



Regular Meeting Agenda

Monday, February 26, 2024

Published by Ann Arbor District Library

MEMORANDUM

To: District Library Board
 From: Eli Neiburger, Director
 Subject: Regular Meeting, Monday, February 26, 2024 at 7:00 p.m.
 Ann Arbor District Library, 4th Floor Meeting Room
 343 S. Fifth Avenue, Ann Arbor, MI 48104

REGULAR MEETING AGENDA

- 24-022 I. CALL TO ORDER
 Molly Kleinman, President
- 24-023 II. ATTENDANCE
- 24-024 III. OATH OF APPOINTED BOARD MEMBER
- 24-025 IV. APPROVAL OF AGENDA (pp. 1-3)
 (Item of action)
- 24-026 V. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of January 29, 2024
 (pp. 4-15)
- CA-2 Approval of January 2024 Disbursements
 (pp. 16-24)
- 24-027 VI. CITIZENS' COMMENTS
- 24-028 VII. FINANCIAL REPORTS (pp. 25-30)
 Eli Neiburger, Director
- 24-029 VIII. COMMITTEE REPORTS
- 24-030 A. EXECUTIVE COMMITTEE
 Molly Kleinman, Chair
 (10 minutes)
- 24-031 B. BUDGET & FINANCE COMMITTEE
 Onna Solomon, Chair
 (10 minutes)
- 24-032 IX. LIBRARY REPORT
 Eli Neiburger, Director

- 24-033 X. OLD BUSINESS
- 22-080 PARKLAND PLAZA FACILITY UPGRADE UPDATE
Len Lемorie, Facilities Director
(10 minutes)
- 24-034 XI. NEW BUSINESS
- 24-035 A. RESOLUTION TO TRANSFER FROM THE UNDESIGNATED FUND BALANCE TO THE CAPITAL FUND (p. 31)
(Item of action)
- 24-036 B. RESOLUTION TO AMEND THE CONSTRUCTION BUDGET FOR PARKLAND PLAZA (pp. 32-34)
(Item of action)
- 24-037 C. RESOLUTION TO AWARD CONTRACT TO MOVE THE ARCHIVES FROM S INDUSTRIAL TO PARKLAND PLAZA (pp. 35-36)
(Item of action)
- 24-038 D. DISCUSSION OF LAND ACKNOWLEDGEMENT (p. 37)
(Item of discussion)
- 24-039 E. DISCUSSION OF THE SUSTAINABILITY STATEMENT (p.38)
(Item of discussion)
- 24-040 F. BOARD BUDGET & FINANCE COMMITTEE APPOINTMENTS
(Item of discussion & action)
- 24-041 G. ESTABLISHMENT OF THE FACILITIES COMMITTEE AND APPOINTMENT OF COMMITTEE MEMBERS
(Item of discussion & action)
- 24-042 XII. CITIZENS' COMMENTS
- 24-043 XIII. 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 ANNUAL MEETING
MONDAY, JANUARY 29 2024

ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE ANNUAL MEETING
MONDAY, JANUARY 29, 2024

24-001 I. CALL TO ORDER

Scott Trudeau, President

President Trudeau called the meeting to order at 7:00 p.m.

24-002 II. ATTENDANCE

Board Present: Catherine Hadley, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova, Scott Trudeau

Board Absent: None

Staff: Eli Neiburger, Sherlonya Zobel, Len Lemorie, Jodene Poirier (Recorder)

24-003 III. ELECT LIBRARY BOARD OFFICERS

1. PRESIDENT
 (Item of action)
 Roll call vote

Trustee Trudeau, supported by Trustee Leija, nominated Molly Kleinman for Board President. No other nominations were made.

A roll call vote was taken.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

2. VICE PRESIDENT
 (Item of action)
 Roll call vote

Trustee Kleinman, supported by Trustee Sova, nominated Onna Solomon for Board Vice President. No other nominations were made.

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A roll call vote was taken.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

3. TREASURER
 (Item of action)
 Roll call vote

Trustee Solomon, supported by Trustee Kleinman, nominated Aidan Sova for Board Treasurer. No other nominations were made.

A roll call vote was taken.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

4. SECRETARY
 (Item of action)
 Roll call vote

Trustee Sova, supported by Trustee Kleinman, nominated Catherine Hadley for Board Secretary. No other nominations were made.

A roll call vote was taken.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

24-004 IV. INSTALLATION OF OFFICERS

The oath installing Board officers for 2024 was administered as follows: Trustee Kleinman as President, Trustee Solomon as Vice

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President, Trustee Sova as Treasurer and Trustee Hadley as Secretary.

“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.”

24-005 V. OFFICERS RELINQUISH CONTROL TO NEW OFFICERS

President Kleinman presided over the remainder of the meeting with the new officers acknowledged.

24-006 VI. APPROVAL OF AGENDA
(Item of action)

Treasurer Sova, supported by Trustee Leija, moved to approve the agenda.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

24-007 VII. CONSENT AGENDA
(Item of action)

CA-1 Approval of Minutes of November 27, 2023

CA-2 Approval of November and December 2023 Disbursements

Trustee Leija, supported by Vice President Solomon, moved to approve the consent agenda.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

24-008 VIII. CITIZENS' COMMENTS

There were no citizens' comments.

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24-009 IX. FINANCIAL REPORTS
 Eli Neiburger, Director

Director Neiburger began by stating that the December financial report would be looked at, as both November and December financial reports were included in the packet.

He reported that the library has received \$20 million in tax receipts through December 31, or 99.5% of the budget. General fund balance was at \$9.4 million, which would fund about 5.6 months of operations. Total revenues of \$10.6 million accrued over the course of the year are 50.62% of budget after 50% of the fiscal year. Expenditures \$9.5 million were 46.37% of the budget after 50% of the fiscal year. Director Neiburger reported a surplus of around \$1 million but that will change closer to the end of the year.

Director Neiburger went over the Statement of Revenues, Expenditures, and Changes, noting lines that went above or below the percentage of the fiscal year that had passed so far. Lines that had been noted were: copier revenue, non-resident fees, personnel expenditures, accounting and audit, building rental, legal expense, programming, materials, postage, and seminars, conference, and training travel.

Vice President Solomon inquired about MPSERS line being at 76.6%. Director Neiburger answered that while the money is accrued throughout the fiscal year, most of the money comes early and the higher percentage was to be expected.

23-010 X. COMMITTEE REPORTS

24-011 A. EXECUTIVE COMMITTEE

Scott Trudeau, Chair
 (10 minutes)

Trustee Trudeau reported that the Executive Committee met twice in the past month to review applicants for the vacant trustee seat.

24-012

B. BUDGET & FINANCE COMMITTEE

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Onna Solomon, Chair
 (10 minutes)

Vice President Solomon stated that the Budget & Finance Committee had nothing to report.

24-013 XI. LIBRARY REPORT
 Eli Neiburger, Director

Director Neiburger began the Library Report with the Stat of the Month. He explained that it was the time of the year where the library had to report data from the previous year to the state for state aid. Director Neiburger said that after the state aid statistics were reported to the state, the library would begin its annual report. He then showed a graph of checkout transactions over the past five years that included both physical and digital checkouts. Director Neiburger noted that digital checkouts have steadily increased over the five years listed on the graph. He then explained the high cost of e-books for the library and the fact that they expire after a certain number of checkouts.

Director Neiburger moved on to event reports. He stated that Tiny Expo had the largest attendance on a single day at the Downtown library on December 9th with 6,300 patrons coming through the doors. On December 16th, the WAPUR championship took place at the Plaza with 8 robotics teams competing and 550 spectators in attendance. The WAPUR trophy, a can of beans, went to Skyline and Fr. Gabriel Richard.

Upcoming events included:

- Killer Diller concert on Saturday February 3rd
- “There Goes the Neighborhood: The Closing of Jones School” film screening on Sunday February 4th at Michigan Theatre
- Ann Arbor Fiber Arts Expo (AAFAX) on Sunday February 11th

For AADL in the Community, Director Neiburger reported that the book, “Cinema Ann Arbor”, became the first Fifth Avenue Press book to be named a Michigan Notable Book by the Library

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of Michigan. The book had also been shortlisted for the Alice award for its design.

In relation to AADL in the Community, Director Neiburger stated that AADL posted a photo of U of M football coach Jim Harbaugh with his Volkswagen Beetle from the Archives. The photo was AADL's biggest post ever on Facebook, Twitter, and Instagram.

Director Neiburger then talked about Ann Arbor's bicentennial, Ann Arbor 200. He explained that over the year, AADL will be releasing over 200 pieces that celebrate and dive into parts of Ann Arbor.

For AADL Observes/Celebrates, Director Neiburger reported on the events, videos, and links that the library planned to showcase in the month of February for Black History Month.

Director Neiburger spoke about new AADL releases, including that the translation of the library card application into nine different languages was almost complete.

The Staff Spotlight was shown on Outreach library technician Jacob Gorski.

Mention of the Month, Compliment of the Month, and Complaint of the Month were also reviewed.

Director Neiburger revealed a small sneak peek of this year's Summer Game art.

24-014 XII. OLD BUSINESS

22-080 PARKLAND PLAZA FACILITY UPGRADE UPDATE

Len Lemorie, Facilities Director

Facilities Director Lemorie reported that the Plaza upgrades were on-schedule and going well. He stated that completion of the project was within a week or two of the projected April 15th completion date but could take until May 1st. Facilities Director Lemorie also mentioned that there will be a budget adjustment in

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February in relation to the Plaza project. Director Neiburger added that there will be a transfer of surplus into the Capital Fund.

24-015 XIII. NEW BUSINESS

24-016 A. RESOLUTION TO APPROVE THE PURCHASE OF 31 WORKSTATIONS FROM MADISON LIQUIDATORS AT PARKLAND PLAZA
 (Item of action)

Facilities Director Lemorie explained that the workstations are cubicles for the open workspace at the Plaza.

Motion by Trustee Trudeau, supported by Secretary Sova, that the Board resolves to authorize the purchase of 31 workstations from Madison Liquidators for Parkland Plaza in the amount of \$201,665.26; 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: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau
 NAYS: None

Motion passed 6-0.

24-017 B. RESOLUTION TO APPROVE WALK-IN COOLER REPAIRS AND MODIFICATIONS BY MW MORSS AT PARKLAND PLAZA
 (Item of action)

Motion by Trustee Leija, supported by Vice President Solomon and Trustee Trudeau, that the Board resolves to approve the walk-in cooler repairs and modifications by MW Morss for Parkland Plaza in the amount of \$46,780.00; 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.

After President Kleinman read the resolution, Director Neiburger explained that after the board meeting packet was prepared, the

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dollar amount listed in the resolution changed and would need to be amended. Motion by Trustee Leija, supported by Trustee Trudeau to amend the resolution to change the listed dollar amount from \$46,780.00 to \$52,780.00.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

A vote for the amended resolution was as follows:

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

24-018

C. APPROVAL OF BOARD MEETING DATES FOR 2024
 (Item of discussion & action)

Board members reviewed and discussed the proposed Board meeting calendar for 2024. After some discussion, the board changed the proposed March 25 meeting date to March 18 due to AAPS Spring Break. They also decided to change the proposed April 22 date to April 29 due to April 22 being the first night of Passover.

Treasurer Sova, supported by Trustee Leija, moved to approve the calendar for meeting dates as presented in the Board packet and as discussed.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

Trustee Leija mentioned scheduling a board retreat. President Kleinman responded that the board should wait until the new trustee is seated before making a decision on the retreat date.

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24-019 D. DISCUSSION AND DECISION OF BOARD MEMBER
REPLACEMENT

(Item of discussion & action)

Roll call vote

Trustee Trudeau spoke about the search for a candidate for the board position left vacant with the resignation of Jamie Vander Broek. He explained that applications were accepted through the month of December. Trustee Trudeau noted that there were nearly forty applicants. He stated that the Executive Committee reviewed each applicant, made a shortlist of the applicants, and spoke to the top three candidates. Trustee Trudeau said that the Executive Committee unanimously chose Lisa Campbell to fill the vacant seat and he spoke about Ms. Campbell's qualifications.

Trustee Leija, supported by Trustee Hadley, moved to appoint Lisa Campbell to the rest of Trustee Vander Broek's term.

A Roll Call vote was taken.

AYES: Hadley, Kleinman, Leija, Solomon, Sova, Trudeau

NAYS: None

Motion passed 6-0.

Ms. Lisa Campbell was appointed to fill the remaining vacant term through December 2024.

24-020 XIV. CITIZENS' COMMENTS

There were no citizen's comments.

24-021 XV. ADJOURNMENT

President Kleinman adjourned the meeting at 7:52 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 the annual meeting held on January 29, 2024 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

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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.

Catherine Hadley, Board Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-016**

**RESOLUTION TO AUTHORIZE THE PURCHASE OF 31 WORKSTATIONS
FROM MADISON LIQUIDATORS FOR 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 29th day of January, 2024 at 7:00 p.m.

PRESENT: Catherine Hadley, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: None

The following resolution was offered by Trustee Trudeau, and supported by Trustee Leija:

THE BOARD RESOLVES:

- 1.) To authorize the purchase of 31 workstations from Madison Liquidators for Parkland Plaza in the amount of \$201,665.26.
- 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: Catherine Hadley, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
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 the annual Board meeting held on January 29, 2024 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.

Catherine Hadley, Board Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-017**

**RESOLUTION TO APPROVE WALK-IN COOLER REPAIRS AND
MODIFICATIONS BY MW MORSS 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 29th day of January, 2024 at 7:00 p.m.

PRESENT: Catherine Hadley, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: None

The following resolution was offered by Trustee Leija, and supported by Vice President Solomon:

THE BOARD RESOLVES:

- 1.) To approve walk-in cooler repairs and modifications by MW Morss for Parkland Plaza in the amount of \$52,780.00.
- 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: Catherine Hadley, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
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 the annual Board meeting held on January 29, 2024 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.

Catherine Hadley, Board Secretary

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Check Report

By Check Number

Date Range: 01/01/2024 - 01/31/2024



Ann Arbor District Library

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- BAA-CREDIT CARD - BANK OF ANN ARBOR						
VEN01846	1000 Museums	01/09/2024	Bank Draft	0.00	1,407.00	DFT0001868
VEN01596	Eugene Textile Center	01/09/2024	Bank Draft	0.00	37.00	DFT0001869
VEN02235	8 Point Building Supply	01/09/2024	Bank Draft	0.00	1,719.55	DFT0001870
VEN01789	Book Outlet	01/09/2024	Bank Draft	0.00	377.37	DFT0001871
VEN02141	Bulk Glitters	01/09/2024	Bank Draft	0.00	114.42	DFT0001872
VEN01757	Cheap Totes	01/09/2024	Bank Draft	0.00	678.00	DFT0001873
VEN01363	Displays2Go	01/09/2024	Bank Draft	0.00	82.57	DFT0001874
VEN01321	FedEx	01/09/2024	Bank Draft	0.00	22.20	DFT0001875
VEN01760	Fiber Artist Supply Co.	01/09/2024	Bank Draft	0.00	433.02	DFT0001876
VEN01393	French Paper	01/09/2024	Bank Draft	0.00	183.05	DFT0001877
VEN01851	HeatPress Nation	01/09/2024	Bank Draft	0.00	137.67	DFT0001878
VEN01295	JoAnn	01/09/2024	Bank Draft	0.00	8.99	DFT0001879
VEN01316	Michaels	01/09/2024	Bank Draft	0.00	20.92	DFT0001880
VEN01736	Michigan Public Employer Labor Relations Assoc	01/09/2024	Bank Draft	0.00	80.00	DFT0001881
VEN01323	Oriental Trading	01/09/2024	Bank Draft	0.00	1,232.64	DFT0001882
VEN01724	Over the River Felt	01/09/2024	Bank Draft	0.00	233.95	DFT0001883
VEN02186	Richard Wilson Art	01/09/2024	Bank Draft	0.00	1,030.40	DFT0001884
VEN01854	Severin Films	01/09/2024	Bank Draft	0.00	355.00	DFT0001885
VEN01606	Webstaurant Store	01/09/2024	Bank Draft	0.00	645.69	DFT0001886
VEN02105	T-Mobile	01/09/2024	Bank Draft	0.00	1,359.25	DFT0001887
VEN01398	Sticker Mule	01/09/2024	Bank Draft	0.00	206.00	DFT0001888
VEN01764	Stark Press Company	01/09/2024	Bank Draft	0.00	81.00	DFT0001889

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	24	22	0.00	10,445.69
EFT's	0	0	0.00	0.00
	24	22	0.00	10,445.69

Check Report

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GENERAL AP INVOICES-GENERAL ACCOUNT PAYABLE INVOICES						
VEN01062	Print-Tech, Inc.	01/05/2024	EFT	0.00	4,108.53	1130
VEN01062	Print-Tech, Inc.	01/09/2024	EFT	0.00	6,854.76	1131
VEN01847	Andrea Yun	01/09/2024	EFT	0.00	300.00	1132
VEN02172	Carl Lavigne	01/09/2024	EFT	0.00	300.00	1133
VEN01607	Elizabeth Battey	01/16/2024	EFT	0.00	200.00	1134
VEN02232	Amy Tarrant	01/16/2024	EFT	0.00	250.00	1135
VEN01063	O'Neal Construction, Inc.	01/16/2024	EFT	0.00	413,431.15	1136
VEN01607	Elizabeth Battey	01/30/2024	EFT	0.00	400.00	1137
VEN01049	Betsy Beckerman	01/30/2024	EFT	0.00	800.00	1138
VEN02217	Catherine M Novak	01/30/2024	EFT	0.00	72.94	1139
VEN02216	Lihong Shen	01/30/2024	EFT	0.00	200.00	1140
VEN01155	Bethany Neal	01/30/2024	EFT	0.00	450.00	1141
VEN02019	Michelle Krell Kydd	01/30/2024	EFT	0.00	700.00	1142
VEN01193	Patti F. Smith	01/30/2024	EFT	0.00	200.00	1143
VEN01102	Apple, Inc	01/30/2024	EFT	0.00	12,655.70	1144
VEN01062	Print-Tech, Inc.	01/30/2024	EFT	0.00	1,559.58	1145
VEN01275	Demco, Inc	01/02/2024	Regular	0.00	3,410.68	69072
VEN02184	Frederick Storz Beldin	01/02/2024	Regular	0.00	100.00	69073
VEN02009	St Clair Shores Public Library	01/02/2024	Regular	0.00	22.00	69074
VEN01126	Ariel Ojibway	01/02/2024	Regular	0.00	200.00	69075
VEN01012	Alliance Entertainment	01/02/2024	Regular	0.00	512.54	69076
VEN01294	Erin Helmrich	01/02/2024	Regular	0.00	38.34	69077
VEN01874	Oakland Community College	01/02/2024	Regular	0.00	24.95	69078
VEN01273	Tyler Technologies, Inc	01/02/2024	Regular	0.00	1,636.75	69079
VEN01175	Pittsfield Charter Township Water	01/02/2024	Regular	0.00	334.27	69080
VEN01032	Shambaugh & Son, L.P.	01/02/2024	Regular	0.00	2,794.01	69081
VEN01102	Apple, Inc	01/02/2024	Regular	0.00	3,403.00	69082
VEN02261	Dan Bonenberger	01/02/2024	Regular	0.00	26.95	69083
VEN01491	Hutzel	01/02/2024	Regular	0.00	419.76	69084
VEN01046	Ashley Hughes	01/02/2024	Regular	0.00	100.00	69085
VEN01031	Schindler Elevator Corp	01/02/2024	Regular	0.00	734.26	69086
VEN01814	LittleRainey Illustration & Design, LLC	01/02/2024	Regular	0.00	887.00	69087
VEN01296	Sierra Laurel-Dawn Brown	01/02/2024	Regular	0.00	600.00	69088
VEN01204	VanArchitects, PLLC	01/02/2024	Regular	0.00	320.00	69089
VEN01066	Ann Arbor Cleaning Supply Company	01/02/2024	Regular	0.00	133.65	69090
VEN01068	Staples	01/02/2024	Regular	0.00	253.40	69091
VEN01331	Groundcover News	01/02/2024	Regular	0.00	1,200.00	69092
VEN01016	Midwest Tape	01/02/2024	Regular	0.00	3,178.52	69093
VEN02273	Michigan Imaging	01/02/2024	Regular	0.00	40.00	69094
VEN01117	CDW-G	01/02/2024	Regular	0.00	10,492.60	69095
VEN02272	Karen Waggoner Printmaking	01/02/2024	Regular	0.00	370.00	69096
VEN01473	Allied Eagle	01/02/2024	Regular	0.00	1,337.12	69097
VEN02099	Absolutely Baffling Magic	01/02/2024	Regular	0.00	475.00	69098
VEN01353	Duggan's Construction Services, LLC	01/02/2024	Regular	0.00	47,915.00	69099
VEN01501	Karin Tuthill	01/02/2024	Regular	0.00	64.19	69100
VEN01896	Vincenza Mueller - Pinnacle Performance, LLC	01/02/2024	Regular	0.00	3,000.00	69101
VEN01017	Cengage Learning Inc/Gale	01/02/2024	Regular	0.00	151.44	69102
VEN02263	LaQuechia G. Davis	01/02/2024	Regular	0.00	301.60	69103
VEN01901	International Chinese Reading Association, Inc	01/02/2024	Regular	0.00	600.00	69104
VEN01901	International Chinese Reading Association, Inc	01/02/2024	Regular	0.00	-600.00	69104
VEN02268	We Are What We Speak	01/02/2024	Regular	0.00	2,400.00	69105
VEN01625	Pittsfield Charter Township Taxes	01/02/2024	Regular	0.00	389.70	69106
VEN01073	Grainger	01/02/2024	Regular	0.00	258.73	69107
VEN02271	Anita Leavitt	01/02/2024	Regular	0.00	39.95	69108
VEN01044	Fatema Haque	01/02/2024	Regular	0.00	150.00	69109
VEN01745	Palmer Moving Services	01/02/2024	Regular	0.00	1,125.00	69110
VEN01400	Chien-An Yuan	01/02/2024	Regular	0.00	50.00	69111
VEN02224	James Foerch	01/02/2024	Regular	0.00	625.00	69112
VEN02275	Paloma Nunez-Regueiro	01/02/2024	Regular	0.00	-290.00	69113
VEN02275	Paloma Nunez-Regueiro	01/02/2024	Regular	0.00	290.00	69113

Check Report

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01402	Voss Lighting	01/02/2024	Regular	0.00	628.00	69114
VEN02283	Sol Solis design studio	01/02/2024	Regular	0.00	150.00	69115
VEN02274	Stacey Malasky	01/02/2024	Regular	0.00	235.00	69116
VEN02181	Kristie Good	01/02/2024	Regular	0.00	150.00	69117
VEN01525	Ann Arbor Public Schools	01/02/2024	Regular	0.00	7,704.25	69118
VEN01039	Allstar Alarm, LLC	01/02/2024	Regular	0.00	1,035.00	69119
VEN01022	Carpenter Brothers	01/02/2024	Regular	0.00	49.16	69120
VEN01203	Schilke Security	01/02/2024	Regular	0.00	330.00	69121
VEN01216	FAADL - Friends of the Ann Arbor District Librar	01/02/2024	Regular	0.00	5,421.20	69122
VEN01493	Ann Arbor News	01/02/2024	Regular	0.00	830.96	69123
VEN01967	Toshiba Business Solutions	01/02/2024	Regular	0.00	150.50	69124
VEN01190	Martha Stuit	01/02/2024	Regular	0.00	150.00	69125
VEN01766	Raquel Gomez	01/02/2024	Regular	0.00	150.00	69126
VEN01553	Cummins Sales and Service	01/02/2024	Regular	0.00	747.29	69127
VEN01250	Amber Adams-Fall	01/02/2024	Regular	0.00	125.00	69128
VEN01028	Preuss Pets	01/02/2024	Regular	0.00	496.78	69129
VEN01344	Robin Robinson	01/02/2024	Regular	0.00	150.00	69130
VEN01319	Varsity Ford	01/02/2024	Regular	0.00	3,177.56	69131
VEN01171	Maner Costerisan	01/02/2024	Regular	0.00	3,790.18	69132
VEN01045	Sheela Lal	01/02/2024	Regular	0.00	150.00	69133
VEN02238	Herrick District Library	01/04/2024	Regular	0.00	22.99	69134
VEN01404	Yeo & Yeo	01/04/2024	Regular	0.00	13,693.00	69135
VEN01013	Blackstone Publishing	01/05/2024	Regular	0.00	1,711.50	69136
VEN01025	McIntosh Grounds Maint, Inc.	01/05/2024	Regular	0.00	5,979.17	69137
VEN02063	Hamburg Township Library	01/05/2024	Regular	0.00	7.99	69138
VEN02249	Seton Hall University - Walsh Library	01/05/2024	Regular	0.00	61.99	69139
VEN01026	Metcom, Inc	01/05/2024	Regular	0.00	5,591.25	69140
VEN01599	Kent District Library	01/05/2024	Regular	0.00	30.00	69141
VEN01022	Carpenter Brothers	01/05/2024	Regular	0.00	24.27	69142
VEN01344	Robin Robinson	01/05/2024	Regular	0.00	150.00	69143
VEN01458	Monroe County Library System	01/05/2024	Regular	0.00	28.00	69144
VEN01016	Midwest Tape	01/05/2024	Regular	0.00	2,979.66	69145
	Void	01/05/2024	Regular	0.00	0.00	69146
VEN01012	Alliance Entertainment	01/05/2024	Regular	0.00	1,464.23	69147
VEN01274	B & H Photo-Video	01/05/2024	Regular	0.00	294.00	69148
VEN01066	Ann Arbor Cleaning Supply Company	01/09/2024	Regular	0.00	58.02	69149
VEN02277	Claire Winn	01/09/2024	Regular	0.00	150.00	69150
VEN01848	Eunjae Cheon	01/09/2024	Regular	0.00	150.00	69151
VEN01190	Martha Stuit	01/09/2024	Regular	0.00	150.00	69152
VEN01635	Kathy Gunderson	01/09/2024	Regular	0.00	150.00	69153
VEN01667	Delicious Gold	01/09/2024	Regular	0.00	215.00	69154
VEN01667	Delicious Gold	01/09/2024	Regular	0.00	-215.00	69154
VEN01032	Shambaugh & Son, L.P.	01/09/2024	Regular	0.00	1,745.00	69155
VEN01250	Amber Adams-Fall	01/09/2024	Regular	0.00	125.00	69156
VEN01213	ScheduleSource, Inc	01/09/2024	Regular	0.00	1,000.50	69157
VEN02132	Ferguson Enterprises LLC #2000	01/09/2024	Regular	0.00	141.75	69158
VEN02269	Melody Korkmaz	01/09/2024	Regular	0.00	456.72	69159
VEN01610	Open Spot Theatre	01/09/2024	Regular	0.00	150.00	69160
VEN02116	Ulliance, Inc.	01/09/2024	Regular	0.00	3,750.00	69161
VEN01054	Matthew Bender & Co, Inc.	01/09/2024	Regular	0.00	328.31	69162
VEN01059	Tsai Fong Books, Inc.	01/09/2024	Regular	0.00	21.36	69163
VEN01097	Unique	01/09/2024	Regular	0.00	563.85	69164
VEN01098	City of Ann Arbor Alarm Services	01/09/2024	Regular	0.00	82.00	69165
VEN01273	Tyler Technologies, Inc	01/09/2024	Regular	0.00	23,410.00	69166
VEN01040	Brewer's North Campus Service Inc.	01/09/2024	Regular	0.00	750.55	69167
VEN01216	FAADL - Friends of the Ann Arbor District Librar	01/09/2024	Regular	0.00	7,275.90	69168
VEN01016	Midwest Tape	01/09/2024	Regular	0.00	1,339.13	69169
VEN01206	Ann Arbor Observer	01/09/2024	Regular	0.00	1,489.50	69170
VEN01753	Arifa Javed	01/09/2024	Regular	0.00	900.00	69171
VEN01021	Busch's	01/09/2024	Regular	0.00	25.08	69172
VEN01332	Momoko Fife aka Momo Kajiwara	01/09/2024	Regular	0.00	150.00	69173

Check Report

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01010	Applied Imaging	01/09/2024	Regular	0.00	561.60	69174
VEN01603	Ann Arbor Film Festival	01/09/2024	Regular	0.00	380.00	69175
VEN01170	Recycle Ann Arbor	01/09/2024	Regular	0.00	561.00	69176
VEN01012	Alliance Entertainment	01/09/2024	Regular	0.00	196.58	69177
VEN01245	Sophia Zhou	01/09/2024	Regular	0.00	500.00	69178
VEN02289	Vrida Girdhar	01/09/2024	Regular	0.00	30.00	69179
VEN01068	Staples	01/09/2024	Regular	0.00	2,659.36	69180
VEN02288	Dayton Metro Library	01/09/2024	Regular	0.00	22.95	69181
VEN02125	Brandon Barrieault	01/09/2024	Regular	0.00	200.00	69182
VEN01007	Amazon	01/09/2024	Regular	0.00	-26.95	69183
VEN01007	Amazon	01/09/2024	Regular	0.00	26.95	69183
VEN01801	Grasshopper Film	01/09/2024	Regular	0.00	-141.00	69184
VEN01801	Grasshopper Film	01/09/2024	Regular	0.00	141.00	69184
VEN01187	OCLC Inc	01/09/2024	Regular	0.00	90.36	69185
VEN01204	VanArchitects, PLLC	01/09/2024	Regular	0.00	960.00	69186
VEN01617	My Class Mag, LLC	01/09/2024	Regular	0.00	100.00	69187
VEN01206	Ann Arbor Observer	01/09/2024	Regular	0.00	1,811.70	69188
VEN01967	Toshiba Business Solutions	01/09/2024	Regular	0.00	4,374.96	69189
VEN01667	Delicious Gold	01/09/2024	Regular	0.00	215.00	69190
VEN01011	Baker Taylor	01/09/2024	Regular	0.00	-343.81	69191
VEN01011	Baker Taylor	01/09/2024	Regular	0.00	343.81	69191
VEN01022	Carpenter Brothers	01/16/2024	Regular	0.00	33.98	69192
VEN01013	Blackstone Publishing	01/16/2024	Regular	0.00	114.00	69193
VEN01441	Rebecca Wittekindt	01/16/2024	Regular	0.00	-150.00	69194
VEN01441	Rebecca Wittekindt	01/16/2024	Regular	0.00	150.00	69194
VEN01404	Yeo & Yeo	01/16/2024	Regular	0.00	1,500.00	69195
VEN02296	Sonia Khaleel	01/16/2024	Regular	0.00	543.75	69196
VEN01367	Amanda Schott	01/16/2024	Regular	0.00	27.05	69197
VEN02300	Woodridge Public Library	01/16/2024	Regular	0.00	12.00	69198
VEN01025	McIntosh Grounds Maint, Inc.	01/16/2024	Regular	0.00	5,979.13	69199
VEN01071	MindCentric	01/16/2024	Regular	0.00	2,039.00	69200
VEN01289	Bridgeport Consulting, LLC	01/16/2024	Regular	0.00	843.75	69201
VEN01034	Stadium Hardware	01/16/2024	Regular	0.00	168.01	69202
VEN01478	Format Framing	01/16/2024	Regular	0.00	9,200.24	69203
VEN02302	Comstock Township Library	01/16/2024	Regular	0.00	39.99	69204
VEN01030	RNA	01/16/2024	Regular	0.00	23,381.00	69205
VEN01047	Monica Higman	01/16/2024	Regular	0.00	150.00	69206
VEN01917	Elizabeth Smith	01/16/2024	Regular	0.00	26.72	69207
VEN01073	Grainger	01/16/2024	Regular	0.00	1,435.00	69208
VEN02173	Shock Brothers Floorcovering, Inc.	01/16/2024	Regular	0.00	6,575.00	69209
VEN01163	Blick Art Materials	01/16/2024	Regular	0.00	405.68	69210
VEN02040	Jackie Fleischer Best	01/16/2024	Regular	0.00	294.20	69211
VEN01171	Maner Costerisan	01/16/2024	Regular	0.00	2,566.46	69212
VEN01230	Ann Arbor Symphony Orchestra	01/16/2024	Regular	0.00	320.00	69213
VEN01016	Midwest Tape	01/16/2024	Regular	0.00	2,277.96	69214
	Void	01/16/2024	Regular	0.00	0.00	69215
VEN01120	Barnes & Noble, Inc.	01/16/2024	Regular	0.00	198.77	69216
VEN02151	Rendel's Upholstery & Interiors	01/16/2024	Regular	0.00	8,565.00	69217
VEN02292	Grand Ledge Area District Library	01/16/2024	Regular	0.00	13.99	69218
VEN01250	Amber Adams-Fall	01/16/2024	Regular	0.00	125.00	69219
VEN01199	Laura Pershin Raynor	01/16/2024	Regular	0.00	200.00	69220
VEN02040	Jackie Fleischer Best	01/30/2024	Regular	0.00	61.50	69221
VEN02317	Peter D. Sparling	01/30/2024	Regular	0.00	3,000.00	69222
VEN01967	Toshiba Business Solutions	01/30/2024	Regular	0.00	43.72	69223
VEN02233	Evenstar's Chalice	01/30/2024	Regular	0.00	150.00	69224
VEN02108	Jesse Deucher	01/30/2024	Regular	0.00	200.00	69225
VEN01281	Dale Carlson	01/30/2024	Regular	0.00	250.00	69226
VEN01223	Dave McMillan	01/30/2024	Regular	0.00	80.00	69227
VEN01604	Southfield Public Library	01/30/2024	Regular	0.00	15.00	69228
VEN01175	Pittsfield Charter Township Water	01/30/2024	Regular	0.00	9.18	69229
VEN01158	Alex (Margaret) Kourvo	01/30/2024	Regular	0.00	450.00	69230

Check Report

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01082	Crawford Door Sales	01/30/2024	Regular	0.00	29.00	69231
VEN02132	Ferguson Enterprises LLC #2000	01/30/2024	Regular	0.00	17.08	69232
VEN01372	7 Cylinders Studio	01/30/2024	Regular	0.00	1,000.00	69233
VEN01032	Shambaugh & Son, L.P.	01/30/2024	Regular	0.00	26,070.00	69234
VEN01267	Alex Pierzchala	01/30/2024	Regular	0.00	109.14	69235
VEN01444	Garrett Schumann	01/30/2024	Regular	0.00	1,300.00	69236
VEN01595	Ann Arbor Railroad Technical & Historical Assoc	01/30/2024	Regular	0.00	58.00	69237
VEN01650	Pint Size Polkas	01/30/2024	Regular	0.00	190.00	69238
VEN01428	Hannah Burr	01/30/2024	Regular	0.00	242.00	69239
VEN01068	Staples	01/30/2024	Regular	0.00	230.24	69240
VEN01776	Peter Boykin	01/30/2024	Regular	0.00	600.00	69241
VEN02334	Ben Gugino	01/30/2024	Regular	0.00	380.03	69242
VEN01044	Fatema Haque	01/30/2024	Regular	0.00	150.00	69243
VEN02251	Carol E Gibson	01/30/2024	Regular	0.00	1,750.00	69244
VEN01094	Rachel Hoekstra	01/30/2024	Regular	0.00	125.00	69245
VEN01799	Cumulus Media - Ann Arbor	01/30/2024	Regular	0.00	1,319.70	69246
VEN01187	OCLC Inc	01/30/2024	Regular	0.00	107.08	69247
VEN02218	Iris Zapf-Garcia	01/30/2024	Regular	0.00	150.00	69248
VEN02109	Sarah Kairis	01/30/2024	Regular	0.00	200.00	69249
VEN01190	Martha Stuit	01/30/2024	Regular	0.00	150.00	69250
VEN01012	Alliance Entertainment	01/30/2024	Regular	0.00	1,842.26	69251
VEN01045	Sheela Lal	01/30/2024	Regular	0.00	150.00	69252
VEN01681	Color Carousel Face Painting	01/30/2024	Regular	0.00	25.00	69253
VEN01010	Applied Imaging	01/30/2024	Regular	0.00	561.60	69254
VEN01033	Sherwin-Williams	01/30/2024	Regular	0.00	134.96	69255
VEN01028	Preuss Pets	01/30/2024	Regular	0.00	1,034.82	69256
VEN01017	Cengage Learning Inc/Gale	01/30/2024	Regular	0.00	284.14	69257
VEN01208	Jewish Community Media of Washtenaw	01/30/2024	Regular	0.00	300.00	69258
VEN01066	Ann Arbor Cleaning Supply Company	01/30/2024	Regular	0.00	101.34	69259
VEN02252	Community Grassroots Media, LLC	01/30/2024	Regular	0.00	1,500.00	69260
VEN01054	Matthew Bender & Co, Inc.	01/30/2024	Regular	0.00	222.10	69261
VEN01057	Sawa Books	01/30/2024	Regular	0.00	790.02	69262
VEN02241	Liana Finck, Inc	01/30/2024	Regular	0.00	1,000.00	69263
VEN01740	Hadil Ghoneim	01/30/2024	Regular	0.00	150.00	69264
VEN01300	Intelligent Control Systems. Inc	01/30/2024	Regular	0.00	150.00	69265
VEN01314	Scio Township Utility Dept	01/30/2024	Regular	0.00	960.81	69266
VEN01073	Grainger	01/30/2024	Regular	0.00	397.93	69267
VEN02327	Novi Public Library	01/30/2024	Regular	0.00	11.99	69268
VEN01458	Monroe County Library System	01/30/2024	Regular	0.00	19.99	69269
VEN01163	Blick Art Materials	01/30/2024	Regular	0.00	7.49	69270
VEN02321	Curtis Glatter	01/30/2024	Regular	0.00	150.00	69271
VEN02254	Golden Gates Production, LLC	01/30/2024	Regular	0.00	1,000.00	69272
VEN02313	Aliyah Mitchell	01/30/2024	Regular	0.00	1,000.00	69273
VEN01435	Pride Source Media Group	01/30/2024	Regular	0.00	675.50	69274
VEN01402	Voss Lighting	01/30/2024	Regular	0.00	207.00	69275
VEN02253	Michael Hensel	01/30/2024	Regular	0.00	1,500.00	69276
VEN02092	Vault of Midnight	01/30/2024	Regular	0.00	272.97	69277
VEN01203	Schilke Security	01/30/2024	Regular	0.00	1,245.00	69278
VEN02322	Anthony Brogdon	01/30/2024	Regular	0.00	400.00	69279
VEN02250	Aaron Valdez	01/30/2024	Regular	0.00	500.00	69280
VEN02329	Willow Dimmer	01/30/2024	Regular	0.00	26.20	69281
VEN01319	Varsity Ford	01/30/2024	Regular	0.00	17.05	69282
VEN01016	Midwest Tape	01/30/2024	Regular	0.00	2,234.07	69283
VEN01766	Raquel Gomez	01/30/2024	Regular	0.00	150.00	69284
VEN01073	Grainger	01/30/2024	Regular	0.00	557.73	69285
VEN02275	Paloma Nunez-Regueiro	01/30/2024	Regular	0.00	-290.00	69286
VEN02275	Paloma Nunez-Regueiro	01/30/2024	Regular	0.00	290.00	69286
VEN01007	Amazon	01/05/2024	Bank Draft	0.00	1,799.09	DFT0001841
VEN01008	Amazon Collections	01/05/2024	Bank Draft	0.00	2,470.10	DFT0001842
VEN01042	City of Ann Arbor Water Utilities	01/05/2024	Bank Draft	0.00	1,883.28	DFT0001843
VEN01104	DTE	01/05/2024	Bank Draft	0.00	15.17	DFT0001844

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Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01104	DTE	01/05/2024	Bank Draft	0.00	2,492.77	DFT0001845
VEN01104	DTE	01/05/2024	Bank Draft	0.00	947.54	DFT0001846
VEN01104	DTE	01/05/2024	Bank Draft	0.00	940.03	DFT0001847
VEN01104	DTE	01/05/2024	Bank Draft	0.00	4,895.95	DFT0001848
VEN01104	DTE	01/05/2024	Bank Draft	0.00	1,343.56	DFT0001849
VEN01104	DTE	01/05/2024	Bank Draft	0.00	209.74	DFT0001850
VEN01104	DTE	01/05/2024	Bank Draft	0.00	3,228.34	DFT0001851
VEN01070	Office Depot aka ODP	01/05/2024	Bank Draft	0.00	412.37	DFT0001852
VEN01019	UPS	01/05/2024	Bank Draft	0.00	110.27	DFT0001853
VEN01100	Verizon	01/05/2024	Bank Draft	0.00	3,120.30	DFT0001854
VEN01011	Baker Taylor	01/05/2024	Bank Draft	0.00	189.20	DFT0001855
VEN01011	Baker Taylor	01/05/2024	Bank Draft	0.00	5,306.26	DFT0001856
VEN01011	Baker Taylor	01/09/2024	Bank Draft	0.00	21,374.33	DFT0001857
VEN01007	Amazon	01/09/2024	Bank Draft	0.00	4,883.92	DFT0001858
VEN01008	Amazon Collections	01/09/2024	Bank Draft	0.00	430.09	DFT0001860
VEN01011	Baker Taylor	01/09/2024	Bank Draft	0.00	1,942.64	DFT0001861
VEN01019	UPS	01/09/2024	Bank Draft	0.00	119.34	DFT0001862
VEN01035	Waste Management of Michigan	01/09/2024	Bank Draft	0.00	993.59	DFT0001863
VEN01070	Office Depot aka ODP	01/09/2024	Bank Draft	0.00	23.29	DFT0001864
VEN01024	Lowe's	01/09/2024	Bank Draft	0.00	617.26	DFT0001865
VEN01023	Cintas	01/09/2024	Bank Draft	0.00	1,108.24	DFT0001866
VEN01018	Trionfo Solutions, LLC	01/09/2024	Bank Draft	0.00	819.00	DFT0001867
VEN01080	Oxford Property Management	01/11/2024	Bank Draft	0.00	1,285.30	DFT0001890
VEN01011	Baker Taylor	01/16/2024	Bank Draft	0.00	13,352.12	DFT0001891
VEN01007	Amazon	01/16/2024	Bank Draft	0.00	2,007.61	DFT0001894
VEN01070	Office Depot aka ODP	01/16/2024	Bank Draft	0.00	206.17	DFT0001895
VEN01257	Quadient (NeoFunds & Neopost)	01/16/2024	Bank Draft	0.00	750.36	DFT0001896
VEN01174	Westgate Enterprises	01/16/2024	Bank Draft	0.00	7,366.10	DFT0001897
VEN01104	DTE	01/16/2024	Bank Draft	0.00	1,336.23	DFT0001898
VEN01104	DTE	01/16/2024	Bank Draft	0.00	3,720.07	DFT0001899
VEN01008	Amazon Collections	01/30/2024	Bank Draft	0.00	1,166.53	DFT0001902
VEN01100	Verizon	01/30/2024	Bank Draft	0.00	1,105.48	DFT0001903
VEN02020	Mutual of Omaha	01/30/2024	Bank Draft	0.00	6,146.33	DFT0001904
VEN01173	TDS	01/30/2024	Bank Draft	0.00	6,070.24	DFT0001905
VEN01077	BCBS	01/30/2024	Bank Draft	0.00	111.46	DFT0001906
VEN01077	BCBS	01/30/2024	Bank Draft	0.00	3,927.95	DFT0001907
VEN01078	BCN	01/30/2024	Bank Draft	0.00	104,874.55	DFT0001908
VEN01104	DTE	01/30/2024	Bank Draft	0.00	2,516.78	DFT0001909
VEN01104	DTE	01/30/2024	Bank Draft	0.00	5,860.00	DFT0001910
VEN01104	DTE	01/30/2024	Bank Draft	0.00	11,089.38	DFT0001911
VEN01104	DTE	01/30/2024	Bank Draft	0.00	225.79	DFT0001912
VEN01104	DTE	01/30/2024	Bank Draft	0.00	3,426.06	DFT0001913
VEN01104	DTE	01/30/2024	Bank Draft	0.00	5,099.62	DFT0001914
VEN01104	DTE	01/30/2024	Bank Draft	0.00	892.72	DFT0001915
VEN01023	Cintas	01/30/2024	Bank Draft	0.00	787.42	DFT0001916
VEN01104	DTE	01/30/2024	Bank Draft	0.00	17.63	DFT0001917
VEN01104	DTE	01/30/2024	Bank Draft	0.00	1,013.56	DFT0001918
VEN01070	Office Depot aka ODP	01/30/2024	Bank Draft	0.00	308.74	DFT0001919
VEN01011	Baker Taylor	01/31/2024	Bank Draft	0.00	6,430.62	DFT0001920
VEN01101	AT&T	01/31/2024	Bank Draft	0.00	321.13	DFT0001921

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01011	Baker Taylor	01/31/2024	Bank Draft	0.00	3,535.55	DFT0001922

Bank Code GENERAL AP INVOICES Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	335	213	0.00	331,309.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-2,056.76
Bank Drafts	659	55	0.00	256,627.17
EFT's	27	16	0.00	442,482.66
	1021	294	0.00	1,028,362.67

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	335	213	0.00	331,309.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-2,056.76
Bank Drafts	683	77	0.00	267,072.86
EFT's	27	16	0.00	442,482.66
	1045	316	0.00	1,038,808.36

Fund Summary

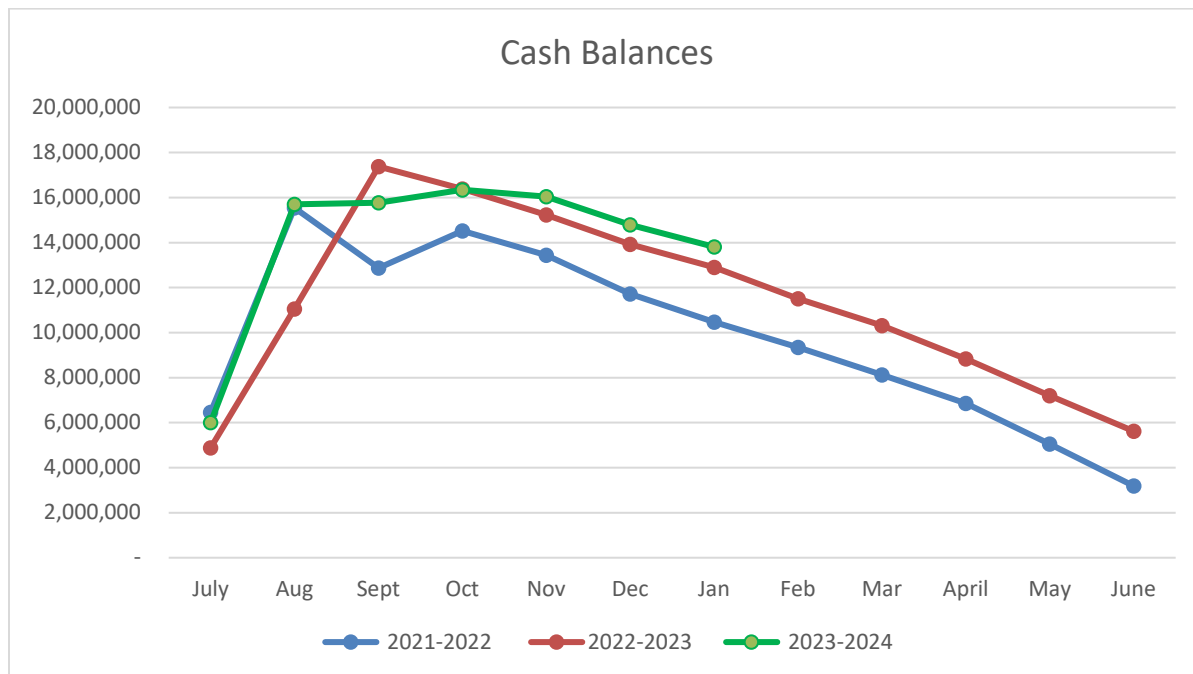
Fund	Name	Period	Amount
101	General Fund	1/2024	1,038,808.36
			1,038,808.36



Ann Arbor District Library Financial Analysis Seven Months Ended January 31, 2024

Cash

The general fund cash balance, not including investments, was \$13,809,535 as of January 31st which would cover approximately 9 months of expenses.



Tax Receipts

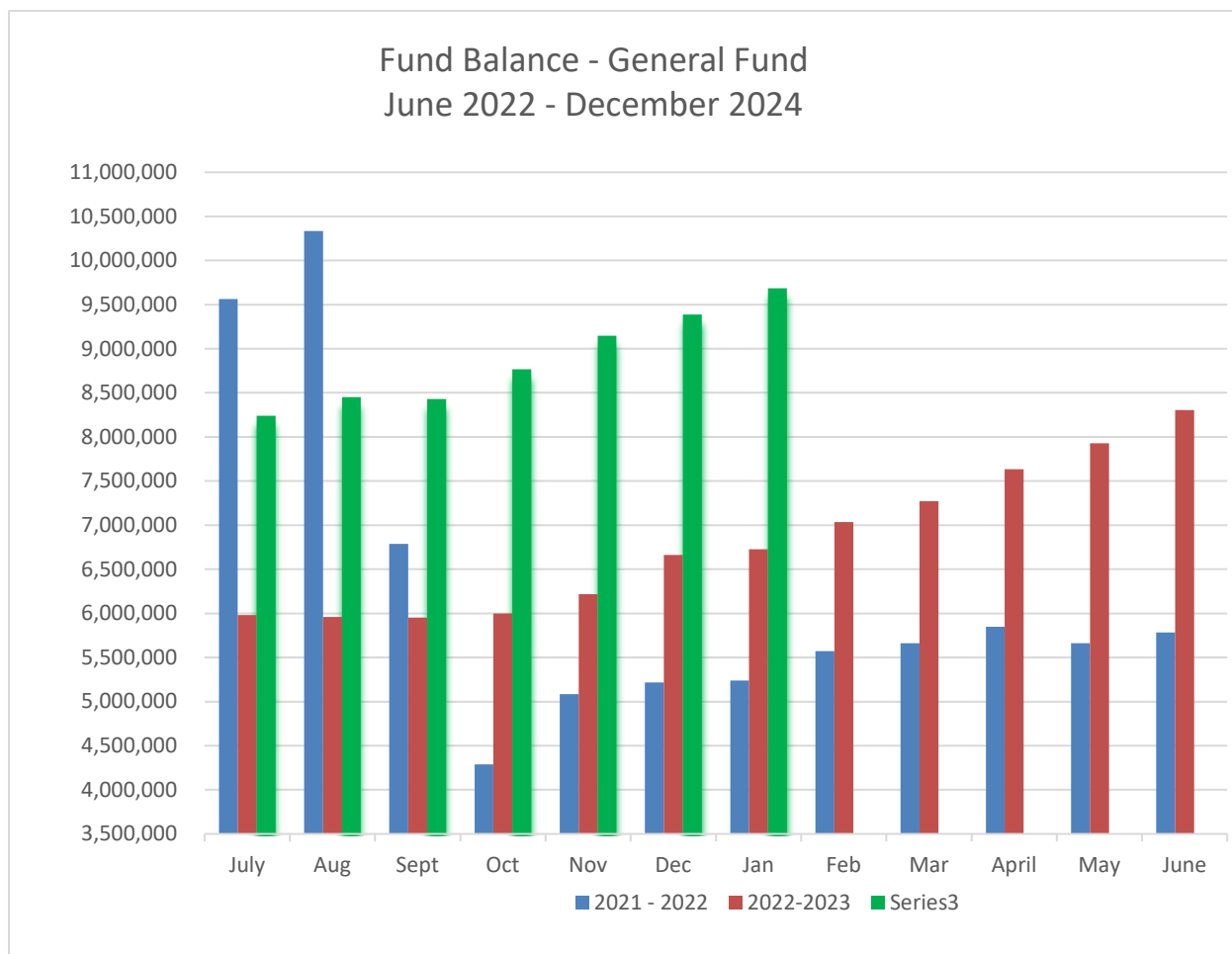
Tax receipts are recorded as they are earned based on the approved annual budget, or approximately \$1,683,333 per month. All other tax receipts are recorded as deferred revenue. Actual receipts will be reconciled at fiscal year-end. Total receipts through January 31, 2024 were \$20,195,258 or 99.98% of budget.

Fund Balance Activity

The general fund balance was \$9,683,836 as of January 31, 2024. Funds are allowed to grow strategically to allow for future investments. The current fund balance would fund approximately 5.6 months of operations.



Ann Arbor District Library Financial Analysis Seven Months Ended January 31, 2024



Revenue and Expenditures:

Total revenues of \$11,044,801 are 53.51% of budget after 58% of the fiscal year. Actual cash receipts were \$21,156,407 with deferred revenue and accounts receivable factored in.

Year-to-date expenditures of \$11,044,801 are 53.51% of budget after 58% of the fiscal year. Actual cash paid out with prepaid expenses and accounts payable factored in were \$10,460,790.

Revenue earned less expenditures realized resulted in an increase in net assets of \$295,390 for the month of January and \$1,379,782 year-to-date.

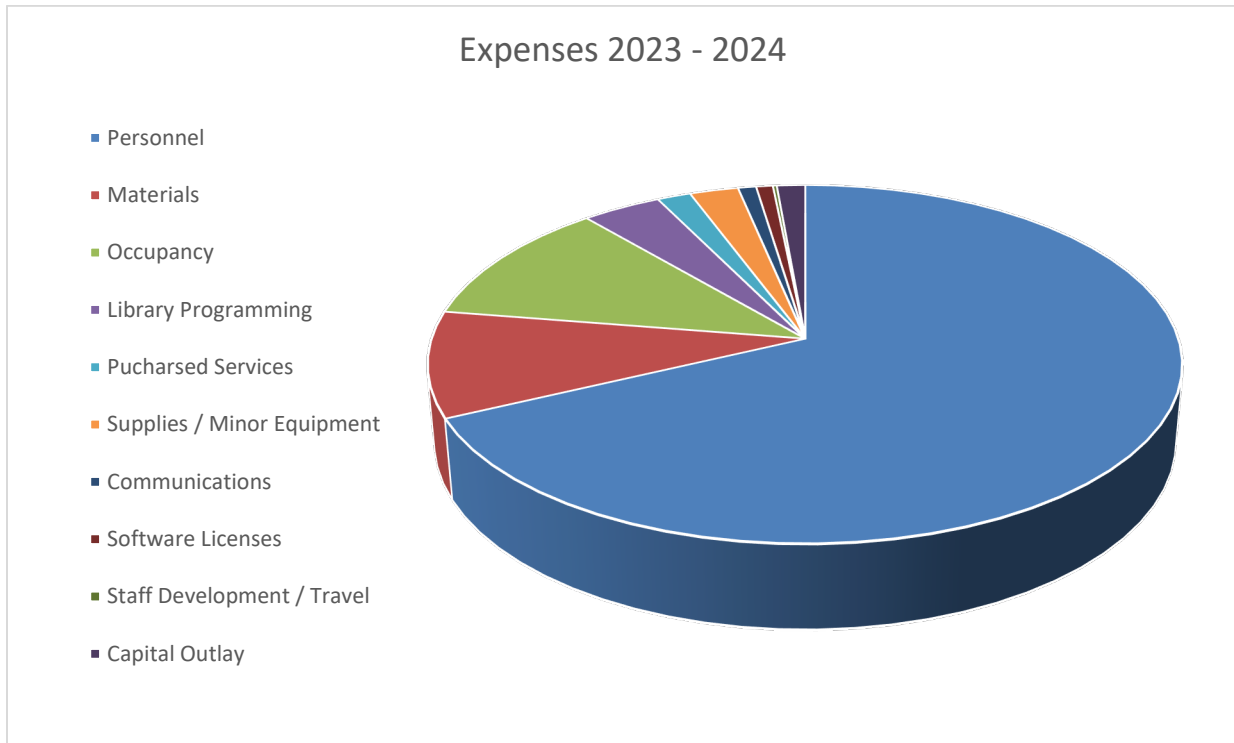
Accounting/Audit expenses are over budget. We were not aware that there would be a vacancy in accounting when the budget was presented to the Board of Trustees. That vacancy had been filled by outsourced accounting staff and has since been eliminated.

The Building Rental budget does not include principal or interest and will end the year over budget. This will be included in budget adjustments in the Spring.



Ann Arbor District Library Financial Analysis Seven Months Ended January 31, 2024

Legal expenses and seminars, conferences, training and travel are running high. Management believes these line items will end the year within the annual budget due to large expenses in the first few months of the year.





Ann Arbor District Library
Financial Analysis
Seven Months Ended January 31, 2024

Contributions and Memorials:

The Friends donation fund benefiting the Ann Arbor District Library began the year with a balance of \$32,072. The Library has received donations totaling \$35,000 bringing the balance to \$67,072.

	Bank Balance	Restrictions and Designations
Holtrey	\$ 341,786	\$300,000 is permanently restricted by the donor
Keniston	\$ 27,410	\$25,000 is permanently restricted by the donor
Archives	\$ 43,922	
LLA	\$ 1,483	
Price	\$ 34,056	
Schafer	\$ 10,690	
Westerman	\$ 33,785	The Board designated \$30,000 for children's programming
WLBPD	\$ 52,439	

ANN ARBOR DISTRICT LIBRARY

Balance Sheet
Governmental Funds
January 31, 2024

	General Fund	Capital Fund	Restricted Grants	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 13,809,535	\$ 217,027	\$ 501,648	\$ 14,528,210
Investments	4,862,932	-	-	4,862,932
Due from other governmental units / funds	111,475	-	-	111,475
Prepaid items	195,613	-	-	195,613
Total assets	\$ 18,979,555	\$ 217,027	\$ 501,648	\$ 19,698,230
Liabilities				
Accounts payable	578,936	-	-	578,936
Accrued expenses	304,858	-	-	304,858
Total liabilities	\$ 883,794	\$ -	\$ -	\$ 883,794
Deferred outflows				
Unavailable property tax revenue	8,411,925	-	-	8,411,925
Total deferred outflows	\$ 8,411,925	\$ -	\$ -	\$ 8,411,925
Fund balances				
Nonspendable:				
Prepaid items	\$ 195,613	\$ -	\$ -	\$ 195,613
Permanent corpus	-	-	325,000	325,000
Restricted for special purpose	-	-	176,648	176,648
Committed for capital projects	-	217,027	-	217,027
Unassigned	9,488,223	-	-	9,488,223
Total fund balances	\$ 9,683,836	\$ 217,027	\$ 501,648	\$ 10,402,511
Total liabilities and fund balances	\$ 18,979,555	\$ 217,027	\$ 501,648	\$ 19,698,230

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes
Actual vs Budget
For the Seven Months Ended January 31, 2024

	November Actual	YTD Actual	Approved Budget	Budget Remaining	YTD %
REVENUES:					
Property taxes, net	\$ 1,681,964	\$ 11,782,580	\$ 20,200,000	\$ 8,417,420	58.33%
State aid (including MPSERS pass-through)	3,425	114,547	145,000	30,453	79.00%
State penal fines	12,500	87,500	150,000	62,500	58.33%
Local Community Stabilization	-	60,906	-	(60,906)	-
State revenue - other	-	13,420	-	(13,420)	-
Investment Gains (Losses)	33,747	264,744	-	(264,744)	-
Copier revenue	598	3,852	9,000	5,148	42.80%
Grants and memorials	26,188	42,373	35,000	(7,373)	121.07%
Library fines, fees and other	7,892	26,438	50,000	23,562	52.88%
Non-resident fees	937	10,687	15,000	4,313	71.25%
Rental revenue	2,922	17,536	35,000	17,464	50.10%
TOTAL REVENUES:	\$ 1,770,173	\$ 12,424,583	\$ 20,639,000	\$ 8,214,417	60.20%
EXPENDITURES:					
Personnel:					
Salaries and wages	\$ 789,938	\$ 5,451,470	\$ 9,169,150	3,717,680	59.45%
Employee benefits (inc MPSERS pass-through)	166,598	1,641,060	2,945,000	1,303,940	55.72%
Employment taxes	60,468	414,305	650,000	235,695	63.74%
	1,017,004	7,506,835	12,764,150	5,257,315	58.81%
Accounting/Audit	1,500	65,871	30,000	(35,871)	219.57%
Building Rental	59,205	414,470	360,000	(54,470)	115.13%
Communications	13,074	98,364	250,000	151,636	39.35%
Copier Expense	-	8,241	65,000	56,759	12.68%
Custodial Services	23,381	155,387	290,000	134,613	53.58%
Grants /Memorials	-	-	50,000	50,000	0.00%
Legal Expense	2,075	50,213	75,000	24,787	66.95%
Library Programming	53,856	431,300	756,000	324,700	57.05%
Materials	117,704	1,054,441	1,764,000	709,559	59.78%
Minor Equipment Purchases	29,353	86,295	350,000	263,705	24.66%
Operating Supplies	4,835	141,472	302,500	161,028	46.77%
Other Operating Expenditures	1,937	8,280	23,250	14,970	35.61%
Postage	4,087	19,225	21,000	1,775	91.55%
Property Insurance	11,823	82,761	150,000	67,239	55.17%
Purchased Services	10,056	66,548	237,500	170,952	28.02%
Repairs and Maintenance	52,683	319,651	580,000	260,349	55.11%
Seminars/Conferences/Training & Travel	2,852	20,709	23,600	2,891	87.75%
Software Licenses/Maintenance	17,075	90,580	150,000	59,420	60.39%
Utilities	41,451	270,052	497,000	226,948	54.34%
Capital Outlay	10,832	154,106	1,900,000	1,745,894	8.11%
TOTAL EXPENDITURES:	\$ 1,474,783	\$ 11,044,801	\$ 20,639,000	\$ 9,594,199	53.51%
Revenue over (under) expenditures	\$ 295,390	\$ 1,379,782	\$ -	\$ 1,379,782	
Fund balance, beginning of year		\$ 8,304,054	\$ 8,304,054	\$ -	
Fund balance, end of year		\$ 9,683,836	\$ 8,304,054	\$ 1,379,782	

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Seven Months Ended January 31, 2024

	General Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 11,782,580	\$ -	\$ -	\$ 11,782,580
State aid (including MPSERS pass-through)	114,547	-	-	114,547
State penal fines	87,500	-	-	87,500
State revenue - other	13,420	-	-	13,420
Local Community Stabilization	60,906	-	-	60,906
Investment Gains (Losses)	264,744	-	3,146	267,890
Copier revenue	3,852	-	-	3,852
Grants and memorials	42,373	-	250	42,623
Library fines, fees and other	26,438	-	-	26,438
Non-resident fees	10,687	-	-	10,687
Rental revenue	17,536	-	-	17,536
TOTAL REVENUES:	\$ 12,424,583	\$ -	\$ 3,396	\$ 12,427,979
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 5,451,470	\$ -	\$ -	\$ 5,451,470
Employee benefits (inc MPSERS pass-through)	1,641,060	-	-	1,641,060
Employment taxes	414,305	-	-	414,305
	7,506,835	-	-	7,506,835
Accounting/Audit	65,871	-	-	65,871
Building Rental	414,470	-	-	414,470
Communications	98,364	-	-	98,364
Copier Expense	8,241	-	-	8,241
Custodial Services	155,387	-	-	155,387
Grants /Memorials	-	-	7,661	7,661
Legal Expense	50,213	-	-	50,213
Library Programming	431,300	-	-	431,300
Materials	1,054,441	-	-	1,054,441
Minor Equipment Purchases	86,295	-	-	86,295
Operating Supplies	141,472	-	-	141,472
Other Operating Expenditures	8,280	-	-	8,280
Postage	19,225	-	-	19,225
Property Insurance	82,761	-	-	82,761
Purchased Services	66,548	-	-	66,548
Repairs and Maintenance	319,651	-	-	319,651
Seminars/Conferences/Training/Travel	20,709	-	-	20,709
Software Licenses/Maintenance	90,580	-	-	90,580
Utilities	270,052	-	-	270,052
Capital Outlay	154,106	1,394,567	-	1,548,673
TOTAL EXPENDITURES:	\$ 11,044,801	\$ 1,394,567	\$ 7,661	\$ 19,953,864
Revenue over (under) expenditures	\$ 1,379,782	\$ (1,394,567)	\$ (4,265)	\$ (7,525,885)
Fund balance, beginning of year	\$ 8,304,054	\$ 1,611,594	\$ 505,913	\$ 10,421,561
Fund balance, end of year	\$ 9,683,836	\$ 217,027	\$ 501,648	\$ 10,402,511

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-035**

**RESOLUTION TO TRANSFER \$2,500,000 DOLLARS FROM THE FUND
BALANCE TO THE CAPITAL PROJECTS FUND**

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 26th day of February, 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To transfer \$2,500,000 from the undesignated Fund Balance to the Capital Fund.
- 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.

Catherine Hadley, Board Secretary

<u>Chg. Request #</u>	<u>Description</u>	<u>Date</u>	<u>Status</u>	<u>Amount</u>
Initial Contract				3,638,401.00
Approved				
98001	Design Ordinance Review	12/13/2022	Approved	0.00
98002	Civil Consultant Site Plan Approval	1/27/2023	Approved	46,131.75
98003	Reverse VA Back to Basis of Design HVAC Equipment	4/17/2023	Approved	0.00
98004	Scio Township Inspection Fees Bond	7/27/2023	Approved	0.00
98005	WCRC Inspection Escrow & Bond	7/27/2023	Approved	0.00
98006	WC Building Permit	8/16/2023	Approved	21,939.62
98007	Add Intr Demo On Permit Drw D1.1 7.14.23	8/28/2023	Approved	0.00
98010	Alternative Carpet Tiles	11/3/2023	Approved	0.00
98013	Door Hardware Submittal Changes	1/1/2024	Approved	0.00
98015	RFI 011 1st Floor Office ACT	12/14/2023	Approved	12,083.51
98016	Office Door Lites	12/18/2023	Approved	0.00
98017	Existing Front Office Space	12/27/2023	Approved	55,590.35
98023	Restroom Heaters	1/15/2024	Approved	9,366.34
98028	Paper Vault 1st Flr Top Coat Epoxy Flooring	2/9/2024	Approved	4,396.58
Total Approved Changes				149,508.15
Current Contract Amount				3,787,909.15
Pending				
98008	Scope of Work Adjustments	10/5/2023	Potential	442,147.72
98011	Existing Plumbing Upgrades	11/13/2023	Potential	30,812.83
98012	Atln. Add Insulation per A1.2 Note	12/11/2023	Potential	3,758.41
98014	Sound Insulation for Offices	12/11/2023	Potential	5,259.43
98018	Open Space Electrical	1/4/2024	Potential	25,308.83
98019	Soil Erosion Inspections	1/10/2024	Potential	590.28
98021	Window Trim	1/11/2024	Potential	3,266.34
98022	1st Floor Painting Scope Change	1/12/2024	Potential	20,155.86
98024	Plumbing Fixture Revisions	1/17/2024	Potential	770.98
98025	Door Operators	1/25/2024	Potential	12,856.44
98026	IT Room Revisions	2/1/2024	Potential	26,778.89
98027	Forklift Barrier Labor Only	2/1/2024	Not issued	0.00
98030	RFI 016 Paper Vault Ceiling	2/12/2024	Potential	34,388.83
98031	Network Wiring Install	2/15/2024	Potential	41,645.84

<u>Chg. Request #</u>	<u>Description</u>	<u>Date</u>	<u>Status</u>	<u>Amount</u>	
Initial Contract					3,638,401.00
98032	Rework Sprinkler iExisting Front Office Ceiling Mods	2/16/2024	Potential	4,242.00	
98033	Alt. Ceiling Tile	2/19/2024	Not issued	0.00	
98034	Permit Revisions	2/19/2024	Not issued	0.00	
	Total Pending Changes				651,982.68
	Total Potential Contract				<u>\$4,439,891.83</u>

MEMO:

Denied/Voided

98009	MEP Demo Steel Installation VOIDED	10/25/2023	Voided	0.00	
98020	Forklift Barrier Material Only VOIDED	1/11/2024	Voided	7,450.01	
98029	Contingency Replenish VOIDED	2/9/2024	Voided	107,277.48	
	Total Denied/Voided Changes				<u>114,727.49</u>

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-036**

**RESOLUTION TO AMEND THE APPROVED CONSTRUCTION BUDGET FOR
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 26th day of February 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

1. To increase the Parkland Plaza Construction Budget by \$734,087.64 to a total of \$4,439,891.83.
2. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES:

NAYS:

Catherine Hadley, Secretary

Relocation Estimate

10/25/23

Shipper: Ann Arbor District Library

Origin: 2805 South Industrial
Suite 400
Ann Arbor MI 48104

Destination: 265 Parkland Plaza
Ann Arbor MI 48103

Scope: Relocate archive collections, furniture and fixtures.

Date: Spring 2024

Estimated cost:

Labor:	\$45,000.00
Materials:	\$2,270.00
Transit liability:	<u>\$600.00</u>
Total estimated cost:	\$47,870.00

Liability: Carrier's maximum liability against accidental loss or damage is limited to \$100,000. The cost for this protection is included in the above estimate. Additional coverage is available at the additional cost. Carrier is not responsible for concealed damage unless evidence of exterior damage or improper handling by the carrier is evident.



**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-037**

**RESOLUTION TO AWARD CONTRACT TO MOVE ARCHIVES FROM S
INDUSTRIAL TO 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 26th day of February, 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To award the contract for moving the Archives from S Industrial to Parkland Plaza to Palmer Moving in the amount of \$47,870.00.
- 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:

NAYS:

RESOLUTION DECLARED ADOPTED.

Catherine Hadley, Board Secretary

AADL Land Acknowledgement Draft 2/26/2024

Introduction

The Ann Arbor District Library is a public institution founded on Anishinaabe land, including the Ojibwe, Odawa, and Potawatomi tribes as well as the Peoria, Sac and Fox, and Wyandot tribes, as seized through the Treaty of Detroit in 1807 and the Treaty of Fort Meigs in 1817. It is important to note that the Indigenous peoples never left and continue to maintain relationships with the living lands. Inaccurate accounts of these lands state that they were empty until colonizers arrived. They were not. The Library stands upon land violently and dishonestly taken from the Indigenous peoples. These harms can never be undone.

Land Acknowledgment

The Ann Arbor District Library acknowledges that it has and continues to benefit from the colonization of Indigenous lands. The Library pledges to collect and highlight Anishinaabe art, literature, and performance through the support and recognition of Anishinaabe artists, writers, teachers, and performers.

Challenge

We recognize our duty to sit with discomfort and continue pushing ourselves to understand what this means. Please take a moment to reflect, what is your relationship with this land? What does it mean that this land was taken from its Indigenous inhabitants? To acknowledge is a verb, a doing word—what should we do now?

AADL Sustainability Statement Draft 2/26/2024

The Ann Arbor District Library recognizes the impact of its operations on the environment, and the challenges of adapting to a changing climate. AADL commits to careful consideration of the current and future environmental impact of its decisions, including energy use, plastic waste, and facilities development and maintenance.

AADL uses its resources and knowledge to decrease emissions, waste, pollution, and consumption, while increasing reuse, resilience, and sharing in our community. AADL looks for, and creates, opportunities to make progress towards a more sustainable library, and a more sustainable community.

ANN ARBOR DISTRICT LIBRARY BOARD

Lisa Campbell
Catherine Hadley
Molly Kleinman
Jim Leija
Onna Solomon
Aidan Sova
Scott Trudeau

2024 OFFICERS

President	Molly Kleinman
Vice President	Onna Solomon
Treasurer	Aidan Sova
Secretary	Catherine Hadley

ADMINISTRATION

Eli Neiburger	Director
Sherlonya Zobel	Deputy Director
Len Lemorie	Facilities 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