



# Regular Meeting Agenda

Monday, July 26, 2021

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### July 2021

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

### August 2021

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

### September 2021

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

## MEMORANDUM

To: District Library Board  
 From: Josie Parker, Director  
 Subject: Regular Meeting, Monday, July 26, 2021 at 6:00 p.m.  
 Ann Arbor District Library  
 343 S. Fifth Avenue, Ann Arbor, MI 48104 -- aadl.org

## REGULAR MEETING AGENDA

- 21-113 I. CALL TO ORDER  
 S. Kerene Moore, Vice President
- 21-114 II. ATTENDANCE
- 21-115 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE
- 21-116 IV. RECONVENE TO REGULAR MEETING AT 7:00PM
- 21-117 V. ATTENDANCE
- 21-118 VI. APPROVAL OF AGENDA (pp. 1-2)  
 (Item of action)  
 Roll call vote
- 21-119 VII. CONSENT AGENDA  
 (Item of action)  
 Roll call vote
- CA-1 Approval of Minutes of June 28, 2021 (pp. 3-19)
- CA-2 Approval of June 2021 Disbursements (pp. 20-23)
- 21-120 VIII. CITIZENS' COMMENTS
- 21-121 IX. FINANCIAL REPORTS (pp. 24-28)  
 Josie B. Parker, Director
- 21-122 X. DIRECTOR'S REPORT  
 Josie B. Parker, Director
- 21-123 XI. NEW BUSINESS
- 21-124 A. ANN ARBOR 200  
 Andrew MacLaren, Archives Manager  
 (Item of discussion)  
 (10 minutes)

- 21-125                    B. DOWNTOWN LIBRARY FIRE PANEL REPLACEMENT  
                                  (p. 29)  
                                  Len Lemorie, Associate Director  
                                  (Item of discussion)
- 21-126                    C. NPBI AIR PURIFICATION SYSTEM INSTALLATION  
                                  (p. 30)  
                                  Len Lemorie, Associate Director  
                                  (Item of discussion)
- 21-127                    D. VOTE FOR CLOSED SESSION AT THE AUGUST 23, 2021  
REGULAR BOARD MEETING FOR DISCUSSION OF  
REAL ESTATE  
                                  (Item of action)  
                                  Roll call vote
- 21-128                    XII. CITIZENS' COMMENTS
- 21-129                    XIII. ADJOURNMENT

### **CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD**

1. Persons who wish to address the Library Board may submit comments via email to ask@aadl.org, by voicemail to 734.327.4245, or via live chat on YouTube during the meeting at <https://aadl.org/aboutus/boardvideos>
2. Maximum time for individual speakers will not exceed three minutes.
3. One speaker may yield his/her time to another if both have signed up and both are in attendance at the meeting.
4. No person may speak more than once on the same subject during a single meeting.
5. Citizens' Comments at special meetings or study sessions will occur at the end of the meeting. Maximum time for individual speakers will not exceed three minutes.
6. Trustees, Director, and Administrators will not answer questions during Citizens' Comments. The speaker may request a response in writing. Trustees may, with the permission of the Board President, ask a question of a speaker. No dialog will occur.
7. Individuals addressing the Board should take into consideration rules of common courtesy.

ANN ARBOR DISTRICT LIBRARY BOARD  
PROPOSED MINUTES OF THE REGULAR MEETING  
MONDAY, JUNE 28, 2021

**ANN ARBOR DISTRICT LIBRARY BOARD**  
**343 S. FIFTH AVENUE, ANN ARBOR, MI**  
**MINUTES OF THE REGULAR MEETING**  
**MONDAY, JUNE 28, 2021**

- 21-094 I. CALL TO ORDER  
 Jim Leija, President  
 President Leija called the meeting to order at 6:01 p.m.
- 21-095 II. ATTENDANCE  
 Board Present: Dharma Akmon, Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, Jamie Vander Broek  
 Board Absent: None  
 Staff: Josie Parker, Eli Neiburger, Len Lemorie, Rich Retyi, Karen Wilson (recorder)  
 Other Present: William Stapleton, Hooper Hathaway
- 21-096 III. RECESS TO CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND DIRECTOR'S EVALUATION
- 21-097 IV. RECONVENE TO REGULAR MEETING AT 7:00PM  
 President Leija reconvened to the regular meeting at 7:02 p.m.
- 21-098 V. ATTENDANCE  
 Board Present: Dharma Akmon, Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, Jamie Vander Broek  
 Board Absent: None  
 Staff: Josie Parker, Eli Neiburger
- 21-099 VI. APPROVAL OF AGENDA  
 (Item of action)  
 Roll call vote  
 Treasurer Akmon, supported by Vice President Moore, moved to approve the agenda.  
 A roll call vote was taken.

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AYES: Akmon, Kleinman, Leija, Moore, Solomon, Trudeau,  
 Vander Broek

NAYS: None

Motion passed 7-0.

21-100 VII. CONSENT AGENDA  
 (Item of action)  
 Roll call vote

CA-1 Approval of Minutes of May 24, 2021

CA-2 Approval of May 2021 Disbursements

Treasurer Akmon, supported by Vice President Moore, moved to approve the consent agenda.

A roll call vote was taken.

AYES: Akmon, Kleinman, Leija, Moore, Solomon, Trudeau,  
 Vander Broek

NAYS: None

Motion passed 7-0.

21-101 VIII. CITIZENS' COMMENTS

Jennifer German (Video Comment)

Hello AADL Board of Trustees. We just wanted to say how grateful we are for the library especially during the pandemic. It was a staple for us to at least to still be able to get books. And as you can see we are huge fans of Summer Game for a while. So we also really appreciated the home codes that came out last year that was definitely nice to be able to hunt for with my kids. But we are really, really, really hoping that the goblin badges come back. That was one of the biggest, best thing we missed. Personally I liked the badges from the walking through parks and such also. But otherwise you guys have been doing great. Oh, and this one here loves the little ducky badges this year. And of course, Lego badges. We're big Lego fans too. So thank you, thank you for the library, thank you for the Summer Game, thank you for all of it and the telescopes.

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Meg Hixon

I would like to commend Josie Parker, the Board of Trustees, and AADL leadership for deciding to keep the buildings (mostly) closed for the past year. I understand that physical spaces constitute a significant part of the AADL's value to our community, and I have dearly missed being able to linger among the shelves, pick something weird up on a whim, find a quiet workspace apart from my (now too-familiar) home office setup, or recognize some familiar Summer Game faces in the Lobbyitorium. But I am glad that staff and patron safety have been the priority during this difficult time. The Library's ability to quickly pivot to virtual events and alternate service models is evidence of a deep commitment to community service, and the relatively late reopening shows that the Library cares about the people behind the scenes who make all of these wonderful services and programs possible. Thank you for caring about our community and for being a bright spot during a difficult time. And, on a less sentimental note, I am \*thrilled\* that the Library has added board games and puzzles to the collections, especially now that we can begin gaming in person again. Thank you, and thank you to every member of the AADL staff, for all you have done and all you continue to do. Thank you!

Thor Ham

Hello, My name is Thor and I am going into 7th grade at A2 STEAM next year.

As I was playing the Summer Game I learned that there are places in which you can submit questions to the AADL board of trustees. So, below are some of my questions.

1. What does it take for a new library branch to be founded?
2. Is the AADL system thinking about putting solar/plants on the roofs of libraries to help reduce climate change?
3. What is AADL doing to help stop climate change?
4. How does the library system find new books to purchase?

Trina O'Boyle

Hello! Our family appreciates the library, especially all the efforts to continue offering some services during a pandemic. We wouldn't have made it this far without the ability to request and

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borrow books, watch storytimes (Alison is our favorite), and the Saturday Show, and get introduced to new books, stories and factoids via the Summer/Winter game.

Deanna Lynch

AADL thank you for the best Summer Games by adding Winter Games this year to help the stir craziness of COVID 19. I always look forward to working on the badges and am amazed at the detail of information that goes into making each badge. Thank you again for making my favorite part of Summer, the Summer Games.

Lisa Nichols

Hello. My name's Lisa; I'm a fan of the AADL---home branch, Mallett's Creek. I just wanted to tell the Board that I appreciate the library's response to the COVID crisis, in taking it seriously (both for patrons & staff members) and in providing a number of services I wouldn't have even thought the library might offer.

In particular it's been especially helpful to me to be able to take advantage of printing services. That bit of assistance has been so nice to me that my home code in this year's Summer Game honors it--but I won't give away that code here. Find my house, y'all in the audience!

Patricia L.

Dear AADL Board Members,  
Thank you for having the Summer Games this year and for keeping this exciting and worthwhile. I especially enjoy learning new, weird facts and doing secret codes. I'm looking forward to earning another fabulous library t-shirt. Please consider baseball caps as a potential prize. Yellow would be awesome!! Thank you.

Aynsley Fant

You guys have done an exceptional job keeping us (and our kids) entertained and educated during this pandemic. My 4-year-old and I are most impressed with The Saturday Show - you continue to go above and beyond! We of course love the summer game, and were very excited to see some online badges this year for the pre-readers, like the chicken and the Lego pictures. She can't wait till the next badge drop! Thanks so much for all you do!



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Laura McEwen

The Summer Game is amazing and my family looks forward to it every year. Thank you so much for supporting it and expanding it year after year!

Megan Kanous

To the Library Board Members and Staff of the AADL: Thank you for all of your efforts these past 15 months. My family has utilized AADL.tv with Virtual Story Times, Craft Videos, Trivia Night! We very much appreciate the book pick-up options and we look forward to visiting in person. And the Bummer Game, Summer Games and Winter Game too. You have made this year a little bit brighter with all of your hard work. Thank you again.

Kanchan Damle

Thank you AADL staff and trustees for being a huge support for past year and half. Winter and now Summer game is something we could do worry-free from home. AADL TV is just amazing and shows the talent and creativity our library has and I am very thankful for that. My 7 year old loves and looks forward to Saturday show. Thanks again and wishing you best for July 12th reopening.

Marionette Cano

Hello, Board Members! I want to thank you all for the hard work and dedication provided to us during this long pandemic period. I look forward to the Library's reopening. Stay safe and healthy. Good night. (a super fan of AADL)

Susan Baughn

Thank you to all the people responsible for the Winter Game, the Summer Game, and keeping me supplied with books, so that I can continue learning! Can't wait to see what will be in the libraries when they open again on my birthday!

Susan Collett

I was wearing my "Summer Game" t-shirt around Ann Arbor and someone said to me, "I have that shirt." Gosh! It felt like she was a kindred soul. Thank you for providing us with the Summer Game... and this year with the Winter Games.

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Anonymous

To the Board of Trustees, the AADL Summer Game was and still is a major highlight of the summer. The ingenious creativity and endless fun always lit up the rather dull months. Despite the hardships of the COVID pandemic, the Ann Arbor District Library managed to stay afloat and keep the enjoyment flowing. I'm proud to be part of this city. Thanks a million times! Thanks.

Victoria Devulder

Hello! I just wanted to drop a note to thank everyone at the library for their hard work in keeping our community engaged during the pandemic.

Elena Tanin

Dear Library, I like that the library hosts the summer game because it gets people reading books, getting outside, and it gives kids and adults fun games to play during their free time when it's too hot to go outside.

Susan Silagi

I would like to thank the library board (and all of the AADL librarians) for finding ways to provide services during the pandemic while keeping your staff and the public safe. I've always been a huge fan of the library. During this past year you've gone above and beyond with creative ways to let us check out materials and provide virtual programming for a wide variety of audiences. Thanks too for creating the Bummer Game and Winter Game in addition to the Summer Game - they all helped keep me sane. I'm very much looking forward to the re-opening in July, but I feel you've been in touch and available all along. Thank you!

Kathy Scott

Thank you, board and staff, for the sometimes unpopular policies you've maintained over the past year to keep the community healthy and safe. I love [aadl.tv](http://aadl.tv), but I look forward to July 12!

Cecilia Hendricks

I just want to thank everyone at the library for working so hard to get us through the pandemic. While I miss in-person browsing, I

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love the people greeting us when we pick up our books and I can't wait to be able to pop into my branch again soon!

Lily

Hello! Thanks for all that AADL does, especially the summer game. Will AADL feature or do anything for the recent #stopAAPIhate campaigns?

Kim and Jamie Borger

We are very glad to hear that you are reopening and we are reassured that all of our beloved library workers will be kept safe. Thank you for taking care of the community in these difficult times.

We would like, or like more:

Energy meters

Vinyl/craft cutters

Games

Classic Doctor Who DVDs

Doctor Who kid books

Lego sets

Thank you.

Jasmine Patel

Thank you for all your hard work. I am huge Summer Game fan. As a 1st line responder, I appreciated how you all prioritized safety of the community. I would love to see Winter Games continue.

21-102 IX. FINANCIAL REPORTS  
 Josie B. Parker, Director

Director Parker reviewed the eleventh month financial summary as presented in the Board packet. She noted that tax receipts are at 100.9% of the budgeted amount. The Fund Balance has increased to \$9,866,848. Year-to-date revenue stands at \$16,217,765. Property taxes of \$1.5 million have been deferred and will be recognized as revenue as it is earned.

Total cash receipts received is at \$18,027,867. Actual cash receipts are at 101.2% of the budget with actual cash expenditures at

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79.9% of the budget. Grants and Memorials have not seen any major changes. There is a budget resolution at the end of the agenda for adjustments needed. Administration will request funds not expended be transferred to the Capital Fund account after the fiscal year is closed.

21-103 X. COMMITTEE REPORTS

21-104 A. EXECUTIVE COMMITTEE  
 Jim Leija, Chair

President Leija reported the Executive Committee met briefly at 5:30 p.m. today and discussed the proposed budget revisions; the proposed resolution adjusting the budget and the re-opening plan.

21-105 XI. DIRECTOR'S REPORT  
 Josie B. Parker, Director

Director Parker gave the following updates:

- The Black Lives Matter mural dedication is scheduled for July 23<sup>rd</sup> at 7:00 p.m.
- A Call for Stories on the Jones School has gone out from oldnews@aadl.org.
- The AADL and A2SF sidewalk chalk day, GARBA360 and Temping were successful.
- Storytime at Fuller Park on June 24<sup>th</sup> was attended by 120 people.
- Tonight's meeting code for the Summer Game was displayed.
- The Summer Game shop opens on July 16<sup>th</sup>.
- The Saturday Show Album Part 2 has launched.
- MLive ran an article on a "very overdue due" book returned to the Library. The book was checked out in the 1930's by an Ann Arbor Tappan art teacher and returned by her family. The book, in excellent condition, will be placed in AADL's archive collection.
- Several patron social media comments were viewed.

Director Parker reported that re-opening plans are moving along smoothly. All programming will be held outside until Labor Day. There will be no activity that requires younger children to enter any library location in order to participate. The Library will resume pre-Covid hours in early fall.

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21-106      XII.      OLD BUSINESS

Due to weather related technical difficulties President Leija, Trustee Trudeau and Deputy Director Neiburger lost their connections to the meeting at 7:31 p.m.

Vice President Moore continued the meeting with a quorum of Board members present.

21-090      A.      RESOLUTION TO ADOPT CHANGES TO GIFT ACCEPTANCE POLICY 7.6  
 (Item of action)  
 Roll call vote

Trustee Kleinman, supported by Trustee Vander Broek, moved the Board resolves as follows: that Gift Acceptance Policy 7.6 is revised as proposed; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

A roll call vote was taken.

AYES: Akmon, Kleinman, Moore, Solomon, Vander Broek  
 NAYS: None

Motion passed 5-0.

21-107      XIII.      NEW BUSINESS

21-108      A.      RESOLUTION TO AMEND THE 2020-2021 APPROVED BUDGET  
 (Item of action)  
 Roll call vote

Trustee Kleinman, supported by Treasurer Akmon, moved the Board resolves as follows: To transfer \$150,000 from Salaries & Wages to Employee Benefits; to transfer \$91,350 from Salaries & Wages to MPSERS Pass-Through; to transfer \$5,000 from Library Programming to Accounting and Audit; to transfer \$10,000 from Library Programming to Property Insurance; to transfer \$15,000 from Library Programming to Software Licenses/Materials; to transfer \$10,000 from Library Programming to Communications; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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Trustee Akmon, supported by Trustee Kleinman, moved to amend the motion to include the transfer \$50,000 from Library Programming to Capital Outlay.

A roll call vote was taken on the amendment.

AYES: Akmon, Kleinman, Moore, Solomon, Vander Broek  
 NAYS: None

Motion passed 5-0.

Trustee Trudeau and Deputy Director Neiburger returned to the meeting at 7:35 p.m.

A roll call vote was taken on the motion as amended.

AYES: Akmon, Kleinman, Moore, Solomon, Vander Broek  
 ABSTAIN: Trudeau  
 NAYS: None

Motion passed 5-1-0.

Trustee Trudeau abstained as he was not present when the motion was made and amended.

As President Leija was not yet present, Vice President Moore continued the meeting with a vote for closed session in July.

21-109

B. VOTE FOR CLOSED SESSION AT THE JULY 26, 2021  
REGULAR BOARD MEETING FOR DISCUSSION OF  
REAL ESTATE  
 (Item of action)  
 Roll call vote

Motion by Trustee Vander Broek, supported by Secretary Solomon, moved for a closed session at the July 26, 2021 Board meeting for discussion of real estate.

President Leija returned to the meeting at 7:39 p.m.

A roll call vote was taken.

AYES: Akmon, Kleinman, Leija, Moore, Solomon, Trudeau,  
 Vander Broek

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NAYS: None

Motion passed 7-0.

21-110

C. DIRECTOR'S EVALUATION LETTER FROM AADL BOARD

Jim Leija, President

Dear Director Parker,

It is my honor, on behalf of the Ann Arbor District Library Board of Trustees, to submit this letter as your formal performance evaluation for the period beginning July 1, 2020 through June 30, 2021.

Year over year, you have demonstrated exceptional, agile, resilient, and courageous leadership for our library system. You've cultivated a profoundly creative and productive staff that show us and the community, time and again, what it takes to be among the best library systems of our size in the nation. The foundation that you've built across your entire tenure as Director has stood no greater challenge than that of the COVID-19 pandemic and its aftermath; and there is no greater testament to the strength and vitality of that foundation than in the remarkable success the AADL has experienced during this time.

The AADL was a community leader in pivoting quickly to digital services and programs, alongside innovative service tactics like offering shelf-service, community Zoom rooms, boosted WiFi signals, expanded free access to new online resources (like the Wall Street Journal and the NY Times), and eliminating late fees.

The way in which AADL adapted to the pandemic is nothing short of remarkable, but it is also not by accident. You and your team were prepared to respond to a situation like this, and you did so with grace, finesse, and optimism.

The Board unanimously commends you for your people-first approach to managing the safety of our staff and our community. We strongly value your ability to retain the amazing AADL staff by providing a range of remote work options and allowing for creative shifting of duties. You and your team have capably kept abreast of the pandemic science and you developed guidelines for in-person work that prevented the spread of COVID-19 in offices and branches. With each wave of the pandemic, your

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understanding of safety evolved, and you upheld your responsibility to keep the community and staff safe with great seriousness. You and Eli have shown great adaptability in managing state and federal COVID-19 policy and guidelines and in applying them to our public operation. We look forward to leading with you in the next phase of greater re-opening and the eventual return of in-person services and programs.

Your leadership throughout the pandemic makes us grateful and proud to call you our colleague.

Though you mentioned it in your self-evaluation, it bears repeating: the 2020 National Citizen Survey, through the County/City Management Association by the City of Ann Arbor, surveyed the work of AADL. The AADL received a ranking of 96% demonstrating that the community sees AADL's services as extremely valuable – among the most valuable in our city. And, as you noted, this survey was conducted in August 2020 at the height of pandemic. I hope you're very proud of this result – I know that we are!

As I'm writing this letter, it's nearly the one-year anniversary of the brutal and senseless murder of George Floyd at the hands of the police. Mr. Floyd's death set off a wave of sustained protests and action around racial justice in our country. And in the midst of this, you and your team enacted the democratic and civic responsibility of our library system to convene members of our own community for learning, discussion, and action in a time of great crisis and social change. We commend you for creating the space for your staff to provide educational opportunities about racism and anti-racism, justice, and equity, and to lead our community towards a greater understanding of what it takes to be a just, fair, and equitable nation for all. You helped the board make Black Lives Matter a priority in our board work throughout the year; you offered the Intercultural Development Inventory to both staff leadership and the board so that we could assess our own learning in the areas of diversity, equity, inclusion, and anti-racism; and you've helped the staff feel supported and protected as they lead community programs centered on race. We expect that this work will continue for years to come, and that our own work as a board will evolve as well.



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Together we've experienced some unbelievably turbulent times that will, no doubt, change us forever as both individuals and as an organization. Throughout it all, you've remained calm, focused, and determined. You've built a fiscally outstanding organization (and delivered our most comprehensive and cleanest audit yet this year), a creative and dynamic staff, and services for our community that consistently exceed and redefine expectations. We look forward with optimism to returning to our strategic plan goals, moving beyond the pandemic, and continuing the growth of our great AADL with you.

With warmth and admiration,

Jim Leija  
 President, AADL Board of Trustees

Director Parker thanked the Board for their support. She also thanked the staff for all their work and commitment this past year.

21-111      XIV.    CITIZENS' COMMENTS

Onna Solomon

I became an AADL board member because I am a library super fan. Summer game love forever!

LaVerne Jackson Barker

Thank you aadl 4 all of the amazing things that you have created during this past year. I especially have enjoyed the added addition of driving around town and finding codes at individual homes that is fa-bu-lous!!

Bert Alen

Thank you for all you have done to keep the library going for the community during. So looking forward to July 12!

Tammy Kutter

Dear Board Members,

My name is Tammy and I am an administrative assistant at Michigan Medicine. I support four research faculty and about 40 lab members. During the pandemic, I have produced a weekly

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newsletter - offering 'Fun Things To Do' both indoors and outside - to help keep everyone engaged and connected while we could not all be together in the lab/office due to COVID-19 restrictions. I try to feature activities for individuals as well as families in each edition. The library, your offerings and activities, have been featured as many of the fun activities and ideas I've recommended. One of my favorite activities was the 'Mail Art' postcard project the AADL sponsored with the University of Michigan Library's Book Arts Studio.

The library is such a wonderful resource in 'regular' times and has been especially helpful during the pandemic. The library staff works so hard. Please share with the entire staff how much we appreciate each and every staff member!

Counting the days until the July 12th re-opening! With sincere gratitude.

21-112      XV.      ADJOURNMENT

President Leija adjourned the meeting at 7:52p.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 the regular meeting held on June 28, 2021 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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Onna Solomon, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 21-090**

**RESOLUTION TO ADOPT REVISIONS TO GIFT ACCEPTANCE POLICY**

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 28<sup>th</sup> day of June, 2021 at 6:00 p.m.

PRESENT: Dharma Akmon, Molly Kleinman, S. Kerene Moore, Onna Solomon,  
Jamie Vander Broek

ABSENT: Jim Leija, Scott Trudeau (due to technical difficulties)

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

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That Gift Acceptance Policy 7.6 is revised as proposed.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Dharma Akmon, Molly Kleinman, S. Kerene Moore, Onna Solomon, 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 June 28, 2021 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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Onna Solomon, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 21-108**

**RESOLUTION TO AMEND THE 2020-2021 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 28<sup>th</sup> day of June, 2021 at 6:00 p.m.

PRESENT: Dharma Akmon, Molly Kleinman, S. Kerene Moore, Onna Solomon, Scott Trudeau, Jamie Vander Broek

ABSENT: Jim Leija (due to technical difficulties)

The following resolution was offered by Trustee Kleinman, and supported by Treasurer Akmon:

**THE BOARD RESOLVES AS FOLLOWS:**

- 1.) To transfer \$150,000 from Salaries & Wages to Employee Benefits.
- 2.) To transfer \$91,350 from Salaries & Wages to MPSERS Pass-Through.
- 3.) To transfer \$5,000 from Library Programming to Accounting and Audit.
- 4.) To transfer \$10,000 from Library Programming to Property Insurance.
- 5.) To transfer \$15,000 from Library Programming to Software Licenses/Materials.
- 6.) To transfer \$10,000 from Library Programming to Communications.
- 7.) To transfer \$50,000 from Library Programming to Capital Outlay.
- 8.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Dharma Akmon, Molly Kleinman, S. Kerene Moore, Onna Solomon, Jamie Vander Broek

ABSTAIN: Scott Trudeau

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 June 28, 2021 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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Onna Solomon, Board Secretary

Ranges: From: To: From: To:  
 Check Number First Last Check Date 6/1/2021 6/30/2021  
 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
064501	306X	306X, LLC	6/1/2021	CHECK	PMCHK00002567	\$550.00
064502	AARRT&HA	AARRT&HA	6/1/2021	CHECK	PMCHK00002567	\$28.00
064503	ALLENT	ALLIANCE ENTERTAINMENT	6/1/2021	CHECK	PMCHK00002567	\$266.07
064504	AMASIG	AMANDA SIGNORI	6/1/2021	CHECK	PMCHK00002567	\$100.00
064505	AVEWIL	AVERY WILLIAMSON, LLC	6/1/2021	CHECK	PMCHK00002567	\$326.95
064506	BAKTAY	BAKER & TAYLOR	6/1/2021	CHECK	PMCHK00002567	\$13,796.25
064507	CDW-G	CDW GOVERNMENT	6/1/2021	CHECK	PMCHK00002567	\$2,496.55
064508	CRADOO	CRAWFORD DOOR SALES	6/1/2021	CHECK	PMCHK00002567	\$280.50
064509	ELISMI	ELIZABETH SMITH	6/1/2021	CHECK	PMCHK00002567	\$31.67
064510	FRAWAN	FRANCES KAI-HWA WANG	6/1/2021	CHECK	PMCHK00002567	\$150.00
064511	GERALC	GERALD ALCOCK COMPANY, L.L.C.	6/1/2021	CHECK	PMCHK00002567	\$2,450.00
064512	GRAINGER	GRAINGER	6/1/2021	CHECK	PMCHK00002567	\$1,187.34
064513	GRAPHX	GRAPH-X	6/1/2021	CHECK	PMCHK00002567	\$1,436.00
064514	MCNMCK	MCNAUGHTON-MCKAY	6/1/2021	CHECK	PMCHK00002567	\$336.69
064515	MIDTAP	MIDWEST TAPE	6/1/2021	CHECK	PMCHK00002567	\$2,884.12
064516	ONEACON	O'NEAL CONSTRUCTION	6/1/2021	CHECK	PMCHK00002567	\$127,392.28
064517	RACTHO	RACHEL E. THOMAS	6/1/2021	CHECK	PMCHK00002567	\$1,000.00
064518	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	6/1/2021	CHECK	PMCHK00002567	\$38.00
064519	SAWBOO	SAWA BOOKS	6/1/2021	CHECK	PMCHK00002567	\$489.17
064520	ABRPLA	MICHIGAN STATE UNIVERSITY	6/1/2021	CHECK	PMCHK00002567	\$12.00
064521	APPLE	APPLE, INC.	6/8/2021	CHECK	PMCHK00002569	\$1,128.00
064522	BAKTAY	BAKER & TAYLOR	6/8/2021	CHECK	PMCHK00002569	\$19,556.15
064523	BARNOB1	BARNES & NOBLE INC.	6/8/2021	CHECK	PMCHK00002569	\$865.48
064524	BLAAUD	BLACKSTONE PUBLISHING	6/8/2021	CHECK	PMCHK00002569	\$327.98
064525	CDW-G	CDW GOVERNMENT	6/8/2021	CHECK	PMCHK00002569	\$18,172.17
064526	GRAINGER	GRAINGER	6/8/2021	CHECK	PMCHK00002569	\$23.22
064527	GSI	GSI	6/8/2021	CHECK	PMCHK00002569	\$49,163.90
064528	MARSTU	MARTHA RUTH STUIT	6/8/2021	CHECK	PMCHK00002569	\$300.00
064529	MICLIBA	MICHIGAN LIBRARY ASSOCIATION	6/8/2021	CHECK	PMCHK00002569	\$5,410.58
064530	MIDTAP	MIDWEST TAPE	6/8/2021	CHECK	PMCHK00002569	\$5,569.09
064531	OCLINS	OCLC, INC.	6/8/2021	CHECK	PMCHK00002569	\$4,222.22
064532	OUTMED	OUTFRONT MEDIA	6/8/2021	CHECK	PMCHK00002569	\$13,100.00
064533	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	6/8/2021	CHECK	PMCHK00002569	\$22,001.00
064534	SCHSOU	SCHEDULE SOURCE, INC	6/8/2021	CHECK	PMCHK00002569	\$948.50
064535	STAHAR	STADIUM HARDWARE	6/8/2021	CHECK	PMCHK00002569	\$52.72
064536	STAPLES	STAPLES	6/8/2021	CHECK	PMCHK00002569	\$236.29
064537	THOGAL	CENGAGE LEARNING INC/GALE	6/8/2021	CHECK	PMCHK00002569	\$28.49
064538	TRIGON	TRIGONIX	6/8/2021	CHECK	PMCHK00002569	\$58,362.50
064539	ALLENT	ALLIANCE ENTERTAINMENT	6/15/2021	CHECK	PMCHK00002570	\$2,074.40
064540	ANNARB	ANN ARBOR OBSERVER	6/15/2021	CHECK	PMCHK00002570	\$2,349.80
064541	B&H	B&H PHOTO-VIDEO	6/15/2021	CHECK	PMCHK00002570	\$69.47
064542	BAKTAY	BAKER & TAYLOR	6/15/2021	CHECK	PMCHK00002570	\$16,537.66
064543	COMALLW	COMPUTER ALLEY	6/15/2021	CHECK	PMCHK00002570	\$256.90
064544	ELISMI	ELIZABETH SMITH	6/15/2021	CHECK	PMCHK00002570	\$21.66
064545	ELM USA	ELM USA	6/15/2021	CHECK	PMCHK00002570	\$276.71
064546	FASTSI	FASTSIGNS	6/15/2021	CHECK	PMCHK00002570	\$6,450.00
064547	FRAWAN	FRANCES KAI-HWA WANG	6/15/2021	CHECK	PMCHK00002570	\$150.00
064548	GRAINGER	GRAINGER	6/15/2021	CHECK	PMCHK00002570	\$1,259.65
064549	HOOHAT	HOOPER HATHAWAY, P.C.	6/15/2021	CHECK	PMCHK00002570	\$2,419.00
064550	IMAWOR	IMAGE WORKS	6/15/2021	CHECK	PMCHK00002570	\$633.00
064551	JENMCK	JENNIFER ANN MCKEE	6/15/2021	CHECK	PMCHK00002570	\$100.00
064552	JENTAN	JENNIFER TANG	6/15/2021	CHECK	PMCHK00002570	\$150.00
064553	JEWISHNE	JCMWC, LLC	6/15/2021	CHECK	PMCHK00002570	\$278.00
064554	JUSROS	JUSTINE ALLENETTE ROSS	6/15/2021	CHECK	PMCHK00002570	\$1,750.00
064555	KYUCHE	KYUNGHEE CHEN	6/15/2021	CHECK	PMCHK00002570	\$150.00
064556	MCNMCK	MCNAUGHTON-MCKAY	6/15/2021	CHECK	PMCHK00002570	\$392.55
064557	METEDG	HOLLINGER METAL EDGE, INC.	6/15/2021	CHECK	PMCHK00002570	\$3,100.65

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 User Date: 7/15/2021

Ann Arbor District Library  
 VENDOR CHECK REGISTER REPORT  
 Payables Management

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 User ID: richmondc

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
064558	MIDTAP	MIDWEST TAPE	6/15/2021	CHECK	PMCHK00002570	\$189.96
064559	MLIVE	MLIVE MEDIA GROUP	6/15/2021	CHECK	PMCHK00002570	\$168.82
064560	MOMFIF	MOMOKO FIFE	6/15/2021	CHECK	PMCHK00002570	\$100.00
064561	NATTIM	NATIONAL TIME & SIGNAL	6/15/2021	CHECK	PMCHK00002570	\$647.40
064562	ONEACON	O'NEAL CONSTRUCTION	6/15/2021	CHECK	PMCHK00002570	\$145,325.36
064563	PREPET	PREUSS PETS	6/15/2021	CHECK	PMCHK00002570	\$842.86
064564	PRISOU	PRIDE SOURCE MEDIA GROUP	6/15/2021	CHECK	PMCHK00002570	\$3,240.00
064565	PRITEC	PRINT TECH INC.	6/15/2021	CHECK	PMCHK00002570	\$1,863.80
064566	SCHSEC	SCHILKE SECURITY	6/15/2021	CHECK	PMCHK00002570	\$1,132.50
064567	THOGAL	CENGAGE LEARNING INC/GALE	6/15/2021	CHECK	PMCHK00002570	\$266.15
064568	WORJOU	WORLD JOURNAL	6/15/2021	CHECK	PMCHK00002570	\$1,080.00
064569	SHRM	SHRM	6/15/2021	CHECK	PMCHK00002570	\$219.00
064570	BREWER	BREWER'S	6/15/2021	CHECK	PMCHK00002570	\$517.93
064571	WASHTR	WASHTENAW COUNTY TREASURER	6/15/2021	CHECK	PMCHK00002570	\$6,977.31
064572	AANEWS	THE ANN ARBOR NEWS	6/22/2021	CHECK	PMCHK00002573	\$538.94
064573	ALLENT	ALLIANCE ENTERTAINMENT	6/22/2021	CHECK	PMCHK00002573	\$1,621.88
064574	AMASIG	AMANDA SIGNORI	6/22/2021	CHECK	PMCHK00002573	\$100.00
064575	ANASTE	ANA STEWART	6/22/2021	CHECK	PMCHK00002573	\$250.00
064576	APPIMA	APPLIED IMAGING	6/22/2021	CHECK	PMCHK00002573	\$3,573.09
064577	AVEWIL	AVERY WILLIAMSON, LLC	6/22/2021	CHECK	PMCHK00002573	\$2,550.00
064578	BAKTAY	BAKER & TAYLOR	6/22/2021	CHECK	PMCHK00002573	\$23,374.53
064579	BLAAUD	BLACKSTONE PUBLISHING	6/22/2021	CHECK	PMCHK00002573	\$6,142.18
064580	CARBRO	CARPENTER BROS.	6/22/2021	CHECK	PMCHK00002573	\$19.97
064581	CARTOP	CARROT-TOP INDUSTRIES, INC.	6/22/2021	CHECK	PMCHK00002573	\$898.14
064582	CHLLON	CHLOE LONG	6/22/2021	CHECK	PMCHK00002573	\$100.00
064583	DAVBAR	DAVE BARABAS	6/22/2021	CHECK	PMCHK00002573	\$5,119.13
064584	DOWJON	DOW JONES & COMPANY, INC	6/22/2021	CHECK	PMCHK00002573	\$7,000.00
064585	EILWEA	EILIE WEATHERBEE	6/22/2021	CHECK	PMCHK00002573	\$125.00
064586	ELLGON	ELLA GONZALEZ	6/22/2021	CHECK	PMCHK00002573	\$100.00
064587	FATHAQ	FATEMA HAQUE	6/22/2021	CHECK	PMCHK00002573	\$150.00
064588	GILPER	GILLIAN PERRY	6/22/2021	CHECK	PMCHK00002573	\$50.00
064589	GRABEL	GRACE BELANGER	6/22/2021	CHECK	PMCHK00002573	\$75.00
064590	GRALIU	GRACE LIU	6/22/2021	CHECK	PMCHK00002573	\$250.00
064591	GSI	GSI	6/22/2021	CHECK	PMCHK00002573	\$1,520.00
064592	HELKOL	HELEN KOLIAS	6/22/2021	CHECK	PMCHK00002573	\$100.00
064593	HELSC	HELEN SCHMITTER	6/22/2021	CHECK	PMCHK00002573	\$50.00
064594	JEOSHO	JEONG-MIN SEO	6/22/2021	CHECK	PMCHK00002573	\$250.00
064595	JESJIA	JESSICA JIA	6/22/2021	CHECK	PMCHK00002573	\$75.00
064596	JESPRI	JESSICA PRIMUS	6/22/2021	CHECK	PMCHK00002573	\$50.00
064597	JOHGRI	JOHN GRIFFIN	6/22/2021	CHECK	PMCHK00002573	\$39.97
064598	KRIJAI	KRIYA JAIGANESH	6/22/2021	CHECK	PMCHK00002573	\$150.00
064599	LAURAY	LAURA PERSHIN RAYNOR	6/22/2021	CHECK	PMCHK00002573	\$200.00
064600	LEAJON	LEAH JONES	6/22/2021	CHECK	PMCHK00002573	\$25.00
064601	MADGUP	MADLINE GUPTA	6/22/2021	CHECK	PMCHK00002573	\$50.00
064602	MARBAN	MARTIN BANDYKE	6/22/2021	CHECK	PMCHK00002573	\$400.00
064603	MARRUS	MARY RUSSELL	6/22/2021	CHECK	PMCHK00002573	\$125.00
064604	MCIGRO	MCINTOSH GROUNDS MAINT, INC	6/22/2021	CHECK	PMCHK00002573	\$6,204.17
064605	METCOM	METCOM	6/22/2021	CHECK	PMCHK00002573	\$4,332.33
064606	MIDTAP	MIDWEST TAPE	6/22/2021	CHECK	PMCHK00002573	\$1,805.48
064607	NEHRAH	NEHAL RAHIM	6/22/2021	CHECK	PMCHK00002573	\$25.00
064608	OLIPAL	OLIVIA PALMBOS	6/22/2021	CHECK	PMCHK00002573	\$250.00
064609	ONEACON	O'NEAL CONSTRUCTION	6/22/2021	CHECK	PMCHK00002573	\$18,512.39
064610	PAUBOW	PAUL BOWLING	6/22/2021	CHECK	PMCHK00002573	\$400.00
064611	PITCHA	PITTSFIELD CHARTER TOWNSHIP	6/22/2021	CHECK	PMCHK00002573	\$60.78
064612	PLAWIS	PLANTWISE	6/22/2021	CHECK	PMCHK00002573	\$3,550.00
064613	RYANEBY	RYAN EBY	6/22/2021	CHECK	PMCHK00002573	\$125.00
064614	SEAMCM	SEAN MCMILLEN	6/22/2021	CHECK	PMCHK00002573	\$100.00
064615	SHELAL	SHEELA LAL	6/22/2021	CHECK	PMCHK00002573	\$150.00
064616	THOGAL	CENGAGE LEARNING INC/GALE	6/22/2021	CHECK	PMCHK00002573	\$146.19
064617	UNDGRO	UNDERGROUND PRINTING	6/22/2021	CHECK	PMCHK00002573	\$2,415.00
064618	UNUMPRO	UNUM LIFE INSURANCE	6/22/2021	CHECK	PMCHK00002573	\$4,533.17
064619	UNUMPRO1	UNUM LIFE INSURANCE	6/22/2021	CHECK	PMCHK00002573	\$3,813.46
064620	AAFEST	ANN ARBOR SUMMER FESTIVAL	6/22/2021	CHECK	PMCHK00002573	\$65,000.00
064621	ADAOUT	ADAMS OUTDOOR ADVERTISING	6/29/2021	CHECK	PMCHK00002576	\$3,150.00

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 User Date: 7/15/2021

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
064622	ALLHANDS	ALL HANDS ACTIVE	6/29/2021	CHECK	PMCHK00002576	\$100.00
064623	ALLJON	ALLISON JONES	6/29/2021	CHECK	PMCHK00002576	\$117.01
064624	ANDPAI	ANDERSON PAINT COMPANY	6/29/2021	CHECK	PMCHK00002576	\$217.22
064625	ARMCLE	ARMEN CLEANERS	6/29/2021	CHECK	PMCHK00002576	\$46.50
064626	B&H	B&H PHOTO-VIDEO	6/29/2021	CHECK	PMCHK00002576	\$535.50
064627	BAKTAY	BAKER & TAYLOR	6/29/2021	CHECK	PMCHK00002576	\$18,065.15
064628	CARBRO	CARPENTER BROS.	6/29/2021	CHECK	PMCHK00002576	\$25.44
064629	COMALLW	COMPUTER ALLEY	6/29/2021	CHECK	PMCHK00002576	\$455.00
064630	DYKGOS	DYKEMA GOSSETT PLLC	6/29/2021	CHECK	PMCHK00002576	\$782.43
064631	GRAINGER	GRAINGER	6/29/2021	CHECK	PMCHK00002576	\$12.83
064632	JOHCON	JOHNSON CONTROLS SECURITY SOL	6/29/2021	CHECK	PMCHK00002576	\$5,669.83
064633	KATMON	KATIE MONKIEWICZ	6/29/2021	CHECK	PMCHK00002576	\$14.99
064634	LEACEN	LEARNING CENTER	6/29/2021	CHECK	PMCHK00002576	\$299.00
064635	LEXMAT	MATTHEW BENDER & CO., INC.	6/29/2021	CHECK	PMCHK00002576	\$2,421.83
064636	MANCOS	MANER COSTERISAN	6/29/2021	CHECK	PMCHK00002576	\$11,500.00
064637	MIDTAP	MIDWEST TAPE	6/29/2021	CHECK	PMCHK00002576	\$10,270.91
064638	WESENT	WESTGATE ENTERPRISES, LLC	6/29/2021	CHECK	PMCHK00002576	\$45,108.86
EFT01657	AMABOOK	SYNCB/AMAZON	6/1/2021	CHECK	PMCHK00002568	\$2,555.85
EFT01658	AMACORP	AMAZON	6/1/2021	CHECK	PMCHK00002568	\$520.66
EFT01659	CINTAS	CINTAS CORPORATION	6/1/2021	CHECK	PMCHK00002568	\$109.04
EFT01660	METLIFE	METLIFE - GROUP BENEFITS	6/1/2021	CHECK	PMCHK00002568	\$9,575.10
EFT01661	QUADIENT	QUADIENT	6/1/2021	CHECK	PMCHK00002568	\$1,500.00
EFT01662	VERWIRC	VERIZON WIRELESS	6/1/2021	CHECK	PMCHK00002568	\$1,975.62
EFT01663	ATTMOB	AT&T MOBILITY	6/15/2021	CHECK	PMCHK00002571	\$567.23
EFT01664	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	6/15/2021	CHECK	PMCHK00002571	\$87,263.57
EFT01665	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	6/15/2021	CHECK	PMCHK00002571	\$3,266.01
EFT01666	CINTAS	CINTAS CORPORATION	6/15/2021	CHECK	PMCHK00002571	\$1,414.56
EFT01667	CITWATER	CITY OF ANN ARBOR TREASURER	6/15/2021	CHECK	PMCHK00002571	\$2,694.76
EFT01668	DTEENE	DTE ENERGY	6/15/2021	CHECK	PMCHK00002571	\$1,066.92
EFT01669	LOWE'S	LOWES BUSINESS ACCOUNT	6/15/2021	CHECK	PMCHK00002571	\$47.30
EFT01670	MIDEPTTREAS	MI DEPT OF TREASURY UNCLAIMED	6/15/2021	CHECK	PMCHK00002571	\$100.00
EFT01671	OFFDEP	OFFICE DEPOT, INC.	6/15/2021	CHECK	PMCHK00002571	\$72.94
EFT01672	ULINE	ULINE, INC.	6/15/2021	CHECK	PMCHK00002571	\$1,987.72
EFT01673	UNIPAR	UNITED PARCEL SERVICE	6/15/2021	CHECK	PMCHK00002571	\$92.97
EFT01674	VERWIRC	VERIZON WIRELESS	6/15/2021	CHECK	PMCHK00002571	\$1,117.81
EFT01675	WASMAN	WASTE MANAGEMENT OF MICHIGAN	6/15/2021	CHECK	PMCHK00002571	\$312.17
EFT01676	AWS	AMAZON WEB SERVICES	6/15/2021	CHECK	PMCHK00002572	\$124.55
EFT01677	BACBLA	BACKBLAZE	6/15/2021	CHECK	PMCHK00002572	\$3,363.42
EFT01678	DRUPALIZE	DRUPALIZE ME OSIO LABS	6/15/2021	CHECK	PMCHK00002572	\$35.00
EFT01679	FACEBOOK	FACEBOOK ADS	6/15/2021	CHECK	PMCHK00002572	\$819.17
EFT01680	GOOGLE	GOOGLE	6/15/2021	CHECK	PMCHK00002572	\$99.99
EFT01681	IRCCLOUD	IRCCLOUD	6/15/2021	CHECK	PMCHK00002572	\$206.00
EFT01682	PUBSTO	PUBLIC STORAGE	6/15/2021	CHECK	PMCHK00002572	\$574.00
EFT01683	TRELLO	TRELLO.COM	6/15/2021	CHECK	PMCHK00002572	\$75.00
EFT01684	TWILIO	TWILIO	6/15/2021	CHECK	PMCHK00002572	\$400.51
EFT01685	TWITTER	TWITTER	6/15/2021	CHECK	PMCHK00002572	\$32.17
EFT01686	UBIQUITI	UBIQUITI INC	6/15/2021	CHECK	PMCHK00002572	\$1,098.00
EFT01687	ZOOM	ZOOM VIDEO	6/15/2021	CHECK	PMCHK00002572	\$130.00
EFT01688	BANOFAACC	BANK OF ANN ARBOR	6/22/2021	CHECK	PMCHK00002574	\$384.50
EFT01689	COVALL	COVERS AND ALL	6/22/2021	CHECK	PMCHK00002574	\$210.40
EFT01690	DEPSEW	DEPENDABLE SEWER SERVICE	6/22/2021	CHECK	PMCHK00002574	\$720.00
EFT01691	EBAY	EBAY	6/22/2021	CHECK	PMCHK00002574	\$4,313.20
EFT01692	FS	FS	6/22/2021	CHECK	PMCHK00002574	\$416.60
EFT01693	PAYPAL	PAYPAL, INC.	6/22/2021	CHECK	PMCHK00002574	\$1,610.00
EFT01694	SCRBOX	SCRAP CREATIVE REUSE	6/22/2021	CHECK	PMCHK00002574	\$600.00
EFT01695	TARGET	TARGET	6/22/2021	CHECK	PMCHK00002574	\$350.00
EFT01696	CITWATER	CITY OF ANN ARBOR TREASURER	6/22/2021	CHECK	PMCHK00002575	\$802.47
EFT01697	DTEENE	DTE ENERGY	6/22/2021	CHECK	PMCHK00002575	\$23,612.98
EFT01698	TDSMET	TDS	6/22/2021	CHECK	PMCHK00002575	\$9,345.40
EFT01699	ULINE	ULINE, INC.	6/22/2021	CHECK	PMCHK00002575	\$178.68
EFT01700	CINTAS	CINTAS CORPORATION	6/22/2021	CHECK	PMCHK00002575	\$673.05
EFT01701	AMABOOK	SYNCB/AMAZON	6/29/2021	CHECK	PMCHK00002577	\$2,599.10
EFT01702	AMACORP	AMAZON	6/29/2021	CHECK	PMCHK00002577	\$1,470.97
EFT01703	CINTAS	CINTAS CORPORATION	6/29/2021	CHECK	PMCHK00002577	\$465.39



\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
EFT01704	DTEENE	DTE ENERGY	6/29/2021	CHECK	PMCHK00002577	\$2,937.61
EFT01705	OFFDEP	OFFICE DEPOT, INC.	6/29/2021	CHECK	PMCHK00002577	\$339.96
EFT01706	OXFPRO	2725-2805 ASSOCIATES, LLC	6/29/2021	CHECK	PMCHK00002577	\$11,049.95
EFT01707	VERWIRC	VERIZON WIRELESS	6/29/2021	CHECK	PMCHK00002577	\$2,120.11
Total Checks: 189						Total Amount of Checks: \$1,008,397.13

**Ann Arbor District Library**  
**Financial Summary for the Twelve Months Ended June 30, 2021**  
**--DRAFT--**

**Cash**

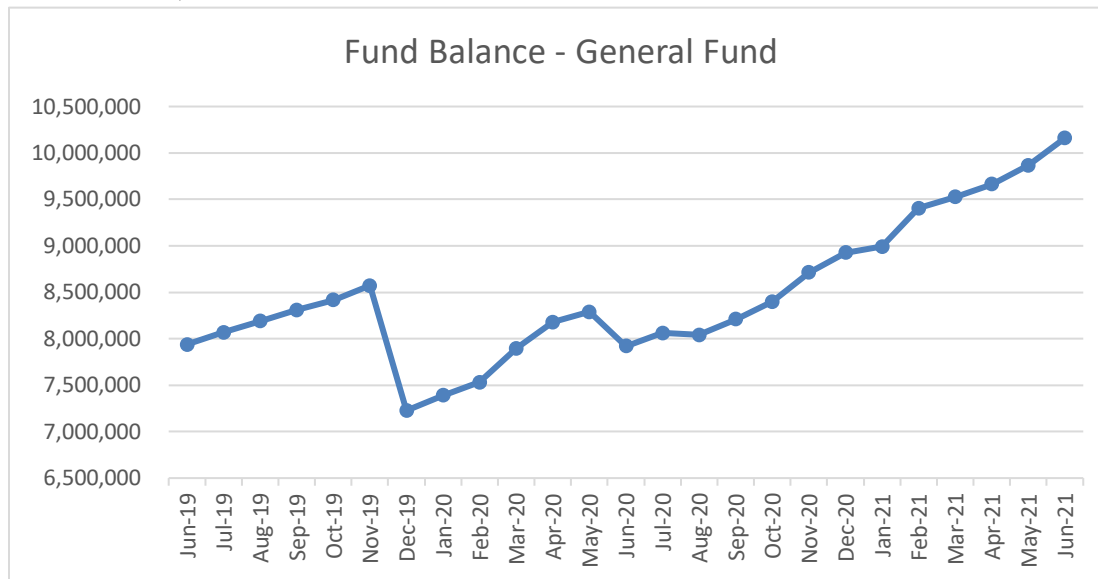
Cash, not including investments, decreased \$1,208,342 from \$7,869,740 on May 31, 2021 to \$6,661,398 as of June 30, 2021.

**Tax Receipts**

As of June 30<sup>th</sup>, the Library had received \$17,566,695 in tax revenue which is 102.4% of the annual budgeted tax receipts of \$17,214,700.

**Fund Balance Activity**

The Library general fund balance increased from \$9,866,848 as of May 31, 2021 to \$10,160,260 as of June 30, 2021.



**Revenue:**

Year-to-date revenues equal \$18,026,476 of which \$236,293 is due from other governmental units for penal fines and state aid. Total cash receipts through June 30, 2021 equal \$18,261,992. Total cash receipts include amounts that were receivable as of June 30, 2020.

MPSERS pass-through income and expense have been netted in the past. Generally accepted accounting procedures (GAAP) requires that we report and budget for the income and expense separately.

Ann Arbor District Library  
Financial Summary for the Twelve Months Ended June 30, 2021  
--DRAFT--

Expenditures

Year-to-date expenditures totaled \$15,466,238 of which \$617,192 has not been paid. As of June 30, 2021, \$396,535 has been prepaid for expenses not yet incurred. Total cash expended through June 30, 2021 equals \$15,616,933.

Revenue Over/(Under) Expenditures:

Year-to-date revenue over expenditures is \$2,560,238. Current revenues are 101.1% of the approved budget and current expenses are 86.74% of the approved budget after twelve months or 100% of the fiscal year. Actual cash receipts are 102.4% of budget and actual cash expended is 87.58% of budget.

Grants & Memorials:

The Friends donation fund benefiting the AADL began the year with a balance of \$67,516. The balance as of June 30, 2021 is \$25,689.

Donations and pledges for the purchase of a digital screen include \$250,000 from the Ladies Library Association (LLA) and anonymous donations of \$150,000. Expenses to date equal \$449,164.

ANN ARBOR DISTRICT LIBRARY  
**DRAFT**  
 Balance Sheet  
 Governmental Funds  
 For the Twelve Months Ending 6/30/2021

	GENERAL FUND	CAPITAL FUND	RESTRICTED GRANTS	TOTAL GOVERNMENTAL FUNDS
<b>Assets</b>				
Cash and cash equivalents	\$5,156,861	\$964,984	\$539,552	\$6,661,398
Investments	4,941,404	-	-	4,941,404
Due from other governmental units	235,293	-	-	235,293
Other accounts receivable	-	-	-	-
Prepaid items	446,817	-	-	446,817
<b>Total Assets</b>	<b><u>\$10,780,375</u></b>	<b><u>\$964,984</u></b>	<b><u>\$539,552</u></b>	<b><u>\$12,284,911</u></b>
<b>Liabilities</b>				
Accounts payable	\$162,915	-	-	\$162,915
Accrued payroll and benefits	454,278	-	-	454,278
<b>Total Liabilities</b>	<b><u>617,192</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>617,192</u></b>
<b>Deferred Outflows</b>				
Unavailable property tax revenue	-	-	-	-
Deferred rental revenue	2,923	-	-	2,923
<b>Total deferred outflows</b>	<b><u>2,923</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>2,923</u></b>
<b>Fund Balances</b>				
<b>Nonspendable:</b>				
Prepaid items	396,535	-	-	396,535
Permanent corpus	-	-	325,000	325,000
Restricted by donor	-	-	214,552	214,552
Committed for capital projects	-	964,984	-	964,984
Unassigned	9,763,725	-	-	9,763,725
<b>Total fund balance - general fund</b>	<b><u>10,160,260</u></b>	<b><u>964,984</u></b>	<b><u>539,552</u></b>	<b><u>11,664,797</u></b>
<b>Total liabilities and fund balances</b>	<b><u>\$10,780,375</u></b>	<b><u>\$964,984</u></b>	<b><u>\$539,552</u></b>	<b><u>\$12,284,911</u></b>

ANN ARBOR DISTRICT LIBRARY  
**DRAFT**  
 Statement of Revenues and Expenditures  
 General Fund  
 For the Twelve Months Ending 6/30/2021

	June ACTUAL	YTD ACTUAL	FY 2021 BUDGET	BUDGET REMAINING	YTD %
<b>REVENUES:</b>					
Property taxes, net	\$1,786,553	\$17,566,695	\$17,214,700	(\$351,995)	102.04%
State penal fines	16,750	201,150	225,000	23,850	89.40%
State aid	7,500	90,000	90,000		100.00%
Interest income	(3,282)	35,170	20,000	(15,170)	175.85%
Copier revenue			30,000	30,000	0.00%
Grants and memorials		4,563	50,000	45,437	9.13%
Library fines, fees and other	1,190	24,807	150,000	125,193	16.54%
Non-resident fees		1,050	19,000	17,950	5.53%
Rental revenue		11,691	32,500	20,809	35.97%
MPSERS pass-through		91,350		(91,350)	0.00%
<b>TOTAL REVENUES</b>	<b>\$1,808,711</b>	<b>\$18,026,476</b>	<b>\$17,831,200</b>	<b>(\$195,276)</b>	<b>101.10%</b>
<b>EXPENDITURES:</b>					
<b>Personnel:</b>					
Salaries and wages	\$745,928	\$7,869,438	\$8,340,300	\$470,862	94.35%
Employee benefits	194,005	1,962,240	2,041,350	79,110	96.12%
Employment taxes	56,365	568,696	656,000	87,304	86.69%
MPSERS pass-through		91,350	91,350	0	100.00%
<b>Purchased services:</b>					
Custodial services	1,001	255,697	360,000	104,303	71.03%
Accounting and auditing	11,500	154,250	155,000	750	99.52%
Legal	3,201	13,877	50,000	36,123	27.75%
Professional services	8,479	148,424	233,500	85,076	63.57%
Utilities	27,534	366,896	462,000	95,104	79.41%
Property insurance	10,924	133,717	150,000	16,283	89.14%
Communications	18,795	234,909	260,000	25,091	90.35%
Materials	153,335	1,372,028	1,876,000	503,972	73.14%
Software licenses / materials	1,577	125,177	165,000	39,823	75.86%
Building rental	66,719	674,357	700,000	25,643	96.34%
Seminars, conferences and travel	125	1,320	29,500	28,180	4.47%
Copier expense	3,573	39,769	50,000	10,231	79.54%
Library programming	118,524	283,844	700,000	416,156	40.55%
Grant and memorial expenses	2,415	41,827	50,000	8,173	83.65%
Operating supplies	23,816	185,551	337,750	152,199	54.94%
Repairs and maintenance	52,960	494,321	572,500	78,179	86.34%
Postage	1,632	22,256	30,000	7,744	74.19%
Other operating expenses	1,007	12,533	20,950	8,417	59.82%
Capital outlay	11,892	413,761	500,000	86,239	82.75%
<b>TOTAL EXPENDITURES</b>	<b>\$1,515,307</b>	<b>\$15,466,238</b>	<b>\$17,831,200</b>	<b>\$2,364,962</b>	<b>86.74%</b>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<b>\$293,404</b>	<b>\$2,560,238</b>		<b>(\$2,560,238)</b>	<b>0.00%</b>
Interfund Transfer		(49,164)		49,164	0.00%
Fund balance, beginning of year		\$7,649,187		(\$7,649,187)	0.00%
<b>Fund balance, end of year</b>	<b>\$293,404</b>	<b>\$10,160,260</b>		<b>(\$10,160,260)</b>	<b>0.00%</b>

ANN ARBOR DISTRICT LIBRARY  
**DRAFT**  
Statement of Revenues and Expenditures  
Governmental Funds  
For the Twelve Months Ending 6/30/2021

	GENERAL FUND	CAPITAL FUND	RESTRICTED GRANTS	TOTAL GOVERNMENTAL FUNDS
<b>REVENUES:</b>				
Property taxes, net	\$17,566,695	-	-	\$17,566,695
State penal fines	201,150	-	-	201,150
State aid	90,000	-	-	90,000
Interest income	35,170	-	283	35,453
Copier revenue	-	-	-	-
Grants and memorials	4,563	-	49,975	54,538
Library fines, fees and other	24,807	-	-	24,807
Non-resident fees	1,050	-	-	1,050
Rental revenue	11,691	-	-	11,691
MPSERS pass-through	91,350	-	-	91,350
<b>TOTAL REVENUES</b>	<b>\$18,026,476</b>	<b>-</b>	<b>\$50,258</b>	<b>\$18,076,734</b>
<b>EXPENDITURES:</b>				
<b>Personnel:</b>				
Salaries and wages	\$7,869,438	-	-	\$7,869,438
Employee benefits	1,962,240	-	-	1,962,240
Employment taxes	568,696	-	-	568,696
MPSERS pass-through	91,350	-	-	91,350
<b>Purchased services:</b>				
Custodial services	255,697	-	-	255,697
Accounting and auditing	154,250	-	-	154,250
Legal	13,877	-	-	13,877
Professional services	148,424	-	-	148,424
Utilities	366,896	-	-	366,896
Property insurance	133,717	-	-	133,717
Communications	234,909	-	-	234,909
Materials	1,372,028	-	-	1,372,028
Software licenses / materials	125,177	-	-	125,177
Building rental	674,357	-	-	674,357
Seminars, conferences and travel	1,320	-	-	1,320
Copier expense	39,769	-	-	39,769
Library programming	283,844	-	2,060	285,904
Grant and memorial expenses	41,827	-	-	41,827
Operating supplies	185,551	-	-	185,551
Repairs and maintenance	494,321	-	-	494,321
Postage	22,256	-	-	22,256
Other operating expenses	12,533	-	-	12,533
Capital outlay	413,761	968,452	450,595	1,832,808
<b>TOTAL EXPENDITURES</b>	<b>\$15,466,238</b>	<b>\$968,452</b>	<b>\$452,655</b>	<b>\$16,887,345</b>
<b>REVENUE OVER (UNDER) EXPENDITURES</b>	<b>\$2,560,238</b>	<b>(\$968,452)</b>	<b>(\$402,397)</b>	<b>\$1,189,389</b>
Interfund Transfer	(49,164)	-	49,164	-
Fund balance, beginning of year	\$7,649,187	\$1,933,437	\$892,785	\$10,475,408
Fund balance, end of year	<b>\$10,160,260</b>	<b>\$964,984</b>	<b>\$539,552</b>	<b>\$11,664,797</b>

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 21-**

**RESOLUTION APPROVING FIRE PANEL REPLACEMENT AT THE  
DOWNTOWN LIBRARY**

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 \_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_ p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_, supported by \_\_\_\_\_:

THE BOARD RESOLVES:

- 1.) To authorize \$93,980.37 from the Capital Fund for a complete fire panel replacement to install a fully addressable system at the Downtown Library by Vanguard Fire and Safety.
- 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:

NAYS:

RESOLUTION DECLARED ADOPTED.

---

Onna Solomon, Board Secretary

**BOARD OF TRUSTEES OF  
ANN ARBOR DISTRICT LIBRARY  
RESOLUTION 21-**

**RESOLUTION APPROVING NPBI AIR PURIFICATION SYSTEM**

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 \_\_\_\_ day of \_\_\_\_\_, 2021 at \_\_\_\_ p.m.

PRESENT:

ABSENT:

The following resolution was offered by \_\_\_\_\_, supported by \_\_\_\_\_:

THE BOARD RESOLVES:

- 1.) To authorize \$66,856.00 from the Capital Fund for installation at all locations of a NPBI Air Purification System by Shambaugh and Sons.
- 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:

NAYS:

RESOLUTION DECLARED ADOPTED.

---

Onna Solomon, Board Secretary



ANN ARBOR DISTRICT LIBRARY BOARD

Dharma Akmon  
Molly Kleinman  
Jim Leija  
S. Kerene Moore  
Onna Solomon  
Scott Trudeau  
Jamie Vander Broek

2021 OFFICERS

President . . . . . Jim Leija  
Vice President . . . . . S. Kerene Moore  
Treasurer . . . . . Dharma Akmon  
Secretary . . . . . Onna Solomon

ADMINISTRATION

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Eli Neiburger . . . . . Deputy Director  
Len Lemorie . . . . . Associate Director  
Sherlonya Turner . . . . . Associate Director

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

Ann Arbor District Library  
Board of Trustees  
343 South Fifth Avenue  
Ann Arbor, MI 48104-2293  
734.327.8311