



Annual Meeting Agenda

Tuesday, January 22, 2019

Published by Ann Arbor District Library

January 2019

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

February 2019

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

March 2019

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

MEMORANDUM

To: District Library Board
 From: Josie Parker, Director
 Subject: Annual Meeting, Tuesday, January 22, 2019 at 7:00 p.m.
 Ann Arbor District Library, Lower Level Multipurpose Room
 343 S. Fifth Avenue, Ann Arbor, MI 48104

ANNUAL MEETING AGENDA

- 19-001 I. CALL TO ORDER
- 19-002 II. ATTENDANCE
- 19-003 III. ADMINISTRATION OF OATH OF MEMBERS
 Judge Elizabeth Hines, Presiding
- A. Dharma Akmon
 B. Jim Leija
 C. S. Kerene Moore
- öI, (state name), DO SOLEMNLY SWEAR THAT I WILL
 SUPPORT THE CONSTITUTION OF THE UNITED STATES
 AND THE CONSTITUTION OF THE STATE OF MICHIGAN,
 AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES
 OF THE OFFICE OF MEMBER OF THE DISTRICT LIBRARY
 BOARD OF THE ANN ARBOR DISTRICT LIBRARY,
 WASHTENAW COUNTY, MICHIGAN ACCORDING TO THE
 BEST OF MY ABILITY.ö
- 19-004 IV. PRESIDENT'S REMARKS
- 19-005 V. ELECT LIBRARY BOARD OFFICERS
1. PRESIDENT
 (Item of action)
 Roll call vote
2. VICE PRESIDENT
 (Item of action)
 Roll call vote
3. TREASURER
 (Item of action)
 Roll call vote

4. SECRETARY
 (Item of action)
 Roll call vote

- 19-006 VI. INSTALLATION OF OFFICERS
- øI, (name stated), DO SOLEMNLY SWEAR THAT I WILL ABIDE BY THE BYLAWS, RULES, AND REGULATIONS OF MY OFFICE AS TO THE BEST OF MY ABILITY.ø
- 19-007 VII. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS
- 19-008 VIII. APPROVAL OF AGENDA (pp. 1-3)
 (Item of action)
- 19-009 IX. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of November 12, 2018 and November 14, 2018 (pp. 4-19)
- CA-2 Approval of November and December 2018 Disbursements (pp. 20-27)
- 19-010 X. CITIZENSøCOMMENTS
- 19-011 XI. FINANCIAL REPORTS (pp. 28-37)
 Bill Cooper, Finance Manager
- 19-012 XII. COMMITTEE REPORTS
- 19-013 A. EXECUTIVE COMMITTEE
 (10 minutes)
- 19-014 XIII. DIRECTORøS REPORT (pp. 38-41)
 Josie B. Parker, Director
- 19-015 XIV. NEW BUSINESS
- 19-016 A. APPROVAL OF BOARD MEETING DATES FOR 2019
 (pp. 42-44)
 (Item of discussion & action)
- 19-017 B. BOARD BUDGET & FINANCE COMMITTEE APPOINTMENTS
 (Item of discussion & action)

- 19-018 C. HBM ARCHITECTS, LLC PRESENTATION
 Peter Bolek and Renee Moldovansky
 (60 minutes)
- 19-019 XV. CITIZENS' COMMENTS
- 19-020 XVI. 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, NOVEMBER 12, 2018

18-157 I. CALL TO ORDER

President Vander Broek called the meeting to order at 7:04 p.m.

18-158 II. ATTENDANCE

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

Staff: Josie Parker (arr 7:09 p.m.), Eli Neiburger, Bill Cooper, Len Lemorie, Karen Wilson (recorder)

18-159 III. APPROVAL OF AGENDA
(Item of action)

President Vander Broek noted that no new business was anticipated for the December 17, 2018 AADL Board meeting and added it to the agenda under New Business for discussion of cancellation.

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

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

NAYS: None

Motion passed 7-0.

18-160 IV. CONSENT AGENDA
(Item of action)

CA-1 Approval of Minutes of October 15, 2018

CA-2 Approval of October 2018 Disbursements

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

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

NAYS: None

Motion passed 7-0.

18-161 V. CITIZENSØ COMMENTS

There were no citizensØ comments.

18-162 VI. FINANCIAL REPORTS

Bill Cooper, Finance Manager

Finance Manager Cooper presented the October 2018 financials in the Board Packet. October tax receipts of \$15,530,494, 96% of the budgeted amount was received. Year-to-date revenue over expenditures was at \$15,635,986. No line items are over budget.

Vice President Song inquired about Capital Project Fund expenditures, if any. Finance Manager Cooper stated that no funds have been expended for the branch meeting roomØs project yet.

18-163 VII. COMMITTEE REPORTS

18-164 A. EXECUTIVE COMMITTEE

President Vander Broek reported the Executive Committee met earlier this evening. The Committee discussed the upcoming audit, attendance at Friends of the Library board meetings and bringing on two new AADL Board members.

Director Parker arrived at 7:09 p.m.

Parliamentary procedure and legal training will be arranged for Board members.

Director Parker noted that several policies have been sent to our attorney for review now that marijuana has been made legal in Michigan.

18-165 B. BUDGET & FINANCE COMMITTEE

Treasurer Leija reported the Budget & Finance Committee met on Thursday, November 8th with the auditor and reviewed the draft 2017-2018 audit report.

18-166 VIII. DIRECTOR'S REPORT
 Josie B. Parker, Director

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

She accepted a plaque earlier this evening from the Michigan Taiwanese American Organization along with a book on the art and civilization of Taiwan.

She read a letter received from Taizo Mikazuki, Governor of Shiga regarding his recent visit at AADL to view the calligraphy exhibit.

The Downtown Halloween party and puppet shows brought in 2929 patrons. That number was surpassed by several hundred on November 6th, election day.

AADL has been named a 5 Star library for the 11th year in a row by *Library Journal*. We are one of ten in the nation to receive that consecutive ranking. Director Parker also acknowledged and congratulated the following Michigan Libraries who were also ranked: 5 Stars - West Bloomfield Township Public Library and Richland Community Library; 4 Stars - Litchfield District Library; 3 Stars - Salem-South Lyon District Library and Kent District Library.

Secretary Surovell stated that this is an enormous accomplishment and recognition of leadership, community and library partnerships. He acknowledged Director Parker and library staff.

Director Parker acknowledged the library staff and management team.

A variety of recent programs were well attended including Paint Along with Bob Ross, Murder at Raccoon Ranch, Author Susan Orlean, In Our Own Words, another Fifth Avenue Press launch

and Ignite Ann Arbor, just to name of few.

Director Parker reviewed projects and initiatives underway: The bidding on the meeting room project is closed and more information will be forthcoming; the 4th floor staff area of the Downtown library will undergo remodeling; removal of the WLBDP cartridges will begin shortly along with the move of the FAADL space in the lower level; Cook Ross will be providing training for managers and supervisors on identifying and eliminating unconscious bias in hiring in early December; HBM Architects is working with administration and managers on the downtown library program statement.

A summary of public and staff comments were viewed.

Board members commented on use of the downtown building for programs and the staff needed to provide programs.

18-167 IX. NEW BUSINESS

18-168 A. AUDITOR'S REPORT
Richard Carpenter, Rehmann

Director Parker introduced Richard Carpenter, from Rehmann.

Mr. Carpenter congratulated Trustee Surovell and Trustee Barney Newman on their tenure on the Library Board.

Mr. Carpenter briefly explained the audit process, what is required and what the responsibilities of the auditor are.

Mr. Carpenter then reviewed the 2017-2018 audit report with the Board. He reviewed the Management's Discussion and Analysis section of the audit and balance sheet as of 6/30/18. No material audit adjustments were needed. It was noted that GASB 75 has taken effect requiring notation of retiree health care benefits as a liability. An unmodified opinion of the financial statements was given.

18-169 B. RESOLUTION TO ACCEPT THE 2017-2018 FINANCIAL AUDIT
(Item of action)

Treasurer Leija, supported by Secretary Surovell, moved the Board resolves to accept the 2017-2018 financial audit prepared by Rehmann; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 7-0.

18-170

C. RESOLUTION TO AWARD THREE YEAR CONTRACT FOR SNOW REMOVAL

(Item of action)

Len Lemorie, Facilities Manager

Facilities Manger Lemorie reported that four bids for snow removal were received. Request for bids were placed on two RFP sites. After review of the bids Administration is recommending A.M. Services.

Treasurer Leija, supported by Trustee Sherman, moved the Board resolves that the contract for snow removal services be awarded to A.M. Services for the next three years for the bid amount of \$47,000; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded

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

NAYS: None

Motion passed 7-0.

18-171

D. RESOLUTION OF APPRECIATION TO JAN BARNEY NEWMAN

(Item of action)

Vice President Song, supported by Treasurer Leija, moved the Board resolves that the Ann Arbor District Library Board would like to officially thank Jan Barney Newman for her twelve years of outstanding service as an Ann Arbor District Library Board

Trustee; that the Ann Arbor District Library Board would like to recognize Jan Barney Newman for her dedication, leadership, and commitment to the Library, community and staff; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Secretary Surovell complemented Trustee Barney Newman on her many years on the Board as a wonderful trustee.

President Vander Broek also noted that it was her privilege to work with both Trustee Surovell and Trustee Barney Newman over the past several years.

Secretary Surovell also recognized the support of the Friends of the Library and Leah and Bob Gunn.

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

NAYS: None

Motion passed 7-0.

18-172

E. RESOLUTION OF APPRECIATION TO EDWARD SUROVELL
(Item of action)

Trustee Sherman, supported by Treasurer Leija, moved the Board resolves that the Ann Arbor District Library Board would like to officially thank Edward Surovell for his twenty-two years of outstanding service as an Ann Arbor District Library Board Trustee; that the Ann Arbor District Library Board would like to recognize Edward Surovell for his dedication, leadership, and commitment to the Library, community and staff; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Both Trustee Sherman and Trustee Green thanked Trustee Surovell for his service.

Treasurer Leija stated that it was an honor serving with Trustee Surovell and Trustee Barney Newman. The Board is very lucky to continue doing this work on the foundation of what has been done.

Secretary Surovell stated that the Library is the soul of the community and that it is the most used community resource.

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

NAYS: None

Motion passed 7-0.

Director Parker thanked both Trustee Surovell and Trustee Barney Newman for their years of support of the Library.

18-173

F. VOTE TO CANCEL THE DECEMBER 17, 2018 REGULAR AADL BOARD MEETING

Trustee Sherman, supported by Trustee Barney Newman, moved the Board resolves to cancel the December 17, 2018 regular Board meeting.

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

NAYS: None

Motion passed 7-0.

18-174

X. CITIZENSØ COMMENTS

Melanie Baldwin

Hello, I am Melanie Baldwin. I am from Whitmore Lake and I am not anymore the director of the Friends but I am grateful to be here. I just wanted to say that I really appreciate Jan and Ed and everything that you have done for me personally over the last almost three years as I was the FAADL Director and the whole board and everything youøve done to help me. I just want to say congratulations on your retirement from this board and I wish you all the best. Thank you.

18-175

XI. ADJOURNMENT

President Vander Broek adjourned the meeting at 8:38 p.m.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 12, 2018

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 November 12, 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.

Jamie Vander Broek, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-169**

RESOLUTION TO ACCEPT THE 2017-2018 FINANCIAL AUDIT

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 12th day of November, 2018 at 7:00 p.m.

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

ABSENT: None

The following resolution was offered by Treasurer Leija, supported by Secretary Surovell:

THE BOARD RESOLVES:

- 1.) To accept the 2017-2018 financial audit prepared by Rehmann.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Victoria Green, Jim, Leija, 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 November 12, 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.

Jamie Vander Broek, President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-170**

**RESOLUTION TO AWARD CONTRACT FOR SNOW REMOVAL SERVICE
FOR THREE YEARS**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 12th day of November, 2018 at 7:00 p.m.

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

ABSENT: None

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

THE BOARD RESOLVES:

- 1.) That the contract for snow removal services be awarded to A.M. Services for the next three years for the bid amount of \$47,000.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Victoria Green, Jim, Leija, 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 November 12, 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.

Jamie Vander Broek, President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-171**

RESOLUTION OF APPRECIATION TO JAN BARNEY NEWMAN

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 12th day of November, 2018 at 7:00 p.m.

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

ABSENT: None

The following resolution was offered by Vice President Song, supported by Treasurer Leija:

THE BOARD RESOLVES:

- 1.) That the Ann Arbor District Library Board would like to officially thank Jan Barney Newman for her twelve years of outstanding service as an Ann Arbor District Library Board Trustee.
- 2.) That the Ann Arbor District Library Board would like to recognize Jan Barney Newman for her dedication, leadership, and commitment to the Library, community and staff.
- 3.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Victoria Green, Jim, Leija, 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 November 12, 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.

Jamie Vander Broek, President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-172**

RESOLUTION OF APPRECIATION TO EDWARD SUROVELL

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 12th day of November, 2018 at 7:00 p.m.

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

ABSENT: None

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

THE BOARD RESOLVES:

- 1.) That the Ann Arbor District Library Board would like to officially thank Edward Surovell for his twenty-two years of outstanding service as an Ann Arbor District Library Board Trustee.
- 2.) That the Ann Arbor District Library Board would like to recognize Edward Surovell for his dedication, leadership, and commitment to the Library, community and staff.
- 3.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Victoria Green, Jim, Leija, 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 November 12, 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.

Jamie Vander Broek, President

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE SPECIAL MEETING
WEDNESDAY, NOVEMBER 14, 2018

18-176 I. CALL TO ORDER

President Vander Broek called the meeting to order at 1:40 p.m.

18-177 II. ATTENDANCE

Board Present: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, Jamie Vander Broek
Board Absent: Jim Leija, Edward Surovell
Staff: Josie Parker, Eli Neiburger, Len Lemorie,
Matt Dubay (videographer), Karen Wilson (recorder)

18-178 III. APPROVAL OF AGENDA
(Item of action)

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

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

Motion passed 5-0.

18-179 IV. CITIZENSØ COMMENTS

There were no citizensØ comments.

18-180 V. UPDATE ON THE BID RESULTS FOR THE BRANCH MEETING ROOMS PROJECT
Len Lemorie, Facilities Manger

Facilities Manager Lemorie stated that the construction bids for the meeting room project were opened yesterday at OØNealØ.

He will be working with the architect to schedule branch closings after the first of the year to begin the work. Each building will be closed one at a time for construction.

Pittsfield will have three rooms added; Traverwood will have one room added; Malletts Creek will have two rooms added. These

rooms will have glass walls and will match the existing architecture in each location.

Director Parker noted that O'Neal Construction is the construction manager on this project and they oversee the bidding and contractors.

18-181 VI. RESOLUTION TO APPROVE EXPANDING THE BRANCH MEETING ROOMS PROJECT SCOPE TO INCLUDE FLOORING

(Item of action)

Len Lemorie, Facilities Manger

Trustee Sherman, supported by Trustee Barney Newman, moved the Board resolves to expand the Branch Meeting Room Project scope to include flooring; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Facilities Manager Lemorie stated that it made sense to replace the flooring during this project. A ten to fifteen year life expectancy is realistic for the traffic the branches experience.

Director Parker noted that the flooring in the branches is all original. Malletts Creek is from 2004 and Traverwood is from 2008.

Facilities Manager Lemorie also stated that the first floor and second floor carpeting at the Downtown Library needs replacement.

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

NAYS: None

Motion passed 5-0.

18-182 VII. ADJOURNMENT

President Vander Broek adjourned the meeting at 1:50 p.m.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE SPECIAL MEETING
WEDNESDAY, NOVEMBER 14, 2018

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 special meeting held on November 14, 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.

Jamie Vander Broek, President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 18-181**

**RESOLUTION TO APPROVE EXPANDING THE BRANCH MEETING ROOMS
PROJECT SCOPE TO INCLUDE FLOORING**

Minutes of a special 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 14th day of November, 2018 at 1:30 p.m.

AYES: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, Jamie Vander Broek

NAYS: Jim, Leija, Edward Surovell

The following resolution was offered by Trustee Sherman, supported by Trustee Barney Newman:

THE BOARD RESOLVES:

- 1.) To expand the Branch Meeting Rooms Project scope to include flooring.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Victoria Green, Jan Barney Newman, Colleen Sherman, Linh Song, 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 special Board meeting held on November 14, 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.

Jamie Vander Broek, President

System: 12/11/2018 11:44:39 AM
 User Date: 12/11/2018

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 1
 User ID: cooperb

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	11/1/2018
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059526	ALEANE	ALEX ANEST	11/1/2018	CHECK	PMCHK00002221	\$200.00
059527	ALLENT	ALLIANCE ENTERTAINMENT	11/1/2018	CHECK	PMCHK00002221	\$2,683.41
059528	ALLSUP	ALLIED-EAGLE SUPPLY CO	11/1/2018	CHECK	PMCHK00002221	\$1,122.00
059529	AMBFAL	AMBER ADAMS-FALL	11/1/2018	CHECK	PMCHK00002221	\$100.00
059530	AMEHIS	AMELIA HISSONG	11/1/2018	CHECK	PMCHK00002221	\$240.00
059531	ANDPAI	ANDERSON PAINT COMPANY	11/1/2018	CHECK	PMCHK00002221	\$259.23
059532	ANNMAY	ANNETTE MAY	11/1/2018	CHECK	PMCHK00002221	\$200.00
059533	BAKTAY	BAKER & TAYLOR	11/1/2018	CHECK	PMCHK00002221	\$14,850.54
059534	BARNOB1	BARNES & NOBLE INC.	11/1/2018	CHECK	PMCHK00002221	\$259.99
059535	BETMAN	BETH MANUEL	11/1/2018	CHECK	PMCHK00002221	\$50.00
059536	BUSCAR	BUSINESS CARD	11/1/2018	CHECK	PMCHK00002221	\$9.19
059537	CHITRI	CHICAGO TRIBUNE	11/1/2018	CHECK	PMCHK00002221	\$433.16
059538	COIREC	COIL RECORDS, INC	11/1/2018	CHECK	PMCHK00002221	\$1,000.00
059539	CONSHA	CONNOR SHAUGHNESSY	11/1/2018	CHECK	PMCHK00002221	\$800.00
059540	JENMCK	JENNIFER MCKEE	11/1/2018	CHECK	PMCHK00002221	\$100.00
059541	JESBLO	JESALYN BLOUNT	11/1/2018	CHECK	PMCHK00002221	\$150.00
059542	JULGER	JULIE GERGES	11/1/2018	CHECK	PMCHK00002221	\$100.00
059543	KAMBOL	KAMI BOLYARD	11/1/2018	CHECK	PMCHK00002221	\$64.75
059544	KATCAT	KATHERINE'S CATERING	11/1/2018	CHECK	PMCHK00002221	\$2,664.80
059545	KATLEW	KATHERINE REYNOLDS LEWIS	11/1/2018	CHECK	PMCHK00002221	\$1,500.00
059546	KELROT	KELLY ROTHE	11/1/2018	CHECK	PMCHK00002221	\$100.00
059547	KITMCK	KITO MCKINNEY	11/1/2018	CHECK	PMCHK00002221	\$400.00
059548	MATGAU	MATT GAUNTLETT	11/1/2018	CHECK	PMCHK00002221	\$13.58
059549	METCOM	METCOM	11/1/2018	CHECK	PMCHK00002221	\$3,647.14
059550	MIDTAP	MIDWEST TAPE	11/1/2018	CHECK	PMCHK00002221	\$2,822.17
059551	OFFDEP	OFFICE DEPOT, INC.	11/1/2018	CHECK	PMCHK00002221	\$286.05
059552	PATFSMI	PATRICIA F. SMITH	11/1/2018	CHECK	PMCHK00002221	\$100.00
059553	PAYCOO	PAYTON COOK	11/1/2018	CHECK	PMCHK00002221	\$1,200.00
059554	PLAWIS	PLANTWISE	11/1/2018	CHECK	PMCHK00002221	\$2,500.00
059555	PRITEC	PRINT TECH INC.	11/1/2018	CHECK	PMCHK00002221	\$4,198.87
059556	RANHOV	PENGUIN RANDOM HOUSE, LLC	11/1/2018	CHECK	PMCHK00002221	\$852.75
059557	REBFOR	REBECCA FORTES	11/1/2018	CHECK	PMCHK00002221	\$300.00
059558	RECBOO	RECORDED BOOKS, INC.	11/1/2018	CHECK	PMCHK00002221	\$4,044.67
059559	SCHSOU	SCHEDULE SOURCE, INC	11/1/2018	CHECK	PMCHK00002221	\$1,021.50
059560	SHOHUR	SHOSHANA HURAND	11/1/2018	CHECK	PMCHK00002221	\$54.82
059561	SIEBRO	SIERRA BROWN	11/1/2018	CHECK	PMCHK00002221	\$100.00
059562	TEACOM	THE TEACHING COMPANY SALES	11/1/2018	CHECK	PMCHK00002221	\$769.50
059563	TIMGRI	TIM GRIMES	11/1/2018	CHECK	PMCHK00002221	\$23.92
059564	TROROG	TROY ROGERS	11/1/2018	CHECK	PMCHK00002221	\$500.00
059565	TWASOL	TWA SOLUTIONS	11/1/2018	CHECK	PMCHK00002221	\$429.00
059566	ULINE	ULINE, INC.	11/1/2018	CHECK	PMCHK00002221	\$36.18
059567	KATCAT	KATHERINE'S CATERING	11/1/2018	CHECK	PMCHK00002222	\$2,514.80
059568	A.M. SERV	A.M. SERVICES, INC	11/8/2018	CHECK	PMCHK00002224	\$357.50
059569	AAHAND	ANN ARBOR HANDS-ON MUSEUM	11/8/2018	CHECK	PMCHK00002224	\$1,780.00
059570	AANEWS	THE ANN ARBOR NEWS	11/8/2018	CHECK	PMCHK00002224	\$775.60
059571	AFTDEL	AFTERNOON DELIGHT	11/8/2018	CHECK	PMCHK00002224	\$280.00
059572	ALIWES	ALIA WESALA	11/8/2018	CHECK	PMCHK00002224	\$150.00
059573	ALLENT	ALLIANCE ENTERTAINMENT	11/8/2018	CHECK	PMCHK00002224	\$210.13
059574	ALLJON	ALLISON JONES	11/8/2018	CHECK	PMCHK00002224	\$118.92
059575	AMASCH	AMANDA SCHOTT	11/8/2018	CHECK	PMCHK00002224	\$31.56
059576	ANNARB	ANN ARBOR OBSERVER	11/8/2018	CHECK	PMCHK00002224	\$2,487.10
059577	ANNOWE	ANNA OWEN INTERIORS	11/8/2018	CHECK	PMCHK00002224	\$1,818.75
059578	BAKTAY	BAKER & TAYLOR	11/8/2018	CHECK	PMCHK00002224	\$5,904.78
059579	BETMAN	BETH MANUEL	11/8/2018	CHECK	PMCHK00002224	\$17.22
059581	BREWER	BREWER'S	11/8/2018	CHECK	PMCHK00002224	\$776.49
059582	BUSVAL	BUSCH'S, INC.	11/8/2018	CHECK	PMCHK00002224	\$905.09
059583	CDW-G	CDW GOVERNMENT	11/8/2018	CHECK	PMCHK00002224	\$60,425.60
059584	COMALLW	COMPUTER ALLEY	11/8/2018	CHECK	PMCHK00002224	\$392.04

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059585	DAG	DION GLENN	11/8/2018	CHECK	PMCHK00002224	\$250.00
059586	DEBGAB	DEBORAH GABRION	11/8/2018	CHECK	PMCHK00002224	\$225.00
059587	DENOWE	DENISE EUREY-OWENS	11/8/2018	CHECK	PMCHK00002224	\$100.00
059588	DICBLI	BLICK ART MATERIALS	11/8/2018	CHECK	PMCHK00002224	\$52.86
059589	ELISMI	ELIZABETH SMITH	11/8/2018	CHECK	PMCHK00002224	\$12.21
059590	ELLABR	ELLEN ABRAMSON	11/8/2018	CHECK	PMCHK00002224	\$38.85
059591	FORFRA	FORMAT FRAMING	11/8/2018	CHECK	PMCHK00002224	\$3,280.87
059592	FRIOF	FRIENDS OF THE AADL	11/8/2018	CHECK	PMCHK00002224	\$3,648.25
059593	JAMBUF	JAMALL BUFFORD	11/8/2018	CHECK	PMCHK00002224	\$150.00
059594	KATMON	KATIE MONKIEWICZ	11/8/2018	CHECK	PMCHK00002224	\$9.65
059595	LEACEN	LEARNING CENTER	11/8/2018	CHECK	PMCHK00002224	\$79.00
059596	LUCSCH	LUCY SCHRAMM	11/8/2018	CHECK	PMCHK00002224	\$25.56
059597	MAGFLU	MAGIC FLUKE CO	11/8/2018	CHECK	PMCHK00002224	\$7,623.00
059598	MARBAN	MARTIN BANDYKE	11/8/2018	CHECK	PMCHK00002224	\$400.00
059599	MATGAU	MATT GAUNTLETT	11/8/2018	CHECK	PMCHK00002224	\$49.00
059600	MEDCO	MEDCO SUPPLY COMPANY	11/8/2018	CHECK	PMCHK00002224	\$89.25
059601	MIDTAP	MIDWEST TAPE	11/8/2018	CHECK	PMCHK00002224	\$3,301.58
059602	MINCEN	MINDCENTRIC	11/8/2018	CHECK	PMCHK00002224	\$1,433.00
059603	OFFDEP	OFFICE DEPOT, INC.	11/8/2018	CHECK	PMCHK00002224	\$239.88
059604	PRITEC	PRINT TECH INC.	11/8/2018	CHECK	PMCHK00002224	\$2,556.76
059605	RANHOU	PENGUIN RANDOM HOUSE, LLC	11/8/2018	CHECK	PMCHK00002224	\$146.25
059606	RECBOO	RECORDED BOOKS, INC.	11/8/2018	CHECK	PMCHK00002224	\$2,348.26
059607	SAIHUS	SAIRAH HUSAIN	11/8/2018	CHECK	PMCHK00002224	\$55.59
059608	SHEWIL	SHERWIN- WILLIAMS	11/8/2018	CHECK	PMCHK00002224	\$160.47
059609	SILPED	SILVIA PEDRAZA	11/8/2018	CHECK	PMCHK00002224	\$200.00
059610	STAHAR	STADIUM HARDWARE	11/8/2018	CHECK	PMCHK00002224	\$239.49
059611	SWESOU	SWEETWATER SOUND INC.	11/8/2018	CHECK	PMCHK00002224	\$999.99
059612	TRESTO	TREVOR STONE	11/8/2018	CHECK	PMCHK00002224	\$34.99
059613	ULINE	ULINE, INC.	11/8/2018	CHECK	PMCHK00002224	\$1,552.17
059614	ZACNICH	ZACHARY NICHOLS	11/8/2018	CHECK	PMCHK00002224	\$150.00
059615	ALLJON	ALLISON JONES	11/9/2018	CHECK	PMCHK00002225	\$34.40
059616	BAKTAY	BAKER & TAYLOR	11/9/2018	CHECK	PMCHK00002225	\$12,458.12
059617	MATBOT	UNIVERSITY OF MICHIGAN	11/9/2018	CHECK	PMCHK00002225	\$150.00
059618	MIDTAP	MIDWEST TAPE	11/9/2018	CHECK	PMCHK00002225	\$2,239.35
059619	NETTIS	JEANNETTE TISO	11/9/2018	CHECK	PMCHK00002225	\$100.00
059620	OXFUNI	OXFORD UNIVERSITY PRESS USA	11/9/2018	CHECK	PMCHK00002225	\$191.55
059621	RACPOL	RACHEL POLK	11/9/2018	CHECK	PMCHK00002225	\$300.00
059622	REGBOO	REGENT BOOK CO., INC.	11/9/2018	CHECK	PMCHK00002225	\$47.94
059623	TSAFON	TSAI FONG BOOKS, INC.	11/9/2018	CHECK	PMCHK00002225	\$1,042.93
059624	ZACGOR	ZACHARY J. GORMAN	11/9/2018	CHECK	PMCHK00002225	\$100.00
059625	3PLAYMED	3PLAY MEDIA	11/15/2018	CHECK	PMCHK00002227	\$304.72
059626	A.M. SERV	A.M. SERVICES, INC	11/15/2018	CHECK	PMCHK00002227	\$21,871.25
059627	AACLESUP	A2 CLEANING SUPPLY COMPANY	11/15/2018	CHECK	PMCHK00002227	\$256.50
059628	ADASTR	ADAMS STREET PUBLISHING CO.	11/15/2018	CHECK	PMCHK00002227	\$2,545.00
059629	AFSMITH	A.F. SMITH ELECTRIC, INC.	11/15/2018	CHECK	PMCHK00002227	\$2,011.91
059630	ALETAA	ALEXANDER TAAM	11/15/2018	CHECK	PMCHK00002227	\$250.00
059631	ALLENT	ALLIANCE ENTERTAINMENT	11/15/2018	CHECK	PMCHK00002227	\$2,137.66
059632	ALLJON	ALLISON JONES	11/15/2018	CHECK	PMCHK00002227	\$13.45
059633	AMBFAL	AMBER ADAMS-FALL	11/15/2018	CHECK	PMCHK00002227	\$100.00
059634	BAKTAY	BAKER & TAYLOR	11/15/2018	CHECK	PMCHK00002227	\$9,193.12
059635	BENMIC	BENZ MICROSCOPE OPTICS CENTER	11/15/2018	CHECK	PMCHK00002227	\$201.50
059636	BETBEC	BETSY JANE BECKERMAN	11/15/2018	CHECK	PMCHK00002227	\$1,260.00
059637	DAVNAP	DAVIDA S NAPOLEON	11/15/2018	CHECK	PMCHK00002227	\$300.00
059638	DAWHEN	DAWN L. HENRY	11/15/2018	CHECK	PMCHK00002227	\$450.00
059639	DISSCH	DISCOUNT SCHOOL SUPPLY	11/15/2018	CHECK	PMCHK00002227	\$47.90
059640	DYKGO	DYKEMA GOSSETT PLLC	11/15/2018	CHECK	PMCHK00002227	\$101.15
059641	ERIKLO	ERIC KLOOSTER	11/15/2018	CHECK	PMCHK00002227	\$1,189.62
059642	FORFRA	FORMAT FRAMING	11/15/2018	CHECK	PMCHK00002227	\$800.00
059643	HANSTE	HANS STEINER	11/15/2018	CHECK	PMCHK00002227	\$100.00
059644	HEABRU	HEATHER BRUEGL	11/15/2018	CHECK	PMCHK00002227	\$100.00
059645	HOOHAT	HOOPER HATHAWAY, P.C.	11/15/2018	CHECK	PMCHK00002227	\$577.50
059646	JEWISHNE	JEWISH NEWS	11/15/2018	CHECK	PMCHK00002227	\$526.00
059647	KATLET	KATHLEEN LETTS	11/15/2018	CHECK	PMCHK00002227	\$100.00
059648	KATULE	KATHRYN ULEMAN	11/15/2018	CHECK	PMCHK00002227	\$443.75
059649	LOWE'S	LOWES BUSINESS ACCOUNT	11/15/2018	CHECK	PMCHK00002227	\$1,715.78

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059650	MICOFF	MICHIGAN OFFICE SOLUTIONS	11/15/2018	CHECK	PMCHK00002227	\$276.26
059651	MICPOW	MICHIGAN POWER RODDING	11/15/2018	CHECK	PMCHK00002227	\$311.00
059652	MICTAI	MICHIGAN TAIWANESE AMER ORG	11/15/2018	CHECK	PMCHK00002227	\$1,700.00
059653	MIDTAP	MIDWEST TAPE	11/15/2018	CHECK	PMCHK00002227	\$7,063.42
059654	OCLINS	OCLC, INC.	11/15/2018	CHECK	PMCHK00002227	\$4,278.10
059655	OFFDEP	OFFICE DEPOT, INC.	11/15/2018	CHECK	PMCHK00002227	\$740.58
059656	ONEACON	O'NEAL CONSTRUCTION	11/15/2018	CHECK	PMCHK00002227	\$9,525.29
059657	PENGSP	PENGUIN RANDOM HOUSE, LLC	11/15/2018	CHECK	PMCHK00002227	\$2,500.00
059658	PRITEC	PRINT TECH INC.	11/15/2018	CHECK	PMCHK00002227	\$851.04
059659	PROMANONE	PRODUCTION MANAGEMENT ONE	11/15/2018	CHECK	PMCHK00002227	\$2,000.00
059660	RECBOO	RECORDED BOOKS, INC.	11/15/2018	CHECK	PMCHK00002227	\$787.39
059661	REHROB	REHMANN ROBSON	11/15/2018	CHECK	PMCHK00002227	\$4,000.00
059662	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	11/15/2018	CHECK	PMCHK00002227	\$23,686.66
059663	ROYLIM	ROYAL LIMOUSINE	11/15/2018	CHECK	PMCHK00002227	\$392.40
059664	SARKEL	SARA MELTON KELLER	11/15/2018	CHECK	PMCHK00002227	\$150.00
059665	SCHSEC	SCHILKE SECURITY	11/15/2018	CHECK	PMCHK00002227	\$945.00
059666	SCOMCC	SCOTT MCLEOD	11/15/2018	CHECK	PMCHK00002227	\$2,500.00
059667	SHASON	SHAMBAUGH	11/15/2018	CHECK	PMCHK00002227	\$20,532.05
059668	STAHAR	STADIUM HARDWARE	11/15/2018	CHECK	PMCHK00002227	\$230.59
059669	SWESOU	SWEETWATER SOUND INC.	11/15/2018	CHECK	PMCHK00002227	\$10,275.50
059670	TARJOH	TARA JOHNSON	11/15/2018	CHECK	PMCHK00002227	\$100.00
059671	ULINE	ULINE, INC.	11/15/2018	CHECK	PMCHK00002227	\$94.02
059672	UNUMPRO	UNUM LIFE INSURANCE	11/15/2018	CHECK	PMCHK00002227	\$3,622.99
059673	UNUMPRO1	UNUM LIFE INSURANCE	11/15/2018	CHECK	PMCHK00002227	\$3,204.87
059674	WASHTR	WASHTENAW COUNTY TREASURER	11/15/2018	CHECK	PMCHK00002227	\$4,741.27
059675	GOICE	GO ICE CREAM LLC	11/15/2018	CHECK	PMCHK00002227	\$800.00
059676	SPRSOC	SPROUT SOCIAL, INC	11/15/2018	CHECK	PMCHK00002227	\$1,251.60
059677	BANOFAACC	BANK OF ANN ARBOR	11/16/2018	CHECK	PMCHK00002229	\$11,343.51
059678	SWESOU	SWEETWATER SOUND INC.	11/16/2018	CHECK	PMCHK00002229	\$49.98
059679	THOGAL	GALE/CENGAGE LEARNING	11/16/2018	CHECK	PMCHK00002229	\$464.12
059680	AACLESUP	A2 CLEANING SUPPLY COMPANY	11/20/2018	CHECK	PMCHK00002230	\$66.88
059681	ALLENT	ALLIANCE ENTERTAINMENT	11/20/2018	CHECK	PMCHK00002230	\$297.05
059682	ANTCOLL	ANTHONY COLLINGS	11/20/2018	CHECK	PMCHK00002230	\$100.00
059683	ARIPRE	ARION PRESS AND M&H TYPE	11/20/2018	CHECK	PMCHK00002230	\$423.00
059684	B&H	B&H PHOTO-VIDEO	11/20/2018	CHECK	PMCHK00002230	\$240.00
059685	BAKTAY	BAKER & TAYLOR	11/20/2018	CHECK	PMCHK00002230	\$2,340.01
059686	BANMED	BANG MEDIA	11/20/2018	CHECK	PMCHK00002230	\$350.00
059687	BETBAT	BETH BATTEY	11/20/2018	CHECK	PMCHK00002230	\$540.00
059688	BETNEA	BETHANY NEAL	11/20/2018	CHECK	PMCHK00002230	\$450.00
059689	BRIMALL	BRIARWOOD LLC	11/20/2018	CHECK	PMCHK00002230	\$200.00
059690	CARBRO	CARPENTER BROS.	11/20/2018	CHECK	PMCHK00002230	\$78.85
059691	CONSHA	CONNOR SHAUGHNESSY	11/20/2018	CHECK	PMCHK00002230	\$600.00
059692	EMIPOW	EMILY POWERS	11/20/2018	CHECK	PMCHK00002230	\$43.18
059693	FBHSEC	FBH ARCHITECTURAL SECURITY	11/20/2018	CHECK	PMCHK00002230	\$3,492.00
059694	GRAKOT	GRACE HELMS KOTRE	11/20/2018	CHECK	PMCHK00002230	\$100.00
059695	HANSTE	HANS STEINER	11/20/2018	CHECK	PMCHK00002230	\$100.00
059696	HBMARC	HBM Architects, LLC.	11/20/2018	CHECK	PMCHK00002230	\$8,077.03
059697	HUTPLU	HUTZEL	11/20/2018	CHECK	PMCHK00002230	\$481.89
059698	KEEROD	KEEGAN RODGERS	11/20/2018	CHECK	PMCHK00002230	\$400.00
059699	MAINASSOC	MAIN STREET AREA ASSOCIATION	11/20/2018	CHECK	PMCHK00002230	\$170.00
059700	MANCOS	MANER COSTERISAN	11/20/2018	CHECK	PMCHK00002230	\$5,500.00
059701	MARKOU	MARGARET ALEX KOURVO	11/20/2018	CHECK	PMCHK00002230	\$450.00
059702	MICDAI	THE UNIVERSITY OF MICHIGAN	11/20/2018	CHECK	PMCHK00002230	\$420.00
059703	MIDTAP	MIDWEST TAPE	11/20/2018	CHECK	PMCHK00002230	\$99.96
059704	OFFDEP	OFFICE DEPOT, INC.	11/20/2018	CHECK	PMCHK00002230	\$439.53
059705	PITCHA	PITTSFIELD CHARTER TOWNSHIP	11/20/2018	CHECK	PMCHK00002230	\$188.73
059706	PREPET	PREUSS PETS	11/20/2018	CHECK	PMCHK00002230	\$1,276.37
059707	PRITEC	PRINT TECH INC.	11/20/2018	CHECK	PMCHK00002230	\$144.45
059708	PROINF	PROQUEST - LLC	11/20/2018	CHECK	PMCHK00002230	\$5,768.00
059709	RANHO	PENGUIN RANDOM HOUSE, LLC	11/20/2018	CHECK	PMCHK00002230	\$627.00
059710	RECBOO	RECORDED BOOKS, INC.	11/20/2018	CHECK	PMCHK00002230	\$585.97
059711	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	11/20/2018	CHECK	PMCHK00002230	\$1,389.50
059712	ROBROB	ROBIN ROBINSON	11/20/2018	CHECK	PMCHK00002230	\$100.00
059713	SIEBRO	SIERRA BROWN	11/20/2018	CHECK	PMCHK00002230	\$100.00
059714	SILPED	SILVIA PEDRAZA	11/20/2018	CHECK	PMCHK00002230	\$200.00

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Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

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* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059715	STAPLE	STAPLES ADVANTAGE	11/20/2018	CHECK	PMCHK00002230	\$45.00
059716	SWESOU	SWEETWATER SOUND INC.	11/20/2018	CHECK	PMCHK00002230	\$12,391.41
059717	ULINE	ULINE, INC.	11/20/2018	CHECK	PMCHK00002230	\$558.14
059718	METLIFE	METLIFE - GROUP BENEFITS	11/20/2018	CHECK	PMCHK00002232	\$8,151.54
059719	A.M. SERV	A.M. SERVICES, INC	11/29/2018	CHECK	PMCHK00002233	\$866.25
059720	AACLESUP	A2 CLEANING SUPPLY COMPANY	11/29/2018	CHECK	PMCHK00002233	\$769.12
059721	AFTDEL	AFTERNOON DELIGHT	11/29/2018	CHECK	PMCHK00002233	\$122.50
059722	AGRSER	A GROWING SERVICE LLC	11/29/2018	CHECK	PMCHK00002233	\$340.00
059723	ALLENT	ALLIANCE ENTERTAINMENT	11/29/2018	CHECK	PMCHK00002233	\$2,648.24
059724	AMACOM	AMAZON.COM CREDIT PLAN	11/29/2018	CHECK	PMCHK00002233	\$1,718.04
059725	AMACORP	AMAZON	11/29/2018	CHECK	PMCHK00002233	\$7,053.14
059726	AMEHIS	AMELIA HISSONG	11/29/2018	CHECK	PMCHK00002233	\$320.00
059727	B&H	B&H PHOTO-VIDEO	11/29/2018	CHECK	PMCHK00002233	\$969.48
059728	BAKTAY	BAKER & TAYLOR	11/29/2018	CHECK	PMCHK00002233	\$25,184.68
059729	BARNOB1	BARNES & NOBLE INC.	11/29/2018	CHECK	PMCHK00002233	\$298.78
059730	CDW-G	CDW GOVERNMENT	11/29/2018	CHECK	PMCHK00002233	\$8,542.83
059731	CLABEL	CLASSICAL BELLS	11/29/2018	CHECK	PMCHK00002233	\$800.00
059732	CUMANN	CUMULUS ANN ARBOR	11/29/2018	CHECK	PMCHK00002233	\$1,980.00
059733	CURSNA	CURLY SNAIL	11/29/2018	CHECK	PMCHK00002233	\$794.89
059734	DICBLI	BLICK ART MATERIALS	11/29/2018	CHECK	PMCHK00002233	\$719.92
059735	EBSCO	EBSCO INFORMATION SERVICES	11/29/2018	CHECK	PMCHK00002233	\$49,244.01
059736	EMISIW	EMILY SIWEK	11/29/2018	CHECK	PMCHK00002233	\$15.00
059737	FASTSI	FASTSIGNS	11/29/2018	CHECK	PMCHK00002233	\$903.89
059738	FORFRA	FORMAT FRAMING	11/29/2018	CHECK	PMCHK00002233	\$2,023.10
059739	GRADUATE	GRADUATE ANN ARBOR	11/29/2018	CHECK	PMCHK00002233	\$908.25
059740	GRAINGER	GRAINGER	11/29/2018	CHECK	PMCHK00002233	\$649.30
059741	JACTYP	JACKSON TYPESETTING COMPANY	11/29/2018	CHECK	PMCHK00002233	\$6,000.00
059742	JERUGAR	JERUSALEM GARDEN	11/29/2018	CHECK	PMCHK00002233	\$859.50
059743	JIMHOR	JIM HORTON	11/29/2018	CHECK	PMCHK00002233	\$125.00
059744	JOHCAN	JOHN CARLOS CANTU	11/29/2018	CHECK	PMCHK00002233	\$100.00
059745	JOURET	JOURNEY RETIREMENT PLAN LLC	11/29/2018	CHECK	PMCHK00002233	\$231.25
059746	KATLEW	KATHERINE REYNOLDS LEWIS	11/29/2018	CHECK	PMCHK00002233	\$99.06
059747	KITMCK	KITO MCKINNEY	11/29/2018	CHECK	PMCHK00002233	\$400.00
059748	LIBDES	LIBRARY DESIGN ASSOCIATES, INC	11/29/2018	CHECK	PMCHK00002233	\$6,995.00
059749	LINJEF	LINDA JEFFRIES	11/29/2018	CHECK	PMCHK00002233	\$520.00
059750	LORBOO	LORITO BOOKS	11/29/2018	CHECK	PMCHK00002233	\$192.65
059751	MADSTE	MADISEN STEWART	11/29/2018	CHECK	PMCHK00002233	\$3.49
059752	MANCOS	MANER COSTERISAN	11/29/2018	CHECK	PMCHK00002233	\$150.00
059753	MCNMCK	MCNAUGHTON-MCKAY	11/29/2018	CHECK	PMCHK00002233	\$723.90
059754	MELGOW	MELODY E GOWER	11/29/2018	CHECK	PMCHK00002233	\$18.00
059755	METCOM	METCOM	11/29/2018	CHECK	PMCHK00002233	\$3,647.24
059756	MICKRE	MICHELLE KRELL KYDD	11/29/2018	CHECK	PMCHK00002233	\$600.00
059757	MICLIBC	MCLS	11/29/2018	CHECK	PMCHK00002233	\$17,202.15
059758	MICPOW	MICHIGAN POWER RODDING	11/29/2018	CHECK	PMCHK00002233	\$1,209.00
059759	MIDTAP	MIDWEST TAPE	11/29/2018	CHECK	PMCHK00002233	\$10,673.88
059760	OFFDEP	OFFICE DEPOT, INC.	11/29/2018	CHECK	PMCHK00002233	\$347.93
059761	PATFSMI	PATRICIA F. SMITH	11/29/2018	CHECK	PMCHK00002233	\$200.00
059762	PAYCOO	PAYTON COOK	11/29/2018	CHECK	PMCHK00002233	\$800.00
059763	PENGSP	PENGUIN RANDOM HOUSE, LLC	11/29/2018	CHECK	PMCHK00002233	\$2,500.00
059764	PINAND	ALAN M BLASSBERG	11/29/2018	CHECK	PMCHK00002233	\$400.00
059765	PLAWIS	PLANTWISE	11/29/2018	CHECK	PMCHK00002233	\$2,500.00
059766	PRITEC	PRINT TECH INC.	11/29/2018	CHECK	PMCHK00002233	\$362.05
059767	PROPES	PRONTO PEST MANAGEMENT	11/29/2018	CHECK	PMCHK00002233	\$500.00
059768	RAEHOE	RAE HOEKSTRA	11/29/2018	CHECK	PMCHK00002233	\$100.00
059769	RANHO	PENGUIN RANDOM HOUSE, LLC	11/29/2018	CHECK	PMCHK00002233	\$180.00
059770	RECBOO	RECORDED BOOKS, INC.	11/29/2018	CHECK	PMCHK00002233	\$393.25
059771	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	11/29/2018	CHECK	PMCHK00002233	\$66.10
059772	SARSHA	SARAH SHARP	11/29/2018	CHECK	PMCHK00002233	\$150.00
059773	SCHELE	SCHINDLER ELEVATOR CORPORATION	11/29/2018	CHECK	PMCHK00002233	\$776.98
059774	SIEBRO	SIERRA BROWN	11/29/2018	CHECK	PMCHK00002233	\$100.00
059775	SWESOU	SWEETWATER SOUND INC.	11/29/2018	CHECK	PMCHK00002233	\$6,370.24
059776	TAICHI	TAI CHI LOVE	11/29/2018	CHECK	PMCHK00002233	\$100.00
059777	TEACOM	THE TEACHING COMPANY SALES	11/29/2018	CHECK	PMCHK00002233	\$1,518.70
059778	TSAFON	TSAI FONG BOOKS, INC.	11/29/2018	CHECK	PMCHK00002233	\$326.44
059779	ULINE	ULINE, INC.	11/29/2018	CHECK	PMCHK00002233	\$118.09

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059780	VIRFOR	VIRGINIA M. FORD	11/29/2018	CHECK	PMCHK00002233	\$15.00
059781	WESENT	WESTGATE ENTERPRISES, LLC	11/29/2018	CHECK	PMCHK00002233	\$35,170.83
059782	WILSHU	WILLIAM SHURLIFF	11/29/2018	CHECK	PMCHK00002233	\$280.00
059783	WOLSEA	WOLVERINE SEALCOATING	11/29/2018	CHECK	PMCHK00002233	\$6,503.86
059784	MATDUB	MATT DUBAY	11/29/2018	CHECK	PMCHK00002233	\$69.99
EFT00238	CINTAS	CINTAS CORPORATION	11/1/2018	CHECK	PMCHK00002223	\$530.17
EFT00239	OXFPRO	2725-2805 ASSOCIATES, LLC	11/1/2018	CHECK	PMCHK00002223	\$10,076.65
EFT00240	UNIPAR	UNITED PARCEL SERVICE	11/1/2018	CHECK	PMCHK00002223	\$52.90
EFT00241	VERWIRC	VERIZON WIRELESS	11/1/2018	CHECK	PMCHK00002223	\$1,905.53
EFT00242	CINTAS	CINTAS CORPORATION	11/9/2018	CHECK	PMCHK00002226	\$650.47
EFT00243	CITWATER	CITY OF AA WATER UTILITIES	11/9/2018	CHECK	PMCHK00002226	\$2,965.18
EFT00244	COMCAS	COMCAST	11/9/2018	CHECK	PMCHK00002226	\$34.00
EFT00245	UNIPAR	UNITED PARCEL SERVICE	11/9/2018	CHECK	PMCHK00002226	\$268.37
EFT00246	ATTMOB	AT&T MOBILITY	11/15/2018	CHECK	PMCHK00002228	\$409.03
EFT00247	CITOF2	CITY OF ANN ARBOR	11/15/2018	CHECK	PMCHK00002228	\$37.00
EFT00248	CITOF2	CITY OF ANN ARBOR	11/15/2018	CHECK	PMCHK00002228	\$37.00
EFT00249	CITOF2	CITY OF ANN ARBOR	11/15/2018	CHECK	PMCHK00002228	\$37.00
EFT00250	CITOF2	CITY OF ANN ARBOR	11/15/2018	CHECK	PMCHK00002228	\$37.00
EFT00251	IRS	INTERNAL REVENUE SERVICE CTR	11/15/2018	CHECK	PMCHK00002228	\$2,633.00
EFT00252	UNIPAR	UNITED PARCEL SERVICE	11/15/2018	CHECK	PMCHK00002228	\$39.06
EFT00253	VERWIRC	VERIZON WIRELESS	11/15/2018	CHECK	PMCHK00002228	\$937.05
EFT00254	WASMAN	WASTE MANAGEMENT OF MICHIGAN	11/15/2018	CHECK	PMCHK00002228	\$289.92
EFT00255	CINTAS	CINTAS CORPORATION	11/20/2018	CHECK	PMCHK00002231	\$418.72
EFT00256	DTEENE	DTE ENERGY	11/20/2018	CHECK	PMCHK00002231	\$17,500.28
EFT00257	DTEENE1	DTE ENERGY	11/20/2018	CHECK	PMCHK00002231	\$9,261.55
EFT00258	TDSMET	TDS	11/20/2018	CHECK	PMCHK00002231	\$8,600.32
EFT00259	UNIPAR	UNITED PARCEL SERVICE	11/20/2018	CHECK	PMCHK00002231	\$55.01
EFT00260	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	11/29/2018	CHECK	PMCHK00002234	\$81,352.33
EFT00261	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	11/29/2018	CHECK	PMCHK00002234	\$4,664.20
EFT00262	CINTAS	CINTAS CORPORATION	11/29/2018	CHECK	PMCHK00002234	\$755.57
EFT00263	CITALARM	CITY OF ANN ARBOR	11/29/2018	CHECK	PMCHK00002234	\$82.00
EFT00264	UNIPAR	UNITED PARCEL SERVICE	11/29/2018	CHECK	PMCHK00002234	\$39.96
EFT00265	VERWIRC	VERIZON WIRELESS	11/29/2018	CHECK	PMCHK00002234	\$2,835.99

Total Checks: 286

Total Amount of Checks: \$760,225.24

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Ranges: From: To: From: To:
 Check Number First Last Check Date 12/1/2018 12/31/2018
 Vendor ID First Last Checkbook ID First Last
 Vendor Name First Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059785	4THTHE	4th WALL THEATRE CO.	12/6/2018	CHECK	PMCHK00002236	\$1,260.00
059786	AIRENTAL	A-1 RENTAL, INC.	12/6/2018	CHECK	PMCHK00002236	\$1,190.00
059787	ADASTR	ADAMS STREET PUBLISHING CO.	12/6/2018	CHECK	PMCHK00002236	\$780.00
059788	AFTDEL	AFTERNOON DELIGHT	12/6/2018	CHECK	PMCHK00002236	\$127.00
059789	ALLENT	ALLIANCE ENTERTAINMENT	12/6/2018	CHECK	PMCHK00002236	\$2,757.25
059790	BAKTAY	BAKER & TAYLOR	12/6/2018	CHECK	PMCHK00002236	\$11,507.50
059791	BELRET	BELNICK RETAIL, LLC	12/6/2018	CHECK	PMCHK00002236	\$2,993.57
059792	BILCOO	Willman R. Cooper II	12/6/2018	CHECK	PMCHK00002236	\$51.04
059793	BOOKLIST	BOOKLIST / ALA	12/6/2018	CHECK	PMCHK00002236	\$335.00
059794	BRIYOUNG	BRIGIT YOUNG	12/6/2018	CHECK	PMCHK00002236	\$300.00
059795	BUSCAR	BUSINESS CARD	12/6/2018	CHECK	PMCHK00002236	\$3,124.08
059796	CARBRO	CARPENTER BROS.	12/6/2018	CHECK	PMCHK00002236	\$9.90
059797	CDW-G	CDW GOVERNMENT	12/6/2018	CHECK	PMCHK00002236	\$3,235.08
059798	CORSTR	COREY STRONG	12/6/2018	CHECK	PMCHK00002236	\$500.00
059799	CURTAY	CURTIS D. TAYLOR	12/6/2018	CHECK	PMCHK00002236	\$550.00
059800	DENOWE	DENISE EUREY-OWENS	12/6/2018	CHECK	PMCHK00002236	\$100.00
059801	DICBLI	BLICK ART MATERIALS	12/6/2018	CHECK	PMCHK00002236	\$80.94
059802	DIGKEY	DIGI-KEY ELECTRONICS	12/6/2018	CHECK	PMCHK00002236	\$253.16
059803	DISPAP	DISCOUNT PAPER PRODUCTS, INC.	12/6/2018	CHECK	PMCHK00002236	\$789.80
059804	FASTSI	FASTSIGNS	12/6/2018	CHECK	PMCHK00002236	\$625.00
059805	FRIOF	FRIENDS OF THE AADL	12/6/2018	CHECK	PMCHK00002236	\$3,919.75
059806	HUGGAL	HUGH GALLAGHER	12/6/2018	CHECK	PMCHK00002236	\$200.00
059807	INFOD	INFORMATION TODAY, INC.	12/6/2018	CHECK	PMCHK00002236	\$442.53
059808	METZGE	METZGER'S	12/6/2018	CHECK	PMCHK00002236	\$2,620.00
059809	MIDTAP	MIDWEST TAPE	12/6/2018	CHECK	PMCHK00002236	\$2,041.14
059810	PAYCOO	PAYTON COOK	12/6/2018	CHECK	PMCHK00002236	\$400.00
059811	PITTSFIELD	PITTSFIELD CHARTER TOWNSHIP	12/6/2018	CHECK	PMCHK00002236	\$374.25
059812	PRITEC	PRINT TECH INC.	12/6/2018	CHECK	PMCHK00002236	\$4,099.20
059813	PUBWEE	PUBLISHERS WEEKLY	12/6/2018	CHECK	PMCHK00002236	\$478.98
059814	RECBOO	RECORDED BOOKS, INC.	12/6/2018	CHECK	PMCHK00002236	\$103.50
059815	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	12/6/2018	CHECK	PMCHK00002236	\$22.00
059816	SCHSOU	SCHEDULE SOURCE, INC	12/6/2018	CHECK	PMCHK00002236	\$1,031.00
059817	SWESOU	SWEETWATER SOUND INC.	12/6/2018	CHECK	PMCHK00002236	\$10,291.00
059818	TSAFON	TSAI FONG BOOKS, INC.	12/6/2018	CHECK	PMCHK00002236	\$332.67
059819	UMUNIPRO	UNIVERSITY OF MICHIGAN	12/6/2018	CHECK	PMCHK00002236	\$500.00
059820	VALLINP	VALUE LINE PUBLISHING LLC.	12/6/2018	CHECK	PMCHK00002236	\$8,820.00
059821	KARTUT	KARIN TUTHILL	12/6/2018	CHECK	PMCHK00002236	\$75.53
059822	HUGGAL	HUGH GALLAGHER	12/6/2018	CHECK	PMCHK00002237	\$400.00
059823	MARSTU	MARTHA STUIT	12/6/2018	CHECK	PMCHK00002237	\$200.00
059824	MICPOW	MICHIGAN POWER RODDING	12/6/2018	CHECK	PMCHK00002237	\$311.00
059825	ROBNEE	ROBERT W NEEDHAM	12/6/2018	CHECK	PMCHK00002237	\$500.00
059826	UNDGRO	UNDERGROUND PRINTING	12/6/2018	CHECK	PMCHK00002237	\$474.50
059827	A.M. SERV	A.M. SERVICES, INC	12/13/2018	CHECK	PMCHK00002240	\$9,400.00
059828	AARFOL	AARON FOLEY	12/13/2018	CHECK	PMCHK00002240	\$300.00
059829	AASCH	ANN ARBOR PUBLIC SCHOOLS	12/13/2018	CHECK	PMCHK00002240	\$1,000.00
059830	ADRCOL	ADRIAN COLLEGE	12/13/2018	CHECK	PMCHK00002240	\$66.99
059831	AFTDEL	AFTERNOON DELIGHT	12/13/2018	CHECK	PMCHK00002240	\$616.00
059832	ALLJON	ALLISON JONES	12/13/2018	CHECK	PMCHK00002240	\$39.89
059833	AMASCH	AMANDA SCHOTT	12/13/2018	CHECK	PMCHK00002240	\$21.96
059834	ANNARB	ANN ARBOR OBSERVER	12/13/2018	CHECK	PMCHK00002240	\$2,487.10
059835	APPLE	APPLE, INC.	12/13/2018	CHECK	PMCHK00002240	\$1,311.00
059836	B&H	B&H PHOTO-VIDEO	12/13/2018	CHECK	PMCHK00002240	\$3,913.03
059837	BAKTAY	BAKER & TAYLOR	12/13/2018	CHECK	PMCHK00002240	\$21,395.07
059838	BANMED	BANG MEDIA	12/13/2018	CHECK	PMCHK00002240	\$350.00
059839	BETBEC	BETSY JANE BECKERMAN	12/13/2018	CHECK	PMCHK00002240	\$1,170.00
059840	BETMAN	BETH MANUEL	12/13/2018	CHECK	PMCHK00002240	\$11.45
059841	BREWER	BREWER'S	12/13/2018	CHECK	PMCHK00002240	\$624.38
059842	BRIKRU	BRIAN KRUGER	12/13/2018	CHECK	PMCHK00002240	\$8,000.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059843	BUSVAL	BUSCH'S, INC.	12/13/2018	CHECK	PMCHK00002240	\$120.25
059844	DAWHEN	DAWN L. HENRY	12/13/2018	CHECK	PMCHK00002240	\$450.00
059845	DEMCO	DEMCO	12/13/2018	CHECK	PMCHK00002240	\$389.90
059846	DICBLI	BLICK ART MATERIALS	12/13/2018	CHECK	PMCHK00002240	\$299.57
059847	DIGKEY	DIGI-KEY ELECTRONICS	12/13/2018	CHECK	PMCHK00002240	\$25.95
059848	ELIPEA	ELIZABETH PEARCE	12/13/2018	CHECK	PMCHK00002240	\$86.11
059849	GRAINGER	GRAINGER	12/13/2018	CHECK	PMCHK00002240	\$55.98
059850	GREWAL	GREG WALTERS	12/13/2018	CHECK	PMCHK00002240	\$163.65
059851	JACBES	JACOB BEST	12/13/2018	CHECK	PMCHK00002240	\$100.00
059852	JEWISHNE	JEWISH NEWS	12/13/2018	CHECK	PMCHK00002240	\$263.00
059853	JOANLLC	JO-ANN LLC	12/13/2018	CHECK	PMCHK00002240	\$10,200.00
059854	JOHCON	JOHNSON CONTROLS SECURITY SOL	12/13/2018	CHECK	PMCHK00002240	\$645.00
059855	KARTUT	KARIN TUTHILL	12/13/2018	CHECK	PMCHK00002240	\$116.68
059856	KATMON	KATIE MONKIEWICZ	12/13/2018	CHECK	PMCHK00002240	\$12.48
059857	KATULE	KATHRYN ULEMAN	12/13/2018	CHECK	PMCHK00002240	\$375.00
059858	KEEROD	KEEGAN RODGERS	12/13/2018	CHECK	PMCHK00002240	\$400.00
059859	LOWE'S	LOWES BUSINESS ACCOUNT	12/13/2018	CHECK	PMCHK00002240	\$64.19
059860	LUCSCH	LUCY SCHRAMM	12/13/2018	CHECK	PMCHK00002240	\$18.64
059861	LYZLUI	ELIZABETH LUIDENS	12/13/2018	CHECK	PMCHK00002240	\$100.00
059862	MARBAN	MARTIN BANDYKE	12/13/2018	CHECK	PMCHK00002240	\$400.00
059863	MARHUS	MARISA HUSTON	12/13/2018	CHECK	PMCHK00002240	\$36.73
059864	MARKOU	MARGARET ALEX KOURVO	12/13/2018	CHECK	PMCHK00002240	\$138.00
059865	MICALE	MICHAEL ALEX MOSSEY LIBRARY	12/13/2018	CHECK	PMCHK00002240	\$54.00
059866	MICPOW	MICHIGAN POWER RODDING	12/13/2018	CHECK	PMCHK00002240	\$310.00
059867	MIDTAP	MIDWEST TAPE	12/13/2018	CHECK	PMCHK00002240	\$8,794.98
059868	NETTIS	JEANNETTE TISO	12/13/2018	CHECK	PMCHK00002240	\$100.00
059869	NICWILL	NICOLE WILLIAMS	12/13/2018	CHECK	PMCHK00002240	\$85.33
059870	PATFEMI	PATRICIA F. SMITH	12/13/2018	CHECK	PMCHK00002240	\$100.00
059871	PRIPAL	PRINTLINK PALMER	12/13/2018	CHECK	PMCHK00002240	\$308.62
059872	PRITEC	PRINT TECH INC.	12/13/2018	CHECK	PMCHK00002240	\$3,545.19
059873	QUANTA	QUANTA, INC.	12/13/2018	CHECK	PMCHK00002240	\$287.53
059874	RECANN	RECYCLE ANN ARBOR	12/13/2018	CHECK	PMCHK00002240	\$726.00
059875	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	12/13/2018	CHECK	PMCHK00002240	\$23,686.66
059876	SAIHUS	SAIRAH HUSAIN	12/13/2018	CHECK	PMCHK00002240	\$17.99
059877	SARJAB	SARMED JABRA	12/13/2018	CHECK	PMCHK00002240	\$600.00
059878	SARKEK	SARA MELTON KELLER	12/13/2018	CHECK	PMCHK00002240	\$240.00
059879	SCHSEC	SCHILKE SECURITY	12/13/2018	CHECK	PMCHK00002240	\$625.00
059880	STAHAR	STADIUM HARDWARE	12/13/2018	CHECK	PMCHK00002240	\$74.45
059881	SWESOU	SWEETWATER SOUND INC.	12/13/2018	CHECK	PMCHK00002240	\$3,168.00
059882	TARJOH	TARA JOHNSON	12/13/2018	CHECK	PMCHK00002240	\$100.00
059883	THOGAL	GALE/CENGAGE LEARNING	12/13/2018	CHECK	PMCHK00002240	\$375.07
059884	TOMTHO	TOM THOMPSON FLOWERS	12/13/2018	CHECK	PMCHK00002240	\$225.00
059885	UMSCHINFO	UMSI	12/13/2018	CHECK	PMCHK00002240	\$75.00
059886	VARFOR	VARSITY FORD	12/13/2018	CHECK	PMCHK00002240	\$96.20
059887	VOSLIG	VOSS LIGHTING	12/13/2018	CHECK	PMCHK00002240	\$1,161.76
059888	A.M. SERV	A.M. SERVICES, INC	12/19/2018	CHECK	PMCHK00002242	\$96.00
059889	AIRENTAL	A-1 RENTAL, INC.	12/19/2018	CHECK	PMCHK00002242	\$161.00
059890	AANEWS	THE ANN ARBOR NEWS	12/19/2018	CHECK	PMCHK00002242	\$390.80
059891	AFTDEL	AFTERNOON DELIGHT	12/19/2018	CHECK	PMCHK00002242	\$256.25
059892	AHNALZ	AHNAS ALZAHABI	12/19/2018	CHECK	PMCHK00002242	\$100.00
059893	ALLENT	ALLIANCE ENTERTAINMENT	12/19/2018	CHECK	PMCHK00002242	\$3,829.16
059894	ALLSUP	ALLIED-EAGLE SUPPLY CO	12/19/2018	CHECK	PMCHK00002242	\$537.04
059895	AMEHIS	AMELIA HISSONG	12/19/2018	CHECK	PMCHK00002242	\$160.00
059896	AMYTAR	AMY TARRANT	12/19/2018	CHECK	PMCHK00002242	\$150.00
059897	ANNARB	ANN ARBOR OBSERVER	12/19/2018	CHECK	PMCHK00002242	\$3,345.20
059898	APPIMA	APPLIED IMAGING	12/19/2018	CHECK	PMCHK00002242	\$3,075.11
059899	APPLE	APPLE, INC.	12/19/2018	CHECK	PMCHK00002242	\$417.00
059900	ARSHAN	ARSENAL HANDICRAFT	12/19/2018	CHECK	PMCHK00002242	\$500.00
059901	B&H	B&H PHOTO-VIDEO	12/19/2018	CHECK	PMCHK00002242	\$4,339.86
059902	BAKTAY	BAKER & TAYLOR	12/19/2018	CHECK	PMCHK00002242	\$13,278.61
059903	BANOFAACC	BANK OF ANN ARBOR	12/19/2018	CHECK	PMCHK00002242	\$8,936.77
059904	BETBAT	ELIZABETH SNOVER-TAIT BATTEY	12/19/2018	CHECK	PMCHK00002242	\$360.00
059905	CARBRO	CARPENTER BROS.	12/19/2018	CHECK	PMCHK00002242	\$62.50
059906	CARHEE	CARISSA VAN HEEST	12/19/2018	CHECK	PMCHK00002242	\$20.00
059907	CFRA	CFRA	12/19/2018	CHECK	PMCHK00002242	\$860.00

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
059908	CONSHA	CONNOR SHAUGHNESSY	12/19/2018	CHECK	PMCHK00002242	\$600.00
059909	DAVMCM	DAVID MCMILLAN	12/19/2018	CHECK	PMCHK00002242	\$80.00
059910	DICBLI	BLICK ART MATERIALS	12/19/2018	CHECK	PMCHK00002242	\$154.91
059911	DIGKEY	DIGI-KEY ELECTRONICS	12/19/2018	CHECK	PMCHK00002242	\$72.47
059912	DYKGOS	DYKEMA GOSSETT PLLC	12/19/2018	CHECK	PMCHK00002242	\$637.51
059913	ELIJAM	ELIZABETH JAMES	12/19/2018	CHECK	PMCHK00002242	\$100.00
059914	HANCON	HANDYMAN CONNECTION OF AA	12/19/2018	CHECK	PMCHK00002242	\$125.00
059915	HBMARC	HBM Architects, LLC.	12/19/2018	CHECK	PMCHK00002242	\$8,204.30
059916	INGLIB	INGRAM LIBRARY SERVICES INC.	12/19/2018	CHECK	PMCHK00002242	\$300.00
059917	JESGAR	JESSE HOFFNUNG-GARSKOF	12/19/2018	CHECK	PMCHK00002242	\$200.00
059918	JOEREI	JOSEPH REILLY	12/19/2018	CHECK	PMCHK00002242	\$900.00
059919	LEXMAT	MATTHEW BENDER & CO., INC.	12/19/2018	CHECK	PMCHK00002242	\$203.10
059920	MARDUT	MARC DUTTON IRRIGATION	12/19/2018	CHECK	PMCHK00002242	\$75.00
059921	MERCON	MERCES CONSULTING	12/19/2018	CHECK	PMCHK00002242	\$896.76
059922	METCOM	METCOM	12/19/2018	CHECK	PMCHK00002242	\$1,723.61
059923	METLIFE	METLIFE - GROUP BENEFITS	12/19/2018	CHECK	PMCHK00002242	\$8,334.90
059924	MIDTAP	MIDWEST TAPE	12/19/2018	CHECK	PMCHK00002242	\$18,498.45
059925	MINCEN	MINDCENTRIC	12/19/2018	CHECK	PMCHK00002242	\$1,433.00
059926	MONHIG	MONICA HIGMAN	12/19/2018	CHECK	PMCHK00002242	\$100.00
059927	OCLINS	OCLC, INC.	12/19/2018	CHECK	PMCHK00002242	\$4,267.85
059928	PAYCOO	PAYTON COOK	12/19/2018	CHECK	PMCHK00002242	\$600.00
059929	PITCHA	PITTSFIELD CHARTER TOWNSHIP	12/19/2018	CHECK	PMCHK00002242	\$160.38
059930	QUANTA	QUANTA, INC.	12/19/2018	CHECK	PMCHK00002242	\$272.10
059931	SCHELE	SCHINDLER ELEVATOR CORPORATION	12/19/2018	CHECK	PMCHK00002242	\$2,484.42
059932	SELAUTO	SELECT AUTO SERVICE	12/19/2018	CHECK	PMCHK00002242	\$502.38
059933	THOGAL	GALE/CENGAGE LEARNING	12/19/2018	CHECK	PMCHK00002242	\$307.08
059934	UNUMPRO	UNUM LIFE INSURANCE	12/19/2018	CHECK	PMCHK00002242	\$3,722.87
059935	UNUMPRO1	UNUM LIFE INSURANCE	12/19/2018	CHECK	PMCHK00002242	\$3,224.01
059936	WESENT	WESTGATE ENTERPRISES, LLC	12/19/2018	CHECK	PMCHK00002242	\$35,170.83
EFT00266	OXFPRO	2725-2805 ASSOCIATES, LLC	12/3/2018	CHECK	PMCHK00002235	\$10,444.49
EFT00267	CINTAS	CINTAS CORPORATION	12/7/2018	CHECK	PMCHK00002238	\$736.61
EFT00268	COMCAS	COMCAST	12/7/2018	CHECK	PMCHK00002238	\$34.00
EFT00269	OFFDEP	OFFICE DEPOT, INC.	12/7/2018	CHECK	PMCHK00002238	\$1,478.89
EFT00270	ULINE	ULINE, INC.	12/7/2018	CHECK	PMCHK00002238	\$233.36
EFT00271	UNIPAR	UNITED PARCEL SERVICE	12/7/2018	CHECK	PMCHK00002238	\$39.52
EFT00272	WASMAN	WASTE MANAGEMENT OF MICHIGAN	12/7/2018	CHECK	PMCHK00002238	\$289.92
EFT00273	UNIPAR	UNITED PARCEL SERVICE	12/12/2018	CHECK	PMCHK00002239	\$184.60
EFT00274	CINTAS	CINTAS CORPORATION	12/13/2018	CHECK	PMCHK00002241	\$413.18
EFT00275	OFFDEP	OFFICE DEPOT, INC.	12/13/2018	CHECK	PMCHK00002241	\$705.76
EFT00276	ULINE	ULINE, INC.	12/13/2018	CHECK	PMCHK00002241	\$405.79
EFT00277	ATTMOB	AT&T MOBILITY	12/20/2018	CHECK	PMCHK00002243	\$409.03
EFT00278	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	12/20/2018	CHECK	PMCHK00002243	\$80,380.82
EFT00279	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	12/20/2018	CHECK	PMCHK00002243	\$3,815.87
EFT00280	CINTAS	CINTAS CORPORATION	12/20/2018	CHECK	PMCHK00002243	\$277.36
EFT00281	CITWATER	CITY OF AA WATER UTILITIES	12/20/2018	CHECK	PMCHK00002243	\$5,704.93
EFT00282	DTEENE	DTE ENERGY	12/20/2018	CHECK	PMCHK00002243	\$21,857.70
EFT00283	DTEENE1	DTE ENERGY	12/20/2018	CHECK	PMCHK00002243	\$9,421.30
EFT00284	OFFDEP	OFFICE DEPOT, INC.	12/20/2018	CHECK	PMCHK00002243	\$733.13
EFT00285	TDSMET	TDS	12/20/2018	CHECK	PMCHK00002243	\$8,598.97
EFT00286	ULINE	ULINE, INC.	12/20/2018	CHECK	PMCHK00002243	\$185.93
EFT00287	UNIPAR	UNITED PARCEL SERVICE	12/20/2018	CHECK	PMCHK00002243	\$52.84
EFT00288	VERWIRC	VERIZON WIRELESS	12/20/2018	CHECK	PMCHK00002243	\$937.20

Total Checks: 175

Total Amount of Checks: \$459,698.58

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Ann Arbor District Library Financial Summary for November 2018

Cash

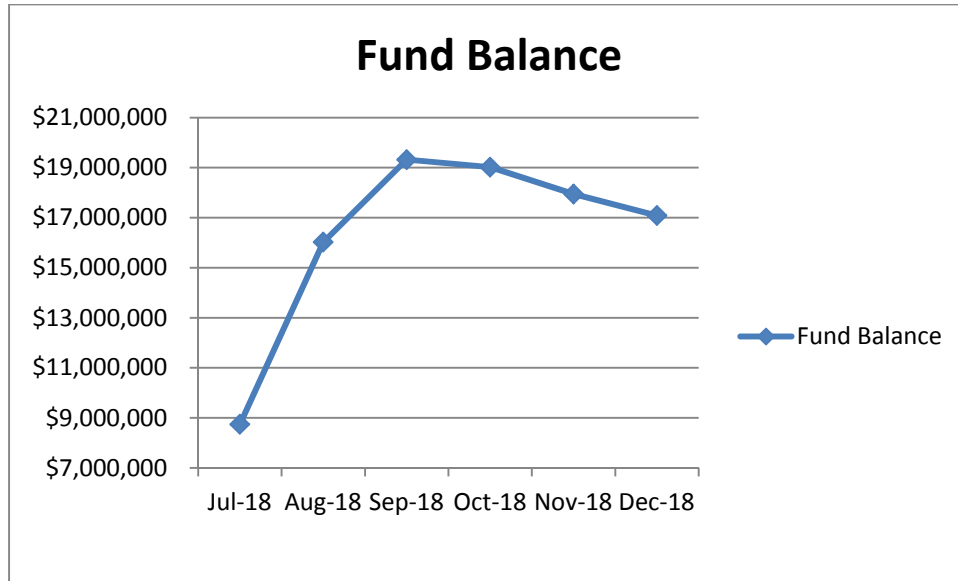
The unrestricted cash balance as of November 30, 2018 is \$17,430,239 down from \$18,536,758 at the end of October 2018.

Tax Receipts

The Library has received \$15,613,416 which is 96.5% of the annual budgeted tax receipts of \$16,186,497 as of November 30, 2018.

Fund Balance Activity

The Library has a positive fund balance of \$17,945,564 down from \$19,020,768 at the end of October 2018.



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

Actual cash receipts as of November 30, 2018 were \$15,778,805 which is \$5,039 more than projected. There were no receipts for State Aid, Penal Fines or Grants & Memorials.

Ann Arbor District Library
Financial Summary for November 2018

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

There were no line items over budget.

Grants & Memorials (Balances):

Grant balances as of November 31, 2018:

- Friends of the AADL = \$29,964.11 November 2018 expenditures were \$25.00
- Archives grant = \$46,617.22 There were no expenditures for November 2018
- City Lore grant = \$800. November 2018 expenditures were \$500.00

Capital Project Fund:

There were no capital project fund expenditures for November 2018.

Year-to-Date Revenue over Expenditures is \$9,982,830.

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 November 30, 2018

	November			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
REVENUES:						
Property taxes, net	\$ 82,923	\$ 83,000	\$ (77)	\$ 15,613,416	\$ 15,610,020	\$ 3,396
State aid	-	-	-	-	-	-
State penal fines	-	-	-	-	-	-
Interest income	36,106	35,000	1,106	58,945	57,805	1,140
Copier revenue	2,940	2,900	40	15,200	15,216	(16)
Grants and memorials	-	-	-	-	-	-
Library fines, fees and other	13,704	13,300	404	65,944	65,350	594
Non-resident fees	1,500	1,350	150	7,763	7,625	138
Rental revenue	5,845	3,000	2,845	17,536	17,750	(214)
TOTAL REVENUES:	\$ 143,019	\$ 138,550	\$ 4,469	\$ 15,778,805	\$ 15,773,766	\$ 5,039
EXPENDITURES:						
Current:						
Personnel:						
Salaries and wages	\$ 427,890	\$ 430,000	\$ (2,110)	\$ 2,670,562	\$ 2,615,615	\$ 54,947
Employee benefits	130,610	132,000	(1,390)	682,149	690,633	(8,484)
Employment taxes	31,365	32,000	(635)	198,410	202,581	(4,170)
Purchased services:						
Custodial services	23,687	23,750	(63)	118,433	140,790	(22,357)
Accounting/Audit	-	-	-	-	-	-
Legal	679	680	(1)	6,607	6,930	(323)
Professional services	22,446	22,500	(54)	86,732	93,132	(6,400)
Utilities	29,916	30,000	(84)	163,755	172,927	(9,172)
Property Insurance	8,752	8,752	(0)	43,758	43,807	(49)
Communications	20,313	20,350	(37)	78,300	79,255	(955)
Materials	161,341	161,500	(159)	628,513	661,358	(32,845)
Software Licenses/Maint	7,301	7,400	(99)	27,798	39,811	(12,013)
Building Rental	45,247	45,250	(3)	274,340	296,108	(21,768)
Seminars, conferences and travel	1,614	1,700	(86)	7,779	11,564	(3,785)
Copier Expense	-	-	-	11,756	13,308	(1,552)
Library Programming	44,555	45,000	(445)	260,910	287,349	(26,439)
Grant and Memorial Expenditures	525	575	(50)	38,265	38,318	(52)
Operating Supplies	25,881	26,000	(119)	101,790	120,900	(19,110)
Repairs & Maintenance	74,980	75,000	(20)	230,811	250,000	(19,189)
Postage	556	575	(19)	4,943	7,450	(2,507)
Other Operating Expenditures	1,481	1,500	(19)	8,269	10,390	(2,121)
Capital Outlay/Maintenance Expense	71,393	75,000	(3,607)	152,095	155,000	(2,905)
TOTAL EXPENDITURES:	\$ 1,130,530	\$ 1,139,532	\$ (9,002)	\$ 5,795,975	\$ 5,937,225	\$ (141,251)
Revenue over (under) expenditures	\$ (987,512)	\$ (1,000,982)	\$ 13,470	\$ 9,982,830	\$ 9,836,541	\$ (136,212)
Other financing sources (uses)						
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net change in fund balances	\$ (987,512)	\$ (1,000,982)	\$ 13,470	\$ 9,982,830	\$ 9,836,541	\$ (136,212)
Fund balance, beginning of year	\$ 6,575,909	\$ 6,575,909	\$ -	\$ 6,575,909	\$ 6,575,909	\$ -
Fund balance, end of year	\$ 5,588,397	\$ 5,574,927	\$ 13,470	\$ 16,558,739	\$ 16,412,450	\$ (136,212)

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Period July 1, 2018 through November 30, 2018

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 15,613,416	\$ -	\$ -	\$ 15,613,416
State aid	-	-	-	-
State penal fines	-	-	-	-
Interest income	58,945	-	946	59,891
Copier revenue	15,200	-	-	15,200
Grants and memorials	-	-	-	-
Library fines, fees and other	65,944	-	-	65,944
Non-resident fees	7,763	-	-	7,763
Rental revenue	17,536	-	-	17,536
TOTAL REVENUES:	\$ 15,778,805	\$ -	\$ 946	\$ 15,779,751
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 2,670,562	\$ -	\$ -	\$ 2,670,562
Employee benefits	682,149	-	-	682,149
Employment taxes	198,410	-	-	198,410
Purchased services:				
Custodial services	118,433	-	-	118,433
Accounting/Audit	-	-	-	-
Legal	6,607	-	-	6,607
Professional services	86,732	-	-	86,732
Utilities	163,755	-	-	163,755
Property insurance	43,758	-	-	43,758
Communications	78,300	-	-	78,300
Materials	628,513	-	-	628,513
Software Licenses/Maint	27,798	-	-	27,798
Building Rental	274,340	-	-	274,340
Seminars, conferences and travel	7,779	-	-	7,779
Copier Expense	11,756	-	-	11,756
Library Programming	260,910	-	-	260,910
Grant and Memorial Expenditures	38,265	-	-	38,265
Operating Supplies	101,790	-	-	101,790
Repairs and Maintenance	230,811	-	-	230,811
Postage	4,943	-	-	4,943
Other Operating Expenditures	8,269	-	-	8,269
Capital Outlay/Maintenance Expense	152,095	-	-	152,095
TOTAL EXPENDITURES:	\$ 5,795,975	\$ -	\$ -	\$ 5,795,975
Revenue over (under) expenditures	\$ 9,982,830	\$ -	\$ 946	\$ 9,983,776
Other financing sources (uses)				
Transfers in	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -
Change in fund balance	\$ 9,982,830	\$ -	\$ 946	\$ 9,983,776
Fund balance, beginning of year	\$ 6,575,909	\$ 1,386,825	\$ -	\$ 7,962,734
Fund balance, end of year	\$ 16,558,739	\$ 1,386,825	\$ 946	\$ 17,946,510

ANN ARBOR DISTRICT LIBRARY

Balance Sheet

Governmental Funds

November 30, 2018

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 11,434,990	\$ 1,386,825	\$ 495,015	\$ 13,316,829
Investments	4,608,424	-	-	4,608,424
Due from other governmental units	131,250	-	-	131,250
Prepaid items	438,299	-	-	438,299
Total assets	<u>\$ 16,612,963</u>	<u>\$ 1,386,825</u>	<u>\$ 495,015</u>	<u>\$ 18,494,803</u>
Liabilities				
Accounts payable	5,445	-	-	5,445
Accrued payroll and benefits	139,186	-	-	139,186
Total liabilities	<u>\$ 144,631</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 144,631</u>
Deferred Outflows				
Unavailable Property Tax Revenue	<u>\$ 8,869,043</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,869,043</u>
Fund balances				
Nonspendable:				
Prepaid items	\$ 438,299	\$ -	\$ -	\$ 438,299
Permanent corpus	-	-	325,000	325,000
Restricted for endowments	-	-	170,015	170,015
Committed for capital projects	-	1,386,825	-	1,386,825
Encumbered	382,091	-	-	382,091
Unassigned	6,778,899	-	-	6,778,899
Total fund balances	<u>\$ 7,599,289</u>	<u>\$ 1,386,825</u>	<u>\$ 495,015</u>	<u>\$ 9,481,129</u>
Total liabilities and fund balances	<u>\$ 16,612,963</u>	<u>\$ 1,386,825</u>	<u>\$ 495,015</u>	<u>\$ 18,494,803</u>

Ann Arbor District Library Financial Summary for December 2018

Cash

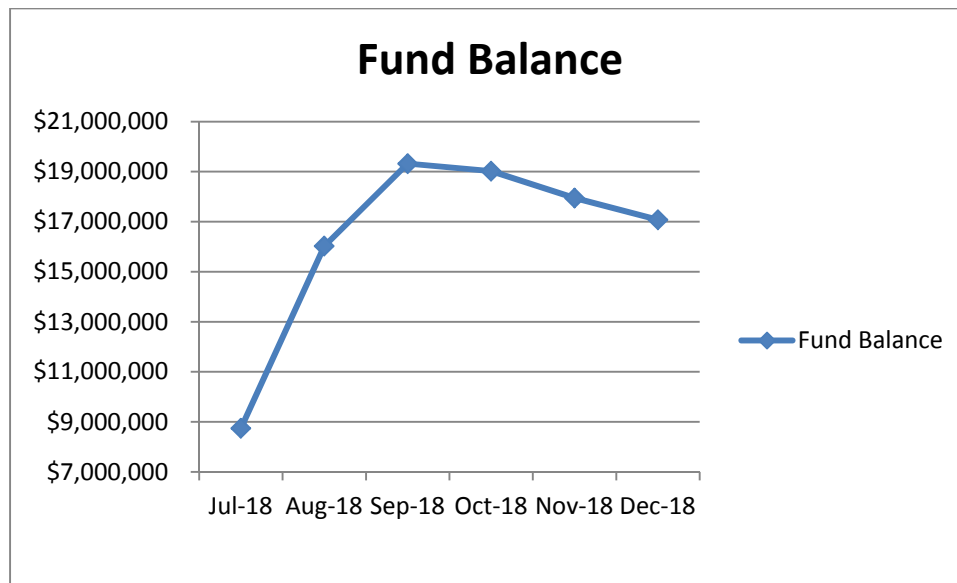
The unrestricted cash balance as of December 31, 2018 is \$16,335,713 down from \$17,430,239 at the end of November 2018.

Tax Receipts

The Library has received \$15,638,772 which is 96.6% of the annual budgeted tax receipts of \$16,186,497 as of December 31, 2018.

Fund Balance Activity

The Library has a positive fund balance of \$17,076,986 down from \$17,945,564 at the end of November 2018.



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

Actual cash receipts as of December 31, 2018 were \$15,867,858 which is \$2,222 more than projected. In the Grants & Memorials category, donations totaling \$1,325 were received for the Archives digitization work. There were no receipts for State Aid or Penal Fines.

Ann Arbor District Library
Financial Summary for December 2018

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

There were no line items over budget.

Grants & Memorials (Balances):

Grant balances as of December 31, 2018:

- Friends of the AADL = \$29,369.61 December 2018 expenditures were \$594.50
- Archives grant = \$47,942.22 There were no expenditures for December 2018
- City Lore grant = \$600.00 December 2018 expenditures were \$200.00

Capital Project Fund:

There were no capital project fund expenditures for December 2018.

Year-to-Date Revenue over Expenditures is \$9,114,252.

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 December 31, 2018

	December			Year To Date		
	Actual	Budget	Variance	Actual	Budget	Variance
REVENUES:						
Property taxes, net	\$ 25,356	\$ 17,250	\$ 8,106	\$ 15,638,772	\$ 15,644,520	\$ (5,748)
State aid	-	-	-	-	-	-
State penal fines	-	-	-	-	-	-
Interest income	39,810	10,000	29,810	98,755	77,805	20,950
Copier revenue	2,507	2,510	(3)	17,708	20,236	(2,528)
Grants and memorials	1,325	-	1,325	1,325	-	1,325
Library fines, fees and other	13,009	12,500	509	78,953	90,350	(11,397)
Non-resident fees	1,200	750	450	8,963	9,125	(163)
Rental revenue	5,845	2,925	2,920	23,382	23,600	(218)
TOTAL REVENUES:	\$ 89,053	\$ 45,935	\$ 43,118	\$ 15,867,858	\$ 15,865,636	\$ 2,222
EXPENDITURES:						
Current:						
Personnel:						
Salaries and wages	\$ 410,081	\$ 410,110	\$ (29)	\$ 2,996,402	\$ 3,025,725	\$ (29,323)
Employee benefits	142,998	143,425	(427)	821,338	834,058	(12,720)
Employment taxes	29,556	30,000	(444)	220,300	232,581	(12,281)
Purchased services:						
Custodial services	23,687	23,750	(63)	142,120	164,540	(22,420)
Accounting/Audit	15,933	15,933	-	15,933	15,933	-
Legal	638	650	(12)	7,245	7,580	(335)
Professional services	19,634	19,775	(141)	106,366	112,907	(6,541)
Utilities	37,144	37,200	(56)	200,900	210,127	(9,227)
Property Insurance	8,752	8,752	-	52,509	52,559	(49)
Communications	15,570	15,575	(5)	93,870	94,830	(960)
Materials	149,030	149,080	(50)	777,543	810,438	(32,895)
Software Licenses/Maint	8,598	8,600	(2)	36,396	48,411	(12,015)
Building Rental	45,498	45,503	(5)	319,838	341,611	(21,773)
Seminars, conferences and travel	737	745	(8)	8,516	12,309	(3,793)
Copier Expense	3,075	3,100	(25)	14,831	16,408	(1,577)
Library Programming	47,343	47,815	(472)	308,253	335,164	(26,911)
Grant and Memorial Expenditures	795	795	-	39,060	39,112	(52)
Operating Supplies	19,522	19,550	(28)	121,312	140,450	(19,138)
Repairs & Maintenance	22,341	22,355	(14)	253,152	272,355	(19,203)
Postage	1,878	1,900	(22)	6,820	9,350	(2,530)
Other Operating Expenditures	1,516	1,519	(3)	9,785	11,909	(2,124)
Capital Outlay/Maintenance Expense	52,016	52,025	(9)	201,117	207,025	(5,908)
TOTAL EXPENDITURES:	\$ 1,056,342	\$ 1,058,156	\$ (1,814)	\$ 6,753,606	\$ 6,995,381	\$ (241,776)
Revenue over (under) expenditures	\$ (967,289)	\$ (1,012,221)	\$ 44,932	\$ 9,114,252	\$ 8,870,255	\$ (239,554)
Other financing sources (uses)						
Transfers in	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net change in fund balances	\$ (967,289)	\$ (1,012,221)	\$ 44,932	\$ 9,114,252	\$ 8,870,255	\$ (239,554)
Fund balance, beginning of year	\$ 6,575,909	\$ 6,575,909	\$ -	\$ 6,575,909	\$ 6,575,909	\$ -
Fund balance, end of year	\$ 5,608,620	\$ 5,563,688	\$ 44,932	\$ 15,690,161	\$ 15,446,164	\$ (239,554)

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

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

	General Fund	Capital Fund	All Endowment	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 15,638,772	\$ -	\$ -	\$ 15,638,772
State aid	-	-	-	-
State penal fines	-	-	-	-
Interest income	98,755	-	1,136	99,892
Copier revenue	17,708	-	-	17,708
Grants and memorials	1,325	-	-	1,325
Library fines, fees and other	78,953	-	-	78,953
Non-resident fees	8,963	-	-	8,963
Rental revenue	23,382	-	-	23,382
TOTAL REVENUES:	\$ 15,867,858	\$ -	\$ 1,136	\$ 15,868,994
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 2,996,402	\$ -	\$ -	\$ 2,996,402
Employee benefits	821,338	-	-	821,338
Employment taxes	220,300	-	-	220,300
Purchased services:				
Custodial services	142,120	-	-	142,120
Accounting/Audit	15,933	-	-	15,933
Legal	7,245	-	-	7,245
Professional services	106,366	-	-	106,366
Utilities				
Utilities	200,900	-	-	200,900
Property insurance				
Property insurance	52,509	-	-	52,509
Communications				
Communications	93,870	-	-	93,870
Materials				
Materials	777,543	-	-	777,543
Software Licenses/Maint				
Software Licenses/Maint	36,396	-	-	36,396
Building Rental				
Building Rental	319,838	-	-	319,838
Seminars, conferences and travel				
Seminars, conferences and travel	8,516	-	-	8,516
Copier Expense				
Copier Expense	14,831	-	-	14,831
Library Programming				
Library Programming	308,253	-	-	308,253
Grant and Memorial Expenditures				
Grant and Memorial Expenditures	39,060	-	-	39,060
Operating Supplies				
Operating Supplies	121,312	-	-	121,312
Repairs and Maintenance				
Repairs and Maintenance	253,152	-	-	253,152
Postage				
Postage	6,820	-	-	6,820
Other Operating Expenditures				
Other Operating Expenditures	9,785	-	-	9,785
Capital Outlay/Maintenance Expense				
Capital Outlay/Maintenance Expense	201,117	-	-	201,117
TOTAL EXPENDITURES:	\$ 6,753,606	\$ -	\$ -	\$ 6,753,606
Revenue over (under) expenditures	\$ 9,114,252	\$ -	\$ 1,136	\$ 9,115,388
Other financing sources (uses)				
Transfers in	\$ -	\$ -	\$ -	\$ -
Transfers out	\$ -	\$ -	\$ -	\$ -
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -
Change in fund balance	\$ 9,114,252	\$ -	\$ 1,136	\$ 9,115,388
Fund balance, beginning of year	\$ 6,575,909	\$ 1,386,825	\$ -	\$ 7,962,734
Fund balance, end of year	\$ 15,690,161	\$ 1,386,825	\$ 1,136	\$ 17,078,122

ANN ARBOR DISTRICT LIBRARY

Balance Sheet

Governmental Funds

December 31, 2018

	General Fund	Capital Fund	All Endowments	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 10,306,410	\$ 1,386,825	\$ 522,205	\$ 12,215,439
Investments	4,642,478	-	-	4,642,478
Due from other governmental units	157,500	-	-	157,500
Prepaid items	421,689	-	-	421,689
Total assets	\$ 15,528,077	\$ 1,386,825	\$ 522,205	\$ 17,437,107
Liabilities				
Accounts payable	107,579	-	-	107,579
Accrued payroll and benefits	337,015	-	-	337,015
Total liabilities	\$ 444,594	\$ -	\$ -	\$ 444,594
Deferred Outflows				
Unavailable Property Tax Revenue	\$ 7,545,524	\$ -	\$ -	\$ 7,545,524
Fund balances				
Nonspendable:				
Prepaid items	\$ 421,689	\$ -	\$ -	\$ 421,689
Permanent corpus	-	-	325,000	325,000
Restricted for endowments	-	-	197,205	197,205
Committed for capital projects	-	1,386,825	-	1,386,825
Encumbered	382,024	-	-	382,024
Unassigned	6,734,246	-	-	6,734,246
Total fund balances	\$ 7,537,960	\$ 1,386,825	\$ 522,205	\$ 9,446,989
Total liabilities and fund balances	\$ 15,528,077	\$ 1,386,825	\$ 522,205	\$ 17,437,107

Upcoming Events, and Issues of Interest

1. The **African American Cultural and Historical Museum of Washtenaw County** honored the AADL at its 21st Annual Celebration in December with its Community Service Award. The award is presented to individuals, businesses, or a governmental unit that opens doors and provides a gateway to free thinking and expression. The AACHM recognized AADL's heartfelt passion in assisting them in serving their mission.
2. The **Downtown Library will be closed** to the public for approximately 10 days for the re-carpeting and painting of the first floor lobby area and FAADL shop space. The closure will begin on Monday, February 25th.
3. **WAPUR (Washtenaw Pickup Robotics)** Championships were held in the Lobbytorium on December 16th, with 7 local high school robotics teams competing and approximately 1,000 spectators passing through over the course of the day. The winning alliance featured robots from Jonesville High School in Hillsdale County and the Rudolph Steiner High School. Local tech firm CEOs Dug Song and Joe Malcoun got a chance to pilot the winning robots in a PR exhibition match arranged by the Library. It was a very noisy day in the Library!
4. AADL will host a **Preschool Expo** in the Lobby on Sunday, January 27th, from 1:00-4:00 p.m. Local preschools are invited to have a table at this annual event where parents of prospective preschoolers can see in one place all the organizations and options available in the community. This event is in its 6th year and its 3rd time in the Downtown lobby. It was initially hosted at Palmer Commons on campus.
5. **Washtenaw Reads** author Michelle Kuo spoke about her book, **Reading with Patrick**, at Rackham Auditorium, Wednesday, January 16th, at 7:00 p.m. This marks the 16th year for the county-wide read.
6. **AADL Day at UM Women's BB** MI vs. Ohio State January 20th at Crisler Arena was a first of its kind partner event for AADL and UM athletics.

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 completed. Bidding for the projects has concluded. The work will be completed in this fiscal year and will require closure at each branch location while the work is being completed. AADL will only close one branch at a time.
2. 5.2 Library Administration contracted 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 was held on December 6th. The AADL will be bringing training on unconscious bias to the entire staff over the next year.
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. A final report will be delivered at the January 22, 2019, meeting of the Board.
4. 3.1 The planning for renovation of staff work areas on the 4th floor Downtown to accommodate staffing changes/additions in four departments sharing that space has been completed. This work will be completed this fiscal year.
5. 3.1 In anticipation of the changes to the WLBPD@AADL mandated by the State of MI Bureau for the Blind, the relocation of WLBPD materials to Lansing from the lower level of Downtown has begun.

AADL Projects and Initiatives Under Consideration

The AADL staff is actively considering how best to address the final aspects of the Strategic Plan 2016-2019 and is considering a process for developing the next strategic plan to recommend to the Board.

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

Director's Report
January 2019

EMAIL TO AADL: Pretty much nothing for adults anywhere but downtown. DT PROGRAMS THAT END AFTER DARK MAKE IT DANGEROUS TO NAVIGATE BACK TO CAR AT STRUCTURE OR BACK STREETS.

Library Response: *I am sorry that you do not feel that the AADL offers programming to adults outside of Downtown. What type of programming are you most interested in seeing in the branches?*

Currently, we only have room for audiences over 140 or so in the Downtown Library and many of our program partners request programs such as author talks and lectures be held Downtown in the evening or on weekends.

We are interested in knowing what programming would interest you. Thanks for letting us know of your dissatisfaction and frustration.

SECONDARY PATRON RESPONSE: So many great programs downtown. More art classes, cooking instruction, book club, opportunities for social contact for older persons. Much seems to focus on children and young mothers. So important but hey, I'm the one paying the big taxes and not using classroom space. Yes, there is bridge, euchre and memoir writing galore but that is for a segment of over 55 in which many of us are not. You could do a survey, perhaps check out library associations for what works for them.

I think many would appreciate free parking. I know walkability is a big seller for Ann Arbor but most are either live too far to walk, don't want to be walking through parking structures alone after dark, can't afford the price of homes within walking distance or are students who per my experience long ago, have little time for extracurricular pastimes. If participation is a concern, signage in the peripheral locations or pop ups on the website would make the offerings so much more visible.

I just found the schedule for drawing classes by accident while trying in vain to navigate the website that seemingly changes all too often with minimal orientation on line.

Thanks for reading my grievances.+

Email to AADL: Greetings:

I love Ann Arbor library and librarians. Thank you for all the great services and resources you provide! However, I especially love the fire at Westgate and I am wondering when it will be working again. Any information would be greatly appreciated.

***Library Response:** Thank you very much for your kind note. We are pleased that you are happy with the services and resources at AADL. Repairs for the fireplace at Westgate should be completed by early next week. We are so sorry for the inconvenience. It does make being in the Reading Room a real pleasure!*

DISCUSSION OF BOARD MEETING DATES FOR 2019 CALENDAR YEAR

I. Statement:

Per AADL Board By-Laws and in accordance with the Michigan Open Meetings Act, the Board must set the regularly scheduled meetings for the calendar year at their Annual Meeting. The annual meeting is held in January.

II. Background:

During the 2018 calendar year the Board made the following date changes:

Board meetings cancelled: August 20, 2018; December 17, 2018

Board meeting dates changed: None

Special meetings called: May 23, 2018-Board Retreat; November 14, 2018

III. Options:

2019

The Board can decide to continue to meet on the third Monday of each month or change their regular meeting date to another day of the week. The library is not scheduled to close on any holiday when the Board would be regularly scheduled to meet on the third Monday.

Board Retreats

Generally the Board holds one retreat within the first quarter of a new calendar year.

The Board can choose to have a Regular Meeting or a Retreat and/or both.

The Board reserves the right to make changes to the schedule, or call special meetings, in accordance with the Michigan Open Meetings Act.

IV. Recommendations:

Meeting dates for calendar year 2019 are recommended by Administration for the third Monday of the month with the exception of January. Meetings are generally scheduled to begin at 7:00 p.m.

Administration recommends adopting the following calendar:

Monday, **February 18, 2019**

Monday, **March 18, 2019**

Monday, **April 15, 2019**

Monday, **May 20, 2019**

Monday, **June 17, 2019**

Monday, **July 15, 2019**

Monday, **August 19, 2019**

Monday, **September 16, 2019**

Monday, **October 21, 2019**

Monday, **November 18, 2019**

Monday, **December 16, 2019**

Tuesday, **January 21, 2020**

V. General Information:

2019 Library related conferences:

January 25-29, 2019ô American Library Association Midwinter Meeting, Seattle, WA

June 20-25, 2019ô American Library Association Annual Conference, Washington, DC

October 16-18, 2019ô Michigan Library Association Annual Conference, Novi, MI

January 24-28, 2020ô American Library Association Midwinter Meeting, Philadelphia, PA



**ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED 2019 MEETING SCHEDULE**

TUESDAY, JANUARY 22, 2019
MONDAY, FEBRUARY 18, 2019
MONDAY, MARCH 18, 2019
MONDAY, APRIL 15, 2019
MONDAY, MAY 20, 2019
MONDAY, JUNE 17, 2019
MONDAY, JULY 15, 2019
MONDAY, AUGUST 19, 2019
MONDAY, SEPTEMBER 16, 2019
MONDAY, OCTOBER 21, 2019
MONDAY, NOVEMBER 18, 2019
MONDAY, DECEMBER 16, 2019
TUESDAY, JANUARY 21, 2020

All Regular Meetings occur in the Lower Level Multipurpose Room of the Downtown Library, 343 South Fifth Avenue, Ann Arbor unless otherwise noted. Meetings generally begin at 7:00 p.m. Please verify meeting date and time by calling 734.327.8311 or visiting our website at www.aadl.org/aboutus/board.

The Board reserves the right to make changes to the schedule, or call special meetings, in accordance with the Michigan Open Meetings Act. Such changes and additions will be posted at the Ann Arbor District Library, 343 South Fifth Avenue, our branch locations, our website www.aadl.org/aboutus/board, and other locations as appropriate.

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 and services should write the Ann Arbor District Library Board at Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, MI 48104, email wilsonk@aadl.org or call 734.327.8311.

ANN ARBOR DISTRICT LIBRARY BOARD

Dharma Akmon
Victoria Green
Jim Leija
S. Kerene Moore
Colleen Sherman
Linh Song
Jamie Vander Broek

2019 OFFICERS

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Vice President
Treasurer
Secretary

ADMINISTRATION

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

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