



Annual Meeting Agenda

Monday, January 23, 2023

Published by Ann Arbor District Library

January 2023

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	23 AADL Board Mtg	24	25	26	27	28
29	30	31				

February 2023

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	23	24	25
26	27 Tent. AADL Board Mtg	28				

March 2023

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 Tent. AADL Board Mtg	21	22	23	24	25
26	27	28	29	30	31	

MEMORANDUM

To: District Library Board
 From: Eli Neiburger, Director
 Subject: Annual Meeting, Monday, January 23, 2023 at 7:00 p.m.
 Ann Arbor District Library, 4th Floor Meeting Room
 343 S. Fifth Avenue, Ann Arbor, MI 48104

ANNUAL MEETING AGENDA

- 23-001 I. CALL TO ORDER
 Scott Trudeau, Treasurer
- 23-002 II. ADMINISTRATION OF OATH OF MEMBERS
 The Honorable Miriam Perry, Justice, Presiding
- A. Catherine Hadley
 B. Jim Leija
 C. Aidan Sova
- “I, (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.”
- 23-003 III. ATTENDANCE
- 23-004 IV. 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

- 23-005 V. INSTALLATION OF OFFICERS
- “I, (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.”
- 23-006 VI. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS
- 23-007 VII. APPROVAL OF AGENDA (pp. 1-3)
 (Item of action)
- 23-008 VIII. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of November 28, 2022 (pp. 4-20)
- CA-2 Approval of November and December 2022 Disbursements (pp. 21-36)
- 23-009 IX. CITIZENS’ COMMENTS
- 23-010 X. FINANCIAL REPORTS (pp. 37-46)
 Eli Neiburger, Director
- 23-011 XI. LIBRARY REPORT
 Eli Neiburger, Director
- 23-012 XII. NEW BUSINESS
- 23-013 A. APPROVAL OF BOARD MEETING DATES FOR 2023
 (pp. 47-48)
 (Item of discussion & action)
- 23-014 B. BOARD BUDGET & FINANCE COMMITTEE APPOINTMENTS
 (Item of discussion & action)
- 23-015 XIII. CITIZENS’ COMMENTS
- 23-016 XIV. ADJOURNMENT

CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD

1. Persons who wish to address the Library Board may reserve time on any regular or special meeting agenda by calling 734.327.8311 by 5:00 PM of the weekday preceding the meeting or submit comments via email to ask@aadl.org, by voicemail to 734.327.4245. Persons who have not reserved time in advance may speak after those who have reserved time.
2. Maximum time for individual speakers will not exceed three minutes.
3. One speaker may yield his/her time to another if both have signed up and both are in attendance at the meeting.
4. No person may speak more than once on the same subject during a single meeting.
5. Citizens' Comments at special meetings or study sessions will occur at the end of the meeting. Maximum time for individual speakers will not exceed three minutes.
6. Trustees, Director, and Administrators will not answer questions during Citizens' Comments. The speaker may request a response in writing. Trustees may, with the permission of the Board President, ask a question of a speaker. No dialog will occur.
7. Individuals addressing the Board should take into consideration rules of common courtesy.

ANN ARBOR DISTRICT LIBRARY BOARD
PROPOSED MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 28, 2022

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
MONDAY, NOVEMBER 28, 2022

- 22-210 I. CALL TO ORDER
 Jim Leija, President
- President Leija called the meeting to order at 6:00 p.m.
- 22-211 II. ATTENDANCE
- Board Present: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, Jamie Vander Broek (arr. 6:03 p.m.)
 Board Absent: None
 Staff: Eli Neiburger, Rich Retyi, Karen Wilson (Recorder)
- 22-212 III. VOTE FOR CLOSED SESSION FOR DISCUSSION OF LABOR NEGOTIATIONS AND DISCUSSION OF REAL ESTATE
 (Item of action)
 Roll call vote
- Secretary Moore, supported by Trustee Kleinman, moved to recess for a closed session for discussion of labor negotiations and real estate.
- A roll call vote was taken.
- AYES: Kleinman, Leija, Moore, Solomon, Trudeau
 NAYS: None
- Motion passed 5-0.
- 22-213 IV. RECESS TO CLOSED SESSION
- 22-214 V. RECONVENE TO REGULAR MEETING AT 7:00 P.M.
- President Leija reconvened to the regular meeting at 7:05 p.m.
- 22-215 VI. ATTENDANCE

ANN ARBOR DISTRICT LIBRARY BOARD
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MONDAY, NOVEMBER 28, 2022

Board Present: Molly Kleinman, Jim Leija, S. Kerene Moore,
 Onna Solomon, Scott Trudeau, Jamie Vander Broek
 Board Absent: None
 Staff: Eli Neiburger, Len Lemorie, Rich Retyi, Karen Wilson
 (Recorder)

22-216 VII. APPROVAL OF AGENDA
 (Item of action)

Treasurer Trudeau, supported by Secretary Moore, moved to
 approve the agenda.

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

NAYS: None

Motion passed 6-0.

22-217 VIII. CONSENT AGENDA
 (Item of action)

CA-1 Approval of Minutes of October 24, 2022

CA-2 Approval of October 2022 Disbursements

Treasurer Trudeau, supported by Trustee Kleinman, moved to
 approve the consent agenda.

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

NAYS: None

Motion passed 6-0.

22-218 IX. CITIZENS' COMMENTS

There were no citizens' comments.

22-219 X. FINANCIAL REPORTS
 Eli Neiburger, Director

Director Neiburger reviewed the October financial report. He
 noted that cash receipts decreased from \$17,376,901 to
 \$16,385,422 at the end of October. The Fund Balance increased

ANN ARBOR DISTRICT LIBRARY BOARD
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from \$5,952,303 to \$5,999,903 for the month. He also noted that under Expenditures a negative expense in Purchased Services was reclassified to the correct line item of Repairs & Maintenance. Year-to-date revenue exceeds expenses by \$340,582. Actual cash receipts are at 99.73% of the budget with actual cash expended at 28.73% of the budget.

22-220 XI. COMMITTEE REPORTS

22-221 A. BUDGET & FINANCE COMMITTEE
 Scott Trudeau, Chair

Treasurer Trudeau reported the committee met with Yeo & Yeo and reviewed the final draft of the 2021-2022 financial audit. The committee discussed with them the GASB 87 statement in regards to leases. The committee also discussed continuing with Yeo & Yeo for an additional two years in light of having a new Library Director and changing to a new accounting system. That recommendation will be brought to the Board in January.

President Leija noted that the Executive Committee did not meet. He did note that Dharma Akmon resigned from the AADL Board, to avoid any actual or perceived conflict, as she was recently elected to serve on the Ann Arbor City Council.

22-222 XII. LIBRARY REPORT
 Rich Retyi, Communications & Marketing Manager

Manager Retyi presented the Library Report starting with statistical information regarding the new version of the AADL Newsletter launched online on June 9th. He noted twenty-eight newsletters have been emailed since the launch date with an open rate of 23%.

Manager Retyi continued with the report and noted the following:

- Upcoming events include Tiny Expo on December 12th; the Washtenaw Area Pick-Up Robotics (WAPUR) High School Robotics competition on December 17th at Parkland Plaza and on December 4th Fifth Avenue Press will showcase and release five new titles.
- The Staff Spotlight was shown on Luisa Laroche a Tools Clerk with 14 years at AADL.
- Mentions of the month and Complaints of the month were viewed.

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- The Friends of the Ann Arbor District Library winter apparel sale through December 4th was featured.

22-223 XIII. NEW BUSINESS

22-224 A. AUDITOR'S REPORT
 Alan Panter, Yeo & Yeo, CPAs

Director Neiburger introduced Alan Panter with Yeo & Yeo.

Mr. Panter reviewed his presentation with the Board giving an overview of what the audit entailed. He noted that an unmodified opinion was given for this audit. He reviewed the Balance Sheet along with the Statement of Revenues and Expenditures. Graphs presented showed five years of General Fund Revenues, Expenditures and the Fund Balance.

He noted that no material weaknesses, significant deficiencies or compliance issues or suggestions for improvement were found or noted. There were no issues with management or staff.

22-225 B. RESOLUTION TO ACCEPT THE 2021-2022 FINANCIAL AUDIT
 (Item of action)

Trustee Kleinman, supported by Secretary Moore, moved to accept the 2021-2022 financial audit prepared by Yeo & Yeo, CPAs; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

22-226 C. RESOLUTION APPROVING CONSTRUCTION BID FOR ALUMINUM & GLAZING AT PARKLAND PLAZA
 Len Lemorie, Associate Director
 (Item of discussion & action)

Associate Director Lemorie reviewed the construction bid proposals for aluminum and glazing work that were distributed in the Board packet.

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Associate Director Lemorie noted that Administration was recommending the low bid from Glasco at \$48,504.

Motion by Secretary Moore, supported by Trustee Kleinman, that the Board resolves to authorize O'Neal Construction to award aluminum and glazing work to Glasco in the amount of \$48,504; that the expenditure be authorized from the Capital Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

22- 227

D. RESOLUTION APPROVING CONSTRUCTION BID FOR DOORS, FRAMES & HARDWARE AT PARKLAND PLAZA

Len Lemorie, Associate Director
 (Item of discussion & action)

Associate Director Lemorie reviewed the construction bid proposals for doors, frames and hardware work that were distributed in the Board packet.

Associate Director Lemorie noted that Administration was recommending the low bid from Laforce at \$44,429.

Motion by Secretary Moore, supported by Treasurer Trudeau, that the Board resolves to authorize O'Neal Construction to award doors, frames and hardware to Laforce in the amount of \$44,429; that the expenditure be authorized from the Capital Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

ANN ARBOR DISTRICT LIBRARY BOARD
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22-228

E. RESOLUTION APPROVING CONSTRUCTION BID FOR PLUMBING AT PARKLAND PLAZA

Len Lemorie, Associate Director
 (Item of discussion & action)

Associate Director Lemorie reviewed the construction bid proposals for plumbing work that were distributed in the Board packet. He noted that expanding the warehouse bathroom was not a small scale job.

Associate Director Lemorie noted that Administration was recommending the low bid from Wilbur at \$79,600.

Motion by Trustee Solomon, supported by Secretary Moore, that the Board resolves to authorize O'Neal Construction to award plumbing work to Wilbur in the amount of \$79,600; that the expenditure be authorized from the Capital Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

22-229

F. RESOLUTION APPROVING CONSTRUCTION BID FOR RESILIENT FLOORING & CARPETING AT PARKLAND PLAZA

Len Lemorie, Associate Director
 (Item of discussion & action)

Associate Director Lemorie reviewed the construction bid proposals for resilient flooring and carpeting that were distributed in the Board packet. Carpeting will be placed in office spaces with tile flooring in the restroom.

Associate Director Lemorie noted that Administration was recommending the low bid from Shock Brothers at \$51,700.

Motion by Treasurer Trudeau, supported by Secretary Moore, that the Board resolves to authorize O'Neal Construction to award flooring and carpeting to Shock Brothers in the amount of

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\$51,700; that the expenditure be authorized from the Capital Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

22-230

G. RESOLUTION APPROVING CONSTRUCTION BID FOR WHEELCHAIR LIFT AT PARKLAND PLAZA

Len Lemorie, Associate Director
 (Item of discussion & action)

Associate Director Lemorie reviewed the construction bid proposal for a wheelchair lift that was distributed in the Board packet. He noted that the installation of the lift would make us ADA compliant. This lift is a single person lift solely for accessibility.

Associate Director Lemorie noted that Administration was recommending the only bid received from A4 Access at \$49,163.

Motion by Treasurer Trudeau, supported by Secretary Moore, that the Board resolves to authorize O'Neal Construction to award wheelchair lift installation to A4 Access in the amount of \$49,163; that the expenditure be authorized from the Capital Fund; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

NAYS: None

Motion passed 6-0.

22-231

H. RESOLUTION OF APPRECIATION TO DHARMA AKMON

(Item of action)

Motion by Trustee Kleinman, supported by Secretary Moore, that the Ann Arbor District Library Board would like to officially thank Dharma Akmon for her four years of outstanding service as

ANN ARBOR DISTRICT LIBRARY BOARD
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an Ann Arbor District Library Board Trustee and her service as Vice President and Treasurer of the Board; that the Ann Arbor District Library Board would like to recognize Dharma Akmon 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.

Board members expressed their appreciation of Trustee Akmon and congratulated her on her election to City Council.

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

NAYS: None

Motion passed 6-0.

22-232

- I. RESOLUTION OF APPRECIATION TO S. KERENE MOORE
 (Item of action)

Motion by Trustee Solomon, supported by Trustee Kleinman, that the Ann Arbor District Library Board would like to officially thank S. Kerene Moore for her four years of outstanding service as an Ann Arbor District Library Board Trustee and her service as Vice President and Secretary of the Board; that the Ann Arbor District Library Board would like to recognize S. Kerene Moore 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.

Board members expressed their appreciation of Trustee Moore and thanked her for her sound guidance and calm temperament. She was wished well in her future endeavors.

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

NAYS: None

Motion passed 6-0.

22-233

- J. VOTE TO CANCEL THE REGULAR DECEMBER 20, 2022 AADL BOARD MEETING
 (Item of discussion & action)

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Motion by Trustee Vander Broek, supported by Treasurer Trudeau, to cancel the December 20, 2022 Board meeting.

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

NAYS: None

Motion passed 6-0.

22-234 XIV. CITIZENS' COMMENTS

There were no citizens' comments.

22-235 XV. ADJOURNMENT

President Leija adjourned the meeting at 8:08 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes adopted by the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, State of Michigan, at a regular meeting held on November 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-225**

RESOLUTION TO ACCEPT THE 2021-2022 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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Trustee Kleinman, supported by Secretary Moore:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To accept the 2021-2022 financial audit prepared by Yeo & Yeo, CPAs.
- 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: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, 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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-226**

**RESOLUTION APPROVING CONSTRUCTION BID FOR ALUMINUM &
GLAZING WORK AT PARKLAND PLAZA**

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Secretary Moore, supported by Trustee Kleinman:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To authorize O'Neal Construction to award aluminum and glazing work to Glasco in the amount of \$48,504.
- 2.) That the expenditure be authorized from the Capital Fund.
- 3.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

AYES: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, 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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-227**

**RESOLUTION APPROVING CONSTRUCTION BID FOR DOORS, FRAMES &
HARDWARE AT PARKLAND PLAZA**

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Secretary Moore supported by Treasurer Trudeau:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To authorize O'Neal Construction to award doors, frames and hardware to Laforce in the amount of \$44,429.
- 2.) That the expenditure be authorized from the Capital Fund.
- 3.) 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: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau,
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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-228**

**RESOLUTION APPROVING CONSTRUCTION BID FOR PLUMBING WORK
AT PARKLAND PLAZA**

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Trustee Solomon, supported by Secretary Moore:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To authorize O'Neal Construction to award plumbing work to Wilbur in the amount of \$79,600.
- 2.) That the expenditure be authorized from the Capital Fund.
- 3.) 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: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau,
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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-229**

**RESOLUTION APPROVING CONSTRUCTION BID FOR RESILIENT
FLOORING & CARPETING AT PARKLAND PLAZA**

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Treasurer Trueau, supported by Secretary Moore:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To authorize O'Neal Construction to award resilient flooring and carpeting to Shock Brothers in the amount of \$51,700.
- 2.) That the expenditure be authorized from the Capital Fund.
- 3.) 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: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau,
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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-230**

**RESOLUTION APPROVING CONSTRUCTION BID FOR A WHEELCHAIR
LIFT AT PARKLAND PLAZA**

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Treasurer Trudeau, supported by Secretary Moore:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To authorize O'Neal Construction to award wheelchair lift installation to A4 Access in the amount of \$49,163.
- 2.) That the expenditure be authorized from the Capital Fund.
- 3.) 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: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau,
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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-231**

RESOLUTION OF APPRECIATION TO DHARMA AKMON

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Trustee Kleinman, supported by Secretary Moore:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That the Ann Arbor District Library Board would like to officially thank Dharma Akmon for her four years of outstanding service as an Ann Arbor District Library Board Trustee and her service as Vice President and Treasurer of the Board.
- 2.) That the Ann Arbor District Library Board would like to recognize Dharma Akmon 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.

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

AYES: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, 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 28, 2022 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.

Jim Leija, Board President

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 22-232**

RESOLUTION OF APPRECIATION TO S. KERENE MOORE

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 28th day of November, 2022 at 6:00 p.m.

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

ABSENT: None

The following resolution was offered by Trustee Solomon, supported by Trustee Kleinman:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That the Ann Arbor District Library Board would like to officially thank S. Kerene Moore for her four years of outstanding service as an Ann Arbor District Library Board Trustee and her service as Vice President and Secretary of the Board.
- 2.) That the Ann Arbor District Library Board would like to recognize S. Kerene Moore 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.

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

AYES: Molly Kleinman, Jim Leija, S. Kerene Moore, Onna Solomon, Scott Trudeau, 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 28, 2022 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.

Jim Leija, Board President



Ann Arbor District Library

Check Report

By Check Number

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- BAA-CREDIT CARD - BANK OF ANN ARBOR						
VEN01007	Amazon	11/29/2022	Bank Draft	0.00	479.92	DFT0000378
VEN01390	AndyMark	11/29/2022	Bank Draft	0.00	900.00	DFT0000379
VEN01489	Bitty Bao Bilingual Board Books	11/29/2022	Bank Draft	0.00	367.64	DFT0000380
VEN01129	Carpenter Brothers UHaul Rental	11/29/2022	Bank Draft	0.00	295.07	DFT0000381
VEN01479	City Clerks Office - Permits	11/29/2022	Bank Draft	0.00	35.00	DFT0000382
VEN01133	Drupalize OSIO Labs	11/29/2022	Bank Draft	0.00	35.00	DFT0000383
VEN01310	Etsy	11/29/2022	Bank Draft	0.00	101.12	DFT0000384
VEN01407	Event Decor Direct	11/29/2022	Bank Draft	0.00	69.04	DFT0000385
VEN01393	French Paper	11/29/2022	Bank Draft	0.00	63.33	DFT0000386
VEN01471	Greenview Butterflies	11/29/2022	Bank Draft	0.00	31.69	DFT0000387
VEN01347	Hollanders	11/29/2022	Bank Draft	0.00	75.60	DFT0000388
VEN01122	Image Works	11/29/2022	Bank Draft	0.00	45.00	DFT0000389
VEN01135	IRCCloud	11/29/2022	Bank Draft	0.00	210.74	DFT0000390
VEN01295	JoAnn	11/29/2022	Bank Draft	0.00	87.75	DFT0000391
VEN01467	Jostens	11/29/2022	Bank Draft	0.00	323.99	DFT0000392
VEN01434	JW Pepper	11/29/2022	Bank Draft	0.00	158.28	DFT0000393
VEN01490	Laundry Care	11/29/2022	Bank Draft	0.00	70.00	DFT0000394
VEN01316	Michaels	11/29/2022	Bank Draft	0.00	49.75	DFT0000395
VEN01469	Mountain Crest Gardens	11/29/2022	Bank Draft	0.00	532.97	DFT0000396
VEN01127	Penske	11/29/2022	Bank Draft	0.00	1,255.70	DFT0000397
VEN01487	Sewing Parts Online	11/29/2022	Bank Draft	0.00	199.98	DFT0000398
VEN01095	Stadium Trophy	11/29/2022	Bank Draft	0.00	113.54	DFT0000399
VEN01128	Star's Cafe Ann Arbor	11/29/2022	Bank Draft	0.00	177.60	DFT0000400
VEN01103	Target	11/29/2022	Bank Draft	0.00	180.00	DFT0000401
VEN01379	Walmart	11/29/2022	Bank Draft	0.00	243.89	DFT0000402
VEN01468	Walsworth	11/29/2022	Bank Draft	0.00	152.50	DFT0000403
VEN01557	We Here	11/29/2022	Bank Draft	0.00	50.00	DFT0000404
VEN01446	York Food & Drink	11/29/2022	Bank Draft	0.00	25.00	DFT0000405

Bank Code CREDIT CARD- BAA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	31	28	0.00	6,330.10
EFT's	0	0	0.00	0.00
	31	28	0.00	6,330.10

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- CHASE-CREDIT CARD- CHASE						
VEN01131	AWS	11/15/2022	Bank Draft	0.00	240.46	DFT0000325
VEN01132	Backblaze	11/15/2022	Bank Draft	0.00	1,697.60	DFT0000326
VEN01154	Conlin Travel	11/15/2022	Bank Draft	0.00	512.20	DFT0000327
VEN01371	Katherine's Catering	11/15/2022	Bank Draft	0.00	3,104.70	DFT0000328
VEN01143	OpenCage	11/15/2022	Bank Draft	0.00	50.00	DFT0000329
VEN01200	Proof Pest Control	11/15/2022	Bank Draft	0.00	209.00	DFT0000330
VEN01139	Trello	11/15/2022	Bank Draft	0.00	75.00	DFT0000331
VEN01140	Twilio	11/15/2022	Bank Draft	0.00	537.58	DFT0000332
VEN01142	Zoom	11/15/2022	Bank Draft	0.00	130.00	DFT0000333

Bank Code CREDIT CARD- CHASE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	6,556.54
EFT's	0	0	0.00	0.00
	9	9	0.00	6,556.54

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GENERAL AP INVOICES-GENERAL ACCOUNT PAYABLE INVOICES						
VEN01011	Baker Taylor	11/01/2022	Regular	0.00	13,728.17	66825
	Void	11/01/2022	Regular	0.00	0.00	66826
	Void	11/01/2022	Regular	0.00	0.00	66827
	Void	11/01/2022	Regular	0.00	0.00	66828
	Void	11/01/2022	Regular	0.00	0.00	66829
	Void	11/01/2022	Regular	0.00	0.00	66830
	Void	11/01/2022	Regular	0.00	0.00	66831
	Void	11/01/2022	Regular	0.00	0.00	66832
	Void	11/01/2022	Regular	0.00	0.00	66833
	Void	11/01/2022	Regular	0.00	0.00	66834
	Void	11/01/2022	Regular	0.00	0.00	66835
	Void	11/01/2022	Regular	0.00	0.00	66836
	Void	11/01/2022	Regular	0.00	0.00	66837
VEN01012	Alliance Entertainment	11/01/2022	Regular	0.00	755.75	66838
VEN01066	Ann Arbor Cleaning Supply Company	11/01/2022	Regular	0.00	113.28	66839
VEN01102	Apple, Inc	11/01/2022	Regular	0.00	3,884.00	66840
VEN01013	Blackstone Publishing	11/01/2022	Regular	0.00	393.97	66841
VEN01017	Cengage Learning Inc/Gale	11/01/2022	Regular	0.00	28.49	66842
VEN01065	Computer Alley	11/01/2022	Regular	0.00	382.73	66843
VEN01073	Grainger	11/01/2022	Regular	0.00	764.98	66844
VEN01208	Jewish Community Media of Washtenaw	11/01/2022	Regular	0.00	278.00	66845
VEN01064	Johnson Controls	11/01/2022	Regular	0.00	68.85	66846
VEN01408	Julie Cruz	11/01/2022	Regular	0.00	300.00	66847
VEN01501	Karin Tuthill	11/01/2022	Regular	0.00	1,326.31	66848
VEN01327	Katie Yamasaki	11/01/2022	Regular	0.00	3,750.00	66849
VEN01328	Lakeshore Learning	11/01/2022	Regular	0.00	265.57	66850
VEN01419	Lavinia Hanachiuc	11/01/2022	Regular	0.00	600.00	66851
VEN01475	Michigan Wildflower Farm	11/01/2022	Regular	0.00	705.00	66852
VEN01016	Midwest Tape	11/01/2022	Regular	0.00	1,481.21	66853
VEN01494	Pioneer Omega	11/01/2022	Regular	0.00	300.00	66854
VEN01027	PlantWise	11/01/2022	Regular	0.00	5,785.00	66855
VEN01062	Print-Tech, Inc.	11/01/2022	Regular	0.00	1,996.05	66856
VEN01217	Recon Management Systems, Inc	11/01/2022	Regular	0.00	35.40	66857
VEN01420	Sprout Social, Inc	11/01/2022	Regular	0.00	-2,893.32	66858
VEN01420	Sprout Social, Inc	11/01/2022	Regular	0.00	2,893.32	66858
VEN01038	Underground Printing	11/01/2022	Regular	0.00	324.77	66859
VEN01499	Yaoyi Wang	11/01/2022	Regular	0.00	150.00	66860
VEN01474	Your Membership	11/01/2022	Regular	0.00	499.00	66861
VEN01513	Kroll, LLC	11/01/2022	Regular	0.00	1,400.00	66862
VEN01297	Manpower	11/01/2022	Regular	0.00	1,055.67	66863
VEN01011	Baker Taylor	11/08/2022	Regular	0.00	18,115.12	66864
	Void	11/08/2022	Regular	0.00	0.00	66865
	Void	11/08/2022	Regular	0.00	0.00	66866
	Void	11/08/2022	Regular	0.00	0.00	66867
	Void	11/08/2022	Regular	0.00	0.00	66868
	Void	11/08/2022	Regular	0.00	0.00	66869
	Void	11/08/2022	Regular	0.00	0.00	66870
	Void	11/08/2022	Regular	0.00	0.00	66871
	Void	11/08/2022	Regular	0.00	0.00	66872
	Void	11/08/2022	Regular	0.00	0.00	66873
	Void	11/08/2022	Regular	0.00	0.00	66874
VEN01389	A Rifkin Co	11/08/2022	Regular	0.00	4,024.33	66875
VEN01079	AF Smith Electric	11/08/2022	Regular	0.00	2,447.25	66876
VEN01158	Alex Kourvo	11/08/2022	Regular	0.00	450.00	66877
VEN01012	Alliance Entertainment	11/08/2022	Regular	0.00	1,917.63	66878
VEN01039	Allstar Alarm, LLC	11/08/2022	Regular	0.00	1,929.94	66879
VEN01250	Amber Adams-Fall	11/08/2022	Regular	0.00	125.00	66880
VEN01477	Ann Arbor Civic Theatre	11/08/2022	Regular	0.00	100.00	66881
VEN01206	Ann Arbor Observer	11/08/2022	Regular	0.00	1,467.40	66882
VEN01497	Ann Vincent Productions, Inc	11/08/2022	Regular	0.00	3,000.00	66883

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01049	Betsy Beckerman	11/08/2022	Regular	0.00	520.00	66884
VEN01021	Busch's	11/08/2022	Regular	0.00	15.77	66885
VEN01117	CDW-G	11/08/2022	Regular	0.00	856.64	66886
VEN01150	EBSCO	11/08/2022	Regular	0.00	35,266.84	66887
VEN01180	Erik Bean	11/08/2022	Regular	0.00	95.00	66888
VEN01216	FAADL - Friends of the Ann Arbor District Librar	11/08/2022	Regular	0.00	4,244.65	66889
VEN01130	FastSigns	11/08/2022	Regular	0.00	65.00	66890
VEN01478	Format Framing	11/08/2022	Regular	0.00	975.80	66891
VEN01148	Graduate Ann Arbor	11/08/2022	Regular	0.00	438.90	66892
VEN01234	Keegan Rodgers	11/08/2022	Regular	0.00	200.00	66893
VEN01126	Ariel Ojibway	11/08/2022	Regular	0.00	200.00	66894
VEN01016	Midwest Tape	11/08/2022	Regular	0.00	4,098.59	66895
VEN01514	National Time & Signal	11/08/2022	Regular	0.00	175.00	66896
VEN01182	NewsBank	11/08/2022	Regular	0.00	11,251.00	66897
VEN01193	Patti F. Smith	11/08/2022	Regular	0.00	200.00	66898
VEN01028	Preuss Pets	11/08/2022	Regular	0.00	931.77	66899
VEN01062	Print-Tech, Inc.	11/08/2022	Regular	0.00	3,160.48	66900
VEN01160	Royal Limousine Service Inc	11/08/2022	Regular	0.00	249.70	66901
VEN01213	ScheduleSource, Inc	11/08/2022	Regular	0.00	982.00	66902
VEN01031	Schindler Elevator Corp	11/08/2022	Regular	0.00	7,994.00	66903
VEN01034	Stadium Hardware	11/08/2022	Regular	0.00	108.22	66904
VEN01068	Staples	11/08/2022	Regular	0.00	1,350.33	66905
VEN01502	Tracy Gallup	11/08/2022	Regular	0.00	100.00	66906
VEN01529	TSFP Holdings, Inc	11/08/2022	Regular	0.00	450.00	66907
VEN01319	Varsity Ford	11/08/2022	Regular	0.00	1,037.39	66908
VEN01012	Alliance Entertainment	11/15/2022	Regular	0.00	160.31	66909
VEN01011	Baker Taylor	11/15/2022	Regular	0.00	13,224.89	66910
	Void	11/15/2022	Regular	0.00	0.00	66911
	Void	11/15/2022	Regular	0.00	0.00	66912
	Void	11/15/2022	Regular	0.00	0.00	66913
	Void	11/15/2022	Regular	0.00	0.00	66914
	Void	11/15/2022	Regular	0.00	0.00	66915
	Void	11/15/2022	Regular	0.00	0.00	66916
	Void	11/15/2022	Regular	0.00	0.00	66917
	Void	11/15/2022	Regular	0.00	0.00	66918
	Void	11/15/2022	Regular	0.00	0.00	66919
	Void	11/15/2022	Regular	0.00	0.00	66920
	Void	11/15/2022	Regular	0.00	0.00	66921
	Void	11/15/2022	Regular	0.00	0.00	66922
VEN01017	Cengage Learning Inc/Gale	11/15/2022	Regular	0.00	268.40	66923
VEN01016	Midwest Tape	11/15/2022	Regular	0.00	8,964.15	66924
	Void	11/15/2022	Regular	0.00	0.00	66925
VEN01524	Abrams Planetarium Sky Calendar	11/15/2022	Regular	0.00	176.00	66926
VEN01079	AF Smith Electric	11/15/2022	Regular	0.00	419.30	66927
VEN01473	Allied Eagle	11/15/2022	Regular	0.00	446.70	66928
VEN01525	Ann Arbor Public Schools	11/15/2022	Regular	0.00	513.44	66929
VEN01528	Anna Rauwerda	11/15/2022	Regular	0.00	200.00	66930
VEN01528	Anna Rauwerda	11/15/2022	Regular	0.00	-200.00	66930
VEN01102	Apple, Inc	11/15/2022	Regular	0.00	1,870.00	66931
VEN01010	Applied Imaging	11/15/2022	Regular	0.00	1,448.30	66932
VEN01246	Arsenal Handicraft	11/15/2022	Regular	0.00	1,000.00	66933
VEN01274	B&H	11/15/2022	Regular	0.00	1,788.77	66934
VEN01163	Blick Art Materials	11/15/2022	Regular	0.00	35.33	66935
VEN01040	Brewer's North Campus Service Inc.	11/15/2022	Regular	0.00	906.07	66936
VEN01486	Brian Walline	11/15/2022	Regular	0.00	5,000.00	66937
VEN01022	Carpenter Brothers	11/15/2022	Regular	0.00	116.76	66938
VEN01117	CDW-G	11/15/2022	Regular	0.00	949.50	66939
VEN01544	Claire Dahl	11/15/2022	Regular	0.00	150.00	66940
VEN01541	Devon Thomas	11/15/2022	Regular	0.00	1,090.80	66941
VEN01073	Grainger	11/15/2022	Regular	0.00	8.28	66942
VEN01178	GSI	11/15/2022	Regular	0.00	13,480.50	66943

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01105	Hooper Hathaway, P.C.	11/15/2022	Regular	0.00	820.00	66944
VEN01526	LARA Bureau of Construction Codes	11/15/2022	Regular	0.00	120.00	66945
VEN01488	Lindsey Willow Smith	11/15/2022	Regular	0.00	150.00	66946
VEN01345	Mail Shoppe, Inc	11/15/2022	Regular	0.00	692.08	66947
VEN01297	Manpower	11/15/2022	Regular	0.00	901.64	66948
VEN01147	Martin Bandyke	11/15/2022	Regular	0.00	400.00	66949
VEN01025	McIntosh Grounds Maint, Inc.	11/15/2022	Regular	0.00	5,979.17	66950
VEN01026	Metcom, Inc	11/15/2022	Regular	0.00	4,554.00	66951
VEN01047	Monica Higman	11/15/2022	Regular	0.00	150.00	66952
VEN01063	O'Neal Construction, Inc.	11/15/2022	Regular	0.00	27,668.81	66953
VEN01027	PlantWise	11/15/2022	Regular	0.00	3,975.00	66954
VEN01062	Print-Tech, Inc.	11/15/2022	Regular	0.00	963.25	66955
VEN01516	Production Management One, Inc	11/15/2022	Regular	0.00	2,150.00	66956
VEN01248	Rebecca Howe	11/15/2022	Regular	0.00	500.00	66957
VEN01527	Reckless Bandon Pictures	11/15/2022	Regular	0.00	250.00	66958
VEN01543	Rock the Booth, LLC	11/15/2022	Regular	0.00	600.00	66959
VEN01203	Schilke Security	11/15/2022	Regular	0.00	696.87	66960
VEN01283	Sweetwater Music Instruments & Pro Audio	11/15/2022	Regular	0.00	654.96	66961
VEN01540	Unbound Events, Inc	11/15/2022	Regular	0.00	6,500.00	66962
VEN01097	Unique	11/15/2022	Regular	0.00	286.40	66963
VEN01202	Vanguard Fire & Security Systems	11/15/2022	Regular	0.00	569.00	66964
VEN01484	Veronica Cook Williamson	11/15/2022	Regular	0.00	150.00	66965
VEN01011	Baker Taylor	11/29/2022	Regular	0.00	12,599.29	66966
	Void	11/29/2022	Regular	0.00	0.00	66967
	Void	11/29/2022	Regular	0.00	0.00	66968
	Void	11/29/2022	Regular	0.00	0.00	66969
	Void	11/29/2022	Regular	0.00	0.00	66970
	Void	11/29/2022	Regular	0.00	0.00	66971
	Void	11/29/2022	Regular	0.00	0.00	66972
	Void	11/29/2022	Regular	0.00	0.00	66973
	Void	11/29/2022	Regular	0.00	0.00	66974
	Void	11/29/2022	Regular	0.00	0.00	66975
VEN01158	Alex Kourvo	11/29/2022	Regular	0.00	450.00	66976
VEN01267	Alex Pierzchala	11/29/2022	Regular	0.00	422.51	66977
VEN01012	Alliance Entertainment	11/29/2022	Regular	0.00	445.47	66978
VEN01039	Allstar Alarm, LLC	11/29/2022	Regular	0.00	2,530.00	66979
VEN01481	Andrew Olsen	11/29/2022	Regular	0.00	100.00	66980
VEN01066	Ann Arbor Cleaning Supply Company	11/29/2022	Regular	0.00	299.50	66981
VEN01206	Ann Arbor Observer	11/29/2022	Regular	0.00	2,489.30	66982
VEN01102	Apple, Inc	11/29/2022	Regular	0.00	3,178.00	66983
VEN01010	Applied Imaging	11/29/2022	Regular	0.00	4,647.50	66984
VEN01274	B&H	11/29/2022	Regular	0.00	441.96	66985
VEN01120	Barnes & Noble, Inc.	11/29/2022	Regular	0.00	131.08	66986
VEN01155	Bethany Neal	11/29/2022	Regular	0.00	450.00	66987
VEN01013	Blackstone Publishing	11/29/2022	Regular	0.00	69.98	66988
VEN01289	Bridgeport Consulting, LLC	11/29/2022	Regular	0.00	1,800.00	66989
VEN01457	Capital Area District Libraries	11/29/2022	Regular	0.00	9.79	66990
VEN01022	Carpenter Brothers	11/29/2022	Regular	0.00	172.43	66991
VEN01117	CDW-G	11/29/2022	Regular	0.00	8,860.92	66992
VEN01017	Cengage Learning Inc/Gale	11/29/2022	Regular	0.00	150.69	66993
VEN01466	Colin Simpson	11/29/2022	Regular	0.00	21.19	66994
VEN01553	Cummins Sales and Service	11/29/2022	Regular	0.00	530.90	66995
VEN01006	Dykema Gossett	11/29/2022	Regular	0.00	239.70	66996
VEN01423	Ergo Desktop	11/29/2022	Regular	0.00	1,075.98	66997
VEN01444	Garrett Schumann	11/29/2022	Regular	0.00	250.00	66998
VEN01073	Grainger	11/29/2022	Regular	0.00	128.40	66999
VEN01537	Joe Reilly	11/29/2022	Regular	0.00	1,200.00	67000
VEN01064	Johnson Controls	11/29/2022	Regular	0.00	883.18	67001
VEN01445	Joseph McHardy	11/29/2022	Regular	0.00	250.00	67002
VEN01192	Lori Stratton	11/29/2022	Regular	0.00	300.00	67003
VEN01298	Lucy Schramm	11/29/2022	Regular	0.00	37.20	67004

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01171	Maner Costerisan	11/29/2022	Regular	0.00	11,950.00	67005
VEN01297	Manpower	11/29/2022	Regular	0.00	678.44	67006
VEN01318	Marley Boone	11/29/2022	Regular	0.00	200.00	67007
VEN01190	Martha Stuit	11/29/2022	Regular	0.00	300.00	67008
VEN01016	Midwest Tape	11/29/2022	Regular	0.00	4,418.22	67009
	Void	11/29/2022	Regular	0.00	0.00	67010
VEN01047	Monica Higman	11/29/2022	Regular	0.00	150.00	67011
VEN01548	OverDrive, Inc	11/29/2022	Regular	0.00	109.89	67012
VEN01546	Parker Sophie Kehrig	11/29/2022	Regular	0.00	150.00	67013
VEN01093	Payton James	11/29/2022	Regular	0.00	660.00	67014
VEN01027	PlantWise	11/29/2022	Regular	0.00	3,975.00	67015
VEN01062	Print-Tech, Inc.	11/29/2022	Regular	0.00	1,314.34	67016
VEN01094	Rachel Hoekstra	11/29/2022	Regular	0.00	125.00	67017
VEN01217	Recon Management Systems, Inc	11/29/2022	Regular	0.00	53.00	67018
VEN01508	Saline District Library	11/29/2022	Regular	0.00	15.00	67019
VEN01203	Schilke Security	11/29/2022	Regular	0.00	2,878.75	67020
VEN01032	Shambaugh & Son, L.P.	11/29/2022	Regular	0.00	2,598.20	67021
VEN01045	Sheela Lal	11/29/2022	Regular	0.00	150.00	67022
VEN01068	Staples	11/29/2022	Regular	0.00	1,228.72	67023
VEN01107	UNUM	11/29/2022	Regular	0.00	4,541.86	67024
VEN01108	UNUM	11/29/2022	Regular	0.00	4,608.81	67025
VEN01188	Value Line Publishing LLC	11/29/2022	Regular	0.00	10,995.00	67026
VEN01204	VanArchitects, PLLC	11/29/2022	Regular	0.00	4,560.00	67027
VEN01202	Vanguard Fire & Security Systems	11/29/2022	Regular	0.00	873.50	67028
VEN01315	Washtenaw County Treasurer	11/29/2022	Regular	0.00	475.19	67029
VEN01551	Wayne State University Press	11/29/2022	Regular	0.00	2,925.00	67030
VEN01174	Westgate Enterprises	11/29/2022	Regular	0.00	48,920.79	67031
VEN01547	Xochi Julian Sanchez	11/29/2022	Regular	0.00	-150.00	67032
VEN01547	Xochi Julian Sanchez	11/29/2022	Regular	0.00	150.00	67032
VEN01007	Amazon	11/01/2022	Bank Draft	0.00	1,162.80	DFT0000260
VEN01023	Cintas	11/01/2022	Bank Draft	0.00	71.67	DFT0000261
VEN01023	Cintas	11/01/2022	Bank Draft	0.00	70.17	DFT0000262
VEN01023	Cintas	11/01/2022	Bank Draft	0.00	229.93	DFT0000263
VEN01019	UPS	11/01/2022	Bank Draft	0.00	36.00	DFT0000264
VEN01100	Verizon	11/01/2022	Bank Draft	0.00	2,152.54	DFT0000265
VEN01008	Amazon Collections	11/08/2022	Bank Draft	0.00	870.92	DFT0000315
VEN01023	Cintas	11/08/2022	Bank Draft	0.00	70.17	DFT0000316
VEN01023	Cintas	11/08/2022	Bank Draft	0.00	71.67	DFT0000317
VEN01098	City of Ann Arbor Alarm Services	11/08/2022	Bank Draft	0.00	500.00	DFT0000318
VEN01042	City of Ann Arbor Water Utilities	11/08/2022	Bank Draft	0.00	2,512.10	DFT0000319
VEN01070	Office Depot	11/08/2022	Bank Draft	0.00	174.61	DFT0000320
VEN01018	Trionfo Solutions, LLC	11/08/2022	Bank Draft	0.00	682.50	DFT0000321
VEN01019	UPS	11/08/2022	Bank Draft	0.00	36.00	DFT0000322
VEN01035	Waste Management of Michigan	11/08/2022	Bank Draft	0.00	522.36	DFT0000323
VEN01326	Dashka Slater	11/08/2022	Bank Draft	0.00	2,257.20	DFT0000324
VEN01007	Amazon	11/15/2022	Bank Draft	0.00	3,752.62	DFT0000334
VEN01101	AT&T	11/15/2022	Bank Draft	0.00	332.06	DFT0000335
VEN01077	BCBS	11/15/2022	Bank Draft	0.00	239.63	DFT0000336
VEN01077	BCBS	11/15/2022	Bank Draft	0.00	4,570.62	DFT0000337
VEN01078	BCN	11/15/2022	Bank Draft	0.00	95,788.77	DFT0000338
VEN01023	Cintas	11/15/2022	Bank Draft	0.00	71.67	DFT0000339
VEN01023	Cintas	11/15/2022	Bank Draft	0.00	70.17	DFT0000340
VEN01104	DTE	11/15/2022	Bank Draft	0.00	814.54	DFT0000341
VEN01104	DTE	11/15/2022	Bank Draft	0.00	5,043.95	DFT0000342
VEN01104	DTE	11/15/2022	Bank Draft	0.00	2,779.34	DFT0000343
VEN01024	Lowe's	11/15/2022	Bank Draft	0.00	445.93	DFT0000344
VEN01061	ULINE	11/15/2022	Bank Draft	0.00	94.91	DFT0000345
VEN01019	UPS	11/15/2022	Bank Draft	0.00	36.00	DFT0000346
VEN01100	Verizon	11/15/2022	Bank Draft	0.00	1,105.28	DFT0000347
VEN01008	Amazon Collections	11/29/2022	Bank Draft	0.00	-702.94	DFT0000348
VEN01008	Amazon Collections	11/29/2022	Bank Draft	0.00	702.94	DFT0000348

Check Report

Date Range: 11/01/2022 - 11/30/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01098	City of Ann Arbor Alarm Services	11/29/2022	Bank Draft	0.00	37.00	DFT0000349
VEN01098	City of Ann Arbor Alarm Services	11/29/2022	Bank Draft	0.00	37.00	DFT0000350
VEN01098	City of Ann Arbor Alarm Services	11/29/2022	Bank Draft	0.00	37.00	DFT0000351
VEN01098	City of Ann Arbor Alarm Services	11/29/2022	Bank Draft	0.00	37.00	DFT0000352
VEN01098	City of Ann Arbor Alarm Services	11/29/2022	Bank Draft	0.00	37.00	DFT0000353
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	229.93	DFT0000354
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	229.93	DFT0000355
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	229.93	DFT0000356
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	229.93	DFT0000357
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	70.17	DFT0000358
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	383.04	DFT0000359
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	71.67	DFT0000360
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	71.67	DFT0000361
VEN01023	Cintas	11/29/2022	Bank Draft	0.00	70.17	DFT0000362
VEN01104	DTE	11/29/2022	Bank Draft	0.00	73.95	DFT0000363
VEN01104	DTE	11/29/2022	Bank Draft	0.00	2,577.18	DFT0000364
VEN01104	DTE	11/29/2022	Bank Draft	0.00	677.48	DFT0000365
VEN01104	DTE	11/29/2022	Bank Draft	0.00	3,281.61	DFT0000366
VEN01104	DTE	11/29/2022	Bank Draft	0.00	12,095.09	DFT0000367
VEN01104	DTE	11/29/2022	Bank Draft	0.00	302.23	DFT0000368
VEN01104	DTE	11/29/2022	Bank Draft	0.00	2,325.39	DFT0000369
VEN01172	MetLife	11/29/2022	Bank Draft	0.00	10,219.14	DFT0000370
VEN01080	Oxford Property Management	11/29/2022	Bank Draft	0.00	11,374.21	DFT0000371
VEN01080	Oxford Property Management	11/29/2022	Bank Draft	0.00	0.95	DFT0000372
VEN01257	Quadient (NeoFunds & Neopost)	11/29/2022	Bank Draft	0.00	1,500.00	DFT0000373
VEN01173	TDS	11/29/2022	Bank Draft	0.00	11,210.73	DFT0000374
VEN01061	ULINE	11/29/2022	Bank Draft	0.00	2,158.19	DFT0000375
VEN01019	UPS	11/29/2022	Bank Draft	0.00	86.49	DFT0000376
VEN01100	Verizon	11/29/2022	Bank Draft	0.00	3,553.69	DFT0000377

Bank Code GENERAL AP INVOICES Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	947	163	0.00	415,927.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	48	0.00	-3,243.32
Bank Drafts	139	61	0.00	189,773.90
EFT's	0	0	0.00	0.00
Total	1086	272	0.00	602,458.21

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	947	163	0.00	415,927.63
Manual Checks	0	0	0.00	0.00
Voided Checks	0	48	0.00	-3,243.32
Bank Drafts	179	98	0.00	202,660.54
EFT's	0	0	0.00	0.00
	1126	309	0.00	615,344.85

Fund Summary

Fund	Name	Period	Amount
101	General Fund	11/2022	615,344.85
			615,344.85



Ann Arbor District Library

Check Report

By Check Number

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- BAA-CREDIT CARD - BANK OF ANN ARBOR						
VEN01493	Ann Arbor News	12/20/2022	Bank Draft	0.00	2,145.40	DFT0000455
VEN01347	Hollanders	12/20/2022	Bank Draft	0.00	72.73	DFT0000456
VEN01476	Innovation First Labs, Inc	12/20/2022	Bank Draft	0.00	224.50	DFT0000457
VEN01135	IRCloud	12/20/2022	Bank Draft	0.00	210.74	DFT0000458
VEN01316	Michaels	12/20/2022	Bank Draft	0.00	205.59	DFT0000459
VEN01323	Oriental Trading	12/20/2022	Bank Draft	0.00	84.90	DFT0000460
VEN01127	Penske	12/20/2022	Bank Draft	0.00	637.00	DFT0000461
VEN01542	Q&A Reporting, Inc	12/20/2022	Bank Draft	0.00	2,455.20	DFT0000462
VEN01128	Star's Cafe Ann Arbor	12/20/2022	Bank Draft	0.00	186.00	DFT0000463
VEN01398	Sticker Mule	12/20/2022	Bank Draft	0.00	241.50	DFT0000464
VEN01379	Walmart	12/20/2022	Bank Draft	0.00	159.70	DFT0000465

Bank Code CREDIT CARD- BAA Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	13	11	0.00	6,623.26
EFT's	0	0	0.00	0.00
	13	11	0.00	6,623.26

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- CHASE-CREDIT CARD- CHASE						
VEN01131	AWS	12/12/2022	Bank Draft	0.00	186.02	DFT0000419
VEN01132	Backblaze	12/12/2022	Bank Draft	0.00	1,750.19	DFT0000420
VEN01133	Drupalize OSIO Labs	12/12/2022	Bank Draft	0.00	35.00	DFT0000421
VEN01130	FastSigns	12/12/2022	Bank Draft	0.00	4,336.88	DFT0000422
VEN01515	Oh Dear	12/12/2022	Bank Draft	0.00	69.76	DFT0000423
VEN01143	OpenCage	12/12/2022	Bank Draft	0.00	50.00	DFT0000424
VEN01139	Trello	12/12/2022	Bank Draft	0.00	75.00	DFT0000425
VEN01140	Twilio	12/12/2022	Bank Draft	0.00	637.58	DFT0000426
VEN01280	Washington Post	12/12/2022	Bank Draft	0.00	192.00	DFT0000427
VEN01142	Zoom	12/12/2022	Bank Draft	0.00	284.99	DFT0000428

Bank Code CREDIT CARD- CHASE Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	11	10	0.00	7,617.42
EFT's	0	0	0.00	0.00
	11	10	0.00	7,617.42

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GENERAL AP INVOICES-GENERAL ACCOUNT PAYABLE INVOICES						
VEN01169	Afternoon Delight	12/20/2022	Regular	0.00	-1,140.00	66654
VEN01497	Ann Vincent Productions, Inc	12/13/2022	Regular	0.00	-3,000.00	66883
VEN01011	Baker Taylor	12/06/2022	Regular	0.00	19,566.22	67033
	Void	12/06/2022	Regular	0.00	0.00	67034
	Void	12/06/2022	Regular	0.00	0.00	67035
	Void	12/06/2022	Regular	0.00	0.00	67036
	Void	12/06/2022	Regular	0.00	0.00	67037
	Void	12/06/2022	Regular	0.00	0.00	67038
	Void	12/06/2022	Regular	0.00	0.00	67039
	Void	12/06/2022	Regular	0.00	0.00	67040
	Void	12/06/2022	Regular	0.00	0.00	67041
	Void	12/06/2022	Regular	0.00	0.00	67042
VEN01013	Blackstone Publishing	12/06/2022	Regular	0.00	2,831.70	67043
VEN01017	Cengage Learning Inc/Gale	12/06/2022	Regular	0.00	29.24	67044
VEN01016	Midwest Tape	12/06/2022	Regular	0.00	11,792.97	67045
	Void	12/06/2022	Regular	0.00	0.00	67046
	Void	12/06/2022	Regular	0.00	0.00	67047
	Void	12/06/2022	Regular	0.00	0.00	67048
VEN01162	Aaron Lewis	12/06/2022	Regular	0.00	400.00	67049
VEN01558	American Society of Employers, Inc	12/06/2022	Regular	0.00	955.00	67050
VEN01022	Carpenter Brothers	12/06/2022	Regular	0.00	4.99	67051
VEN01561	Dayton Hare	12/06/2022	Regular	0.00	100.00	67052
VEN01216	FAADL - Friends of the Ann Arbor District Librar	12/06/2022	Regular	0.00	5,461.22	67053
VEN01194	Jenn McKee	12/06/2022	Regular	0.00	100.00	67054
VEN01560	Jerusalem Garden	12/06/2022	Regular	0.00	1,365.25	67055
VEN01208	Jewish Community Media of Washtenaw	12/06/2022	Regular	0.00	278.00	67056
VEN01054	Matthew Bender & Co, Inc.	12/06/2022	Regular	0.00	855.46	67057
VEN01087	Midwest Collaborative for Library Services	12/06/2022	Regular	0.00	6,823.95	67058
VEN01559	Michigan Municipal League Workers' Comp Fur	12/06/2022	Regular	0.00	1,079.00	67059
VEN01332	Momoko Fife	12/06/2022	Regular	0.00	150.00	67060
VEN01187	OCLC Inc	12/06/2022	Regular	0.00	3,780.98	67061
VEN01435	Pride Source Media Group	12/06/2022	Regular	0.00	835.00	67062
VEN01062	Print-Tech, Inc.	12/06/2022	Regular	0.00	6,013.99	67063
VEN01516	Production Management One, Inc	12/06/2022	Regular	0.00	2,150.00	67064
VEN01094	Rachel Hoekstra	12/06/2022	Regular	0.00	125.00	67065
VEN01213	ScheduleSource, Inc	12/06/2022	Regular	0.00	973.00	67066
VEN01058	Sentrum Bookstore	12/06/2022	Regular	0.00	32.00	67067
VEN01124	Sherlonya Turner Zobel	12/06/2022	Regular	0.00	1,715.61	67068
VEN01556	Sona Avedikian	12/06/2022	Regular	0.00	5,000.00	67069
VEN01420	Sprout Social, Inc	12/06/2022	Regular	0.00	2,893.32	67070
VEN01034	Stadium Hardware	12/06/2022	Regular	0.00	138.74	67071
VEN01566	Tevah Platt	12/06/2022	Regular	0.00	199.50	67072
VEN01059	Tsai Fong Books, Inc.	12/06/2022	Regular	0.00	41.81	67073
VEN01273	Tyler Technologies, Inc	12/06/2022	Regular	0.00	250.00	67074
VEN01567	William Shurtliff	12/06/2022	Regular	0.00	190.00	67075
VEN01012	Alliance Entertainment	12/13/2022	Regular	0.00	1,080.78	67076
VEN01011	Baker Taylor	12/13/2022	Regular	0.00	25,919.96	67077
	Void	12/13/2022	Regular	0.00	0.00	67078
	Void	12/13/2022	Regular	0.00	0.00	67079
	Void	12/13/2022	Regular	0.00	0.00	67080
	Void	12/13/2022	Regular	0.00	0.00	67081
	Void	12/13/2022	Regular	0.00	0.00	67082
	Void	12/13/2022	Regular	0.00	0.00	67083
	Void	12/13/2022	Regular	0.00	0.00	67084
	Void	12/13/2022	Regular	0.00	0.00	67085
	Void	12/13/2022	Regular	0.00	0.00	67086
	Void	12/13/2022	Regular	0.00	0.00	67087
	Void	12/13/2022	Regular	0.00	0.00	67088
	Void	12/13/2022	Regular	0.00	0.00	67089
	Void	12/13/2022	Regular	0.00	0.00	67090

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Void	12/13/2022	Regular	0.00	0.00	67091
VEN01016	Midwest Tape	12/13/2022	Regular	0.00	3,923.73	67092
	Void	12/13/2022	Regular	0.00	0.00	67093
VEN01079	AF Smith Electric	12/13/2022	Regular	0.00	357.50	67094
VEN01473	Allied Eagle	12/13/2022	Regular	0.00	610.25	67095
VEN01039	Allstar Alarm, LLC	12/13/2022	Regular	0.00	1,035.00	67096
VEN01454	Amy Hepp	12/13/2022	Regular	0.00	160.00	67097
VEN01525	Ann Arbor Public Schools	12/13/2022	Regular	0.00	2,815.63	67098
VEN01549	Ann Arbor Trout Unlimited	12/13/2022	Regular	0.00	180.00	67099
VEN01102	Apple, Inc	12/13/2022	Regular	0.00	1,614.90	67100
VEN01010	Applied Imaging	12/13/2022	Regular	0.00	4,000.48	67101
VEN01274	B&H	12/13/2022	Regular	0.00	172.80	67102
VEN01583	Batteries Plus Bulbs	12/13/2022	Regular	0.00	174.00	67103
VEN01049	Betsy Beckerman	12/13/2022	Regular	0.00	680.00	67104
VEN01040	Brewer's North Campus Service Inc.	12/13/2022	Regular	0.00	883.91	67105
VEN01117	CDW-G	12/13/2022	Regular	0.00	607.80	67106
VEN01264	Duke Roofing	12/13/2022	Regular	0.00	1,008.00	67107
VEN01463	Emily Siwek	12/13/2022	Regular	0.00	241.00	67108
VEN01116	Fraza	12/13/2022	Regular	0.00	110.00	67109
VEN01148	Graduate Ann Arbor	12/13/2022	Regular	0.00	396.90	67110
VEN01195	Hugh Gallagher	12/13/2022	Regular	0.00	200.00	67111
VEN01552	Kali VanBaale	12/13/2022	Regular	0.00	200.00	67112
VEN01501	Karin Tuthill	12/13/2022	Regular	0.00	141.21	67113
VEN01199	Laura Pershin Raynor	12/13/2022	Regular	0.00	200.00	67114
VEN01298	Lucy Schramm	12/13/2022	Regular	0.00	209.94	67115
VEN01171	Maner Costerisan	12/13/2022	Regular	0.00	11,950.00	67116
VEN01297	Manpower	12/13/2022	Regular	0.00	450.96	67117
VEN01190	Martha Stuit	12/13/2022	Regular	0.00	150.00	67118
VEN01147	Martin Bandyke	12/13/2022	Regular	0.00	100.00	67119
VEN01025	McIntosh Grounds Maint, Inc.	12/13/2022	Regular	0.00	5,979.17	67120
VEN01262	Michelle Kim	12/13/2022	Regular	0.00	1,000.00	67121
VEN01578	Nashville Public Library	12/13/2022	Regular	0.00	23.52	67122
VEN01231	Nicole Ray Sloe Gin Fizz	12/13/2022	Regular	0.00	264.00	67123
VEN01063	O'Neal Construction, Inc.	12/13/2022	Regular	0.00	74.20	67124
VEN01080	Oxford Property Management	12/13/2022	Regular	0.00	288.24	67125
VEN01062	Print-Tech, Inc.	12/13/2022	Regular	0.00	8,880.80	67126
VEN01594	Rahmberg Stover & Associates, LLC	12/13/2022	Regular	0.00	1,060.00	67127
VEN01441	Rebecca Wittekindt	12/13/2022	Regular	0.00	160.00	67128
VEN01170	Recycle Ann Arbor	12/13/2022	Regular	0.00	500.00	67129
VEN01160	Royal Limousine Service Inc	12/13/2022	Regular	0.00	249.70	67130
VEN01571	Sara Adlerstein	12/13/2022	Regular	0.00	250.00	67131
VEN01550	Sarmed Jabra Nur Creative Studio, LLC	12/13/2022	Regular	0.00	350.00	67132
VEN01203	Schilke Security	12/13/2022	Regular	0.00	720.00	67133
VEN01045	Sheela Lal	12/13/2022	Regular	0.00	150.00	67134
VEN01296	Sierra Brown	12/13/2022	Regular	0.00	600.00	67135
VEN01415	Speedshelf Systems, Inc	12/13/2022	Regular	0.00	11,960.30	67136
VEN01402	Voss Lighting	12/13/2022	Regular	0.00	1,466.40	67137
VEN01404	Yeo & Yeo	12/13/2022	Regular	0.00	4,177.61	67138
VEN01169	Afternoon Delight	12/20/2022	Regular	0.00	1,140.00	67139
VEN01250	Amber Adams-Fall	12/20/2022	Regular	0.00	125.00	67140
VEN01603	Ann Arbor Film Festival	12/20/2022	Regular	0.00	350.00	67141
VEN01493	Ann Arbor News	12/20/2022	Regular	0.00	738.95	67142
VEN01595	Ann Arbor Railroad Technical & Historical Assoc	12/20/2022	Regular	0.00	28.00	67143
VEN01010	Applied Imaging	12/20/2022	Regular	0.00	530.40	67144
VEN01274	B&H	12/20/2022	Regular	0.00	1,261.44	67145
VEN01120	Barnes & Noble, Inc.	12/20/2022	Regular	0.00	261.71	67146
VEN01022	Carpenter Brothers	12/20/2022	Regular	0.00	2.19	67147
VEN01377	CFRA	12/20/2022	Regular	0.00	1,780.00	67148
VEN01082	Crawford Door Sales	12/20/2022	Regular	0.00	3,025.00	67149
VEN01576	David Petersen	12/20/2022	Regular	0.00	250.00	67150
VEN01006	Dykema Gossett	12/20/2022	Regular	0.00	5,213.49	67151

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01611	EPIC - MRA	12/20/2022	Regular	0.00	14,400.00	67152
VEN01105	Hooper Hathaway, P.C.	12/20/2022	Regular	0.00	205.00	67153
VEN01491	Hutzel	12/20/2022	Regular	0.00	124.50	67154
VEN01194	Jenn McKee	12/20/2022	Regular	0.00	100.00	67155
VEN01593	Jodi Lynn Burton	12/20/2022	Regular	0.00	715.00	67156
VEN01201	Journey Retirement Plan Services, LLC	12/20/2022	Regular	0.00	231.25	67157
VEN01574	Lia Giannotti Photography	12/20/2022	Regular	0.00	450.00	67158
VEN01297	Manpower	12/20/2022	Regular	0.00	429.33	67159
VEN01190	Martha Stuit	12/20/2022	Regular	0.00	150.00	67160
VEN01450	Mehreen Kakwan	12/20/2022	Regular	0.00	150.00	67161
VEN01071	MindCentric	12/20/2022	Regular	0.00	1,863.00	67162
VEN01063	O'Neal Construction, Inc.	12/20/2022	Regular	0.00	31,324.48	67163
VEN01175	Pittsfield Charter Township Water	12/20/2022	Regular	0.00	1,069.78	67164
VEN01028	Preuss Pets	12/20/2022	Regular	0.00	1,489.45	67165
VEN01344	Robin Robinson	12/20/2022	Regular	0.00	150.00	67166
VEN01604	Southfield Public Library	12/20/2022	Regular	0.00	113.00	67167
VEN01097	Unique	12/20/2022	Regular	0.00	545.95	67168
VEN01107	UNUM	12/20/2022	Regular	0.00	4,588.08	67169
VEN01108	UNUM	12/20/2022	Regular	0.00	4,693.17	67170
VEN01174	Westgate Enterprises	12/20/2022	Regular	0.00	1,961.02	67171
VEN01011	Baker Taylor	12/20/2022	Regular	0.00	23,844.60	67172
	Void	12/20/2022	Regular	0.00	0.00	67173
	Void	12/20/2022	Regular	0.00	0.00	67174
	Void	12/20/2022	Regular	0.00	0.00	67175
	Void	12/20/2022	Regular	0.00	0.00	67176
	Void	12/20/2022	Regular	0.00	0.00	67177
	Void	12/20/2022	Regular	0.00	0.00	67178
	Void	12/20/2022	Regular	0.00	0.00	67179
	Void	12/20/2022	Regular	0.00	0.00	67180
	Void	12/20/2022	Regular	0.00	0.00	67181
	Void	12/20/2022	Regular	0.00	0.00	67182
	Void	12/20/2022	Regular	0.00	0.00	67183
	Void	12/20/2022	Regular	0.00	0.00	67184
	Void	12/20/2022	Regular	0.00	0.00	67185
	Void	12/20/2022	Regular	0.00	0.00	67186
	Void	12/20/2022	Regular	0.00	0.00	67187
	Void	12/20/2022	Regular	0.00	0.00	67188
	Void	12/20/2022	Regular	0.00	0.00	67189
	Void	12/20/2022	Regular	0.00	0.00	67190
	Void	12/20/2022	Regular	0.00	0.00	67191
	Void	12/20/2022	Regular	0.00	0.00	67192
VEN01017	Cengage Learning Inc/Gale	12/20/2022	Regular	0.00	278.89	67193
VEN01016	Midwest Tape	12/20/2022	Regular	0.00	5,854.53	67194
	Void	12/20/2022	Regular	0.00	0.00	67195
VEN01102	Apple, Inc	12/27/2022	Regular	0.00	1,647.00	67196
VEN01274	B&H	12/27/2022	Regular	0.00	1,790.98	67197
VEN01597	Lisa Evans	12/27/2022	Regular	0.00	35.00	67198
VEN01297	Manpower	12/27/2022	Regular	0.00	448.12	67199
VEN01613	Matt Dubay	12/27/2022	Regular	0.00	260.86	67200
VEN01026	Metcom, Inc	12/27/2022	Regular	0.00	5,021.55	67201
VEN01617	My Class Mag, LLC	12/27/2022	Regular	0.00	100.00	67202
VEN01610	Open Spot Theatre	12/27/2022	Regular	0.00	300.00	67203
VEN01175	Pittsfield Charter Township Water	12/27/2022	Regular	0.00	981.36	67204
VEN01030	RNA	12/27/2022	Regular	0.00	22,001.00	67205
VEN01174	Westgate Enterprises	12/27/2022	Regular	0.00	46,498.34	67206
VEN01098	City of Ann Arbor Alarm Services	12/13/2022	Bank Draft	0.00	-37.00	DFT0000350
VEN01008	Amazon Collections	12/06/2022	Bank Draft	0.00	855.81	DFT0000408
VEN01007	Amazon	12/06/2022	Bank Draft	0.00	1,860.81	DFT0000409
VEN01008	Amazon Collections	12/06/2022	Bank Draft	0.00	1,333.47	DFT0000410
VEN01023	Cintas	12/06/2022	Bank Draft	0.00	71.67	DFT0000411
VEN01023	Cintas	12/06/2022	Bank Draft	0.00	70.17	DFT0000412

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01018	Trionfo Solutions, LLC	12/06/2022	Bank Draft	0.00	682.50	DFT0000413
VEN01023	Cintas	12/06/2022	Bank Draft	0.00	229.93	DFT0000415
VEN01019	UPS	12/06/2022	Bank Draft	0.00	47.42	DFT0000416
VEN01035	Waste Management of Michigan	12/06/2022	Bank Draft	0.00	329.20	DFT0000417
VEN01008	Amazon Collections	12/13/2022	Bank Draft	0.00	1,177.84	DFT0000429
VEN01023	Cintas	12/13/2022	Bank Draft	0.00	71.67	DFT0000430
VEN01023	Cintas	12/13/2022	Bank Draft	0.00	489.82	DFT0000431
VEN01023	Cintas	12/13/2022	Bank Draft	0.00	453.21	DFT0000432
VEN01098	City of Ann Arbor Alarm Services	12/13/2022	Bank Draft	0.00	250.00	DFT0000433
VEN01042	City of Ann Arbor Water Utilities	12/13/2022	Bank Draft	0.00	2,139.47	DFT0000434
VEN01024	Lowe's	12/13/2022	Bank Draft	0.00	554.31	DFT0000435
VEN01070	Office Depot	12/13/2022	Bank Draft	0.00	165.60	DFT0000436
VEN01061	ULINE	12/13/2022	Bank Draft	0.00	537.22	DFT0000437
VEN01100	Verizon	12/13/2022	Bank Draft	0.00	1,105.28	DFT0000438
VEN01035	Waste Management of Michigan	12/13/2022	Bank Draft	0.00	191.20	DFT0000439
VEN01101	AT&T	12/20/2022	Bank Draft	0.00	332.06	DFT0000440
VEN01077	BCBS	12/20/2022	Bank Draft	0.00	224.61	DFT0000441
VEN01077	BCBS	12/20/2022	Bank Draft	0.00	3,047.08	DFT0000442
VEN01078	BCN	12/20/2022	Bank Draft	0.00	95,992.39	DFT0000443
VEN01023	Cintas	12/20/2022	Bank Draft	0.00	229.93	DFT0000444
VEN01023	Cintas	12/20/2022	Bank Draft	0.00	71.67	DFT0000445
VEN01023	Cintas	12/20/2022	Bank Draft	0.00	70.17	DFT0000446
VEN01098	City of Ann Arbor Alarm Services	12/20/2022	Bank Draft	0.00	82.00	DFT0000447
VEN01104	DTE	12/20/2022	Bank Draft	0.00	1,207.97	DFT0000448
VEN01104	DTE	12/20/2022	Bank Draft	0.00	11,169.15	DFT0000449
VEN01104	DTE	12/20/2022	Bank Draft	0.00	4,046.65	DFT0000450
VEN01104	DTE	12/20/2022	Bank Draft	0.00	5,979.34	DFT0000451
VEN01070	Office Depot	12/20/2022	Bank Draft	0.00	47.00	DFT0000452
VEN01019	UPS	12/20/2022	Bank Draft	0.00	98.65	DFT0000453
VEN01007	Amazon	12/20/2022	Bank Draft	0.00	286.62	DFT0000454
VEN01152	DK Agencies	12/26/2022	Bank Draft	0.00	1,524.40	DFT0000467
VEN01007	Amazon	12/27/2022	Bank Draft	0.00	1,507.29	DFT0000468
VEN01023	Cintas	12/27/2022	Bank Draft	0.00	71.67	DFT0000469
VEN01023	Cintas	12/27/2022	Bank Draft	0.00	229.93	DFT0000470
VEN01023	Cintas	12/27/2022	Bank Draft	0.00	70.17	DFT0000471
VEN01042	City of Ann Arbor Water Utilities	12/27/2022	Bank Draft	0.00	2,549.91	DFT0000472
VEN01104	DTE	12/27/2022	Bank Draft	0.00	2,791.30	DFT0000473
VEN01104	DTE	12/27/2022	Bank Draft	0.00	2,005.40	DFT0000474
VEN01104	DTE	12/27/2022	Bank Draft	0.00	3,541.24	DFT0000475
VEN01104	DTE	12/27/2022	Bank Draft	0.00	931.92	DFT0000476
VEN01104	DTE	12/27/2022	Bank Draft	0.00	197.05	DFT0000477
VEN01104	DTE	12/27/2022	Bank Draft	0.00	5,284.44	DFT0000478
VEN01080	Oxford Property Management	12/27/2022	Bank Draft	0.00	11,586.45	DFT0000479
VEN01080	Oxford Property Management	12/27/2022	Bank Draft	0.00	0.95	DFT0000480
VEN01279	Preservation Technologies, LP	12/27/2022	Bank Draft	0.00	7,520.00	DFT0000481
VEN01279	Preservation Technologies, LP	12/27/2022	Bank Draft	0.00	-7,520.00	DFT0000481
VEN01257	Quadiant (NeoFunds & Neopost)	12/27/2022	Bank Draft	0.00	1,500.00	DFT0000482
VEN01173	TDS	12/27/2022	Bank Draft	0.00	6,169.57	DFT0000483

Check Report

Date Range: 12/01/2022 - 12/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01019	UPS	12/27/2022	Bank Draft	0.00	36.00	DFT0000484

Bank Code GENERAL AP INVOICES Summary

Payment Type	Payable	Payment	Discount	Payment
	Count	Count		
Regular Checks	929	126	0.00	362,382.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	50	0.00	-4,140.00
Bank Drafts	122	55	0.00	175,462.58
EFT's	0	0	0.00	0.00
	1051	231	0.00	533,704.64

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	929	126	0.00	362,382.06
Manual Checks	0	0	0.00	0.00
Voided Checks	0	50	0.00	-4,140.00
Bank Drafts	146	76	0.00	189,703.26
EFT's	0	0	0.00	0.00
	1075	252	0.00	547,945.32

Fund Summary

Fund	Name	Period	Amount
101	General Fund	12/2022	547,945.32
			547,945.32

Ann Arbor District Library Financial Summary for the Five Months Ended November 30, 2022

Cash

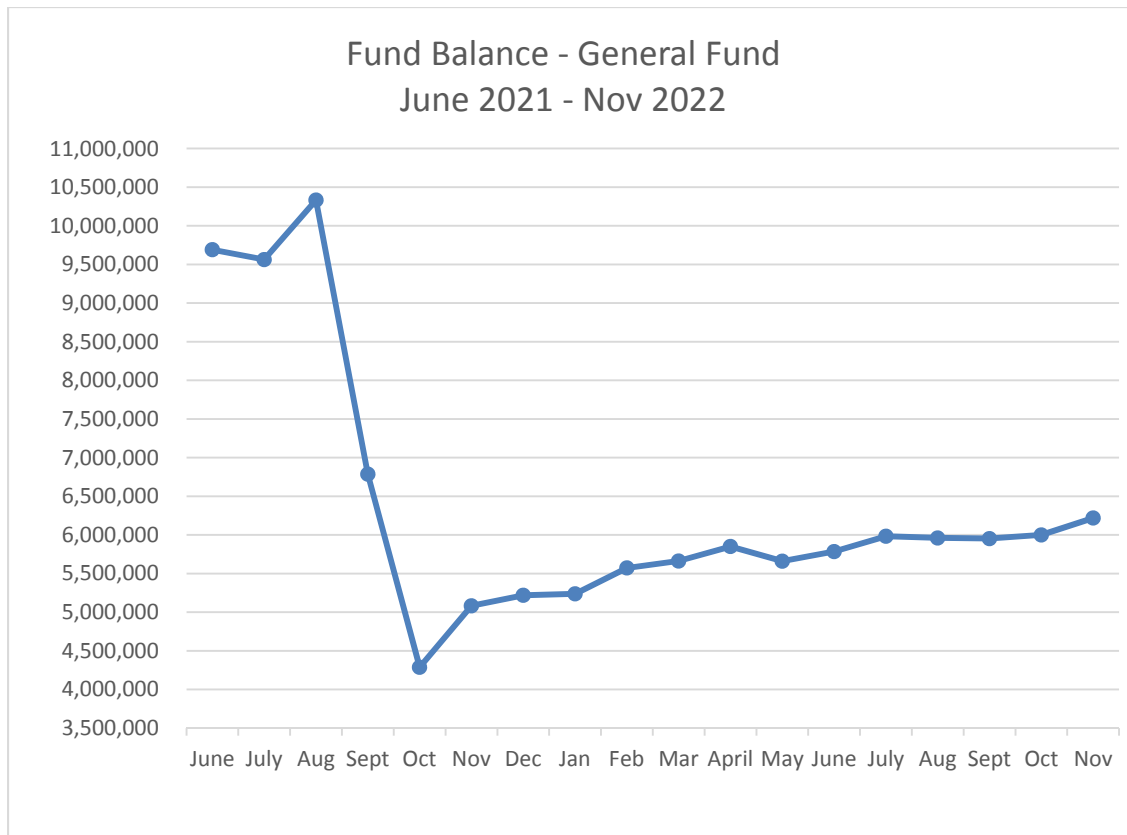
Cash, not including investments, decreased \$1,159,614 from \$16,385,422 on October 31, 2022 to \$15,225,808 as of November 30, 2022.

Tax Receipts

The Library received \$18,727,086 in tax revenues through November 30, 2022 which is 99.61% of the annual budgeted tax receipts of \$18,800,000.

Fund Balance Activity

The Library’s general fund balance increased from \$5,999,903 as of October 31, 2022 to \$6,218,784 as of November 30, 2022.



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Ann Arbor District Library

Financial Summary for the Five Months Ended November 30, 2022

Revenue:

Year-to-date revenues equal \$7,543,726 of which \$107,500 is due from other governmental units for penal fines and state aid. \$10,893,752 of taxes received have been deferred until they are earned. Total revenues include unrealized losses on investments of \$86,128.13. Total cash receipts through November 30, 2022 equal \$19,202,106.

- There is a new line item in revenue labeled Other State revenue. This revenue is MPSERS cost-offset funds that are received periodically throughout the year. We have separated them from Library fines, fees and other to ensure they are captured correctly in the audit.

Expenditures

Year-to-date expenditures total \$7,543,726 of which \$886,445 has not been paid. As of November 30, 2022, \$611,555 has been prepaid for expenses not yet incurred. Total cash expended through November 30, 2022 equals \$6,830,068.

- Staff are anticipating budget adjustments will be necessary in Employee benefits and MPSERS Pass-through. All line items are being closely monitored.

Revenue Over/(Under) E,xpenditures

Year-to-date revenues exceed expenses by \$559,463. Current revenues are 42.22% of the approved budget and current expenses are 39.31% of the approved budget after five months or 41.67% of the year. Actual cash receipts are 100.05% of budget and actual cash expended is 35.59% of budget.

Grants & Memorials:

The Friends donation fund benefiting the AADL began the year with a balance of \$10,681. None of these funds have been used to date.

Balances for all other restricted funds are as follows:

Holtrey	\$ 337,657	\$300,000 is permanently restricted by the donor
Keniston	\$ 26,940	\$25,000 is permanently restricted by the donor
Archives	\$ 43,922	
LLA	\$ 9,123	
Price	\$ 33,757	
Schafer	\$ 10,596	
Westerman	\$ 31,441	
WLBPD	\$ 51,979	

ANN ARBOR DISTRICT LIBRARY

Balance Sheet

Governmental Funds

November 30, 2022

	General Fund	Capital Fund	Restricted Grants	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 12,632,524	\$ 2,092,590	\$ 500,694	\$ 15,225,808
Investments	4,647,402	-	-	4,647,402
Due from other governmental units	107,500	-	-	107,500
Prepaid items	611,555	-	-	611,555
Total assets	\$ 17,998,981	\$ 2,092,590	\$ 500,694	\$ 20,592,265
Liabilities				
Accounts payable	370,237	-	-	370,237
Accrued expenses	516,208	-	-	516,208
Total liabilities	\$ 886,445	\$ -	\$ -	\$ 886,445
Deferred outflows				
Unavailable property tax revenue	10,893,752	-	-	10,893,752
Total deferred outflows	\$ 10,893,752	\$ -	\$ -	\$ 10,893,752
Fund balances				
Nonspendable:				
Prepaid items	\$ 611,555	\$ -	\$ -	\$ 611,555
Permanent corpus	-	-	325,000	325,000
Restricted for special purpose	-	-	175,694	175,694
Committed for capital projects	-	2,092,590	-	2,092,590
Unassigned	5,607,229	-	-	5,607,229
Total fund balances	\$ 6,218,784	\$ 2,092,590	\$ 500,694	\$ 8,812,068
Total liabilities and fund balances	\$ 17,998,981	\$ 2,092,590	\$ 500,694	\$ 20,592,265

ANN ARBOR DISTRICT LIBRARY

**Statement of Revenues, Expenditures and Changes
Actual vs Budget
For the Five Months Ended November 30, 2022**

	November Actual	YTD Actual	Approved Budget	Budget Remaining	YTD %
REVENUES:					
Property taxes, net	\$ 1,578,682	\$ 7,845,523	\$ 18,800,000	\$ 10,954,477	41.73%
State aid	7,500	37,500	90,000	52,500	41.67%
State penal fines	14,000	70,000	125,000	55,000	56.00%
State Local Stabilization Funding	-	42,671	-	(42,671)	
MPSERS Pass-through	80,152	80,152	75,000	(5,152)	106.87%
Other State Revenue	4,235	4,235	-	(4,235)	
Investment Gains (Losses)	85,523	(26,319)	25,000	51,319	-105.28%
Copier revenue	303	1,990	10,000	8,010	19.90%
Grants and memorials	1,798	7,655	5,000	(2,655)	153.10%
Library fines, fees and other	1,007	22,091	20,000	(2,091)	110.46%
Non-resident fees	675	6,000	10,000	4,000	60.00%
Rental revenue	2,923	11,691	32,500	20,809	35.97%
TOTAL REVENUES:	\$ 1,776,798	\$ 8,103,189	\$ 19,192,500	\$ 11,089,311	42.22%
EXPENDITURES:					
Current:					
Personnel:					
Salaries and wages	\$ 715,049	\$ 3,460,875	\$ 9,015,000	5,554,125	38.39%
Employee benefits	294,373	1,283,258	2,217,200	933,942	57.88%
MPSERS Pass-through	80,152	80,152	75,000	(5,152)	106.87%
Employment taxes	53,504	261,558	685,500	423,942	38.16%
Purchased services:					
Custodial services	22,001	110,005	290,000	179,995	37.93%
Accounting/Audit	16,128	74,803	170,000	95,197	44.00%
Legal	1,060	17,637	75,000	57,363	23.52%
Purchased services	8,469	40,767	218,500	177,733	18.66%
Utilities	24,542	180,836	523,000	342,164	34.58%
Property Insurance	11,395	56,974	150,000	93,026	37.98%
Communications	21,659	73,142	250,000	176,858	29.26%
Materials	107,874	722,095	1,603,150	881,055	45.04%
Software Licenses/Maint	13,889	69,854	150,000	80,146	46.57%
Building Rental	60,296	289,852	705,000	415,148	41.11%
Seminars, conferences and travel	955	8,502	29,100	20,598	29.22%
Copier Expense	5,173	23,372	50,000	26,628	46.74%
Library Programming	55,854	316,547	717,000	400,453	44.15%
Grant and Memorial Expenditures	-	-	-	-	
Operating Supplies	18,044	74,438	296,000	221,562	25.15%
Repairs & Maintenance	39,546	258,655	570,500	311,845	45.34%
Postage	1,554	9,161	25,000	15,839	36.64%
Other Operating Expenditures	4,046	13,720	27,550	13,830	49.80%
Capital Outlay	2,354	117,523	1,350,000	1,232,477	8.71%
TOTAL EXPENDITURES:	\$ 1,557,917	\$ 7,543,726	\$ 19,192,500	\$ 11,648,774	39.31%
Revenue over (under) expenditures	\$ 218,881	\$ 559,463	\$ -	\$ 559,463	
Fund balance, beginning of year		\$ 5,659,321	\$ 5,659,321	\$ -	
Fund balance, end of year		\$ 6,218,784	\$ 5,659,321	\$ 559,463	

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 For the Period Ended November 30, 2022

	General Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 7,845,523	\$ -	\$ -	\$ 7,845,523
State aid	37,500	-	-	37,500
State penal fines	70,000	-	-	70,000
State Local Stabilization Funding	42,671			
MPSERS pass-through	80,152			
Other State revenue	4,235			
Interest income	(26,319)	-	603	(25,716)
Copier revenue	1,990	-	-	1,990
Grants and memorials	7,655	-	10,450	18,105
Library fines, fees and other	22,091	-	-	22,091
Non-resident fees	6,000	-	-	6,000
Rental revenue	11,691	-	-	11,691
TOTAL REVENUES:	\$ 8,103,189	\$ -	\$ 11,053	\$ 7,987,184
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 3,460,875	\$ -	\$ -	\$ 3,460,875
Employee benefits	1,283,258	-	-	1,283,258
MPSERS pass-through	80,152			
Employment taxes	261,558	-	-	261,558
Purchased services:				
Custodial services	110,005	-	-	110,005
Accounting/Audit	74,803	-	-	74,803
Legal	17,637	-	-	17,637
Professional services	40,767	-	-	40,767
Utilities	180,836	-	-	180,836
Property insurance	56,974	-	-	56,974
Communications	73,142	-	-	73,142
Materials	722,095	-	-	722,095
Software Licenses/Maint	69,854	-	-	69,854
Building Rental	289,852	-	-	289,852
Seminars, conferences and travel	8,502	-	-	8,502
Copier Expense	23,372	-	-	23,372
Library Programming	316,547	-	1,000	317,547
Grant and Memorial Expenditures	-	-	6,000	6,000
Operating Supplies	74,438	-	-	74,438
Repairs and Maintenance	258,655	-	-	258,655
Postage	9,161	-	-	9,161
Other Operating Expenditures	13,720	-	-	13,720
Capital Outlay/Maintenance Expense	117,523	128,819	-	246,342
TOTAL EXPENDITURES:	\$ 7,543,726	\$ 128,819	\$ 7,000	\$ 7,599,393
Revenue over (under) expenditures	\$ 559,463	\$ (128,819)	\$ 4,053	\$ 387,791
Fund balance, beginning of year	\$ 5,659,321	\$ 2,221,409	\$ 496,641	\$ 8,377,371
Fund balance, end of year	\$ 6,218,784	\$ 2,092,590	\$ 500,694	\$ 8,765,162

Ann Arbor District Library Financial Summary for the Six Months Ended December 31, 2022

Cash

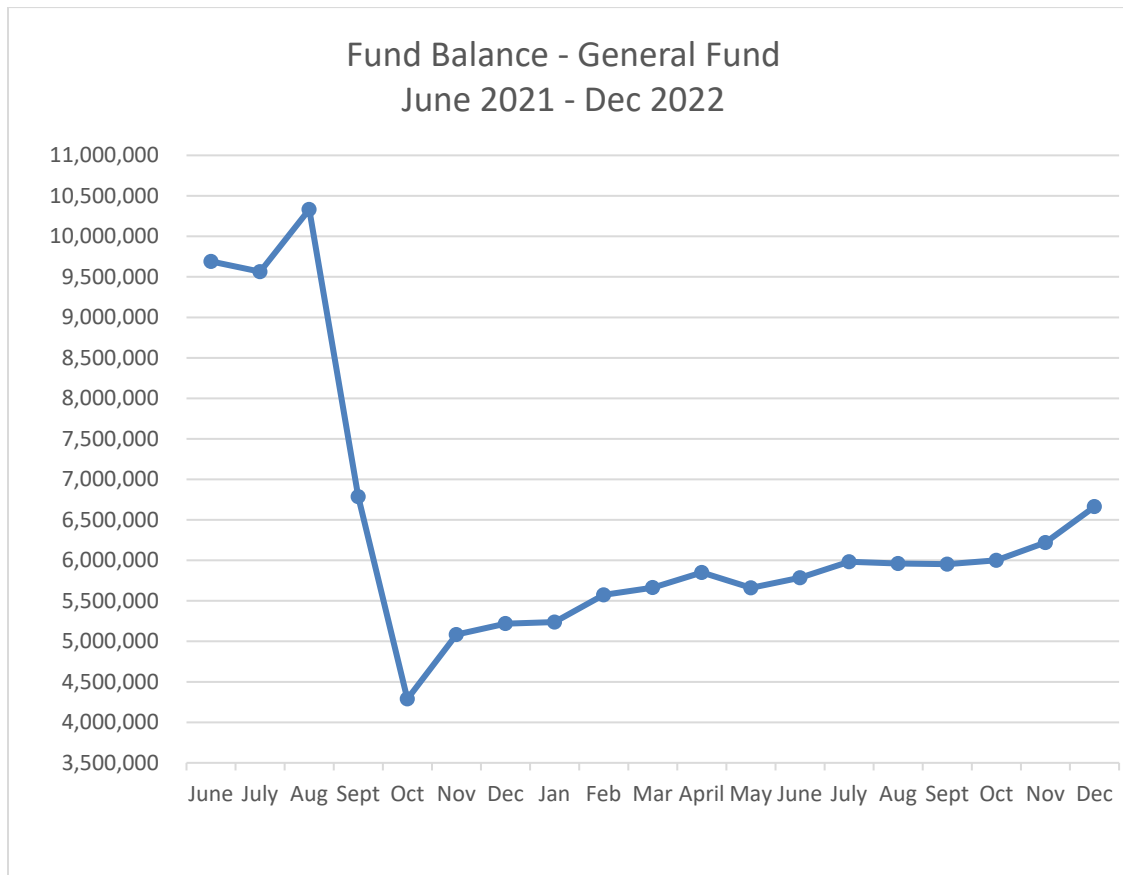
Cash, not including investments, decreased \$1,297,348 from \$15,225,808 on November 30, 2022 to \$13,928,460 as of December 31, 2022.

Tax Receipts

The Library received \$18,889,165 in tax revenues through December 31, 2022 which is 100.47% of the annual budgeted tax receipts of \$18,800,000.

Fund Balance Activity

The Library's general fund balance increased from \$6,218,784 as of November 30, 2022 to \$6,662,243 as of December 31, 2022.



Ann Arbor District Library

Financial Summary for the Six Months Ended December 31, 2022

Revenue:

Year-to-date revenues equal \$9,580,973 of which \$129,000 is due from other governmental units for penal fines and state aid. \$9,577,232 of taxes received have been deferred until they are earned. Total revenues include unrealized losses on investments of \$84,399. Total cash receipts through December 31, 2022 equal \$19,340,141.

Expenditures

Year-to-date expenditures total \$8,578,051 of which \$476,552 has not been paid. As of December 31, 2022, \$565,104 has been prepaid for expenses not yet incurred. Total cash expended through December 31, 2022 equals \$8,227,835.

- Staff discovered an error in the payroll entry created for the new accounting system which resulted in higher than actual benefit expense being reported. An adjustment was made in December to correct the error. Hence, there is negative Employee Benefits expense reported for the month of December

Revenue Over/(Under) E,xpenditures

Year-to-date revenues exceed expenses by \$559,463. Current revenues are 49.92% of the approved budget and current expenses are 44.69% of the approved budget after six months or 50% of the year. Actual cash receipts are 100.08% of budget and actual cash expended is 42.87% of budget.

Grants & Memorials:

The Friends donation fund benefiting the AADL began the year with a balance of \$10,681. None of these funds have been used to date. Balances for all other restricted funds are as follows:

Holtrey	\$ 337,851	\$300,000 is permanently restricted by the donor
Keniston	\$ 26,951	\$25,000 is permanently restricted by the donor
Archives	\$ 43,922	
LLA	\$ 9,129	
Price	\$ 33,771	
Schafer	\$ 10,601	
Westerman	\$ 32,854	The Board designated \$30,000 for children's programming
WLBPD	\$ 52,000	

ANN ARBOR DISTRICT LIBRARY

Balance Sheet
 Governmental Funds
 December 31, 2022

	General Fund	Capital Fund	Restricted Grants	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 11,365,273	\$ 2,059,079	\$ 504,108	\$ 13,928,460
Investments	4,656,650	-	-	4,656,650
Due from other governmental units	129,000	-	-	129,000
Prepaid items	565,104	-	-	565,104
Total assets	<u>\$ 16,716,027</u>	<u>\$ 2,059,079</u>	<u>\$ 504,108</u>	<u>\$ 19,279,214</u>
Liabilities				
Accounts payable	272,199	-	-	272,199
Accrued expenses	204,353	-	-	204,353
Total liabilities	<u>\$ 476,552</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 476,552</u>
Deferred outflows				
Unavailable property tax revenue	9,577,232	-	-	9,577,232
Total deferred outflows	<u>\$ 9,577,232</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 9,577,232</u>
Fund balances				
Nonspendable:				
Prepaid items	\$ 565,104	\$ -	\$ -	\$ 565,104
Permanent corpus	-	-	325,000	325,000
Restricted for special purpose	-	-	179,108	179,108
Committed for capital projects	-	2,059,079	-	2,059,079
Unassigned	6,097,139	-	-	6,097,139
Total fund balances	<u>\$ 6,662,243</u>	<u>\$ 2,059,079</u>	<u>\$ 504,108</u>	<u>\$ 9,225,430</u>
Total liabilities and fund balances	<u>\$ 16,716,027</u>	<u>\$ 2,059,079</u>	<u>\$ 504,108</u>	<u>\$ 19,279,214</u>

ANN ARBOR DISTRICT LIBRARY

**Statement of Revenues, Expenditures and Changes
Actual vs Budget
For the Six Months Ended December 31, 2022**

	November Actual	YTD Actual	Approved Budget	Budget Remaining	YTD %
REVENUES:					
Property taxes, net	\$ 1,423,739	\$ 9,269,262	\$ 18,800,000	\$ 9,530,738	49.30%
State aid	7,500	45,000	90,000	45,000	50.00%
State penal fines	14,000	84,000	125,000	41,000	67.20%
State Local Stabilization Funding	-	42,671	-	(42,671)	
MPSERS Pass-through	-	80,152	75,000	(5,152)	106.87%
Other State Revenue	-	4,235	-	(4,235)	
Investment Gains (Losses)	19,857	(6,462)	25,000	31,462	-25.85%
Copier revenue	847	2,837	10,000	7,163	28.37%
Grants and memorials	1,625	9,280	5,000	(4,280)	185.60%
Library fines, fees and other	1,506	23,597	20,000	(3,597)	117.99%
Non-resident fees	2,865	8,865	10,000	1,135	88.65%
Rental revenue	5,845	17,536	32,500	14,964	53.96%
TOTAL REVENUES:	\$ 1,477,784	\$ 9,580,973	\$ 19,192,500	\$ 9,611,527	49.92%
EXPENDITURES:					
Current:					
Personnel:					
Salaries and wages	\$ 685,623	\$ 4,146,498	\$ 9,015,000	4,868,502	46.00%
Employee benefits	(65,769)	1,217,489	2,217,200	999,711	54.91%
MPSERS Pass-through	-	80,152	75,000	(5,152)	106.87%
Employment taxes	51,510	313,068	685,500	372,432	45.67%
Purchased services:					
Custodial services	22,001	132,006	290,000	157,994	45.52%
Accounting/Audit	11,950	86,753	170,000	83,247	51.03%
Legal	5,418	23,055	75,000	51,945	30.74%
Purchased services	19,025	59,792	218,500	158,708	27.36%
Utilities	42,124	222,960	523,000	300,040	42.63%
Property Insurance	11,395	68,369	150,000	81,631	45.58%
Communications	12,452	85,594	250,000	164,406	34.24%
Materials	99,167	821,262	1,603,150	781,888	51.23%
Software Licenses/Maint	2,980	72,834	150,000	77,166	48.56%
Building Rental	60,679	350,531	705,000	354,469	49.72%
Seminars, conferences and travel	1,364	9,866	29,100	19,234	33.90%
Copier Expense	4,530	27,902	50,000	22,098	55.80%
Library Programming	25,019	341,566	717,000	375,434	47.64%
Grant and Memorial Expenditures	-	-	-	-	
Operating Supplies	8,801	83,239	296,000	212,761	28.12%
Repairs & Maintenance	19,817	278,472	570,500	292,028	48.81%
Postage	212	9,373	25,000	15,627	37.49%
Other Operating Expenditures	458	14,178	27,550	13,372	51.46%
Capital Outlay	15,569	133,092	1,350,000	1,216,908	9.86%
TOTAL EXPENDITURES:	\$ 1,034,325	\$ 8,578,051	\$ 19,192,500	\$ 10,614,449	44.69%
Revenue over (under) expenditures	\$ 443,459	\$ 1,002,922	\$ -	\$ 1,002,922	
Fund balance, beginning of year		\$ 5,659,321	\$ 5,659,321	\$ -	
Fund balance, end of year		\$ 6,662,243	\$ 5,659,321	\$ 1,002,922	

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Period Ended December 31, 2022

	General Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 9,269,262	\$ -	\$ -	\$ 9,269,262
State aid	45,000	-	-	45,000
State penal fines	84,000	-	-	84,000
State Local Stabilization Funding	42,671			
MPSERS pass-through	80,152			
Other State revenue	4,235			
Interest income	(6,462)	-	1,567	(4,895)
Copier revenue	2,837	-	-	2,837
Grants and memorials	9,280	-	11,900	21,180
Library fines, fees and other	23,597	-	-	23,597
Non-resident fees	8,865	-	-	8,865
Rental revenue	17,536	-	-	17,536
TOTAL REVENUES:	\$ 9,580,973	\$ -	\$ 13,467	\$ 9,467,382
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 4,146,498	\$ -	\$ -	\$ 4,146,498
Employee benefits	1,217,489	-	-	1,217,489
MPSERS pass-through	80,152			
Employment taxes	313,068	-	-	313,068
Purchased services:				
Custodial services	132,006	-	-	132,006
Accounting/Audit	86,753	-	-	86,753
Legal	23,055	-	-	23,055
Professional services	59,792	-	-	59,792
Utilities	222,960	-	-	222,960
Property insurance	68,369	-	-	68,369
Communications	85,594	-	-	85,594
Materials	821,262	-	-	821,262
Software Licenses/Maint	72,834	-	-	72,834
Building Rental	350,531	-	-	350,531
Seminars, conferences and travel	9,866	-	-	9,866
Copier Expense	27,902	-	-	27,902
Library Programming	341,566	-	6,000	347,566
Grant and Memorial Expenditures	-	-	-	-
Operating Supplies	83,239	-	-	83,239
Repairs and Maintenance	278,472	-	-	278,472
Postage	9,373	-	-	9,373
Other Operating Expenditures	14,178	-	-	14,178
Capital Outlay/Maintenance Expense	133,092	162,330	-	295,422
TOTAL EXPENDITURES:	\$ 8,578,051	\$ 162,330	\$ 6,000	\$ 8,666,229
Revenue over (under) expenditures	\$ 1,002,922	\$ (162,330)	\$ 7,467	\$ 801,153
Fund balance, beginning of year	\$ 5,659,321	\$ 2,221,409	\$ 496,641	\$ 8,377,371
Fund balance, end of year	\$ 6,662,243	\$ 2,059,079	\$ 504,108	\$ 9,178,524

DISCUSSION OF BOARD MEETING DATES FOR 2023 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 2021 calendar year the Board made the decision to move meeting dates from the third Monday of the month to the fourth Monday of the month. In addition the following date changes we made:

Board meetings cancelled: August 22, 2022; December 20, 2022

Board meeting dates changed: September 27, 2022 was moved to October 3, 2022

Special meetings called: March 14, 2022; March 16, 2022; April 19, 2022; September 8, 2022

III. Options:

2023

The Board can decide to continue to meet on the fourth 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 fourth Monday.

Board Retreats

Generally the Board holds one retreat within the first quarter of a new calendar year. No retreats were held in 2020 or 2021 due to the pandemic. 2022 saw a Library Director search and a new Library Director, no retreat was held.

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 2023 are recommended by Administration for the fourth Monday of the month except as outlined below. Meetings are generally scheduled to begin at 7:00 p.m. and any closed sessions held generally begin at 6:00 prior to a Board meeting.

Administration recommends adopting the following calendar:

Monday, **February 27, 2023** (University of Michigan Spring Break week)
 Monday, **March 20, 2023** (Monday, March 27 is AAPS Spring Break week)
 Monday, **April 24, 2023**
 Monday, **May 22, 2023**
 Monday, **June 26, 2023**
 Monday, **July 24, 2023**
 Monday, **August 28, 2023**
 Monday, **September 18, 2023** (Monday, 9/25 is Yom Kippur)
 Monday, **October 23, 2023**
 Monday, **November 27, 2023**
 Monday, **December 18, 2023** (Monday, 12/25 is Christmas Day)
 Monday, **January 22, 2024**

V. General Information:

2023 Library related conferences:

March 30-31, 2023—MLA Spring Institute for Youth Services, Ann Arbor, MI
 April 25, 2023—Michigan Library Advocacy Day
 June 22-27, 2023—American Library Association Annual Conference, Chicago, IL
 October 17-20, 2023—Michigan Library Association Annual Conference, Kalamazoo, MI

ANN ARBOR DISTRICT LIBRARY BOARD

Catherine Hadley
Molly Kleinman
Jim Leija
Onna Solomon
Aidan Sova
Scott Trudeau
Jamie Vander Broek

2023 OFFICERS

President
Vice President
Treasurer
Secretary

ADMINISTRATION

Eli Neiburger Director
Len Lemorie Associate Director
Sherlonya Zobel 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