material failure by the FAADL to comply with all operational requirements applicable to it under Section 2.1 of this Agreement.

4.4 FAADL Obligations on Termination. In the event this Agreement is terminated by either party, the FAADL will remove all books and other property from the Premises within thirty (30) days after the effective date of termination. Should the FAADL fail to do so, the Library may remove FAADL books and property and FAADL will reimburse the Library its reasonable and necessary costs.

5. GENERAL PROVISIONS.

5.1 Independent Contractors. The parties acknowledge that FAADL is an independent contractor of Library. In no event will FAADL or any FAADL Agents be deemed a joint venture party, partner, employee, or agent of Library by virtue of this Agreement. Library will exercise no control over the manner or method by which FAADL conducts its operations on the Premises provided that FAADL's operations are in compliance with this Agreement.

5.2 Entire Agreement. This Agreement supersedes any and all other agreements related to use of the Premises, either oral or written, between the parties hereto and contains all the covenants and agreements between the parties with respect to its subject matter.

5.3 Amendments. The terms of this Agreement may not be amended or modified except by a further written statement signed by the parties specifically referencing this Agreement.

5.4 Governing Law. This Agreement will be governed and construed in accordance with the laws of the State of Michigan.

5.5 Books, Documents, and Records Availability. FAADL will make its books and records available for inspection by Library if review of such books and records may be required, in the reasonable judgment of Library, to determine compliance with any terms or conditions herein. FAADL will make the requested books and records available for inspection by Library within ten (10) days of receipt of a request for access.

5.6 Successors/Assigns. This Agreement may not be assigned by a party hereto without the express written consent of the other party.

5.7 No Third Party Beneficiaries. There are no intended third party beneficiaries of this Agreement.

5.8 Waiver or Rights. The failure of a party to exercise its rights in the event of a breach of this Agreement will not constitute a waiver of any rights with respect to that or any subsequent breach.

In WITNESS WHEREOF, the parties hereto, or their duly authorized officers or agents, have executed, sealed, and delivered this Agreement intending to be legally bound.

ANN ARBOR DISTRICT LIBRARY, a Michigan district library and public body corporate

By: _____

Print Name: Jamie Vander Broek

Title: AADL Board President

Date: _____

FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY, a Michigan nonprofit corporation

By: _____

Print Name: Pat McDonald

Title: FAADL Board President

Date: _____

Ann Arbor District Library
Draft Budget Highlights for FY 2018 - 2019

Revenues:

- Tax Collections 2% increase in tax base with millage steady at 1.8913
- Grants/Memorials \$100,000 from the Friends of the AADL in May 2018

Expenditures:

- Salaries & wage increase of 7.8% includes merit pool of 3%
- Employee benefits overall decrease of 0.63%
- Employment taxes 7.65% of projected salaries & wages
- Materials 2.65% increase primarily expanding the tool collections
- Building rental 8.14% increase per lease agreements for Archives & Westgate
- Library Programming 16.44% increase for more events
- Grants/Memorials \$100,000 for Summer Games
- Operating Supplies 65.17% increase, more events more supplies needed
- Postage decrease of 42.86% discontinued mailing out hold notices
- Other expenditures include membership dues to various organizations (Society for Human Resource Management, Main Street Area Association, Ann Arbor Convention & Visitors Bureau, and American Library Association), bank fees, Melcat fees, boiler inspections, alarm fees.

**ANN ARBOR DISTRICT LIBRARY
Budget Proposal 2018-2019**

OPERATING BUDGET	Approved 2017-2018 Budget	Proposed 2018-2019 Budget	Proposed Vs. Approved Variance	Projected 2017 - 2018 Estimate	Audited 2016 - 2017 Actual
Revenue:					
Tax Collections - Operating (1.8913 Millage)	\$ 15,598,058	\$ 15,910,000	\$ 311,942	\$ 15,598,058	\$ 15,133,669
Penal Fines	225,000	225,000	-	225,000	244,879
State Aid	90,000	90,000	-	90,000	96,228
Interest	25,000	20,000	(5,000)	1,000	799
Copier Revenue	25,000	35,000	10,000	34,974	28,733
Grants/Memorials	50,000	100,000	50,000	100,000	259,972
Library Fines, Fees and Other	250,000	250,000	-	226,559	281,019
Non-Resident Fees	15,000	18,500	3,500	18,225	16,042
Sweetwater's Rent	31,110	31,110	-	31,110	36,843
Total Revenue:	16,309,168	16,679,610	370,442	16,324,926	16,098,184
Expenditures:					
Salaries & Wages	6,758,349	7,287,594	529,245	6,119,620	6,317,052
Employee Benefits	1,732,103	1,721,107	(10,996)	1,723,594	1,535,489
Employment Taxes	517,014	557,500	40,486	460,922	470,276
Total Personnel Cost:	9,007,466	9,566,201	558,735	8,304,136	8,322,817
Custodial Services	262,000	287,000	25,000	249,668	221,477
Accounting/Audit	15,500	25,000	9,500	15,500	23,115
Legal Expense	100,000	100,000	-	27,795	29,977
Purchased Services	207,820	236,500	28,680	206,706	360,513
Utilities	489,000	485,000	(4,000)	386,204	406,477
Property Insurance	102,200	105,000	2,800	92,245	85,090
Communications	180,000	200,000	20,000	169,098	184,230
Materials	1,802,200	1,850,000	47,800	1,802,200	1,715,171
Software Licenses/Maintenance	175,000	175,000	-	189,092	202,675
Building Rental	638,052	690,000	51,948	666,083	554,556
Seminars/Conferences/Training/Travel	28,650	33,400	4,750	17,313	34,251
Copier Expense	45,000	45,000	-	35,466	11,642
Library Programming	608,200	708,200	100,000	600,000	409,041
Grants /Memorials	50,000	100,000	50,000	101,543	65,706
Operating Supplies	288,100	475,850	187,750	200,676	333,013
Repairs and Maintenance	521,125	606,800	85,675	515,000	327,305
Postage	35,000	20,000	(15,000)	15,998	24,960
Other Operating Expenditures	41,215	37,250	(3,965)	37,224	240,380
Total Operating Expense:	5,589,062	6,180,000	590,938	5,327,811	5,229,579
Operating Capital Outlays	825,000	933,409	108,409	937,175	1,365,227
Capital Project Fund Expenses	887,640	-	887,640	861,000	608,974
Total Expenditures:	16,309,168	16,679,610	370,442	15,430,122	15,526,597
Net:	\$ -	\$ -	\$ -	\$ 894,804	\$ 571,587

CAPITAL PROJECT BUDGET	Approved 2017-2018 <u>Budget</u>	Proposed 2018-2019 <u>Budget</u>	Proposed Vs. Approved <u>Variance</u>	Projected 2017 - 2018 <u>Estimate</u>	Audited 2016 - 2017 <u>Actual</u>
Capital Project Fund Revenue					
Balance from FY17-18	887,640	508,825	(378,815)	886,825	861,280
Carry-forward from FY17-18	-	<u>500,000</u>	<u>500,000</u>		
		<u>1,008,825</u>	<u>121,185</u>		
Capital Project Fund Expenses	<u>887,640</u>	<u>1,008,825</u>	<u>121,185</u>	<u>378,000</u>	<u>608,974</u>
Net:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 508,825</u>	<u>\$ 252,306</u>

ANN ARBOR DISTRICT LIBRARY BOARD

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

2018 OFFICERS

President Jamie Vander Broek
Vice President Linh Song
Treasurer Jim Leija
Secretary Edward Surovell

ADMINISTRATION

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