



# Regular Meeting Agenda

Monday, September 17, 2018

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Published by Ann Arbor District Library

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### September 2018

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

### October 2018

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

### November 2018

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, September 17, 2018 at 7:00 p.m.  
 Ann Arbor District Library, Lower Level Multipurpose Room  
 343 S. Fifth Avenue, Ann Arbor, MI 48104

## REGULAR MEETING AGENDA

- 18-129 I. CALL TO ORDER
- 18-130 II. ATTENDANCE
- 18-131 III. APPROVAL OF AGENDA (pp. 1-2)  
 (Item of action)
- 18-132 IV. CONSENT AGENDA  
 (Item of action)
- CA-1 Approval of Minutes of July 16, 2018 (pp. 3-18)
- CA-2 Approval of July and August 2018 Disbursements (pp. 19-24)
- 18-133 V. CITIZENSØ COMMENTS
- 18-134 VI. FINANCIAL REPORTS (pp. 25-34)  
 Bill Cooper, Finance Manager
- 18-135 VII. COMMITTEE REPORTS
- 18-136 A. EXECUTIVE COMMITTEE  
 (5 minutes)
- 18-137 VIII. DIRECTORØS REPORT (pp. 35-39)  
 Josie B. Parker, Director
- 18-138 IX. NEW BUSINESS
- 18-139 A. WORKFORCE HOUSING, CITY CENTER DEVELOPMENT  
 MASTER PLANNING, & AN EXPANDED TREELINE  
 TRAIL PRESENTATION  
 (60 minutes)  
 Peter Allen, Jonathan Chavis, Genevieve Doman, Kazi Najeeb  
 Hasan, Jose Lujano, Jin Li, Dewi Tan
- 18-140 X. CITIZENSØ COMMENTS

18-141      XI.      ADJOURNMENT**CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD**

1. Persons who wish to address the Library Board may reserve time on any regular or special meeting agenda by calling 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**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, JULY 16, 2018**

- 18-114 I. CALL TO ORDER
- President Vander Broek called the meeting to order at 6:03 p.m.
- 18-115 II. ATTENDANCE
- Board Present: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song (arr. 6:29 p.m.), Edward Surovell, Jamie Vander Broek  
Board Absent: Jim Leija  
Staff: Josie Parker, Eli Neiburger, Bill Cooper, Len Lemorie, Rich Retyi, Karen Wilson (recorder)  
Others Present: William Stapleton, Hooper Hathaway
- 18-116 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE
- 18-117 IV. RECONVENE TO REGULAR MEETING AT 7:00 P.M.
- President Vander Broek reconvened to the regular meeting at 7:02 p.m.
- 18-118 V. APPROVAL OF AGENDA  
(Item of action)
- Trustee Sherman, supported by Secretary Surovell, moved to amend the agenda by adding under New Business a vote to cancel the August 20, 2018 Board Meeting.
- AYES: Green, Barney Newman, Sherman, Song, Surovell,  
Vander Broek  
NAYS: None
- Motion passed 6-0.
- Trustee Barney Newman, supported by Trustee Sherman, moved to approve the agenda as amended.
- AYES: Green, Barney Newman, Sherman, Song, Surovell,  
Vander Broek

NAYS: None

Motion passed 6-0.

18-119 VI. CONSENT AGENDA  
(Item of action)

CA-1 Approval of Minutes of June 18, 2018

CA-2 Approval of June 2018 Disbursements

Trustee Sherman, supported by Trustee Barney Newman, moved to approve the consent agenda.

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

NAYS: None

Motion passed 6-0.

18-120 VII. CITIZENS' COMMENTS

Onna Solomon

My name is Onna Solomon and I live on Madison Place near Eberwhite on the Old West Side. In the spirit of the summer games I have written the library a love letter. Dear Library, I love you. I have loved you as only a poet can love you. For the catalog of twin volumes lovingly selected, the obscure, the contemporary, the local I've delighted in finding on your shelves. Knowing they are there means more than just my chance to take them home. It's a reminder that I am not alone in my love of these little books and little presses. To find them there is a gift of connectedness. I love you as only a mother can love you. For the daily ritual of storytimes where members of the magically society of storytellers miraculously arrive with puppets and felt boards and old folk songs that save me and my ilk of the travelled, sleep deprived crazed new mothers and fathers, day after day, week after week, year after year helped raise children delighted by stories. By the rhythm of calm response, balance of stillness and the mysterious pleasure of communal listening. I have loved you as everyone has loved you because you are a unicorn or maybe a narwhal among government institutions. A place of imagination, a place of play, a place of calm, a place of innovation, a place that brings people

together. I love your codes and your badges, your fish and your tents and your hoola hoops, your Secret Lab, your lawn games, your disco balls, your Theremins, your art. I love you for what you are and what you have been and what you will become. With summer games in my heart, yours truly, Onna Solomon.

Linda Peck

Good evening, my name is Linda Peck and I am a member of the League of Women Voters. And we've just held a poster contest that invited all high school students in Washtenaw County to invent a poster with the theme Vote 2018. So we had 103 entries and they're fabulous. So we just heard today from Terry Soave that the library is willing to work with us and display some of these posters Downtown and at the branches. So I wanted to just show you a couple. I've got ten here: You are not alone, let them know, vote; my point in coming here: Not voting isn't a protest, you're forfeiting your freedom when you do not vote, you have no right to object. So I'd just stop there with demonstrating and just say that we're really thankful that the library is willing to work with us. They hosted our awards ceremony at the Pittsfield Branch. It was packed to the gills and it was great and so now as a committee, a poster committee, we would like to ask the library to break with tradition a little bit and consider doing an exhibit that would include our posters, it would bring some reference material from the library into a clue, so it would be informational not just pictures on the wall. If that would be possible. I know that it's kind of like an old-fashioned idea and I understand that there are no tables for display so it could be problematic. But that's kind of what our idea was that we could work together and come up with something that would be attractive with these beautiful posters and also informational. And we have a lot of free bookmarks with the logo Vote411.org. Which if you go to the link, a league link, which gives all the information, if your registered, how to register, forums, everything. So we would give you those to distribute. Thank you very much for your time and we'll see what happens. We'll work with Terry on that suggestion, to go with a little bit more complete exhibit. We'll work with you any way we can to get that to happen. And the other point is if we can hang a 103 posters it would be so nice to take examples from the ones in the neighborhoods around the branches. So that when people come and say, oh, that's so and so, I know him, I went to school with him. Thank you so much.

Laverne Jackson Barker

Good evening. How are you? So I've thanked some of the other librarians around town where I've stopped from time to time for all that you do. You're so forward thinking. You provide me, at one point you provided me with a computer and a printer. I had water damage at my home and before I told them to not pack my computer and printers, they packed them and moved them away from my house. And so the library saved my life. I was able to come and keep doing what I do with your computers and with your printers so I am thankful for that. In addition to that I'm thankful for all the activities, all the opportunities, in addition to, oh my god, the game, the summer game. I love the summer game. So, thank you for all of that, all of the events, all the speakers, the crafts that you can come to the library and the thing about it is that it's not just thrown together it's well planned, well prepared, it's just well done. So thank you, thank you very much. And, oh my god, the code.

Madeline Fay

Well, this is Madeline Fay and she plays the summer game. She lives in Burns Park and she wanted to say thank you before we got here for all the great books that are helping her learn to read when she gets ready kindergarten.

Kathleen Mozak Betts

Hi, so I wanted to say thank you and echo everyone about the summer games. As the years have gone by you have become more mindful of person with disabilities. Clues have become easier to find. They're not in stairwells or in levels that we can't access so I want to thank you for that. I also would like you to consider and think about two areas of accessibility needs here at the main branch of AADL. First one being in this room here. This weekend specifically I came for the booksale and they had books up on the stage area and I was not able to access the audiovisual materials. So I'm wondering what the library is considering to do in the interim. The other area that I would like the library to think about is the patio area off the first floor. I don't know if any of you have attended the summer festival but they have the amazing little pre-fab ramps that hook to a curb and I know it's not a very long way down. So I would like the library to consider making some changes if it could as we're still talking about possibly having a

new library altogether. But I want to thank you for everything you do, I appreciate it.

Melanie Baldwin

Hi, you guys all know me, Melanie, I am with the Friends and staff. I love the summer game and I love helping you guys with it from the Friends point of view and just from playing it. It is just awesome and I and just want to say thanks and get the code.

Edward Vielmetti

Hi, I am Edward Vielmetti. I live on Brooklyn Avenue halfway between Malletts Creek and Downtown. I wanted to thank you for the summer game. It reminds me how much I love the library every year and it reminds me to come back to check out some books, because I have zero checked out at the beginning of the summer, now I have several. I want to thank you for the acquisitions budget, for getting new books all the time, which is really great. I lived in a town that had a library that had a zero dollar budget one year which was really, really sad. But I don't live in a town like that right now which is perfect. I want to encourage you all to as soon as a spare moment comes free to, I am very much looking forward to MeLCat coming back as we all are. I know that it is a bunch of work to do that, that you are facing two complex systems, it is a very complex problem but I am very much looking forward to MeLCat again.

Joshua C.

My name is Joshua, I live on Fountain Street. I love this library. I love to check out books here. I come here like once a week, sometimes twice. I also love the videos from here. I think that the library should have more classic Dr. Who. I also came here to get this.

Kim Borger and James Borger-Moore

I am Kim and this is Jamie. His first visit to the library was at six days old and he spent most of his first birthday here playing with the green toys bus, he loves and also the rocket ship. His favorite book is touch and feel sounds. Thank you.

Lat Brown and Tom Brown

I'm Lat and this is my dad, Tom. (Tom) Hi, that's all I need. (Lat) We live at Cranbrook Road and we are at the Malletts Creek Library, that's our library. (Tom) So, first thing, these blankets we got from the summer game. These are so great. We've laid out on many nights watching shooting stars and they are fantastic, but they are really hard to fold back up. We have some other stuff too. We got these bags, right? I use this everyday going to school. I work at Dearborn High School. We're hoping maybe there could be a summer game code in Dearborn, but then we said the might be a little too far. (Lat) And I work at the Ypsilanti Public Library, at the café in Beezy's and sometimes people recognize my Ann Arbor District Library stuff and we've got a competition going on. We also got these binoculars so we can see all of you better, and here's a coaster, it's very vintage. We like the crafting events because you get to make cool stuff. I also work at the Scrap Box and I'm in contact with the librarian to get a code at the Scrap Box this year, it's very exciting. (Tom) Very exciting. (Lat) And sometimes I get so excited that I have to pour myself a drink. Sometimes I drink on the go. Sometimes it's too much water altogether. (Tom) And our most useful item, according to the wife is the pizza cutter. (Lat) We use the pizza cutter a lot. Anything else we have? (Tom) I made this here at (Lat) The summer game kick-off. (Tom) Yes, sometimes I'll come to an event just to get the code and I then I wind up doing the crafty thing, whatever it is, and wow, that was really fun, that was cool and that was great. I went to see the speaker about Albert Kahn, and I thought ugh, this is going to be, and it was fantastic, I was really impressed. So thank you for all that stuff, for the codes, for the game and for the library. (Lat) Thank you very much.

Cherie & Ajay Burkheiser

(Ajay) I love the summer game. (Cherie) I rediscovered the library about six years ago, he's six and a half, and I discovered the summer game about half way through that year. And the following year I became very, very competitive. And the following couple of years I was so competitive that it drove me insane. I was probably in the top ten player somewhere. It drove me so crazy that I'm like, I've got to stop. So I don't know where I am anymore, but I know I'm nowhere near top ten because I had to back off, it drives me crazy. He inspired me a little bit, because I remembered that I

had this in my purse that I got from the summer game. I was so excited that you guys offered it because I have a backstory for it. So many, many years ago when we drove down to Tennessee for a passing in my family and on our way back we reached this horrible snowstorm in Ohio and it was so bad, that we could have made it home, we were like 45 minutes from home, but it was so bad and it was the middle of the night and we were so tired and pulled over into a hotel and stayed the night in the hotel and this was like April, June, it was like May, it was like past when you would have your snow scrapper in the car, right? And we came out to a front windshield is covered in ice. But I think we actually had our snow scrapper, maybe we didn't, I don't remember, but anyways you offered this and I keep it in my purse that I got in the summer game. So another thing I wanted to say was a couple years ago I was up here getting my code and I mentioned how one of the other local libraries and by the way if you think you recognize me you do. I'm able to be a part of another library around here because I work in that district. They offer Amazon e-books, and I came up here and said please, it's so wonderful that they offer Amazon e-books and you guys expanded your e-book and we are loving it. And he's loving it and he's reading them and he's having so much fun. He's actually filled out his own card. I actually made him do his own reading this year because he learned how to read this last year. I'm reading chapter books to him so I filled my card out with all the chapter books. So I don't want to take up more of your time but we love the summer game. So thank you.

Amanda Reel

Hello, I'm Amanda Reel. I most often frequent the Downtown branch and the Westgate branch, which is lovely. Good job on that. I work for the United Way of Washtenaw County and I support our grant making and also our volunteer centers, so thank you for volunteering and all that you do. But I just wanted to say as a non-profit public sector person thank you for serving all of our community and all that you do. I know that sometimes that's challenging but it's also very important. I really appreciate it that the library's there for everybody. Kudos to your staff for continuously evolving programming. I'm just amazed at the creativity that comes out of the Ann Arbor District Library and high praise for the summer game. Whoever came up with that is a genius for putting it out into the community and driving me crazy finding codes but encouraging people to go places and do things that might be out of their comfort zone. So thank you very much.

Monica Milla

Hi, there. I have to say I'm really impressed at how many people wrote things down. It didn't even occur to me to write things down. I'm on Fernwood and Malletts Creek is my branch. I'm a very long time library user. In fact I used to go the Loving branch. And in fact as a master gardener, I wrote for the master gardener newsletter and I was on the Malletts roof when the rain, water roof, rain roof, what is that called, was planted which was really fun. I love all of your books, but also your videos. I'm a big British TV fan. I'm always impressed when I look up a video, like they're not going to have this, its super obscure and then you have it. I also really like your library lockers. I sometimes work crazy hours and it's a real nice way for me to still get my books at a time that's convenient to me. I also love the summer game and I got super crazy with last year, was also in the top ten and totally had to scale back this year. I would say that I don't know where I am, but I'm 241. I really like the branch explorer badges because mostly everyone just goes to their own local library branch and I think it's neat to go out and see the other branches. I love the parks one. A friend and I go on regular walks to get to like four or five parks and we've been able to go to different ones that we wouldn't necessarily go to so that's all. Thank you, got my code.

Emily Hein

I am Emily Hein. I confess that I could see the code from back there and considered maybe not coming up here. But here I am and I want to say, so my first branch when my son, who is now nine, was a toddler was the branch that was in the Plymouth Mall and so I saw that sort of expand to the Traverwood Branch and then my next local branch was the Malletts Creek Branch and now we live close to the Westgate Library. And when I go to the Westgate Library it is really very clear how much the renovations there transformed that library branch into something, not that it wasn't a great branch before, just exciting in a new way. Especially as a parent I love the Sweetwaters connection and being able to take my kids to a free place to play that also has so much else going on. I don't know where you guys are at with talking about any renovations for the Downtown Library, but I was going to say, give my support for renovating that space the way it changed Traverwood and Westgate. Thanks.

Meg Hixon

Hello, I prepared my remarks as well sitting here. So I currently live at the confluence of 14 and 94 in that area. Altogether throughout the course of the past fourteen years I have lived in Ann Arbor for ten of them. And I realized that at some point in my life, given that I did a lot of apartment hopping when I was at school, every single branch has been my home branch. It's now Westgate. This is the first time I really spent time out there so I was never in the old space. So I've really come to appreciate use of the branches. I'm really glad to have a local branch no matter where I've been living, in town or working or whatever branch was accessible to me. So I came here for the summer game code, not surprisingly like a lot of people but, before I, I knew that I had to talk, oh now what am I going to say, and what makes the AADL so special and why I am invested in this summer game thing and there are a lot of reasons. I've lived in a lot of places and all those places I was very fortunate to have free good and a variety of well supported library systems. It's truly astonishing that the AADL is able to offer in the terms of the breadth of its programs and the diversity of its programs and the amount of its programs not just during the summer. I mean, I've seen concerts, I've played video games, I've made a flashlight, I've participated in a spelling bee. And that's like what has happened in the last month and a half at the library. So I guess that's just really cool. It's just amazing for such a city that it really isn't that huge population wise or size wise, but the library's so well supported and so much part of the community that you can offer so many enriching events and so many events that I didn't even know that I wanted or needed. I also wanted to say about the summer game, that I think it's truly amazing that it gives adults especially the chance to play, you know the play.aadl.org. I think it's something that we don't really think about in our culture that we really don't emphasize enough. And as an avid board gamer player, old school video gamer, I love the opportunity to see something, just to have fun with it. To go out and explore these parks that I've never even heard of just by living here ten years. To go out and to compete, you know a little girl power competition or to do a scavenger hunt in a branch or to see one pop-up in the library where I work. It's a lot of fun and I think it really just brings a nice community spirit to Ann Arbor and it's one of the things that after a few years living away and coming back it's really made Ann Arbor feel again like home to me. Just the library and summer games. So thank you for all that you do it's truly appreciated and I think you are really leading the way in public libraries.

Paul and Sara

Hello, I'm Paul and this is Sara and we are Malletts Creek patrons. (Paul) A little while back, last winter we were looking into insulation for the house and doing some research and we saw a lot of really cool pictures of heat escape from a house based on a special camera that takes pictures of heat escape. So I said, yeah that's something the library probably has. A camera that would do that. So I have to say congratulations, on training, conditioning your patrons on something like that. I know that it's risky stuff, by making that sort of outlay for circulating things. Please in the future take more risks even if they are not all successful. It's really great to see that you are taking risks and seeing what sort of future libraries will have. (Sara) Thank you.

Dave

Hey, I'm Dave. Incidentally I don't really play the summer game. My life's just really busy right now. But I do have to say that it's really cool, I've been coming to library programs for probably the better part of a year and to see like so many more attendees during the summer, probably because of the summer game, it's just really cool. So I wanted to talk about events a bit. I go to a lot of events. I actually help run a few here which is really cool, like probably every three months. But as far as events go I have these programs tonight that I carry with me pretty much all times and give them out to people and I realize in doing that, that this might be the only exposure that people get to the program. So if they might not go online and check what's coming up or they might not come into the library and see the poster and go that's what's going on this week or this is what's going on today. Some people might just look here through here. This month in particular I noticed the last two pages have an error. Sewing lab came twice so I don't know if something was missing there that should have been there. While an event that I had come to monthly for a while was not on the program, but I found it on the website. So, like if I didn't check multiple places I might not know. So I'm thinking similar to how we have the weekly like the what's going on this week it might be cool to have a poster that like oh, this is a roster of programs of these are new programs that are added that aren't in the printed programs. So people can actually be aware of them. So that's pretty much it. Again props to everybody here for playing the summer game. I hope you all have a fun time. Thank you.

Tammy and Kathy

I am Tammy. I am Kathy. (Tammy) West is our branch. We love our new branch, thank you. So we do spend a lot of time here because of the secret lab next door. So thank you for that. Which we love the name secret lab we tell everyone about it, just so you know it's no longer secret. So I want to tell you that this is my friend her name is Kathy, but her second name is the enabler. I didn't know anything about the summer game several years ago my friend Kathy said you what! And now it's pathetic. I have gotten things for my house. I made a rug for my house. I made coasters for when my friends come over. I know where to go because I found a new B & B. I, let's talk about food, Keegan Rodgers, love him. I cook once a year, ask my friend, she comes over and is my sous chef for Thanksgiving, literally one day a year. Now I can cook more. Who knew you could do so much with garlic scapes. I just found that out. It's a vegetable that he taught us about last week. And let's talk Zingerman's. Brilliant move, thank you, the bacon. And from the game shop, you've enabled me to keep my keyboard work dry. I have the umbrella. Fourth of July that is my blanket so people can find me on State Street. Look for my library blanket, and by the way if you need help folding, see me. The soft-sided cooler, every year I go on vacation and it enables me to bring back chocolate from the Chocolate Garden for my friends. And thank you for the West Branch which we can both walk to it is so close. I started looking up how many events I did. It's an average of ten to twelve a month. Now, you might think that I don't have a life going to that many things, I work three jobs. A full-time job and two part-time jobs. That is how good you are. You have that many things that I can't choose. I would probably go to twenty, but I do have three jobs. Also I would like to thank you in a kind of backwards way because I love all the cool things you do and I do mean cool because I confess I don't have air conditioning. With the expanded hours at Westgate I have taken advantage of the 8:00 p.m. Saturday and Sunday with no air at my house, so thank you. (Kathy) I just want to thank you for the variety of programs and tools that you have available here and honestly I just came for the code.

18-121

VIII. FINANCIAL REPORTS

Bill Cooper, Finance Manager

Finance Manager Cooper presented the June 2018 financial statements in the Board Packet. Currently year-to-date

expenditures are under budget by \$1,145,542. He noted that \$15,634,833 in property taxes, which is \$36,775 more than budgeted for, has been received. We are ending the year under budget by \$1,529,022.

18-122 IX. DIRECTOR'S REPORT  
Josie B. Parker, Director

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

On Sunday, August 19<sup>th</sup>, at 3:00 p.m. AADL will be hosting a reception for the Japanese Calligraphy Exhibit from sister state Shiga Prefecture.

Three more large events will be held in August. The annual Lego Contest on August 9<sup>th</sup>, the Ann Arbor Wayzgoose & Printing Festival on August 25<sup>th</sup> and the Summer Game Game Over Gala on August 31<sup>st</sup>.

AADL hosted Ann Arbor Public Schools staff and students on half-day visits for the rising 6<sup>th</sup>-9<sup>th</sup> graders in the English Language Learning Summer program. Arrangements were made by the Outreach and Neighborhood Services staff.

The Translation and Documentation Library at the University of Salamanca in Spain blogged about our recent MLive photo gallery on the tools collection.

Planning for the bookable meeting rooms at Traverwood, Pittsfield and Malletts Creek branches is nearing completion.

Administration is working with Cook Ross on providing training for managers and supervisors on identifying and eliminating unconscious bias in the hiring process.

A summary of public and staff comments were viewed.

The Summer Game Spectacular held at Veterans Park saw attendance of over 1000 people. AADL partnered with the City of Ann Arbor Parks and Recreation Department for this activity.

18-123 X. OLD BUSINESS

- 16-154                    A. AADL STRATEGIC PLAN GOAL 3.3: REIMAGINE THE ANN ARBOR DISTRICT LIBRARY'S DOWNTOWN PRESENCE

President Vander Broek solicited comments from Board members regarding their impressions of the retreat. Board members appreciated the different perspectives of those present at the retreat. Board members anticipate continuing discussions this fall.

- 18-124                    XI. NEW BUSINESS

- 18-125                    A. RESOLUTION TO AMEND THE 2017-2018 BUDGET  
(Item of action)  
Bill Cooper, Finance Manager

President Vander Broek, supported by Trustee Sherman, moved the Board resolves as follows: to transfer \$3,545.80 from Salaries and Wages to Purchased Services; to transfer \$12,090.05 from Salaries and Wages to Building Rental; to transfer \$870.87 from Salaries and Wages to Capital Outlay/Maintenance; to Amend Grants and Memorials to reflect the \$200,000.00 actually received; to move \$500,000.00 of the \$1,698,737.00 revenue over expenditures to the Capital Project Fund and the remaining balance to the General Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

- 18-126                    VOTE TO CANCEL THE AUGUST 20, 2018 REGULAR AADL BOARD MEETING

Trustee Barney Newman, supported by Trustee Sherman, moved to cancel the August 20, 2018 AADL Board meeting.

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

NAYS: None

Motion passed 6-0.

18-127      XII.      CITIZENS' COMMENTS

Santhi Priya

I am Santhi Priya. So I am very happy for this library. I like the books and also how to use the Internet and I appreciate that. Also one thing that I (unable to decipher) that when if you have something for kindergarten to fifth grade over here, but the same thing at another library branch, then the kids are fighting, Momma I want to go to this library, the other saying, no that is not where I want to go. But actually, I don't know how to drive and I had to board the busses and come so please consider that the same group of the grades should all be in the different branches at the same time. Thank you for that.

Joy Schultz

Hi, I'm Joy. I live in Glencoe Hills and I normally go to Malletts Creek. I prepared some things while listening to everyone. I share the love for Malletts Creek lockers which have just enabled me to go at midnight like, if I want to go and pick up my books at 3 a.m. I can go do that. Which has just been delightful. In an odd kind of way delightful is sort of the theme I've got. The summer game in particular but the library in general. If you're a library newbie or if you're an Ann Arbor newbie here's all these things that you can learn about like how to use the catalog really, really effectively and just learn facts about you know, like dynasties in China or mysteriously disappeared colonies in Virginia. All the things that you learn about the city which you know I tend to keep to myself and so again this encouragement to go places that you wouldn't normally go. And Maggie's point about giving adults a chance to play that I've often thought in the years of work that you lose the sense of seasons if you just go to work day in and day out like you don't have summer vacation, you don't have fall break, like you just have vacation when you take it if you get that. And so to have something that says its summer, I'm really grateful for that. And so I just want to thank the library for existing year round. I want to thank them for the summer game. I want to thank Erin who interacts with people who comment on the badges for her patience and graciousness and to whoever describes the items in the games shop. Thank you all for your time and your attention.

18-128      XIII.    ADJOURNMENT

President Vander Broek adjourned the meeting at 8:17 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular meeting held on July 16, 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.

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Edward Surovell, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 18-125**

**RESOLUTION TO AMEND THE 2017-2018 APPROVED BUDGET**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 16<sup>th</sup> day of July, 2018 at 6:00 p.m.

PRESENT: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, Edward Surovell, Jamie Vander Broek

ABSENT: Jim Leija

The following resolution was offered by President Vander Broek, and supported by Trustee Sherman:

THE BOARD RESOLVES AS FOLLOWS:

- 1). To transfer \$3,545.80 from Salaries and Wages to Purchased Services.
- 2). To transfer \$12,090.05 from Salaries and Wages to Building Rental.
- 3). To transfer \$870.87 from Salaries and Wages to Capital Outlay/Maintenance.
- 4). To Amend Grants and Memorials to reflect the \$200,000.00 actually received.
- 5). To move \$500,000.00 of the \$1,698,737.00 revenue over expenditures to the Capital Project Fund and the remaining balance to the General Fund.
- 6). 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: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, Edward Surovell, Jamie Vander Broek

NAYS: None

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular Board meeting held on July 16, 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.

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Edward Surovell, Board Secretary

|              |       |      |              |          |           |
|--------------|-------|------|--------------|----------|-----------|
| Ranaes:      | From: | To:  | Check Date   | From:    | To:       |
| Check Number | First | Last | Checkbook ID | 7/1/2018 | 7/31/2018 |
| Vendor ID    | First | Last |              | 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      |
|--------------|------------|--------------------------------|------------|--------------|------------------|-------------|
| 058672       | ALLEN      | ALLIANCE ENTERTAINMENT         | 7/3/2018   | CHECK        | PMCHK00002178    | \$1,723.29  |
| 058673       | AMACOM     | AMAZON.COM CREDIT PLAN         | 7/3/2018   | CHECK        | PMCHK00002178    | \$2,738.91  |
| 058674       | BAKTAY     | BAKER & TAYLOR                 | 7/3/2018   | CHECK        | PMCHK00002178    | \$12,591.10 |
| 058675       | LEXMAT     | MATTHEW BENDER & CO.. INC.     | 7/3/2018   | CHECK        | PMCHK00002178    | \$236.10    |
| 058676       | MIDTAP     | MIDWEST TAPE                   | 7/3/2018   | CHECK        | PMCHK00002178    | \$29,938.12 |
| 058677       | RANHOU     | PENGUIN RANDOM HOUSE. LLC      | 7/3/2018   | CHECK        | PMCHK00002178    | \$483.75    |
| 058678       | RECBOO     | RECORDED BOOKS. INC.           | 7/3/2018   | CHECK        | PMCHK00002178    | \$1,851.62  |
| 058679       | SCHSOU     | SCHEDULE SOURCE. INC           | 7/3/2018   | CHECK        | PMCHK00002178    | \$961.00    |
| 058680       | TEACOM     | THE TEACHING COMPANY SALES     | 7/3/2018   | CHECK        | PMCHK00002178    | \$2,370.90  |
| 058681       | THOGAL     | GALE/CENGAGE LEARNING          | 7/3/2018   | CHECK        | PMCHK00002178    | \$51.98     |
| 058682       | WESENT     | WESTGATE ENTERPRISES. LLC      | 7/3/2018   | CHECK        | PMCHK00002178    | \$35,170.83 |
| 058683       | GREWAL     | GREG WALTERS                   | 7/3/2018   | CHECK        | PMCHK00002178    | \$988.00    |
| 058684       | BAKTAY     | BAKER & TAYLOR                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$838.48    |
| 058685       | BREWER     | BREWER'S                       | 7/5/2018   | CHECK        | PMCHK00002180    | \$795.71    |
| 058686       | MIDTAP     | MIDWEST TAPE                   | 7/5/2018   | CHECK        | PMCHK00002180    | \$129.96    |
| 058687       | OFFDEP     | OFFICE DEPOT. INC.             | 7/5/2018   | CHECK        | PMCHK00002180    | \$1,043.13  |
| 058688       | RANHOU     | PENGUIN RANDOM HOUSE. LLC      | 7/5/2018   | CHECK        | PMCHK00002180    | \$67.50     |
| 058689       | RECBOO     | RECORDED BOOKS. INC.           | 7/5/2018   | CHECK        | PMCHK00002180    | \$287.86    |
| 058690       | WASHNE     | WASHTEENAW NEWS                | 7/5/2018   | CHECK        | PMCHK00002180    | \$8,216.80  |
| 058691       | ADASTR     | ADAMS STREET PUBLISHING CO.    | 7/5/2018   | CHECK        | PMCHK00002180    | \$2,030.00  |
| 058692       | ALECAN     | ALEXANDRA CANTARELLA           | 7/5/2018   | CHECK        | PMCHK00002180    | \$100.00    |
| 058693       | ANDBEL     | ANDREA BELL                    | 7/5/2018   | CHECK        | PMCHK00002180    | \$60.00     |
| 058694       | AZAVIARY   | AZ AVIARY. LLC                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$1,500.00  |
| 058695       | AUDHUG     | AUDREY HUGGETT                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$50.00     |
| 058696       | BRITRU     | BRIAN M. TRUSKOWSKI            | 7/5/2018   | CHECK        | PMCHK00002180    | \$250.00    |
| 058697       | CARBRO     | CARPENTER BROS.                | 7/5/2018   | CHECK        | PMCHK00002180    | \$13.56     |
| 058698       | ULINE      | ULINE. INC.                    | 7/5/2018   | CHECK        | PMCHK00002180    | \$341.41    |
| 058699       | TIMGRI     | TIM GRIMES                     | 7/5/2018   | CHECK        | PMCHK00002180    | \$2,087.64  |
| 058700       | CRECON     | THE CREATURE CONSERVANCY       | 7/5/2018   | CHECK        | PMCHK00002180    | \$498.00    |
| 058701       | SWESOU     | SWEETWATER SOUND INC.          | 7/5/2018   | CHECK        | PMCHK00002180    | \$49.98     |
| 058702       | SOULAH     | SORAYA LAHAM                   | 7/5/2018   | CHECK        | PMCHK00002180    | \$25.25     |
| 058703       | PHISYS     | PHILLIPS PRO SYSTEMS LLC       | 7/5/2018   | CHECK        | PMCHK00002180    | \$2,500.00  |
| 058704       | MOLDIC     | MOLLY DICKINSON                | 7/5/2018   | CHECK        | PMCHK00002180    | \$100.00    |
| 058705       | MISCICEN   | MICHIGAN SCIENCE CENTER        | 7/5/2018   | CHECK        | PMCHK00002180    | \$346.00    |
| 058706       | MARBAN     | MARTIN BANDYKE                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$400.00    |
| 058707       | MARCHE     | MARIAH CHEREM                  | 7/5/2018   | CHECK        | PMCHK00002180    | \$2,081.96  |
| 058708       | KITMCK     | KITO MCKINNEY                  | 7/5/2018   | CHECK        | PMCHK00002180    | \$200.00    |
| 058709       | KEEROD     | KEEGAN RODGERS                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$250.00    |
| 058710       | KAPNICK    | KAPNICK INSURANCE GROUP        | 7/5/2018   | CHECK        | PMCHK00002180    | \$4,615.00  |
| 058711       | JESZAB     | JESSI ZABARSKY                 | 7/5/2018   | CHECK        | PMCHK00002180    | \$260.00    |
| 058712       | INTSYS     | INTELLIGENT CONTROL SYSTEMS    | 7/5/2018   | CHECK        | PMCHK00002180    | \$14,900.00 |
| 058713       | GRAYESGREE | GRAYE'S GREENHOUSE             | 7/5/2018   | CHECK        | PMCHK00002180    | \$358.00    |
| 058714       | GRAINGER   | GRAINGER                       | 7/5/2018   | CHECK        | PMCHK00002180    | \$734.94    |
| 058715       | GRADUATE   | GRADUATE ANN ARBOR             | 7/5/2018   | CHECK        | PMCHK00002180    | \$415.80    |
| 058716       | GRAKOT     | GRACE HELMS KOTRE              | 7/5/2018   | CHECK        | PMCHK00002180    | \$150.00    |
| 058717       | FRIOF      | FRIENDS OF THE AADL            | 7/5/2018   | CHECK        | PMCHK00002180    | \$4,293.55  |
| 058718       | FASTSI     | FASTSIGNS                      | 7/5/2018   | CHECK        | PMCHK00002180    | \$2,306.81  |
| 058719       | FAILAS     | FAIRWAY LASER SYSTEMS          | 7/5/2018   | CHECK        | PMCHK00002180    | \$18,070.00 |
| 058720       | SWAPRE     | SWAMP PRESS                    | 7/5/2018   | CHECK        | PMCHK00002180    | \$388.50    |
| 058721       | DANJON     | DANI JONES                     | 7/5/2018   | CHECK        | PMCHK00002180    | \$90.00     |
| 058722       | CHEPAI     | CHERRIPAINTS. LLC              | 7/5/2018   | CHECK        | PMCHK00002180    | \$810.00    |
| 058723       | 4IMPRINT   | 4IMPRINT. INC                  | 7/12/2018  | CHECK        | PMCHK00002182    | \$2,959.56  |
| 058724       | AIRENTAL   | A-1 RENTAL. INC.               | 7/12/2018  | CHECK        | PMCHK00002182    | \$590.00    |
| 058725       | AFTDEL     | AFTERNOON DELIGHT              | 7/12/2018  | CHECK        | PMCHK00002182    | \$147.65    |
| 058726       | ALAFIS     | ALAN FISK                      | 7/12/2018  | CHECK        | PMCHK00002182    | \$750.00    |
| 058727       | ANNARB     | ANN ARBOR OBSERVER             | 7/12/2018  | CHECK        | PMCHK00002182    | \$3,910.40  |
| 058728       | ANNDR0     | ANNE DROZD                     | 7/12/2018  | CHECK        | PMCHK00002182    | \$56.95     |
| 058729       | B&H        | B&H PHOTO-VIDEO                | 7/12/2018  | CHECK        | PMCHK00002182    | \$63.61     |
| 058730       | BAKTAY     | BAKER & TAYLOR                 | 7/12/2018  | CHECK        | PMCHK00002182    | \$7,613.02  |
| 058731       | BETBEC     | BETSY JANE BECKERMAN           | 7/12/2018  | CHECK        | PMCHK00002182    | \$1,170.00  |
| 058732       | BETMAN     | BETH MANUEL                    | 7/12/2018  | CHECK        | PMCHK00002182    | \$31.00     |
| 058733       | BIGFIL     | BIG RED HEN FILMS              | 7/12/2018  | CHECK        | PMCHK00002182    | \$750.00    |
| 058734       | BUSVAL     | BUSCH'S. INC.                  | 7/12/2018  | CHECK        | PMCHK00002182    | \$499.46    |
| 058735       | CHABRU     | Charles Brubaker               | 7/12/2018  | CHECK        | PMCHK00002182    | \$50.00     |
| 058736       | CHEWIL     | CHELSEA WILLIAMS               | 7/12/2018  | CHECK        | PMCHK00002182    | \$300.00    |
| 058737       | CIESTR     | CIERRA STRAWDER                | 7/12/2018  | CHECK        | PMCHK00002182    | \$25.87     |
| 058738       | CORNELL    | CORNELL LAB OF ORNITHOLOGY     | 7/12/2018  | CHECK        | PMCHK00002182    | \$325.00    |
| 058739       | CRAWIS     | CRAIG WISE                     | 7/12/2018  | CHECK        | PMCHK00002182    | \$300.00    |
| 058740       | CUMANN     | CUMULUS ANN ARBOR              | 7/12/2018  | CHECK        | PMCHK00002182    | \$3,955.00  |
| 058741       | DEWCOR     | DEW-EL CORPORATION             | 7/12/2018  | CHECK        | PMCHK00002182    | \$4,920.68  |
| 058742       | DIADUD     | DIANNE LYNN DUDLEY             | 7/12/2018  | CHECK        | PMCHK00002182    | \$100.00    |
| 058743       | DICBLI     | BLICK ART MATERIALS            | 7/12/2018  | CHECK        | PMCHK00002182    | \$568.88    |
| 058744       | DIGKEY     | DIGI-KEY ELECTRONICS           | 7/12/2018  | CHECK        | PMCHK00002182    | \$327.49    |
| 058745       | ELLLIV     | ELLEN LIVINGSTON               | 7/12/2018  | CHECK        | PMCHK00002182    | \$125.00    |
| 058746       | FASTSI     | FASTSIGNS                      | 7/12/2018  | CHECK        | PMCHK00002182    | \$8,406.71  |
| 058747       | FINLUM     | FINGERLE LUMBER COMPANY        | 7/12/2018  | CHECK        | PMCHK00002182    | \$129.00    |
| 058748       | FISWIN     | FISH WINDOW CLEANING           | 7/12/2018  | CHECK        | PMCHK00002182    | \$1,325.00  |
| 058749       | GRAINGER   | GRAINGER                       | 7/12/2018  | CHECK        | PMCHK00002182    | \$445.44    |
| 058750       | HUGGAL     | HUGH GALLAGHER                 | 7/12/2018  | CHECK        | PMCHK00002182    | \$300.00    |
| 058751       | INSDES     | INSITE DESIGN STUDIO           | 7/12/2018  | CHECK        | PMCHK00002182    | \$529.25    |
| 058752       | JENMCK     | JENNIFER MCKEE                 | 7/12/2018  | CHECK        | PMCHK00002182    | \$200.00    |
| 058753       | JEWISHNE   | JEWISH NEWS                    | 7/12/2018  | CHECK        | PMCHK00002182    | \$263.00    |
| 058754       | JOAGIL     | JOAMETTE GIL                   | 7/12/2018  | CHECK        | PMCHK00002182    | \$104.19    |
| 058755       | JOHCON     | JOHNSON CONTROLS SERCURITY SOL | 7/12/2018  | CHECK        | PMCHK00002182    | \$4,564.00  |
| 058756       | JONGRI     | JONATHAN GRIFFITH              | 7/12/2018  | CHECK        | PMCHK00002182    | \$25.00     |

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      |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 058757       | KATLEW    | KATHERINE REYNOLDS LEWIS       | 7/12/2018  | CHECK        | PMCHK00002182    |             |
| 058758       | KATMON    | KATIE MONKIEWICZ               | 7/12/2018  | CHECK        | PMCHK00002182    | \$1,500.00  |
| 058759       | KENSHOTEL | THE KENSINGTON HOTEL           | 7/12/2018  | CHECK        | PMCHK00002182    | \$6.16      |
| 058760       | KRITIN    | KRISTOFFER C. TINER            | 7/12/2018  | CHECK        | PMCHK00002182    | \$750.00    |
| 058761       | LOWE'S    | LOWES BUSINESS ACCOUNT         | 7/12/2018  | CHECK        | PMCHK00002182    | \$400.00    |
| 058762       | LUCBELL   | Lucy Bellwood                  | 7/12/2018  | CHECK        | PMCHK00002182    | \$220.07    |
| 058763       | MARBROU   | MARLO BROUGHTON                | 7/12/2018  | CHECK        | PMCHK00002182    | \$90.00     |
| 058764       | MARSTU    | MARTHA RUTH STUIT              | 7/12/2018  | CHECK        | PMCHK00002182    | \$400.00    |
| 058765       | MAXTHO    | MAXINE THOMPSON                | 7/12/2018  | CHECK        | PMCHK00002182    | \$100.00    |
| 058766       | MEGRAMM   | Meaale Ramm                    | 7/12/2018  | CHECK        | PMCHK00002182    | \$700.00    |
| 058767       | MICLIBC   | MCLS                           | 7/12/2018  | CHECK        | PMCHK00002182    | \$112.00    |
| 058768       | MIDTAP    | MIDWEST TAPE                   | 7/12/2018  | CHECK        | PMCHK00002182    | \$47,057.43 |
| 058769       | NEOPOS    | MAILFINANCE                    | 7/12/2018  | CHECK        | PMCHK00002182    | \$951.39    |
| 058770       | OCLINS    | OCLC INC.                      | 7/12/2018  | CHECK        | PMCHK00002182    | \$619.98    |
| 058771       | OFFDEP    | OFFICE DEPOT. INC.             | 7/12/2018  | CHECK        | PMCHK00002182    | \$4,460.51  |
| 058772       | OUTMED    | OUTFRONT MEDIA                 | 7/12/2018  | CHECK        | PMCHK00002182    | \$934.30    |
| 058773       | PATFSMI   | PATRICIA F. SMITH              | 7/12/2018  | CHECK        | PMCHK00002182    | \$7,850.00  |
| 058774       | PRITEC    | PRINT TECH INC.                | 7/12/2018  | CHECK        | PMCHK00002182    | \$200.00    |
| 058775       | RECD00    | RECORD AUTOMATIC DOORS.INC     | 7/12/2018  | CHECK        | PMCHK00002182    | \$2,172.87  |
| 058776       | ROBNEE    | ROBERT W NEEDHAM               | 7/12/2018  | CHECK        | PMCHK00002182    | \$2,640.78  |
| 058777       | ROCTHE    | ROCK THE BOOTH LLC             | 7/12/2018  | CHECK        | PMCHK00002182    | \$500.00    |
| 058778       | ROYLIM    | ROYAL LIMOUSINE                | 7/12/2018  | CHECK        | PMCHK00002182    | \$532.50    |
| 058779       | SARKEL    | SARA MELTON KELLER             | 7/12/2018  | CHECK        | PMCHK00002182    | \$580.62    |
| 058780       | SCHACHO   | SCHAKOLAD CHOCOLATE FACTORY    | 7/12/2018  | CHECK        | PMCHK00002182    | \$270.00    |
| 058781       | SCHELE    | SCHINDLER ELEVATOR CORPORATION | 7/12/2018  | CHECK        | PMCHK00002182    | \$120.12    |
| 058782       | SCHSEC    | SCHILKE SECURITY               | 7/12/2018  | CHECK        | PMCHK00002182    | \$5,980.00  |
| 058783       | SCOMCM    | SCOTT MCMAHON                  | 7/12/2018  | CHECK        | PMCHK00002182    | \$220.00    |
| 058784       | SELAUTO   | SELECT AUTO SERVICE            | 7/12/2018  | CHECK        | PMCHK00002182    | \$40.00     |
| 058785       | SHASON    | SHAMBAUGH                      | 7/12/2018  | CHECK        | PMCHK00002182    | \$368.07    |
| 058786       | SHEWIL    | SHERWIN- WILLIAMS              | 7/12/2018  | CHECK        | PMCHK00002182    | \$12,730.00 |
| 058787       | STAHAR    | STADIUM HARDWARE               | 7/12/2018  | CHECK        | PMCHK00002182    | \$155.40    |
| 058788       | SWESOU    | SWEETWATER SOUND INC.          | 7/12/2018  | CHECK        | PMCHK00002182    | \$194.67    |
| 058789       | TEREIS    | TERRY EISELE                   | 7/12/2018  | CHECK        | PMCHK00002182    | \$1,736.00  |
| 058790       | TERSOA    | TERRY SOAVE                    | 7/12/2018  | CHECK        | PMCHK00002182    | \$50.00     |
| 058791       | TOMSMI    | TOM SMITH                      | 7/12/2018  | CHECK        | PMCHK00002182    | \$1,533.88  |
| 058792       | VALSOB    | VALERIE SOBCZAK                | 7/12/2018  | CHECK        | PMCHK00002182    | \$249.98    |
| 058793       | CHELA'S   | CHELA'S RESTAURANT & TAQUERIA  | 7/12/2018  | CHECK        | PMCHK00002182    | \$417.87    |
| 058794       | ALLJON    | ALLISON JONES                  | 7/19/2018  | CHECK        | PMCHK00002182    | \$1,320.00  |
| 058795       | AMBFAL    | AMBER ADAMS-FALL               | 7/19/2018  | CHECK        | PMCHK00002184    | \$34.40     |
| * 058796     | ARBBER    | ARBOR BREWING COMPANY          | 7/19/2018  | CHECK        | PMCHK00002184    | \$250.00    |
| 058797       | AUDHUG    | AUDREY HUGGETT                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$150.00    |
| 058798       | BAKTAY    | BAKER & TAYLOR                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$115.63    |
| 058799       | BANOFACC  | BANK OF ANN ARBOR              | 7/19/2018  | CHECK        | PMCHK00002184    | \$7,678.21  |
| 058800       | BRICOX    | BRIAN COX                      | 7/19/2018  | CHECK        | PMCHK00002184    | \$25,667.47 |
| 058801       | BUBSHA    | BUBBLE SHARKS                  | 7/19/2018  | CHECK        | PMCHK00002184    | \$300.00    |
| 058802       | CDW-G     | CDW GOVERNMENT                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$250.00    |
| 058803       | DANBRI    | LITTLE CREATURES               | 7/19/2018  | CHECK        | PMCHK00002184    | \$90.58     |
| 058804       | DICBLI    | BLICK ART MATERIALS            | 7/19/2018  | CHECK        | PMCHK00002184    | \$300.00    |
| 058805       | DYKGOS    | DYKEMA GOSSETT PLLC            | 7/19/2018  | CHECK        | PMCHK00002184    | \$596.58    |
| 058806       | JASDRI    | JASON DRISCOLL                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$2,984.46  |
| 058807       | JOHCAN    | JOHN CARLOS CANTU              | 7/19/2018  | CHECK        | PMCHK00002184    | \$600.00    |
| 058808       | JOHCON    | JOHNSON CONTROLS SECURITY SOL  | 7/19/2018  | CHECK        | PMCHK00002184    | \$300.00    |
| 058809       | KATULE    | KATHRYN ULEMAN                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$952.95    |
| 058810       | MICKRE    | MICHELLE KRELL KYDD            | 7/19/2018  | CHECK        | PMCHK00002184    | \$250.00    |
| 058811       | MICLIBC   | MCLS                           | 7/19/2018  | CHECK        | PMCHK00002184    | \$1,200.00  |
| 058812       | MIDTAP    | MIDWEST TAPE                   | 7/19/2018  | CHECK        | PMCHK00002184    | \$6,497.70  |
| 058813       | NETTIS    | JEANNETTE TISO                 | 7/19/2018  | CHECK        | PMCHK00002184    | \$10,363.59 |
| 058814       | OFFDEP    | OFFICE DEPOT. INC.             | 7/19/2018  | CHECK        | PMCHK00002184    | \$100.00    |
| 058815       | PITCHA    | PITTSFIELD CHARTER TOWNSHIP    | 7/19/2018  | CHECK        | PMCHK00002184    | \$61.65     |
| 058816       | PLAROC    | PLANET ROCK                    | 7/19/2018  | CHECK        | PMCHK00002184    | \$1,455.03  |
| 058817       | PREPET    | PREUSS PETS                    | 7/19/2018  | CHECK        | PMCHK00002184    | \$600.00    |
| 058818       | RUSDOR    | RUSSELL DORE                   | 7/19/2018  | CHECK        | PMCHK00002184    | \$1,288.75  |
| 058819       | SCHELE    | SCHINDLER ELEVATOR CORPORATION | 7/19/2018  | CHECK        | PMCHK00002184    | \$200.00    |
| 058820       | SHASON    | SHAMBAUGH                      | 7/19/2018  | CHECK        | PMCHK00002184    | \$3,019.32  |
| 058821       | SWESOU    | SWEETWATER SOUND INC.          | 7/19/2018  | CHECK        | PMCHK00002184    | \$24,690.00 |
| 058822       | THIMAN    | THIRD MAN VINYL                | 7/19/2018  | CHECK        | PMCHK00002184    | \$296.90    |
| 058823       | THOGAL    | GALE/CENGAGE LEARNING          | 7/19/2018  | CHECK        | PMCHK00002184    | \$558.45    |
| 058824       | ULINE     | ULINE, INC.                    | 7/19/2018  | CHECK        | PMCHK00002184    | \$296.88    |
| 058825       | UNUMPRO   | UNUM LIFE INSURANCE            | 7/19/2018  | CHECK        | PMCHK00002184    | \$95.22     |
| 058826       | UNUMPRO1  | UNUM LIFE INSURANCE            | 7/19/2018  | CHECK        | PMCHK00002184    | \$3,501.02  |
| 058827       | WASHTR    | WASHTENAW COUNTY TREASURER     | 7/19/2018  | CHECK        | PMCHK00002184    | \$3,071.39  |
| 058828       | BRIENG    | BRICKENGRAVER, LLC             | 7/19/2018  | CHECK        | PMCHK00002184    | \$349.06    |
| 058829       | AFTDEL    | AFTERNOON DELIGHT              | 7/26/2018  | CHECK        | PMCHK00002186    | \$750.00    |
| 058830       | ANDPAI    | ANDERSON PAINT COMPANY         | 7/26/2018  | CHECK        | PMCHK00002186    | \$284.85    |
| 058831       | APPIMA    | APPLIED IMAGING                | 7/26/2018  | CHECK        | PMCHK00002186    | \$122.25    |
| 058832       | ARBTEAS   | ARBOR TEAS                     | 7/26/2018  | CHECK        | PMCHK00002186    | \$2,420.08  |
| 058833       | BAKTAY    | BAKER & TAYLOR                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$375.00    |
| 058834       | BARNOB1   | BARNES & NOBLE INC.            | 7/26/2018  | CHECK        | PMCHK00002186    | \$14,777.63 |
| 058835       | BARRON    | BARRON'S                       | 7/26/2018  | CHECK        | PMCHK00002186    | \$553.48    |
| 058836       | BETNEA    | BETHANY NEAL                   | 7/26/2018  | CHECK        | PMCHK00002186    | \$239.88    |
| 058837       | BRITRU    | BRIAN M. TRUSKOWSKI            | 7/26/2018  | CHECK        | PMCHK00002186    | \$450.00    |
| 058838       | CDW-G     | CDW GOVERNMENT                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$250.00    |
| 058839       | CHADES    | CHALOU DESIGNS                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$75.80     |
| 058840       | DAWHEN    | DAWN L. HENRY                  | 7/26/2018  | CHECK        | PMCHK00002186    | \$675.00    |
| 058841       | DEMCO     | DEMCO                          | 7/26/2018  | CHECK        | PMCHK00002186    | \$900.00    |
| 058842       | DICBLI    | BLICK ART MATERIALS            | 7/26/2018  | CHECK        | PMCHK00002186    | \$2,511.25  |
| 058843       | DIGKEY    | DIGI-KEY ELECTRONICS           | 7/26/2018  | CHECK        | PMCHK00002186    | \$1,167.29  |
| 058844       | EDIWOW    | EDIBLE WOW                     | 7/26/2018  | CHECK        | PMCHK00002186    | \$100.76    |
| 058845       | EUGCLA    | EUGENE CLARK                   | 7/26/2018  | CHECK        | PMCHK00002186    | \$112.00    |
| 058846       | FORFRA    | FORMAT FRAMING                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$350.00    |
| 058847       | GENSOC    | GSWC                           | 7/26/2018  | CHECK        | PMCHK00002186    | \$3,969.42  |
| 058848       | GRAINGER  | GRAINGER                       | 7/26/2018  | CHECK        | PMCHK00002186    | \$10.00     |
|              |           |                                |            |              |                  | \$641.00    |

\* Voided Checks

| Check Number | Vendor ID | Vendor Check Name              | Check Date | Checkbook ID | Audit Trail Code | Amount      |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 058849       | HOOHAT    | HOOPER HATHAWAY. P.C.          | 7/26/2018  | CHECK        | PMCHK00002186    |             |
| 058850       | JAMF      | JAMF SOFTWARE. LLC             | 7/26/2018  | CHECK        | PMCHK00002186    | \$3,041.50  |
| 058851       | JENMCK    | JENNIFER MCKEE                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$2,254.00  |
| 058852       | KATLET    | KATHLEEN LETTS                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$100.00    |
| 058853       | LISSTE    | LISA STEINKOPF                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$100.00    |
| 058854       | MANCOS    | MANER COSTERISAN               | 7/26/2018  | CHECK        | PMCHK00002186    | \$230.00    |
| 058855       | MARKOU    | MARGARET ALEX KOURVO           | 7/26/2018  | CHECK        | PMCHK00002186    | \$2,927.15  |
| 058856       | MEDCO     | MEDCO SUPPLY COMPANY           | 7/26/2018  | CHECK        | PMCHK00002186    | \$450.00    |
| 058857       | MEIMAR    | MEISHA MARTIN                  | 7/26/2018  | CHECK        | PMCHK00002186    | \$131.10    |
| 058858       | MERNET    | MERIT NETWORK. INC.            | 7/26/2018  | CHECK        | PMCHK00002186    | \$100.00    |
| 058859       | METLIFE   | METLIFE - GROUP BENEFITS       | 7/26/2018  | CHECK        | PMCHK00002186    | \$35,590.90 |
| 058860       | MIDTAP    | MIDWEST TAPE                   | 7/26/2018  | CHECK        | PMCHK00002186    | \$7,018.63  |
| 058861       | MINCEN    | MINDCENTRIC                    | 7/26/2018  | CHECK        | PMCHK00002186    | \$3,802.76  |
| 058862       | OFFDEP    | OFFICE DEPOT. INC.             | 7/26/2018  | CHECK        | PMCHK00002186    | \$1,433.00  |
| 058863       | PHOHAZ    | PHOEBE HAZELBAKER              | 7/26/2018  | CHECK        | PMCHK00002186    | \$111.89    |
| 058864       | RAILAG    | RAINA LAGRAN                   | 7/26/2018  | CHECK        | PMCHK00002186    | \$147.36    |
| 058865       | REDPAN    | RED PANDA                      | 7/26/2018  | CHECK        | PMCHK00002186    | \$200.00    |
| 058866       | ROBROB    | ROBIN ROBINSON                 | 7/26/2018  | CHECK        | PMCHK00002186    | \$598.00    |
| 058867       | SHETUR    | SHERLONYA TURNER               | 7/26/2018  | CHECK        | PMCHK00002186    | \$100.00    |
| 058868       | SHEWIL    | SHERWIN- WILLIAMS              | 7/26/2018  | CHECK        | PMCHK00002186    | \$186.33    |
| 058869       | SOULAH    | SORAYA LAHAM                   | 7/26/2018  | CHECK        | PMCHK00002186    | \$32.08     |
| 058870       | STOUNI    | STOCKTON U RICHARD BJORK LIB   | 7/26/2018  | CHECK        | PMCHK00002186    | \$306.00    |
| 058871       | ULINE     | ULINE. INC.                    | 7/26/2018  | CHECK        | PMCHK00002186    | \$45.00     |
| 058872       | WESENT    | WESTGATE ENTERPRISES. LLC      | 7/26/2018  | CHECK        | PMCHK00002186    | \$453.76    |
| 058873       | WILTEC    | WILTEC TECHNOLOGIES            | 7/26/2018  | CHECK        | PMCHK00002186    | \$35,170.83 |
| 058874       | YOUART    | YOUTH ARTS ALLIANCE            | 7/26/2018  | CHECK        | PMCHK00002186    | \$255.00    |
| 058875       | ASLPOT    | ASLAKSON POTTERY               | 7/30/2018  | CHECK        | PMCHK00002188    | \$250.00    |
| 058876       | BETBAT    | BETH BATTEY                    | 7/30/2018  | CHECK        | PMCHK00002188    | \$150.00    |
| 058877       | BETBEC    | BETSY JANE BECKERMAN           | 7/30/2018  | CHECK        | PMCHK00002188    | \$360.00    |
| 058878       | GRAKOT    | GRACE HELMS KOTRE              | 7/30/2018  | CHECK        | PMCHK00002188    | \$400.00    |
| 058879       | PAYCOO    | PAYTON COOK                    | 7/30/2018  | CHECK        | PMCHK00002188    | \$100.00    |
| 058880       | AMACORP   | AMAZON                         | 7/30/2018  | CHECK        | PMCHK00002188    | \$300.00    |
| EFT00152     | DTEENE1   | DTE ENERGY                     | 7/31/2018  | CHECK        | PMCHK00002189    | \$23,157.28 |
| EFT00153     | OXFPRO    | 2725-2805 ASSOCIATES. LLC      | 7/31/2018  | CHECK        | PMCHK00002179    | \$5,885.70  |
| EFT00154     | CINTAS    | CINTAS CORPORATION             | 7/5/2018   | CHECK        | PMCHK00002181    | \$10,076.65 |
| EFT00155     | UNIPAR    | UNITED PARCEL SERVICE          | 7/5/2018   | CHECK        | PMCHK00002181    | \$8,052.97  |
| EFT00156     | CINTAS    | CINTAS CORPORATION             | 7/12/2018  | CHECK        | PMCHK00002183    | \$114.85    |
| EFT00157     | CITWASTE  | CITY OF ANN ARBOR TREASURER    | 7/12/2018  | CHECK        | PMCHK00002183    | \$663.47    |
| EFT00158     | COMCAS    | COMCAST                        | 7/12/2018  | CHECK        | PMCHK00002183    | \$2,423.00  |
| EFT00159     | WASMAN    | WASTE MANAGEMENT OF MICHIGAN   | 7/12/2018  | CHECK        | PMCHK00002183    | \$34.02     |
| EFT00160     | ATTMOB    | AT&T MOBILITY                  | 7/19/2018  | CHECK        | PMCHK00002185    | \$271.34    |
| EFT00161     | CINTAS    | CINTAS CORPORATION             | 7/19/2018  | CHECK        | PMCHK00002185    | \$427.43    |
| EFT00162     | CITWATER  | CITY OF AA WATER UTILITIES     | 7/19/2018  | CHECK        | PMCHK00002185    | \$533.29    |
| EFT00163     | TDSMET    | TDS                            | 7/19/2018  | CHECK        | PMCHK00002185    | \$1,499.15  |
| EFT00164     | UNIPAR    | UNITED PARCEL SERVICE          | 7/19/2018  | CHECK        | PMCHK00002185    | \$8,301.24  |
| EFT00165     | VERWIRC   | VERIZON WIRELESS               | 7/19/2018  | CHECK        | PMCHK00002185    | \$64.24     |
| EFT00166     | DTEENE    | DTE ENERGY                     | 7/19/2018  | CHECK        | PMCHK00002185    | \$936.80    |
| EFT00167     | BLUCAR    | BLUE CARE NETWORK OF SE MICHIG | 7/26/2018  | CHECK        | PMCHK00002187    | \$693.71    |
| EFT00168     | CINTAS    | CINTAS CORPORATION             | 7/26/2018  | CHECK        | PMCHK00002187    | \$74,475.18 |
| EFT00169     | DTEENE    | DTE ENERGY                     | 7/26/2018  | CHECK        | PMCHK00002187    | \$352.63    |
| EFT00170     | DTEENE1   | DTE ENERGY                     | 7/26/2018  | CHECK        | PMCHK00002187    | \$18,330.25 |
| EFT00171     | UNIPAR    | UNITED PARCEL SERVICE          | 7/26/2018  | CHECK        | PMCHK00002187    | \$13,018.12 |

Total Checks: 229

Total Amount of Checks: \$699,217.57

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

Ranges: From: To:  
 Check Number First Last  
 Vendor ID First Last  
 Vendor Name First Last  
 Check Date From: To:  
 Checkbook ID 8/1/2018 8/31/2018  
 First Last

Sorted By: Check Number

\* Voided Checks

| Check Number | Vendor ID    | Vendor Check Name              | Check Date | Checkbook ID | Audit Trail Code | Amount      |
|--------------|--------------|--------------------------------|------------|--------------|------------------|-------------|
| 058881       | 7CYLSTU      | 7 CYLINDERS STUDIO             | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,000.00  |
| 058882       | AASCH        | AAPS/WISD TRANSPORTATION       | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,107.61  |
| 058883       | AMBFAL       | AMBER ADAMS-FALL               | 8/2/2018   | CHECK        | PMCHK00002191    | \$100.00    |
| 058884       | AMEHIS       | AMELIA HISSONG                 | 8/2/2018   | CHECK        | PMCHK00002191    | \$400.00    |
| 058885       | B&H          | B&H PHOTO-VIDEO                | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,026.92  |
| 058886       | BAKTAY       | BAKER & TAYLOR                 | 8/2/2018   | CHECK        | PMCHK00002191    | \$31,320.01 |
| 058887       | BUSCAR       | BUSINESS CARD                  | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,567.99  |
| 058888       | CATFIS       | CATHERINE D FISCHER            | 8/2/2018   | CHECK        | PMCHK00002191    | \$275.00    |
| 058889       | CONSHA       | CONNOR SHAUGHNESSY             | 8/2/2018   | CHECK        | PMCHK00002191    | \$600.00    |
| 058890       | DAHCHEN      | DAHLEM CENTER                  | 8/2/2018   | CHECK        | PMCHK00002191    | \$400.00    |
| 058891       | DANBRI       | LITTLE CREATURES               | 8/2/2018   | CHECK        | PMCHK00002191    | \$300.00    |
| 058892       | DISSCH       | DISCOUNT SCHOOL SUPPLY         | 8/2/2018   | CHECK        | PMCHK00002191    | \$108.64    |
| 058893       | HELLOT       | HELEN GOTLIB                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$87.00     |
| 058894       | HUDMIL       | HUDSON MILLS METROPARK         | 8/2/2018   | CHECK        | PMCHK00002191    | \$175.00    |
| 058895       | KAMBOL       | KAMI BOLYARD                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$40.07     |
| 058896       | KEEROD       | KEEGAN RODGERS                 | 8/2/2018   | CHECK        | PMCHK00002191    | \$250.00    |
| 058897       | LEAHEA       | LEARNING FROM THE HEART        | 8/2/2018   | CHECK        | PMCHK00002191    | \$150.00    |
| 058898       | MARBAN       | MARTIN BANDYKE                 | 8/2/2018   | CHECK        | PMCHK00002191    | \$400.00    |
| 058899       | METCOM       | METCOM                         | 8/2/2018   | CHECK        | PMCHK00002191    | \$2,321.00  |
| 058900       | MICRAD       | MICHIGAN RADIO                 | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,500.00  |
| 058901       | MIDTAP       | MIDWEST TAPE                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$4,809.16  |
| 058902       | OFFDEP       | OFFICE DEPOT, INC.             | 8/2/2018   | CHECK        | PMCHK00002191    | \$187.62    |
| 058903       | PATFSMI      | PATRICIA F. SMITH              | 8/2/2018   | CHECK        | PMCHK00002191    | \$100.00    |
| 058904       | PAYCOO       | PAYTON COOK                    | 8/2/2018   | CHECK        | PMCHK00002191    | \$1,000.00  |
| 058905       | PITTSFIELD   | PITTSFIELD CHARTER TOWNSHIP    | 8/2/2018   | CHECK        | PMCHK00002191    | \$4.72      |
| 058906       | PRITEC       | PRINT TECH INC.                | 8/2/2018   | CHECK        | PMCHK00002191    | \$82.26     |
| 058907       | OUILL        | OUIL CORPORATION               | 8/2/2018   | CHECK        | PMCHK00002191    | \$49.97     |
| 058908       | RECANN       | RECYCLE ANN ARBOR              | 8/2/2018   | CHECK        | PMCHK00002191    | \$56.00     |
| 058909       | RECBOO       | RECORDED BOOKS, INC.           | 8/2/2018   | CHECK        | PMCHK00002191    | \$320.54    |
| 058910       | ROBNEE       | ROBERT W NEEDHAM               | 8/2/2018   | CHECK        | PMCHK00002191    | \$300.00    |
| 058911       | SCHELE       | SCHINDLER ELEVATOR CORPORATION | 8/2/2018   | CHECK        | PMCHK00002191    | \$5,980.00  |
| 058912       | SCHSOU       | SCHEDULE SOURCE, INC           | 8/2/2018   | CHECK        | PMCHK00002191    | \$969.00    |
| 058913       | SHEWIL       | SHERWIN- WILLIAMS              | 8/2/2018   | CHECK        | PMCHK00002191    | \$30.58     |
| 058914       | SIEBRO       | SIERRA BROWN                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$100.00    |
| 058915       | STAHAR       | STADIUM HARDWARE               | 8/2/2018   | CHECK        | PMCHK00002191    | \$54.14     |
| 058916       | TAICHI       | TAI CHI LOVE                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$100.00    |
| 058917       | TERSOA       | TERRY SOAVE                    | 8/2/2018   | CHECK        | PMCHK00002191    | \$46.62     |
| 058918       | ULINE        | ULINE, INC.                    | 8/2/2018   | CHECK        | PMCHK00002191    | \$327.16    |
| 058919       | VELOSIO      | VELOSIO, LLC                   | 8/2/2018   | CHECK        | PMCHK00002191    | \$2,980.00  |
| 058920       | AACLESUP     | A2 CLEANING SUPPLY COMPANY     | 8/2/2018   | CHECK        | PMCHK00002191    | \$61.00     |
| 058921       | BRAINFUSE    | BRAINFUSE                      | 8/2/2018   | CHECK        | PMCHK00002191    | \$13,500.00 |
| 058922       | AAFEST       | ANN ARBOR SUMMER FESTIVAL      | 8/9/2018   | CHECK        | PMCHK00002193    | \$680.40    |
| 058923       | AARRT&HA     | AARRT&HA                       | 8/9/2018   | CHECK        | PMCHK00002193    | \$26.00     |
| 058924       | ADALAB       | ADAM LABOWITZ                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$750.00    |
| 058925       | AGRSER       | A GROWING SERVICE LLC          | 8/9/2018   | CHECK        | PMCHK00002193    | \$430.00    |
| 058926       | ALLJON       | ALLISON JONES                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$42.98     |
| 058927       | AMACOM       | AMAZON.COM CREDIT PLAN         | 8/9/2018   | CHECK        | PMCHK00002193    | \$625.44    |
| 058928       | AMASCH       | AMANDA SCHOTT                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$39.80     |
| 058929       | ANDMUT       | ANDREW I MUTCH                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$200.00    |
| 058930       | ANNARB       | ANN ARBOR OBSERVER             | 8/9/2018   | CHECK        | PMCHK00002193    | \$6,757.00  |
| 058931       | ATODAT       | A TO Z DATABASE                | 8/9/2018   | CHECK        | PMCHK00002193    | \$3,907.50  |
| 058932       | BAKTAY       | BAKER & TAYLOR                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$18,141.75 |
| 058933       | BETBEC       | BETSY JANE BECKERMAN           | 8/9/2018   | CHECK        | PMCHK00002193    | \$1,150.00  |
| 058934       | BETMAN       | BETH MANUEL                    | 8/9/2018   | CHECK        | PMCHK00002193    | \$34.94     |
| 058935       | BBLAUD       | BLACKSTONE PUBLISHING          | 8/9/2018   | CHECK        | PMCHK00002193    | \$1,934.43  |
| 058936       | BOOIND       | BOOK INDUSTRY STUDY GROUP, INC | 8/9/2018   | CHECK        | PMCHK00002193    | \$645.00    |
| 058937       | BREWER       | BREWER'S                       | 8/9/2018   | CHECK        | PMCHK00002193    | \$797.56    |
| 058938       | CARBRO       | CARPENTER BROS.                | 8/9/2018   | CHECK        | PMCHK00002193    | \$58.24     |
| 058939       | CLABEL       | CLASSICAL BELLS                | 8/9/2018   | CHECK        | PMCHK00002193    | \$200.00    |
| 058940       | COMALLW      | COMPUTER ALLEY                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$436.92    |
| 058941       | CONTI        | CONTI                          | 8/9/2018   | CHECK        | PMCHK00002193    | \$476.00    |
| 058942       | CURBCO       | CURBCO INC                     | 8/9/2018   | CHECK        | PMCHK00002193    | \$2,257.50  |
| 058943       | DARAND       | DARIN ANDRENG                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$30.00     |
| 058944       | ELLLIV       | ELLEN LIVINGSTON               | 8/9/2018   | CHECK        | PMCHK00002193    | \$125.00    |
| 058945       | EMIPOW       | EMILY POWERS                   | 8/9/2018   | CHECK        | PMCHK00002193    | \$300.00    |
| 058946       | EVEHOL       | EVELYN HOLLENSHEAD             | 8/9/2018   | CHECK        | PMCHK00002193    | \$66.12     |
| 058947       | GENDIS       | GENESEEE DISTRICT LIBRARY      | 8/9/2018   | CHECK        | PMCHK00002193    | \$18.00     |
| 058948       | JENDAV       | JENNIFER PHARR DAVIS           | 8/9/2018   | CHECK        | PMCHK00002193    | \$500.00    |
| 058949       | JENMCK       | JENNIFER MCKEE                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$100.00    |
| 058950       | JEWISHNE     | JEWISH NEWS                    | 8/9/2018   | CHECK        | PMCHK00002193    | \$263.00    |
| 058951       | KATCAT       | KATHERINE'S CATERING           | 8/9/2018   | CHECK        | PMCHK00002193    | \$2,382.95  |
| 058952       | KITMCK       | KITO MCKINNEY                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$200.00    |
| 058953       | LEXMAT       | MATTHEW BENDER & CO., INC.     | 8/9/2018   | CHECK        | PMCHK00002193    | \$907.46    |
| 058954       | LOWE'S       | LOWES BUSINESS ACCOUNT         | 8/9/2018   | CHECK        | PMCHK00002193    | \$554.52    |
| 058955       | MAXTHO       | MAXINE THOMPSON                | 8/9/2018   | CHECK        | PMCHK00002193    | \$700.00    |
| 058956       | MCM1         | MCM1                           | 8/9/2018   | CHECK        | PMCHK00002193    | \$110.00    |
| 058957       | METCOM       | METCOM                         | 8/9/2018   | CHECK        | PMCHK00002193    | \$3,646.85  |
| 058958       | MIDTAP       | MIDWEST TAPE                   | 8/9/2018   | CHECK        | PMCHK00002193    | \$6,750.98  |
| 058959       | MSULIBRARIES | MICHIGAN STATE UNIVERSITY      | 8/9/2018   | CHECK        | PMCHK00002193    | \$100.00    |
| 058960       | NICWILL      | NICOLE WILLIAMS                | 8/9/2018   | CHECK        | PMCHK00002193    | \$132.62    |
| 058961       | OCLINS       | OCLC, INC.                     | 8/9/2018   | CHECK        | PMCHK00002193    | \$4,393.10  |
| 058962       | OFFDEP       | OFFICE DEPOT, INC.             | 8/9/2018   | CHECK        | PMCHK00002193    | \$194.93    |
| 058963       | PLAWIS       | PLANTWISE                      | 8/9/2018   | CHECK        | PMCHK00002193    | \$2,500.00  |
| 058964       | PRITEC       | PRINT TECH INC.                | 8/9/2018   | CHECK        | PMCHK00002193    | \$3,617.74  |
| 058965       | PROINF       | PROQUEST - LLC                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$5,793.00  |

\* Voided Checks

| Check Number | Vendor ID   | Vendor Check Name              | Check Date | Checkbook ID | Audit Trail Code | Amount      |
|--------------|-------------|--------------------------------|------------|--------------|------------------|-------------|
| 058966       | RANHO       | PENGUIN RANDOM HOUSE, LLC      | 8/9/2018   | CHECK        | PMCHK00002193    | \$592.50    |
| 058967       | RECMAN      | RECON MANAGEMENT SYSTEMS, INC. | 8/9/2018   | CHECK        | PMCHK00002193    | \$27.00     |
| 058968       | ROBROB      | ROBIN ROBINSON                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$100.00    |
| 058969       | ROOSRO      | ROOSROAST                      | 8/9/2018   | CHECK        | PMCHK00002193    | \$520.00    |
| 058970       | ROSKOE      | ROSALIE KOENIG                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$200.00    |
| 058971       | SARKEL      | SARA MELTON KELLER             | 8/9/2018   | CHECK        | PMCHK00002193    | \$330.00    |
| 058972       | STAMIC4     | STATE OF MICHIGAN              | 8/9/2018   | CHECK        | PMCHK00002193    | \$190.00    |
| 058973       | SWESOU      | SWEETWATER SOUND INC.          | 8/9/2018   | CHECK        | PMCHK00002193    | \$179.99    |
| 058974       | UNDGRO      | UNDERGROUND PRINTING           | 8/9/2018   | CHECK        | PMCHK00002193    | \$420.51    |
| 058975       | USPOST      | U.S. POSTAL SERVICE            | 8/9/2018   | CHECK        | PMCHK00002193    | \$1,210.00  |
| 058976       | VARFOR      | VARSITY FORD                   | 8/9/2018   | CHECK        | PMCHK00002193    | \$1,582.84  |
| 058977       | WALDIS      | WALKER DISPLAY, INC.           | 8/9/2018   | CHECK        | PMCHK00002193    | \$531.28    |
| 058978       | WASHNE      | WASHTENAW NEWS                 | 8/9/2018   | CHECK        | PMCHK00002193    | \$7,506.95  |
| 058979       | XEROX       | XEROX CORPORATION              | 8/9/2018   | CHECK        | PMCHK00002193    | \$355.15    |
| 058980       | WORJOU      | World Journal                  | 8/9/2018   | CHECK        | PMCHK00002193    | \$1,000.00  |
| 058981       | AACLESUP    | AZ CLEANING SUPPLY COMPANY     | 8/9/2018   | CHECK        | PMCHK00002194    | \$43.16     |
| 058982       | A.M. SERV   | A.M. SERVICES, INC             | 8/16/2018  | CHECK        | PMCHK00002196    | \$3,423.95  |
| 058983       | AFSMITH     | A.F. SMITH ELECTRIC, INC.      | 8/16/2018  | CHECK        | PMCHK00002196    | \$307.28    |
| 058984       | AGRSER      | A GROWING SERVICE LLC          | 8/16/2018  | CHECK        | PMCHK00002196    | \$340.00    |
| 058985       | AMYTAR      | AMY TARRANT                    | 8/16/2018  | CHECK        | PMCHK00002196    | \$150.00    |
| 058986       | ANGNEW      | ANGEL NEWELL                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$300.00    |
| 058987       | ANNCABINETS | ANN ARBOR CABINET & COUNTER    | 8/16/2018  | CHECK        | PMCHK00002196    | \$1,620.00  |
| 058988       | ARIJAV      | ARIFA JAVED                    | 8/16/2018  | CHECK        | PMCHK00002196    | \$500.00    |
| 058989       | BAKTAY      | BAKER & TAYLOR                 | 8/16/2018  | CHECK        | PMCHK00002196    | \$15,516.08 |
| 058990       | CARBRO      | CARPENTER BROS.                | 8/16/2018  | CHECK        | PMCHK00002196    | \$16.77     |
| 058991       | COMALLW     | COMPUTER ALLEY                 | 8/16/2018  | CHECK        | PMCHK00002196    | \$495.64    |
| 058992       | DICBLI      | BLICK ART MATERIALS            | 8/16/2018  | CHECK        | PMCHK00002196    | \$783.92    |
| 058993       | DIGKEY      | DIGI-KEY ELECTRONICS           | 8/16/2018  | CHECK        | PMCHK00002196    | \$179.23    |
| 058994       | FINLUM      | FINGERLE LUMBER COMPANY        | 8/16/2018  | CHECK        | PMCHK00002196    | \$57.45     |
| 058995       | FRIOF       | FRIENDS OF THE AADL            | 8/16/2018  | CHECK        | PMCHK00002196    | \$4,817.60  |
| 058996       | GRADUATE    | GRADUATE ANN ARBOR             | 8/16/2018  | CHECK        | PMCHK00002196    | \$375.90    |
| 058997       | GRAINGER    | GRAINGER                       | 8/16/2018  | CHECK        | PMCHK00002196    | \$720.93    |
| 058998       | HOOHAT      | HOOPER HATHAWAY, P.C.          | 8/16/2018  | CHECK        | PMCHK00002196    | \$1,232.00  |
| 058999       | HORSTR      | HORIZON STRINGS                | 8/16/2018  | CHECK        | PMCHK00002196    | \$100.00    |
| 059000       | INFOGROUP   | CITY DIRECTORIES-A SUBSIDIARY  | 8/16/2018  | CHECK        | PMCHK00002196    | \$625.00    |
| 059001       | JENFAR      | JENNIFER FARRELL               | 8/16/2018  | CHECK        | PMCHK00002196    | \$672.50    |
| 059002       | JERUGAR     | JERUSALEM GARDEN               | 8/16/2018  | CHECK        | PMCHK00002196    | \$234.50    |
| 059003       | KATCAT      | KATHERINE'S CATERING           | 8/16/2018  | CHECK        | PMCHK00002196    | \$2,154.95  |
| 059004       | KATSHAF     | KATRINA SHAFER                 | 8/16/2018  | CHECK        | PMCHK00002196    | \$146.82    |
| 059005       | KIMMIL      | KIMBERLY MILLER                | 8/16/2018  | CHECK        | PMCHK00002196    | \$539.00    |
| 059006       | MCMNCK      | MCNAUGHTON-MCKAY               | 8/16/2018  | CHECK        | PMCHK00002196    | \$139.00    |
| 059007       | MICKRE      | MICHELLE KRELL KYDD            | 8/16/2018  | CHECK        | PMCHK00002196    | \$600.00    |
| 059008       | MIDTAP      | MIDWEST TAPE                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$1,583.16  |
| 059009       | OFFDEP      | OFFICE DEPOT, INC.             | 8/16/2018  | CHECK        | PMCHK00002196    | \$504.03    |
| 059010       | PITCHA      | PITTSFIELD CHARTER TOWNSHIP    | 8/16/2018  | CHECK        | PMCHK00002196    | \$2,069.28  |
| 059011       | PIVCHI      | PIVOTAL CHIROPRACTIC           | 8/16/2018  | CHECK        | PMCHK00002196    | \$100.00    |
| 059012       | PLATEC      | PLASTIC TECH M&R, LLC          | 8/16/2018  | CHECK        | PMCHK00002196    | \$888.90    |
| 059013       | PRITEC      | PRINT TECH INC.                | 8/16/2018  | CHECK        | PMCHK00002196    | \$498.14    |
| 059014       | PROINF      | PROQUEST - LLC                 | 8/16/2018  | CHECK        | PMCHK00002196    | \$19,688.00 |
| 059015       | OUANTA      | QUANTA, INC.                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$241.63    |
| 059016       | RAEHOE      | RAE HOEKSTRA                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$100.00    |
| 059017       | RICRET      | RICHARD RETYI                  | 8/16/2018  | CHECK        | PMCHK00002196    | \$72.75     |
| 059018       | ROOSRO      | ROOSROAST                      | 8/16/2018  | CHECK        | PMCHK00002196    | \$300.00    |
| 059019       | SARJAB      | SARMED JABRA                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$250.00    |
| 059020       | SHASON      | SHAMBAUGH                      | 8/16/2018  | CHECK        | PMCHK00002196    | \$340.00    |
| 059021       | SOULAH      | SORAYA LAHAM                   | 8/16/2018  | CHECK        | PMCHK00002196    | \$16.00     |
| 059022       | THOGAL      | GALE/CENGAGE LEARNING          | 8/16/2018  | CHECK        | PMCHK00002196    | \$735.17    |
| 059023       | UNDGRO      | UNDERGROUND PRINTING           | 8/16/2018  | CHECK        | PMCHK00002196    | \$438.05    |
| 059024       | UNUMPRO     | UNUM LIFE INSURANCE            | 8/16/2018  | CHECK        | PMCHK00002196    | \$3,478.66  |
| 059025       | UNUMPRO1    | UNUM LIFE INSURANCE            | 8/16/2018  | CHECK        | PMCHK00002196    | \$3,092.63  |
| 059026       | VOSLIG      | VOSS LIGHTING                  | 8/16/2018  | CHECK        | PMCHK00002196    | \$1,411.80  |
| 059027       | WESENT      | WESTGATE ENTERPRISES, LLC      | 8/16/2018  | CHECK        | PMCHK00002196    | \$48,102.37 |
| 059028       | CINFIRE     | CINTAS FIRE 636525             | 8/16/2018  | CHECK        | PMCHK00002196    | \$630.00    |
| 059029       | ABRPLA      | MICHIGAN STATE UNIVERSITY      | 8/23/2018  | CHECK        | PMCHK00002198    | \$176.00    |
| 059030       | AFTDEL      | AFTERNOON DELIGHT              | 8/23/2018  | CHECK        | PMCHK00002198    | \$247.45    |
| 059031       | ALLENT      | ALLIANCE ENTERTAINMENT         | 8/23/2018  | CHECK        | PMCHK00002198    | \$2,768.87  |
| 059032       | AMACOM      | AMAZON.COM CREDIT PLAN         | 8/23/2018  | CHECK        | PMCHK00002198    | \$2,712.29  |
| 059033       | ARMCLE      | ARMEN CLEANERS                 | 8/23/2018  | CHECK        | PMCHK00002198    | \$42.00     |
| 059034       | AUDHUG      | AUDREY HUGGETT                 | 8/23/2018  | CHECK        | PMCHK00002198    | \$9.50      |
| 059035       | B&H         | B&H PHOTO-VIDEO                | 8/23/2018  | CHECK        | PMCHK00002198    | \$309.60    |
| 059036       | BAKTAY      | BAKER & TAYLOR                 | 8/23/2018  | CHECK        | PMCHK00002198    | \$21,905.72 |
| 059037       | BANOFAACC   | BANK OF ANN ARBOR              | 8/23/2018  | CHECK        | PMCHK00002198    | \$17,902.43 |
| 059038       | BARNOB1     | BARNES & NOBLE INC.            | 8/23/2018  | CHECK        | PMCHK00002198    | \$130.76    |
| 059039       | BETMAN      | BETH MANUEL                    | 8/23/2018  | CHECK        | PMCHK00002198    | \$16.69     |
| 059040       | BETNEA      | BETHANY NEAL                   | 8/23/2018  | CHECK        | PMCHK00002198    | \$450.00    |
| 059041       | CARBRO      | CARPENTER BROS.                | 8/23/2018  | CHECK        | PMCHK00002198    | \$9.98      |
| 059042       | CDW-G       | CDW GOVERNMENT                 | 8/23/2018  | CHECK        | PMCHK00002198    | \$170.20    |
| 059043       | CIESTR      | CIERRA STRAWDER                | 8/23/2018  | CHECK        | PMCHK00002198    | \$26.14     |
| 059044       | CURBCO      | CURBCO INC                     | 8/23/2018  | CHECK        | PMCHK00002198    | \$1,750.00  |
| 059045       | ELIPEA      | ELIZABETH PEARCE               | 8/23/2018  | CHECK        | PMCHK00002198    | \$118.91    |
| 059046       | ELISMI      | ELIZABETH SMITH                | 8/23/2018  | CHECK        | PMCHK00002198    | \$16.84     |
| 059047       | JODHAR      | JODY HARNISH                   | 8/23/2018  | CHECK        | PMCHK00002198    | \$163.91    |
| 059048       | KATMON      | KATIE MONKIEWICZ               | 8/23/2018  | CHECK        | PMCHK00002198    | \$7.40      |
| 059049       | MARKOU      | MARGARET ALEX KOURVO           | 8/23/2018  | CHECK        | PMCHK00002198    | \$450.00    |
| 059050       | METCOM      | METCOM                         | 8/23/2018  | CHECK        | PMCHK00002198    | \$3,646.33  |
| 059051       | METLIFE     | METLIFE - GROUP BENEFITS       | 8/23/2018  | CHECK        | PMCHK00002198    | \$7,433.18  |
| 059052       | MIDTAP      | MIDWEST TAPE                   | 8/23/2018  | CHECK        | PMCHK00002198    | \$2,327.83  |
| 059053       | MONHIG      | MONICA HIGMAN                  | 8/23/2018  | CHECK        | PMCHK00002198    | \$100.00    |
| 059054       | NEWSBAN     | NEWSBANK                       | 8/23/2018  | CHECK        | PMCHK00002198    | \$3,514.16  |
| 059055       | OFFDEP      | OFFICE DEPOT, INC.             | 8/23/2018  | CHECK        | PMCHK00002198    | \$185.50    |
| 059056       | OXFUNI      | OXFORD UNIVERSITY PRESS USA    | 8/23/2018  | CHECK        | PMCHK00002198    | \$210.70    |
| 059057       | PREPET      | PREUSS PETS                    | 8/23/2018  | CHECK        | PMCHK00002198    | \$921.82    |

\* Voided Checks

| Check Number | Vendor ID | Vendor Check Name              | Check Date | Checkbook ID | Audit Trail Code | Amount      |
|--------------|-----------|--------------------------------|------------|--------------|------------------|-------------|
| 059058       | RECBOO    | RECORDED BOOKS, INC.           | 8/23/2018  | CHECK        | PMCHK00002198    | \$166.48    |
| 059059       | SCHSEC    | SCHILKE SECURITY               | 8/23/2018  | CHECK        | PMCHK00002198    | \$270.00    |
| 059060       | THOGAL    | GALE/CENGAGE LEARNING          | 8/23/2018  | CHECK        | PMCHK00002198    | \$110.36    |
| 059061       | TSAFON    | TSAI FONG BOOKS, INC.          | 8/23/2018  | CHECK        | PMCHK00002198    | \$839.80    |
| 059062       | ULINE     | ULINE, INC.                    | 8/23/2018  | CHECK        | PMCHK00002198    | \$152.94    |
| 059063       | UNDGRO    | UNDERGROUND PRINTING           | 8/23/2018  | CHECK        | PMCHK00002198    | \$1,419.00  |
| 059064       | ABBSCH    | ABBY SCHELL                    | 8/30/2018  | CHECK        | PMCHK00002200    | \$79.11     |
| 059065       | AFTDEL    | AFTERNOON DELIGHT              | 8/30/2018  | CHECK        | PMCHK00002200    | \$687.45    |
| 059066       | ALLJON    | ALLISON JONES                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$30.57     |
| 059067       | AMBFAL    | AMBER ADAMS-FALL               | 8/30/2018  | CHECK        | PMCHK00002200    | \$100.00    |
| 059068       | AMEHIS    | AMELIA HISSONG                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$320.00    |
| 059069       | ANNARB    | ANN ARBOR OBSERVER             | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,804.00  |
| 059070       | ARMCLE    | ARMEN CLEANERS                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$60.95     |
| 059071       | AUSPAT    | AUSTIN PATTON                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$475.00    |
| 059072       | BAKTAY    | BAKER & TAYLOR                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$4,147.03  |
| 059073       | BANMED    | BANG MEDIA                     | 8/30/2018  | CHECK        | PMCHK00002200    | \$350.00    |
| 059074       | BETBAT    | BETH BATTEY                    | 8/30/2018  | CHECK        | PMCHK00002200    | \$360.00    |
| 059075       | BUSCAR    | BUSINESS CARD                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$384.45    |
| 059076       | CARBRO    | CARPENTER BROS.                | 8/30/2018  | CHECK        | PMCHK00002200    | \$11.98     |
| 059077       | CHELA'S   | CHELA'S RESTAURANT & TAUERIA   | 8/30/2018  | CHECK        | PMCHK00002200    | \$920.00    |
| 059078       | COMALLW   | COMPUTER ALLEY                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,296.00  |
| 059079       | CONSHA    | CONNOR SHAUGHNESSY             | 8/30/2018  | CHECK        | PMCHK00002200    | \$800.00    |
| 059080       | DAWHEN    | DAWN L. HENRY                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$450.00    |
| 059081       | DICBLI    | BLICK ART MATERIALS            | 8/30/2018  | CHECK        | PMCHK00002200    | \$328.76    |
| 059082       | FORFRA    | FORMAT FRAMING                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$150.00    |
| 059083       | FUSSHA    | FUSCO SHAFFER & PAPPAS, INC    | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,395.00  |
| 059084       | GLASCO    | GLASCO CORPORATION             | 8/30/2018  | CHECK        | PMCHK00002200    | \$428.00    |
| 059085       | GRADUATE  | GRADUATE ANN ARBOR             | 8/30/2018  | CHECK        | PMCHK00002200    | \$379.90    |
| 059086       | GRAKOT    | GRACE HELMS KOTRE              | 8/30/2018  | CHECK        | PMCHK00002200    | \$100.00    |
| 059087       | HERDES    | HERO DESIGN, LLC               | 8/30/2018  | CHECK        | PMCHK00002200    | \$11,819.50 |
| 059088       | HORSTR    | HORIZON STRINGS                | 8/30/2018  | CHECK        | PMCHK00002200    | \$300.00    |
| 059089       | JASDRI    | JASON DRISCOLL                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$600.00    |
| 059090       | JOARAN    | JOANNA RANDELL                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$400.00    |
| 059091       | KATCAT    | KATHERINE'S CATERING           | 8/30/2018  | CHECK        | PMCHK00002200    | \$450.00    |
| 059092       | KATULE    | KATHRYN ULEMAN                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$356.25    |
| 059093       | KEEROD    | KEEGAN RODGERS                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$250.00    |
| 059094       | MARGHO    | MARK GHOLSTON II               | 8/30/2018  | CHECK        | PMCHK00002200    | \$475.00    |
| 059095       | MARKOU    | MARGARET ALEX KOURVO           | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,300.00  |
| 059096       | MAXDAV    | MAXWELL DAVIS                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,000.00  |
| 059097       | MICLIBC   | MCLS                           | 8/30/2018  | CHECK        | PMCHK00002200    | \$250.00    |
| 059098       | MIDTAP    | MIDWEST TAPE                   | 8/30/2018  | CHECK        | PMCHK00002200    | \$2,788.45  |
| 059099       | OFFDEP    | OFFICE DEPOT, INC.             | 8/30/2018  | CHECK        | PMCHK00002200    | \$931.17    |
| 059100       | OUTMED    | OUTFRONT MEDIA                 | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,312.50  |
| 059101       | PAYCOO    | PAYTON COOK                    | 8/30/2018  | CHECK        | PMCHK00002200    | \$800.00    |
| 059102       | PRITEC    | PRINT TECH INC.                | 8/30/2018  | CHECK        | PMCHK00002200    | \$432.13    |
| 059103       | RNAOFAA   | R. N. A. OF ANN ARBOR, INC.    | 8/30/2018  | CHECK        | PMCHK00002200    | \$47,373.32 |
| 059104       | ROOSRO    | ROOSROAST                      | 8/30/2018  | CHECK        | PMCHK00002200    | \$314.00    |
| 059105       | SARJAB    | SARMED JABRA                   | 8/30/2018  | CHECK        | PMCHK00002200    | \$325.00    |
| 059106       | SHEWIL    | SHERWIN- WILLIAMS              | 8/30/2018  | CHECK        | PMCHK00002200    | \$102.88    |
| 059107       | TERSOA    | TERRY SOAVE                    | 8/30/2018  | CHECK        | PMCHK00002200    | \$29.23     |
| 059108       | THOGAL    | GALE/CENGAGE LEARNING          | 8/30/2018  | CHECK        | PMCHK00002200    | \$74.37     |
| 059109       | TOMSMI    | TOM SMITH                      | 8/30/2018  | CHECK        | PMCHK00002200    | \$62.70     |
| 059110       | UNDGRO    | UNDERGROUND PRINTING           | 8/30/2018  | CHECK        | PMCHK00002200    | \$363.65    |
| 059111       | VOSLIG    | VOSS LIGHTING                  | 8/30/2018  | CHECK        | PMCHK00002200    | \$1,058.80  |
| 059112       | WESENT    | WESTGATE ENTERPRISES, LLC      | 8/30/2018  | CHECK        | PMCHK00002200    | \$35,170.83 |
| EFT00172     | OXFPRO    | 2725-2805 ASSOCIATES, LLC      | 8/1/2018   | CHECK        | PMCHK00002190    | \$10,076.65 |
| EFT00173     | CINTAS    | CINTAS CORPORATION             | 8/2/2018   | CHECK        | PMCHK00002192    | \$229.01    |
| EFT00174     | UNIPAR    | UNITED PARCEL SERVICE          | 8/2/2018   | CHECK        | PMCHK00002192    | \$52.95     |
| EFT00175     | VERWIRC   | VERIZON WIRELESS               | 8/2/2018   | CHECK        | PMCHK00002192    | \$1,898.99  |
| EFT00176     | CINTAS    | CINTAS CORPORATION             | 8/9/2018   | CHECK        | PMCHK00002195    | \$738.61    |
| EFT00177     | COMCAS    | COMCAST                        | 8/9/2018   | CHECK        | PMCHK00002195    | \$34.02     |
| EFT00178     | UNIPAR    | UNITED PARCEL SERVICE          | 8/9/2018   | CHECK        | PMCHK00002195    | \$77.32     |
| EFT00179     | WASMAN    | WASTE MANAGEMENT OF MICHIGAN   | 8/9/2018   | CHECK        | PMCHK00002195    | \$271.34    |
| EFT00180     | ATTMOB    | AT&T MOBILITY                  | 8/16/2018  | CHECK        | PMCHK00002197    | \$427.43    |
| EFT00181     | CINTAS    | CINTAS CORPORATION             | 8/16/2018  | CHECK        | PMCHK00002197    | \$1,483.44  |
| EFT00182     | CITWATER  | CITY OF AA WATER UTILITIES     | 8/16/2018  | CHECK        | PMCHK00002197    | \$2,792.18  |
| EFT00183     | UNIPAR    | UNITED PARCEL SERVICE          | 8/16/2018  | CHECK        | PMCHK00002197    | \$73.88     |
| EFT00184     | BLUCAR    | BLUE CARE NETWORK OF SE MICHIG | 8/23/2018  | CHECK        | PMCHK00002199    | \$67,956.88 |
| EFT00185     | BLUCRO    | BLUE CROSS BLUE SHIELD OF MICH | 8/23/2018  | CHECK        | PMCHK00002199    | \$2,261.62  |
| EFT00186     | CINTAS    | CINTAS CORPORATION             | 8/23/2018  | CHECK        | PMCHK00002199    | \$373.41    |
| EFT00187     | DTEENE    | DTE ENERGY                     | 8/23/2018  | CHECK        | PMCHK00002199    | \$16,630.35 |
| EFT00188     | TDSMET    | TDS                            | 8/23/2018  | CHECK        | PMCHK00002199    | \$8,316.20  |
| EFT00189     | UNIPAR    | UNITED PARCEL SERVICE          | 8/23/2018  | CHECK        | PMCHK00002199    | \$57.12     |
| EFT00190     | VERWIRC   | VERIZON WIRELESS               | 8/23/2018  | CHECK        | PMCHK00002199    | \$936.62    |
| EFT00191     | CINTAS    | CINTAS CORPORATION             | 8/30/2018  | CHECK        | PMCHK00002201    | \$621.34    |
| EFT00192     | NEOPOST   | NEOFUNDS                       | 8/30/2018  | CHECK        | PMCHK00002201    | \$181.50    |
| EFT00193     | UNIPAR    | UNITED PARCEL SERVICE          | 8/30/2018  | CHECK        | PMCHK00002201    | \$50.43     |
| EFT00194     | VERWIRC   | VERIZON WIRELESS               | 8/30/2018  | CHECK        | PMCHK00002201    | \$1,899.13  |

Total Checks: 255

Total Amount of Checks: \$594,065.40

## Ann Arbor District Library Financial Summary for July 2018

### Cash

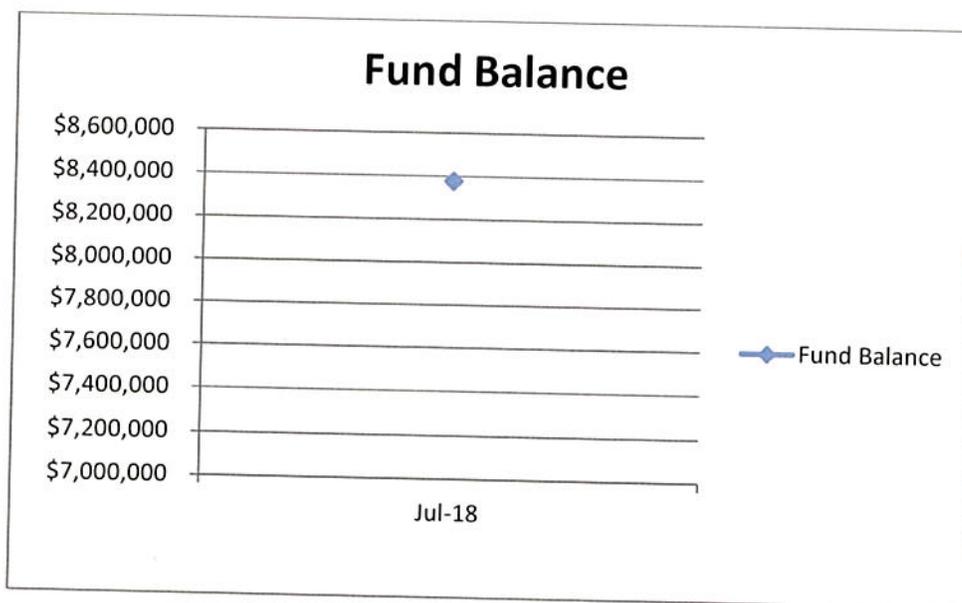
The unrestricted cash balance as of July 31, 2018 is \$8,745,315.

### Tax Receipts

The Library has received \$1,897,495 which is 11.7% of the annual budgeted tax receipts of \$16,186,497 as of July 31, 2018.

### Fund Balance Activity

The Library has a positive fund balance of \$8,378,177 as of July 31, 2018.



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

Actual cash receipts as of July 31, 2018 were \$1,917,378 which is \$22,878 more than projected. There were no receipts for State Aid, Penal Fines or Grants & Memorials.

Ann Arbor District Library  
Financial Summary for July 2018

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

There were no line items over budget.

Grants & Memorials:

Three grants are being carried forward from fiscal year 17-18:

- Friends of the AADL with a beginning balance of \$67,729.58 July 2018 expenditures were \$13,062.75 leaving a balance of \$54,666.83
- Archives grant with a beginning balance of \$46,617.22 There were no expenditures for July 2018 leaving the balance at \$46,617.22
- City Lore grant with a beginning balance of \$1,300. There were no expenditures for July 2018 leaving the balance at \$1,300.

Capital Project Fund:

There were no capital project fund expenditures for July 2018.

Year-to-Date Revenue over Expenditures is \$803,138.

## ANN ARBOR DISTRICT LIBRARY

## Statement of Revenues, Expenditures and Changes

in Fund Balances - Budget and Actual

General Fund

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

|   | July                |                     |                     | Year To Date        |                     |                     |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|   | Actual              | Budget              | Variance            | Actual              | Budget              | Variance            |
| <b>REVENUES:</b>                            |                     |                     |                     |                     |                     |                     |
| Property taxes, net                         | \$ 1,897,495        | \$ 1,875,000        | \$ 22,495           | \$ 1,897,495        | \$ 1,875,000        | \$ 22,495           |
| State aid                                   | -                   | -                   | -                   | -                   | -                   | -                   |
| State penal fines                           | -                   | -                   | -                   | -                   | -                   | -                   |
| Interest income                             | (2,895)             | (3,000)             | 105                 | (2,895)             | (3,000)             | 105                 |
| Copier revenue                              | 2,945               | 3,000               | (55)                | 2,945               | 3,000               | (55)                |
| Grants and memorials                        | -                   | -                   | -                   | -                   | -                   | -                   |
| Library fines, fees and other               | 12,975              | 12,750              | 225                 | 12,975              | 12,750              | 225                 |
| Non-resident fees                           | 1,013               | 1,000               | 13                  | 1,013               | 1,000               | 13                  |
| Rental revenue                              | 5,845               | 5,750               | 95                  | 5,845               | 5,750               | 95                  |
| <b>TOTAL REVENUES:</b>                      | <b>\$ 1,917,378</b> | <b>\$ 1,894,500</b> | <b>\$ 22,878</b>    | <b>\$ 1,917,378</b> | <b>\$ 1,894,500</b> | <b>\$ 22,878</b>    |
| <b>EXPENDITURES:</b>                        |                     |                     |                     |                     |                     |                     |
| <b>Current:</b>                             |                     |                     |                     |                     |                     |                     |
| <b>Personnel:</b>                           |                     |                     |                     |                     |                     |                     |
| Salaries and wages                          | \$ 603,247          | \$ 604,800          | \$ (1,553)          | \$ 603,247          | \$ 604,800          | \$ (1,553)          |
| Employee benefits                           | 127,085             | 143,625             | (16,540)            | 127,085             | 143,625             | (16,540)            |
| Employment taxes                            | 45,223              | 46,458              | (1,235)             | 45,223              | 46,458              | (1,235)             |
| <b>Purchased services:</b>                  |                     |                     |                     |                     |                     |                     |
| Custodial services                          | -                   | 23,917              | (23,917)            | -                   | 23,917              | (23,917)            |
| Accounting/Audit                            | -                   | -                   | -                   | -                   | -                   | -                   |
| Legal                                       | 2,984               | 3,000               | (16)                | 2,984               | 3,000               | (16)                |
| Professional services                       | 10,638              | 13,471              | (2,833)             | 10,638              | 13,471              | (2,833)             |
| Utilities                                   | 31,348              | 35,277              | (3,929)             | 31,348              | 35,277              | (3,929)             |
| Property Insurance                          | 8,752               | 8,752               | -                   | 8,752               | 8,752               | -                   |
| Communications                              | 11,304              | 11,500              | (196)               | 11,304              | 11,500              | (196)               |
| Materials                                   | 92,683              | 96,625              | (3,942)             | 92,683              | 96,625              | (3,942)             |
| Software Licenses/Maint                     | 5,918               | 13,611              | (7,693)             | 5,918               | 13,611              | (7,693)             |
| Building Rental                             | 93,350              | 103,525             | (10,175)            | 93,350              | 103,525             | (10,175)            |
| Seminars, conferences and travel            | 492                 | 3,714               | (3,222)             | 492                 | 3,714               | (3,222)             |
| Copier Expense                              | 2,420               | 2,450               | (30)                | 2,420               | 2,450               | (30)                |
| Library Programming                         | 38,596              | 60,611              | (22,015)            | 38,596              | 60,611              | (22,015)            |
| Grant and Memorial Expenditures             | -                   | -                   | -                   | -                   | -                   | -                   |
| Operating Supplies                          | 7,682               | 15,000              | (7,318)             | 7,682               | 15,000              | (7,318)             |
| Repairs & Maintenance                       | 29,971              | 30,000              | (29)                | 29,971              | 30,000              | (29)                |
| Postage                                     | 423                 | 1,710               | (1,287)             | 423                 | 1,710               | (1,287)             |
| Other Operating Expenditures                | 2,122               | 3,700               | (1,578)             | 2,122               | 3,700               | (1,578)             |
| Capital Outlay/Maintenance Expense          | -                   | -                   | -                   | -                   | -                   | -                   |
| <b>TOTAL EXPENDITURES:</b>                  | <b>\$ 1,114,239</b> | <b>\$ 1,221,745</b> | <b>\$ (107,506)</b> | <b>\$ 1,114,239</b> | <b>\$ 1,221,745</b> | <b>\$ (107,506)</b> |
| Revenue over (under) expenditures           | \$ 803,138          | \$ 672,755          | \$ (84,628)         | \$ 803,138          | \$ 672,755          | \$ 130,384          |
| <b>Other financing sources (uses)</b>       |                     |                     |                     |                     |                     |                     |
| Transfers in                                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| Transfers out                               | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                |
| <b>Total other financing sources (uses)</b> | <b>\$ -</b>         |
| <b>Net change in fund balances</b>          | <b>\$ 803,138</b>   | <b>\$ 672,755</b>   | <b>\$ (84,628)</b>  | <b>\$ 803,138</b>   | <b>\$ 672,755</b>   | <b>\$ 130,384</b>   |
| Fund balance, beginning of year             | \$ 6,555,352        | \$ 6,555,352        | \$ -                | \$ 6,555,352        | \$ 6,555,352        | \$ -                |
| Fund balance, end of year                   | <b>\$ 7,358,490</b> | <b>\$ 7,228,106</b> | <b>\$ (84,628)</b>  | <b>\$ 7,358,490</b> | <b>\$ 7,228,106</b> | <b>\$ 130,384</b>   |

## ANN ARBOR DISTRICT LIBRARY

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

Governmental Funds

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

|   | General Fund        | Capital Fund        | All Endowment | Total Governmental Funds |
|---|---------------------|---------------------|---------------|--------------------------|
| <b>REVENUES:</b>                            |                     |                     |               |                          |
| Property taxes, net                         | \$ 1,897,495        | \$ -                | \$ -          | \$ 1,897,495             |
| State aid                                   | -                   | -                   | -             | -                        |
| State penal fines                           | -                   | -                   | -             | -                        |
| Interest income                             | (2,895)             | -                   | 200           | (2,695)                  |
| Copier revenue                              | 2,945               | -                   | -             | 2,945                    |
| Grants and memorials                        | -                   | -                   | -             | -                        |
| Library fines, fees and other               | 12,975              | -                   | -             | 12,975                   |
| Non-resident fees                           | 1,013               | -                   | -             | 1,013                    |
| Rental revenue                              | 5,845               | -                   | -             | 5,845                    |
| <b>TOTAL REVENUES:</b>                      | <b>\$ 1,917,378</b> | <b>\$ -</b>         | <b>\$ 200</b> | <b>\$ 1,917,578</b>      |
| <b>EXPENDITURES:</b>                        |                     |                     |               |                          |
| <b>Current:</b>                             |                     |                     |               |                          |
| <b>Personnel:</b>                           |                     |                     |               |                          |
| Salaries and wages                          | \$ 603,247          | \$ -                | \$ -          | \$ 603,247               |
| Employee benefits                           | 127,085             | -                   | -             | 127,085                  |
| Employment taxes                            | 45,223              | -                   | -             | 45,223                   |
| <b>Purchased services:</b>                  |                     |                     |               |                          |
| Custodial services                          | -                   | -                   | -             | -                        |
| Accounting/Audit                            | -                   | -                   | -             | -                        |
| Legal                                       | 2,984               | -                   | -             | 2,984                    |
| Professional services                       | 10,638              | -                   | -             | 10,638                   |
| <b>Utilities</b>                            | <b>31,348</b>       | <b>-</b>            | <b>-</b>      | <b>31,348</b>            |
| <b>Property insurance</b>                   | <b>8,752</b>        | <b>-</b>            | <b>-</b>      | <b>8,752</b>             |
| <b>Communications</b>                       | <b>11,304</b>       | <b>-</b>            | <b>-</b>      | <b>11,304</b>            |
| <b>Materials</b>                            | <b>92,683</b>       | <b>-</b>            | <b>-</b>      | <b>92,683</b>            |
| <b>Software Licenses/Maint</b>              | <b>5,918</b>        | <b>-</b>            | <b>-</b>      | <b>5,918</b>             |
| <b>Building Rental</b>                      | <b>93,350</b>       | <b>-</b>            | <b>-</b>      | <b>93,350</b>            |
| <b>Seminars, conferences and travel</b>     | <b>492</b>          | <b>-</b>            | <b>-</b>      | <b>492</b>               |
| <b>Copier Expense</b>                       | <b>2,420</b>        | <b>-</b>            | <b>-</b>      | <b>2,420</b>             |
| <b>Library Programming</b>                  | <b>38,596</b>       | <b>-</b>            | <b>-</b>      | <b>38,596</b>            |
| <b>Grant and Memorial Expenditures</b>      | <b>-</b>            | <b>-</b>            | <b>-</b>      | <b>-</b>                 |
| <b>Operating Supplies</b>                   | <b>7,682</b>        | <b>-</b>            | <b>-</b>      | <b>7,682</b>             |
| <b>Repairs and Maintenance</b>              | <b>29,971</b>       | <b>-</b>            | <b>-</b>      | <b>29,971</b>            |
| <b>Postage</b>                              | <b>423</b>          | <b>-</b>            | <b>-</b>      | <b>423</b>               |
| <b>Other Operating Expenditures</b>         | <b>2,122</b>        | <b>-</b>            | <b>-</b>      | <b>2,122</b>             |
| <b>Capital Outlay/Maintenance Expense</b>   | <b>-</b>            | <b>-</b>            | <b>-</b>      | <b>-</b>                 |
| <b>TOTAL EXPENDITURES:</b>                  | <b>\$ 1,114,239</b> | <b>\$ -</b>         | <b>\$ -</b>   | <b>\$ 1,114,239</b>      |
| Revenue over (under) expenditures           | \$ 803,138          | \$ -                | \$ 200        | \$ 803,338               |
| <b>Other financing sources (uses)</b>       |                     |                     |               |                          |
| Transfers in                                | \$ -                | \$ -                | \$ -          | \$ -                     |
| Transfers out                               | \$ -                | \$ -                | \$ -          | \$ -                     |
| <b>Total other financing sources (uses)</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>   | <b>\$ -</b>              |
| <b>Change in fund balance</b>               | <b>\$ 803,138</b>   | <b>\$ -</b>         | <b>\$ 200</b> | <b>\$ 803,338</b>        |
| Fund balance, beginning of year             | \$ 6,555,352        | \$ 1,386,825        | \$ -          | \$ 7,942,177             |
| <b>Fund balance, end of year</b>            | <b>\$ 7,358,490</b> | <b>\$ 1,386,825</b> | <b>\$ 200</b> | <b>\$ 8,745,515</b>      |

## ANN ARBOR DISTRICT LIBRARY

**Balance Sheet**

Governmental Funds

July 31, 2018

|  | General Fund        | Capital Fund        | All Endowments    | Total Governmental Funds |
|--|---------------------|---------------------|-------------------|--------------------------|
| <b>Assets</b>                              |                     |                     |                   |                          |
| Cash and cash equivalents                  | \$ 2,421,766        | \$ 1,386,825        | \$ 493,914        | \$ 4,302,504             |
| Investments                                | 4,569,586           | -                   | -                 | 4,569,586                |
| Due from other governmental units          | 26,250              | -                   | -                 | 26,250                   |
| Prepaid items                              | 395,460             | -                   | -                 | 395,460                  |
| <b>Total assets</b>                        | <b>\$ 7,413,062</b> | <b>\$ 1,386,825</b> | <b>\$ 493,914</b> | <b>\$ 9,293,800</b>      |
| <b>Liabilities</b>                         |                     |                     |                   |                          |
| Accounts payable                           | 63,189              | -                   | -                 | 63,189                   |
| Accrued payroll and benefits               | 353,208             | -                   | -                 | 353,208                  |
| <b>Total liabilities</b>                   | <b>\$ 416,397</b>   | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ 416,397</b>        |
| <b>Deferred Outflows</b>                   |                     |                     |                   |                          |
| Unavailable Property Tax Revenue           | \$ 548,620          | \$ -                | \$ -              | \$ 548,620               |
| <b>Fund balances</b>                       |                     |                     |                   |                          |
| Nonspendable:                              |                     |                     |                   |                          |
| Prepaid items                              | \$ 419,458          | \$ -                | \$ -              | \$ 419,458               |
| Permanent corpus                           | -                   | -                   | 325,000           | 325,000                  |
| Restricted for endowments                  | -                   | -                   | 168,914           | 168,914                  |
| Committed for capital projects             | -                   | 1,386,825           | -                 | 1,386,825                |
| Encumbered                                 | 411,226             | -                   | -                 | 411,226                  |
| Unassigned                                 | 5,617,360           | -                   | -                 | 5,617,360                |
| <b>Total fund balances</b>                 | <b>\$ 6,448,044</b> | <b>\$ 1,386,825</b> | <b>\$ 493,914</b> | <b>\$ 8,328,782</b>      |
| <b>Total liabilities and fund balances</b> | <b>\$ 7,413,062</b> | <b>\$ 1,386,825</b> | <b>\$ 493,914</b> | <b>\$ 9,293,800</b>      |

## Ann Arbor District Library Financial Summary for August 2018

### Cash

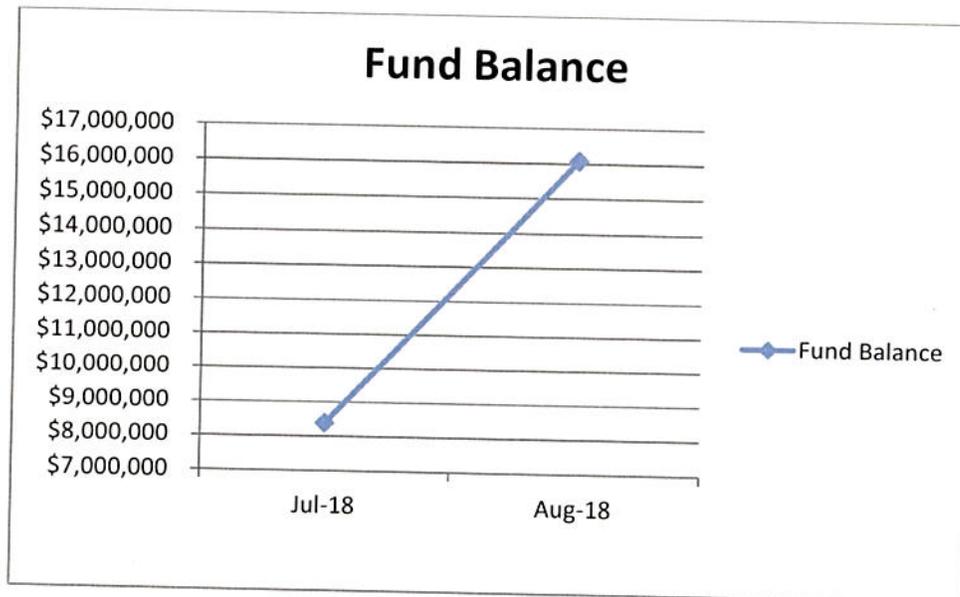
The unrestricted cash balance as of August 31, 2018 is \$16,025,428 up from \$8,745,315 as of July 31, 2018.

### Tax Receipts

The Library has received \$10,217,452 which is 63.1% of the annual budgeted tax receipts of \$16,186,497 as of August 31, 2018.

### Fund Balance Activity

The Library has a positive fund balance of \$16,077,772 up from \$8,378,177 as of July 31, 2018.



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

Actual cash receipts as of August 31, 2018 were \$10,275,324 which is \$17,774 more than projected. There were no receipts for State Aid, Penal Fines or Grants & Memorials.

Ann Arbor District Library  
Financial Summary for August 2018

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

There were no line items over budget.

Grants & Memorials (Balances):

Grant balances as of August 31, 2018:

- Friends of the AADL = \$46,228.86 August 2018 expenditures were \$8,437.97
- Archives grant = \$46,617.22 There were no expenditures for August 2018
- City Lore grant = \$1,300. There were no expenditures for August 2018

Capital Project Fund:

There were no capital project fund expenditures for August 2018.

Year-to-Date Revenue over Expenditures is \$8,083,251.

## ANN ARBOR DISTRICT LIBRARY

## Statement of Revenues, Expenditures and Changes

in Fund Balances - Budget and Actual

General Fund

For the Period August 1, 2018 through August 31, 2018

|   | August              |                     |                    | Year To Date         |                      |                     |
|---|---------------------|---------------------|--------------------|----------------------|----------------------|---------------------|
|   | Actual              | Budget              | Variance           | Actual               | Budget               | Variance            |
| <b>REVENUES:</b>                            |                     |                     |                    |                      |                      |                     |
| Property taxes, net                         | \$ 8,319,958        | \$ 8,325,000        | \$ (5,042)         | \$ 10,217,452        | \$ 10,200,000        | \$ 17,452           |
| State aid                                   | -                   | -                   | -                  | -                    | -                    | -                   |
| State penal fines                           | -                   | -                   | -                  | -                    | -                    | -                   |
| Interest income                             | 16,723              | 16,750              | (27)               | 13,828               | 13,750               | 78                  |
| Copier revenue                              | 3,152               | 3,150               | 2                  | 6,097                | 6,150                | (53)                |
| Grants and memorials                        | -                   | -                   | -                  | -                    | -                    | -                   |
| Library fines, fees and other               | 13,054              | 13,000              | 54                 | 26,029               | 25,750               | 279                 |
| Non-resident fees                           | 2,138               | 2,150               | (13)               | 3,150                | 3,150                | -                   |
| Rental revenue                              | 2,923               | 3,000               | (77)               | 8,768                | 8,750                | 18                  |
| <b>TOTAL REVENUES:</b>                      | <b>\$ 8,357,947</b> | <b>\$ 8,363,050</b> | <b>\$ (5,103)</b>  | <b>\$ 10,275,324</b> | <b>\$ 10,257,550</b> | <b>\$ 17,774</b>    |
| <b>EXPENDITURES:</b>                        |                     |                     |                    |                      |                      |                     |
| <b>Current:</b>                             |                     |                     |                    |                      |                      |                     |
| <b>Personnel:</b>                           |                     |                     |                    |                      |                      |                     |
| Salaries and wages                          | \$ 524,748          | \$ 539,300          | \$ (14,552)        | \$ 1,127,996         | \$ 1,144,100         | \$ (16,104)         |
| Employee benefits                           | 152,001             | 141,868             | 10,133             | 279,087              | 285,493              | (6,406)             |
| Employment taxes                            | 39,368              | 46,458              | (7,090)            | 84,591               | 92,916               | (8,325)             |
| <b>Purchased services:</b>                  |                     |                     |                    |                      |                      |                     |
| Custodial services                          | 47,373              | 23,917              | 23,457             | 47,373               | 47,833               | (460)               |
| Accounting/Audit                            | -                   | -                   | -                  | -                    | -                    | -                   |
| Legal                                       | 1,232               | 1,500               | (268)              | 4,216                | 4,500                | (284)               |
| Professional services                       | 9,296               | 12,571              | (3,275)            | 19,935               | 26,042               | (6,107)             |
| Utilities                                   | 21,492              | 25,000              | (3,508)            | 52,840               | 60,277               | (7,437)             |
| Property Insurance                          | 8,752               | 8,752               | -                  | 17,503               | 17,503               | -                   |
| Communications                              | 16,512              | 16,750              | (238)              | 27,816               | 28,250               | (434)               |
| Materials                                   | 98,581              | 107,375             | (8,794)            | 191,264              | 204,000              | (12,736)            |
| Software Licenses/Maint                     | 6,062               | 10,000              | (3,938)            | 11,981               | 23,611               | (11,630)            |
| Building Rental                             | 45,247              | 52,083              | (6,836)            | 138,597              | 155,608              | (17,011)            |
| Seminars, conferences and travel            | 387                 | 750                 | (363)              | 878                  | 4,464                | (3,586)             |
| Copier Expense                              | 355                 | 1,358               | (1,003)            | 2,775                | 3,808                | (1,033)             |
| Library Programming                         | 55,623              | 56,738              | (1,115)            | 94,219               | 117,349              | (23,130)            |
| Grant and Memorial Expenditures             | -                   | -                   | -                  | -                    | -                    | -                   |
| Operating Supplies                          | 15,332              | 25,000              | (9,668)            | 23,014               | 40,000               | (16,986)            |
| Repairs & Maintenance                       | 33,171              | 50,000              | (16,829)           | 63,143               | 80,000               | (16,857)            |
| Postage                                     | 687                 | 1,690               | (1,003)            | 1,110                | 3,400                | (2,290)             |
| Other Operating Expenditures                | 1,613               | 2,000               | (387)              | 3,735                | 5,700                | (1,965)             |
| Capital Outlay/Maintenance Expense          | -                   | -                   | -                  | -                    | -                    | -                   |
| <b>TOTAL EXPENDITURES:</b>                  | <b>\$ 1,077,834</b> | <b>\$ 1,123,109</b> | <b>\$ (45,275)</b> | <b>\$ 2,192,073</b>  | <b>\$ 2,344,855</b>  | <b>\$ (152,781)</b> |
| Revenue over (under) expenditures           | \$ 7,280,113        | \$ 7,239,941        | \$ 40,172          | \$ 8,083,251         | \$ 7,912,696         | \$ (135,007)        |
| <b>Other financing sources (uses)</b>       |                     |                     |                    |                      |                      |                     |
| Transfers in                                | \$ -                | \$ -                | \$ -               | \$ -                 | \$ -                 | \$ -                |
| Transfers out                               | \$ -                | \$ -                | \$ -               | \$ -                 | \$ -                 | \$ -                |
| <b>Total other financing sources (uses)</b> | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>        | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>         |
| <b>Net change in fund balances</b>          | <b>\$ 7,280,113</b> | <b>\$ 7,239,941</b> | <b>\$ 40,172</b>   | <b>\$ 8,083,251</b>  | <b>\$ 7,912,696</b>  | <b>\$ (135,007)</b> |
| Fund balance, beginning of year             | \$ 6,555,352        | \$ 6,555,352        | \$ -               | \$ 6,555,352         | \$ 6,555,352         | \$ -                |
| Fund balance, end of year                   | \$ 13,835,464       | \$ 13,795,292       | \$ 40,172          | \$ 14,638,603        | \$ 14,468,047        | \$ (135,007)        |

## ANN ARBOR DISTRICT LIBRARY

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

Governmental Funds

For the Period July 1, 2018 through August 31, 2018

|   | General Fund         | Capital Fund        | All Endowment | Total Governmental Funds |
|---|----------------------|---------------------|---------------|--------------------------|
| <b>REVENUES:</b>                            |                      |                     |               |                          |
| Property taxes, net                         | \$ 10,217,452        | \$ -                | \$ -          | \$ 10,217,452            |
| State aid                                   | -                    | -                   | -             | -                        |
| State penal fines                           | -                    | -                   | -             | -                        |
| Interest income                             | 13,828               | -                   | 389           | 14,217                   |
| Copier revenue                              | 6,097                | -                   | -             | 6,097                    |
| Grants and memorials                        | -                    | -                   | -             | -                        |
| Library fines, fees and other               | 26,029               | -                   | -             | 26,029                   |
| Non-resident fees                           | 3,150                | -                   | -             | 3,150                    |
| Rental revenue                              | 8,768                | -                   | -             | 8,768                    |
| <b>TOTAL REVENUES:</b>                      | <b>\$ 10,275,324</b> | <b>\$ -</b>         | <b>\$ 389</b> | <b>\$ 10,275,714</b>     |
| <b>EXPENDITURES:</b>                        |                      |                     |               |                          |
| <b>Current:</b>                             |                      |                     |               |                          |
| <b>Personnel:</b>                           |                      |                     |               |                          |
| Salaries and wages                          | \$ 1,127,996         | \$ -                | \$ -          | \$ 1,127,996             |
| Employee benefits                           | \$ 279,087           | -                   | -             | 279,087                  |
| Employment taxes                            | \$ 84,591            | -                   | -             | 84,591                   |
| <b>Purchased services:</b>                  |                      |                     |               |                          |
| Custodial services                          | 47,373               | -                   | -             | 47,373                   |
| Accounting/Audit                            | -                    | -                   | -             | -                        |
| Legal                                       | 4,216                | -                   | -             | 4,216                    |
| Professional services                       | 19,935               | -                   | -             | 19,935                   |
| <b>Utilities</b>                            | 52,840               | -                   | -             | 52,840                   |
| <b>Property insurance</b>                   | 17,503               | -                   | -             | 17,503                   |
| <b>Communications</b>                       | 27,816               | -                   | -             | 27,816                   |
| <b>Materials</b>                            | 191,264              | -                   | -             | 191,264                  |
| <b>Software Licenses/Maint</b>              | 11,981               | -                   | -             | 11,981                   |
| <b>Building Rental</b>                      | 138,597              | -                   | -             | 138,597                  |
| <b>Seminars, conferences and travel</b>     | 878                  | -                   | -             | 878                      |
| <b>Copier Expense</b>                       | 2,775                | -                   | -             | 2,775                    |
| <b>Library Programming</b>                  | 94,219               | -                   | -             | 94,219                   |
| <b>Grant and Memorial Expenditures</b>      | -                    | -                   | -             | -                        |
| <b>Operating Supplies</b>                   | 23,014               | -                   | -             | 23,014                   |
| <b>Repairs and Maintenance</b>              | 63,143               | -                   | -             | 63,143                   |
| <b>Postage</b>                              | 1,110                | -                   | -             | 1,110                    |
| <b>Other Operating Expenditures</b>         | 3,735                | -                   | -             | 3,735                    |
| <b>Capital Outlay/Maintenance Expense</b>   | -                    | -                   | -             | -                        |
| <b>TOTAL EXPENDITURES:</b>                  | <b>\$ 2,192,073</b>  | <b>\$ -</b>         | <b>\$ -</b>   | <b>\$ 2,192,073</b>      |
| Revenue over (under) expenditures           | \$ 8,083,251         | \$ -                | \$ 389        | \$ 8,083,640             |
| <b>Other financing sources (uses)</b>       |                      |                     |               |                          |
| Transfers in                                | \$ -                 | \$ -                | \$ -          | \$ -                     |
| Transfers out                               | \$ -                 | \$ -                | \$ -          | \$ -                     |
| <b>Total other financing sources (uses)</b> | <b>\$ -</b>          | <b>\$ -</b>         | <b>\$ -</b>   | <b>\$ -</b>              |
| <b>Change in fund balance</b>               | <b>\$ 8,083,251</b>  | <b>\$ -</b>         | <b>\$ 389</b> | <b>\$ 8,083,640</b>      |
| Fund balance, beginning of year             | \$ 6,555,352         | \$ 1,386,825        | \$ -          | \$ 7,942,177             |
| <b>Fund balance, end of year</b>            | <b>\$ 14,638,603</b> | <b>\$ 1,386,825</b> | <b>\$ 389</b> | <b>\$ 16,025,817</b>     |

## ANN ARBOR DISTRICT LIBRARY

## Balance Sheet

Governmental Funds

August 31, 2018

|  | General Fund         | Capital Fund        | All Endowments    | Total Governmental Funds |
|--|----------------------|---------------------|-------------------|--------------------------|
| <b>Assets</b>                              |                      |                     |                   |                          |
| Cash and cash equivalents                  | \$ 10,109,056        | \$ 1,386,825        | \$ 494,443        | \$ 11,990,324            |
| Investments                                | 4,581,891            | -                   | -                 | 4,581,891                |
| Due from other governmental units          | 52,500               | -                   | -                 | 52,500                   |
| Prepaid items                              | 428,592              | -                   | -                 | 428,592                  |
| <b>Total assets</b>                        | <b>\$ 15,172,039</b> | <b>\$ 1,386,825</b> | <b>\$ 494,443</b> | <b>\$ 17,053,307</b>     |
| <b>Liabilities</b>                         |                      |                     |                   |                          |
| Accounts payable                           | 45,570               | -                   | -                 | 45,570                   |
| Accrued payroll and benefits               | 62,852               | -                   | -                 | 62,852                   |
| <b>Total liabilities</b>                   | <b>\$ 108,423</b>    | <b>\$ -</b>         | <b>\$ -</b>       | <b>\$ 108,423</b>        |
| <b>Deferred Outflows</b>                   |                      |                     |                   |                          |
| Unavailable Property Tax Revenue           | \$ 8,084,684         | \$ -                | \$ -              | \$ 8,084,684             |
| <b>Fund balances</b>                       |                      |                     |                   |                          |
| Nonspendable:                              |                      |                     |                   |                          |
| Prepaid items                              | \$ 428,592           | \$ -                | \$ -              | \$ 428,592               |
| Permanent corpus                           | -                    | -                   | 325,000           | 325,000                  |
| Restricted for endowments                  | -                    | -                   | 169,443           | 169,443                  |
| Committed for capital projects             | -                    | 1,386,825           | -                 | 1,386,825                |
| Encumbered                                 | 388,060              | -                   | -                 | 388,060                  |
| Unassigned                                 | 6,162,281            | -                   | -                 | 6,162,281                |
| <b>Total fund balances</b>                 | <b>\$ 6,978,932</b>  | <b>\$ 1,386,825</b> | <b>\$ 494,443</b> | <b>\$ 8,860,200</b>      |
| <b>Total liabilities and fund balances</b> | <b>\$ 15,172,039</b> | <b>\$ 1,386,825</b> | <b>\$ 494,443</b> | <b>\$ 17,053,307</b>     |

### Upcoming Events, and Issues of Interest

1. AADL is hosting a major **Japanese Calligraphy Exhibit** from sister state **Shiga Prefecture** through mid-October. A public reception with a demonstration marking the opening of the exhibit was held Downtown on Sunday, August 19<sup>th</sup>, from 3:00 to 5:00 p.m. In addition, a meeting with Takashi Okubo, Mayor of Hikone, Christopher Taylor, Mayor of the City of Ann Arbor, and Jeannice Swift, Superintendent of the Ann Arbor Public Schools, officials from the Hikone City Council and staff of AAPS involved directly with the Hikone-Ann Arbor Student Exchange program was organized by Michigan-Shiga State Board and hosted by the AADL. The purpose of the meeting was to plan for the 2019 celebration of the 50<sup>th</sup> Anniversary of the Ann Arbor . Hikone Sister City partnership.
2. The **MeLCAT** statewide interlibrary loan service will resume on October 1<sup>st</sup>. We are very pleased to finally get this last piece of our migration completed and back up. We do have a special surprise for **MeLCAT** users on their first transaction after October 1<sup>st</sup>. It is our way of acknowledging the extended inconvenience to people who rely on this service.
3. This summer AADL staff worked with the residents of the **Arrowwood Hills Community** to bring our very popular **Songsters** program to the children and young people in their neighborhood. At the culminating concert the AADL was presented with a certificate thanking the Library for the constant support of youth and families throughout our community+.
4. The 2018 Summer Game has ended, and we wish to thank the summer volunteers who help with busy summer programming and fill the orders in the Summer Game Shop. Since September 2016 volunteers have contributed over 4,055 hours of service to the Library. Thus far in 2018 volunteers have served over 1,973 hours assisting behind-the-scenes and at public programs. We currently have 246 active volunteer (121 teens, 125 adults) who have served in the last 365 days, not counting the organizations that have come in groups to assist with various projects and events.

5. We are very pleased to accept as a gift an original artwork by 10 year-old artist Aditi Kayal Kandiah. Aditi exhibited and sold her work in the juried show for youth at the Ann Arbor Art Show, and presented *Aside Einstein* to the Library in recognition of how much she appreciates the public library. Her work will be framed and circulated as part of the artworks collection.

### **AADL Projects and Initiatives Underway**

1. 3.1 The final planning for the bookable meeting rooms in the Malletts Creek, Pittsfield and Traverwood branches is near completion. Bidding for the projects will occur in the early fall of this year. The work will be completed in this fiscal year.
2. 5.2 Library Administration is contracting with consultant Cook Ross to provide a half-day of training for Managers and Supervisors on identifying and eliminating unconscious bias in the hiring process. The training will occur in early October.
3. 3.3 The AADL has contracted with HBM Architects from Cleveland, OH to develop a building program for a new downtown library building. This program statement is not intended to be site specific.

### **AADL Projects and Initiatives Under Consideration**

The staff is actively considering how best to address the final aspects of the Strategic Plan 2016-2019 with a view toward continuation and or redirection of resources beyond June 30, 2019.

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

#### **EMAIL TO AADL:**

To whom it may concern,

Generally, I'm not the type of person to spend extended time at the library. However, I've spent an increased amount of time recently at Pittsfield, Westgate, and Mallet's Creek libraries for focused time on a job search process. Each day that I've spent at one of them I have been amazed at

the amount of noise - especially from adults. Phone conversations over the speaker, face-to-face conversations, meetings, and little ones running around unchecked. It seems the library has become more of a public meeting place like a coffee house (yeah...I know...Westgate is basically one) than a place of study and/or quiet.

Today at Mallet's there was a "meeting" of four adults in one of the cubicle areas in the middle where the volume and intensity kept escalating. It seemed like a brainstorming/planning session and I thought it was becoming verbally combative. Even with headphones on, it was difficult to remain focused.

What happened to being quiet and respectful at a library? Is it a sign of the times? Is the library staff suppose to keep things in check? Can groups be asked to move to meeting rooms?

It's just been very disappointing.

***Library Response:***

*Dear Sir,*

*Thank you for letting us know that you are disappointed in what you find happening in the AADL branch libraries. I am glad that you have chosen to return to libraries, and hope that your job search has been successful. What you describe is a normal day in the branch libraries, however, apart from the noise that children and babies make spontaneously, staff can and do ask others to match their volume levels to that of the area. An example is that normal conversation is allowed and expected in the cafe areas at all of the branches, but not in the reading rooms. Conversations do occur in the glass meeting areas, but quiet study does, too. If at anytime a conversation between people present in the buildings, or on the phone is too loud for the area that the person(s) are using, please ask the staff to intervene.*

*The branch library locations are not designed or intended to be as quiet as what you are seeking although they can at times be very quiet places. There are two bookable small meeting rooms at the Westgate branch that are quiet, and the reading room at that branch is also a very quiet space.*

*The third floor of the Downtown Library is a very quiet space while the first floor is rarely quiet. The east side of the second floor Downtown is also very quiet.*

*We will be adding small bookable meeting spaces at Pittsfield, Malletts Creek and Traverwood beginning this year, and that should improve the availability of quiet areas in those locations.*

*Thank you again for letting us know of your experience and that you are disappointed. It helps me to encourage staff to moderate the noise levels proactively.*

\*\*\*\*\*

**EMAIL TO AADL:**

Kelly is SO helpful. She was able to transfer books from one location to another (due to road construction closures). She is helpful, personable and efficient! This library patron has dealt with her more than once and she is consistent in these wonderful strengths~

Phoebe taught this patron how to use some library features online in a patient manner. It is refreshing and appreciated. She was very thoughtful in another matter. Thought you would want to know

***Library Response:***

*Thank you very much for taking the time to pass along your praise for staff members at AADL. I will make sure that Kelly and Phoebe both see your message. We are very glad that you use the public library!*

\*\*\*\*\*

**EMAIL TO AADL:**

Hello! I wanted to give my highest compliments for the first annual wayzgoose festival last weekend. I've been attending the Secret Lab letter press workshop for a few months now and the wayzgoose was a truly amazing experience. It meant so much to be able to meet so many kind,

knowledgable, and creative persons in the letter press community in one sitting. My mother and I also enjoyed the walking tour on top of the speakers. It was our first time inside the Clements Library, a showstopper in itself, but the 1800s press inside was a true marvel. Thank you for putting so much effort; I personally feel that the entire festival was a massive success. Here's to hopefully a 2nd wayzgoose next year!!

***Library Response:***

*Hi there, thanks very much for your comment! We're so glad you came to the Wayzgoose and enjoyed the day! It was a very successful event and we certainly plan to repeat it next August. Thanks again for taking the time to let us know about your experience, and thanks for using your library!*

\*\*\*\*\*

ANN ARBOR DISTRICT LIBRARY BOARD

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**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:**

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