



Regular Meeting Agenda

Monday June 24, 2024

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MEMORANDUM

To: District Library Board
 From: Eli Neiburger, Director
 Subject: Regular Meeting, Monday, June 24, 2024 at 6:00 p.m.
 Ann Arbor District Library, 4th Floor Meeting Room
 343 S. Fifth Avenue, Ann Arbor, MI 48104

REGULAR MEETING AGENDA

- 24-109 I. CALL TO ORDER
 Molly Kleinman, President
- 24-110 II. ATTENDANCE
- 24-111 III. VOTE FOR CLOSED SESSION FOR DISCUSSION OF REAL ESTATE AND OPINION OF LEGAL COUNSEL
 (Item of action)
 Roll call vote
- 24-112 IV. RECESS TO CLOSED SESSION
- 24-113 V. RECONVENE TO REGULAR MEETING AT 7:00 P.M.
- 24-114 VI. ATTENDANCE
- 24-115 VII. APPROVAL OF AGENDA (pp. 1-3)
 (Item of action)
- 24-116 VIII. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of May 20, 2024 (pp. 4-22)
- CA-2 Approval of May 2024 Disbursements (pp. 23-30)
- 24-117 IX. CITIZENS' COMMENTS
- 24-118 X. FINANCIAL REPORTS (pp. 31-36)
 Eli Neiburger, Director
- 24-119 XI. COMMITTEE REPORTS
- 24-120 A. EXECUTIVE COMMITTEE
 Molly Kleinman, Chair
 (10 minutes)

- 24-121 B. BUDGET & FINANCE COMMITTEE
Aidan Sova, Chair
(10 minutes)
- 24-122 C. FACILITIES COMMITTEE
Molly Kleinman, Committee Member
(10 minutes)
- 24-123 XII. LIBRARY REPORT
Eli Neiburger, Director
- 24-124 XIII. OLD BUSINESS
- 22-080 A. PARKLAND PLAZA FACILITY UPGRADE UPDATE
Len Lemorie, Facilities Director
(10 minutes)
- 24-106 B. UPDATE ON THE EXTERIOR AND STRUCTURAL
SYSTEM OF THE DOWNTOWN LIBRARY
Len Lemorie, Facilities Director
- 24-125 XIV. NEW BUSINESS
- 24-126 A. RESOLUTION TO AMEND THE 2023-2024 APPROVED
BUDGET (p. 37)
(Item of action)
Eli Neiburger, Director
- 24-127 B. RESOLUTION TO AUTHORIZE THE DIRECTOR TO
RENEW A SUBLEASE WITH SWEETWATERS COFFEE &
TEA AT WESTGATE BRANCH (p. 38)
(Item of action)
Eli Neiburger, Director
- 24-128 C. DIRECTOR’S EVALUATION LETTER FROM AADL
BOARD
Molly Kleinman, President
- 24-129 XV. CITIZENS’ COMMENTS
- 24-130 XVI. ADJOURNMENT

CITIZENS' COMMENTS – REQUEST TO ADDRESS THE BOARD

1. Persons who wish to address the Library Board may reserve time on any regular or special meeting agenda by calling 734.327.8311 by 5:00 PM of the weekday preceding the meeting 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.

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ANN ARBOR DISTRICT LIBRARY BOARD
343 S. FIFTH AVENUE, ANN ARBOR, MI
MINUTES OF THE REGULAR MEETING
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- 24-083 I. CALL TO ORDER
Molly Kleinman, President
- President Kleinman called the meeting to order at 6:00 p.m.
- 24-084 II. ATTENDANCE
- Board Present: Lisa Campbell, Molly Kleinman, Onna Solomon, Aidan Sova, Scott Trudeau
Board Absent: Catherine Hadley, Jim Leija
Staff: Eli Neiburger, Sherlonya Zobel, Jodene Poirier (Recorder)
- 24-085 III. VOTE FOR CLOSED SESSION FOR THE DIRECTOR’S EVALUATION
(Item of action)
Roll call vote
- A roll call vote was taken to recess to a closed session for the Director’s evaluation.
- AYES: Campbell, Kleinman, Solomon, Sova, Trudeau
NAYS: None
- Motion passed 5-0.
- 24-086 IV. RECESS TO CLOSED SESSION
- The board moved into the closed session at 6:01 p.m
- 24-087 V. RECONVENE TO PUBLIC HEARING ON BUDGET FOR FISCAL YEAR 2024-2025 AT 7:00 P.M.
- President Kleinman reconvened to the Public Hearing on the budget at 7:00 p.m.
- 24-088 VI. CALL FOR PUBLIC COMMENT ON THE 2024-2025 BUDGET
- There were no public comments on the 2024-2025 budget.

ANN ARBOR DISTRICT LIBRARY BOARD
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24-089 VII. RECONVENE TO REGULAR MEETING IMMEDIATELY FOLLOWING PUBLIC HEARING ON THE 2024-2025 BUDGET

President Kleinman reconvened to the regular meeting at 7:01 p.m.

24-090 VIII. ATTENDANCE

Board Present: Lisa Campbell, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova, Scott Trudeau

Board Absent: Catherine Hadley

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

24-091 IX. APPROVAL OF AGENDA
(Item of action)

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

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

NAYS: None

Motion passed 6-0.

24-092 X. CONSENT AGENDA
(Item of action)

CA-1 Approval of Minutes of April 26, 2024

CA-2 Approval of April 2024 Disbursements

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

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

NAYS: None

Motion passed 6-0.

24-093 XI. CITIZENS' COMMENTS

There were no citizens' comments.

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24-094 XII. FINANCIAL REPORTS
 Eli Neiburger, Director

As of April 30, the General Fund cash balance was at \$6.6 million, enough to cover approximately four months of expenses. Total receipts were \$20.2 million, 100.3% of budget. The Unassigned Fund balance was at \$7.8 million. Total revenues were at \$17.5 million, worth about 84.9% through 83% of the fiscal year. Year-to-date expenditures were 74.9% of the budget with about a \$2 million surplus.

Director Neiburger mentioned that the FAADL fund balance was at \$73,000. He commented that the library will be in good shape to begin utilizing those funds in the next fiscal year.

On the Statement of Revenues, Expenditures, and Changes, Director Neiburger noted lines that were under 83%. Grants and Memorials were at 24% due to the FAADL becoming its own fund. He also explained that the library being at 84.9% of revenue through 83% of the fiscal year is partially because the library collected a larger amount of non-resident fees than budgeted for. Employee salaries and employee taxes were slightly under budget. Director Neiburger then moved onto lines that were over budget. Library Programming was over and he noted that a transfer of funds may need to occur at the June meeting. Postage and Conferences and Travel were also over budget.

24-095 XIII. COMMITTEE REPORTS

24-096 A. EXECUTIVE COMMITTEE
 Molly Kleinman, Chair

President Kleinman stated that the committee met and discussed the Director's evaluation. She stated that the public letter would be read at the June board meeting.

24-097 B. BUDGET & FINANCE COMMITTEE
 Aidan Sova, Chair

Treasurer Sova reported that the Budget & Finance Committee did not meet.

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24-098 C. FACILITIES COMMITTEE
 Scott Trudeau, Chair

Trustee Trudeau stated that the Facilities Committee met and spoke about three topics. He said that the details of the Sweetwaters lease renewal at the Westgate Branch were discussed and simplified. Trustee Trudeau then reported that the committee received updates about the Parkland Plaza construction and that the work was ongoing. The third topic discussed was the brick façade that was falling off of the side of the Downtown library from the 1991 addition to the building. Trustee Trudeau explained that the committee discussed the viability of the building and whether there is any recourse for the issue.

Trustee Leija asked what the frequency of the Sweetwaters lease was. Director Neiburger answered that it was the same length of time as the library's lease with Westgate, which was an eight-year term. He said that the new lease with Sweetwaters will align with the library's, consisting of a five-year renewal, followed by an additional five-year renewal.

24-099 XIV. LIBRARY REPORT
 Eli Neiburger, Director

Director Neiburger began his report by stating that the Summer Game was approaching and he explained what the library had ordered for it at that point: 1,000 pairs of socks, 1,300 mugs, 1,000 weather shield umbrellas, 2,000 AADL toy delivery trucks, and 2,300 stuffed SG Narwhalpants. The Summer Game was scheduled June 13-August 25. He noted that since the last day of school was on a Thursday, the Summer Game would begin on a Thursday.

Upcoming events included:

- Nate Powell Event, May 31 and Exhibit, May 29-July 9
- VISIONS, June 5
- AACHM Family Foundations, June 9
- Library Board Candidate Information Night, June 12
- A2CAF, June 14-15

Director Neiburger also listed the big Summer Game event dates, beginning with the launch on June 13 and ending with the final

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day on August 25.

For AADL in the Community, Director Neiburger began with the Fifth Avenue Press release titled, “Middle School is No Place for Magic”. He explained that it was named a finalist for a pair of Midwest Book Awards in the young adult fiction category and for best cover. The Midwest Books award ceremony would be held on June 22 at the Mall of America. Director Neiburger moved on to explaining that AADL staff visited Green Baxter Court to teach kids about gardening and to share seeds from the Seed Sampler program. He stated that each student received their own potted plant. Director Neiburger then caught the board up on the A200 releases 052-060.

Systems Technician Lirong Zheng was featured the Staff Spotlight.

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

Trustee Trudeau commented that he loved the Summer Game artwork and hoped that he would be able to get a print of it. Director Neiburger answered that prints would be available for purchase with Summer Game points in the SG shop. Trustee Leija commented about A200 release #050 about the Autbar, which had been highlighted at the April board meeting and Trustee Leija had been absent for. He expressed his appreciation for the release and his sentiment toward the Autbar.

24-100 XV. OLD BUSINESS

22-080 PARKLAND PLAZA FACILITY UPGRADE UPDATE
 Eli Neiburger, Director

Director Neiburger gave an update of the Parkland Plaza construction project and showed several slides with pictures of the progress.

Vice President Solomon asked if the completion date was still on pace for early-mid June, to which Director Neiburger answered in the affirmative. He added that AADL received the permit from the township that would allow FAADL to conduct their weekly book sales.

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24-101 XVI. NEW BUSINESS

24-102 A. RESOLUTION TO APPROVE ANNUAL BUDGET FOR
THE FISCAL YEAR 2024-2025
(Item of action)

Treasurer Sova, supported by Vice President Solomon, moved; Pursuant to Act 2, Michigan Public Acts of 1968, as amended, before adoption of a budget, a public hearing shall be held as required by Act No. 43 of the Public Acts of the Second Extra Session of 1963, as amended (“Act 43”), and Act No. 267 of the Public Acts of Michigan 1976, as amended. Pursuant to Act 43, notice of a public hearing on the proposed budget of the District Library must be given by publication in a newspaper of general circulation in the Library District at least 6 days prior to the date of such hearing; the Board, after due and proper notice, conducted a public hearing on Monday May 20, 2024, on the approval of the proposed budget; The Board resolves as follows: the Board approves and adopts the budget for the fiscal year ending June 30, 2025, as presented; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Director Neiburger noted a few changes to the budget proposal since the last board meeting. He said that the Equalization Report came from the county so the library was able to dial in revenue projections. It was good year for property taxes in the library’s service area. Director Neiburger stated that originally, the library had budgeted conservatively for a 4% revenue increase but the increase ended up being about 7%, bringing an extra \$500,000. He then explained that due to high inflation and new construction, there was no Headlee Rollback, resulting in the same millage rate as the previous fiscal year. Extra funding was added to Personnel, Programming, and Materials budgets. The remainder of the extra funds was put into Capital Outlays. Director Neiburger then answered a question asked by Vice President Solomon at the last board meeting regarding what the line “Other Operating Expenditures” consisted of. He stated that it included library board dinners, bank fees, and association dues.

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

NAYS: None

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Motion passed 6-0

24-103

B. RESOLUTION TO AUTHORIZE MILLAGE RATE TO BE LEVIED BY TAXING AUTHORITIES

(Item of action)

Trustee Campbell, supported by Treasurer Sova, moved; the said Board of Trustees of the Ann Arbor District Library (the “Library”) has given due reflection to the budget and operational requirements of the Library as to the 2024-2025 fiscal year; the said Board of Trustees is desirous of providing for the appropriate certification of operational millage relative to the Library; The Board resolves as follows: that as to the 2024-2025 fiscal year of the Ann Arbor District Library, and as to that portion of said Library within the City of Ann Arbor, and that portion of the Library within the territory, townships, or areas outside the City of Ann Arbor, the voted millage for Library operational purposes shall be the amount of 1.8228 mills that the foregoing amounts are levied by the Ann Arbor District Library and the Secretary of the Board of Trustees is authorized and directed to report the same as the Library tax levy to the proper assessing officer(s) of the appropriate agencies and the Secretary may provide copies of this resolution when requested by any appropriate agency; that the amounts certified are essential for the fiscal year of the Ann Arbor District Library commencing July 1, 2024 except as subsequently altered or amended by appropriate certification; that a certified copy of this Resolution may be issued as though the original with the certification provided; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Trustees Leija and Trudeau asked clarifying questions about the millage rate and Headley Amendment, which Director Neiburger answered.

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

NAYS: None

Motion passed 6-0

24-104

C. RESOLUTION TO ADOPT THE 2024-2025 BUDGET AS A LINE ITEM BUDGET AND COMPLIANCE OF DISBURSEMENTS

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(Item of action)

Treasurer Sova, supported by Vice President Solomon, moved; whereas, on an annual basis the Board adopts an Operating Budget for the Library and; whereas, the Michigan Department of Treasury's Uniform Accounting Procedures Manual includes the following requirements for approval of disbursements: All disbursements must be approved by the legislative body prior to disbursement unless addressed otherwise in the charter. The legislative body may establish a formal policy to authorize payments prior to approval to avoid finance or late charges and to pay appropriated amounts and payroll (including related payroll taxes and withholdings). This policy must be very limited and a list of payments made prior to approval must be presented to the legislative body for approval. Now, therefore, be it resolved that: Appropriations by the Board. As the Legislative Body of the Library, the Board hereby appropriates for fiscal year 2024-2025 the total amount of \$21,957,500 for the expenditure categories set forth in the budget. Disbursements for Payroll and Related Payroll Taxes and Withholdings. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, the Director of the Library, the Deputy Director of the Library, the Facilities Director of the Library, HR Manager or Finance Manager of the Library (each as "Authorized Officer") are hereby authorized to provide for the disbursement of Library funds for payroll (including related payroll taxes and withholdings) provided such disbursements are within the budgeted amounts set forth in the Approved Budget. Disbursements for Recurring Expenses that are necessary to Avoid Finance of Late Charges. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, each Authorized Officer is hereby authorized to provide for the disbursement of Library funds for payments that are for recurring expenses and are necessary to avoid finance or late charges, such as payments for utilities, equipment leases and similar expenses, provided such disbursements are within the budgeted amounts set forth in the Approved Budget. Disbursements for Appropriated Amounts. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, each Authorized Officer is hereby authorized to provide for the disbursement of Library funds for expenditures that have been previously appropriated by the Board pursuant to Paragraph No. 1 of this Resolution, provided such disbursements are within the budgeted amounts set forth in the Approved Budget.

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Presentation of Disbursements to the Library Board. All disbursements made pursuant to the authority of this Resolution must be presented to the Library Board for approval at a subsequent Board meeting. Limitation of Disbursements to \$42,000. Notwithstanding any provision to the contrary in this Resolution, no Authorized Officer shall be allowed to approve any single expenditure in excess of \$42,000 unless that expenditure has been previously approved in a resolution by the Library Board or in an agreement authorized by the Library Board. Requirement for Dual Signatures. Nothing in this Resolution shall be construed as modifying the current Library Board policy that requires two authorized signatures on all checks, excluding payroll checks, in the amount of \$2,500 or more. Prior Resolutions. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded

AYES: Campbell, Kleinman, Leija, Solomon, Sova, Trudeau
 NAYS: None

Motion passed 6-0

24-105

D. RESOLUTION TO EXTEND SPACE USE AGREEMENT WITH THE FRIENDS OF THE ANN ARBOR DISTRICT LIBRARY
 (Item of discussion and action)

Trustee Leija, supported by Trustee Trudeau, moved; the Board resolves that the President of the Board of Trustees of Ann Arbor District Library be authorized to sign a one year extension of the space use agreement along with the Co-Presidents' of the Board of the Friends of the Ann Arbor District Library; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Director Neiburger explained that the space use agreement was mostly the same as the prior year, with language regarding the move from Downtown to Parkland Plaza removed. He stated that the new agreement only included language regarding Parkland Plaza, with continued space at all locations for book sales. Director Neiburger stated that the co-presidents of the FAADL board had already viewed and signed the agreement.

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

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NAYS: None

Motion passed 6-0

24-106

E. UPDATE ON THE EXTERIOR AND STRUCTURAL SYSTEM OF THE DOWNTOWN LIBRARY
(Item of discussion)

Director Neiburger spoke about what had been discovered regarding the brick façade on the exterior of the Downtown building. He stated that part of the library on the south side was opened up so that the damage could be seen. He said that the library was still waiting on the engineer's report. Director Neiburger then explained what both he and Facilities Director Lemorie saw with their combined experience in architecture and construction. He showed slides of the exterior along with the explanation. He pointed out on the slides that the issue was on the seam in between the third/fourth floors that were added in 1991 and the back of the first/second floors that had been added in 1974. Director Neiburger further explained that what was seen in the inside of the exterior brick skin did not match what was shown in the drawings. Director Neiburger stated that the interior structure of the building is believed to be safe and secure. However, the unstable bricks on the exterior structure were cause for concern due to the risk of the bricks falling onto passersby on the sidewalk. He explained that for the time being, the opening on the side of the building was covered by plywood screwed into the mortar. Director Neiburger stated that it is possible that all of the bricks from the 1991 addition could have to be removed to remedy the situation.

Trustee Campbell asked what is expected to be in the engineer's report. Director Neiburger responded that the report would consist of an assessment of the state of the exterior structure and anticipated risks. She asked for clarity regarding safety risk to building occupants and if the risk was just in regards to the exterior structure. Director Neiburger stated that nothing above the ceilings was found to be a safety hazard. Trustee Campbell then asked what the potential outcomes. Director Neiburger responded that an assessment of structural problems, the scale of the as-built deficiencies compared to what was designed, and whether there was a remedy for the issue or not. Trustee Campbell asked if the library had any recourse in relation to the damage.

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Director Neiburger said that once the report comes back, the library will be able to discuss with counsel whether or not there is any legal recourse, if any. He stated that it was unlikely that any documentation exists besides the drawings and that it is possible that the decision to build differently than the drawings showed could have been made legitimately when the 1991 addition was being built. Trustee Campbell commented that she did not believe it would be a good use of the library's or the board's time and resources to try for recourse when there was not likely to be any documentation, to which Vice President Solomon agreed. Trustee Leija commented about the library's significance in the community. He stated that the Downtown building is an albatross and it does not function as necessary. Trustee Leija stated that the Downtown building was unsalvageable and the library needed to start over with a different, new intent. Director Neiburger referenced a comment made Ramon Hernandez, who was the director of the library at the time the 1991 addition was built. The comment was in regards to how the library tended to have a renovation roughly every 20 years and Director Hernandez stated that he was excited to see what would happen to the library in 20 years. Director Neiburger pointed out that the comment was made over 30 years ago. Trustee Campbell expressed her surprise at how much time had passed since the last addition. Trustee Leija commented about advances to both technology and the city in relation to the amount of time passing. Vice President Solomon commented that the project may force the library's hand to build a new library. Trustee Leija stated that it would be a malfeasance if the library spent eight figures on renovating the current building and that it is unfortunate that the library has not been able to advance with a new Downtown building. Director Neiburger showed a slide with a drawing of the original building plan in the 1950's to illustrate how space use has changed over time. President Kleinman commented about how she remembered the Lobbytorium being created and how she liked the space-use adaptation. Trustee Campbell then asked about the shape of the brick and whether the library would be able to match the shape. Director Neiburger responded that it was unlikely for the library to find bricks to match. Trustee Trudeau expressed his appreciation to Director Neiburger and Facilities Director Lemorie for catching the issue, taking it seriously, and handling it promptly.

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Garrett Scott, treasurer of the Friends of the Ann Arbor District Library, thanked the board for approving the FAADL space-use agreement. He then stated that FAADL is excited about their move to Parkland Plaza and that FAADL is thriving. Mr. Scott stated that revenues were up 22% from the previous year and expenses were holding steady at around 6%. He said that FAADL gave \$26,000 to AADL in the previous year and had already given \$46,000 in the current year. Mr. Scott said that FAADL was projected to give \$70,000 to AADL in their proposed budget for the next fiscal year. He then thanked FAADL volunteers, AADL staff, FAADL Director Rachel Pastiva, Facilities Director Lemorie, and the community.

Trustee Trudeau stated that he was excited to shop at the new FAADL shop on Saturdays once it opens.

24-108 XVIII. ADJOURNMENT

President Kleinman 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 May 20, 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 24-102**

**RESOLUTION APPROVING ANNUAL BUDGET FOR THE FISCAL YEAR 2024-2025
OF THE ANN ARBOR DISTRICT LIBRARY**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 20th day of May, 2024 at 6:00 p.m.

PRESENT: Lisa Campbell, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: Catherine Hadley

The following resolution was offered by Treasurer Sova, and supported by Vice President Solomon:

Pursuant to Act 2, Michigan Public Acts of 1968, as amended, before adoption of a budget, a public hearing shall be held as required by Act No. 43 of the Public Acts of the Second Extra Session of 1963, as amended (“Act 43”), and Act No. 267 of the Public Acts of Michigan 1976, as amended. Pursuant to Act 43, notice of a public hearing on the proposed budget of the District Library must be given by publication in a newspaper of general circulation in the Library District at least 6 days prior to the date of such hearing.

The Board, after due and proper notice, conducted a public hearing on Monday May 20, 2024, on the approval of the proposed budget.

THE BOARD RESOLVES AS FOLLOWS:

- 1.) The Board approves and adopts the budget for the fiscal year ending June 30, 2025, as presented.
- 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: Campbell, Kleinman, Leija, Solomon, Sova, 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 regular Board meeting held on May 20, 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 24-103**

**RESOLUTION AUTHORIZING MILLAGE RATE TO BE LEVIED BY TAXING
AUTHORITIES**

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 20th day of May, 2024 at 6:00 p.m.

PRESENT: Lisa Campbell, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: Catherine Hadley

The following resolution was offered by Trustee Campbell, and supported by Treasurer Sova:

The said Board of Trustees of the Ann Arbor District Library (the "Library") has given due reflection to the budget and operational requirements of the Library as to the 2024-2025 fiscal year.

The said Board of Trustees is desirous of providing for the appropriate certification of operational millage relative to the Library.

THE BOARD RESOLVES AS FOLLOWS:

- 1.) That as to the 2024-2025 fiscal year of the Ann Arbor District Library, and as to that portion of said Library within the City of Ann Arbor, and that portion of the Library within the territory, townships, or areas outside the City of Ann Arbor, the voted millage for Library operational purposes shall be the amount of 1.8228 mills.
- 2.) That the foregoing amounts are levied by the Ann Arbor District Library and the Secretary of the Board of Trustees is authorized and directed to report the same as the Library tax levy to the proper assessing officer(s) of the appropriate agencies and the Secretary may provide copies of this resolution when requested by any appropriate agency.
- 3.) That the amounts certified are essential for the fiscal year of the Ann Arbor District Library commencing July 1, 2024 except as subsequently altered or amended by appropriate certification.
- 4.) That a certified copy of this Resolution may be issued as though the original with the certification provided.
- 5.) 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: Campbell, Kleinman, Leija, Solomon, Sova, 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 regular Board meeting held on May 20, 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 24-104**

**RESOLUTION TO ADOPT THE 2024-2025 BUDGET AS A LINE ITEM BUDGET AND
COMPLIANCE OF DISBURSEMENTS**

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 20th day of May, 2024 at 6:00 p.m.

PRESENT: Lisa Campbell, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: Catherine Hadley

The following resolution was offered by Treasurer Sova, and supported by Vice President Solomon:

WHEREAS, on an annual basis the Board adopts an Operating Budget for the Library and;

WHEREAS, the Michigan Department of Treasury's Uniform Accounting Procedures Manual includes the following requirements for approval of disbursements:

All disbursements must be approved by the legislative body prior to disbursement unless addressed otherwise in the charter. The legislative body may establish a formal policy to authorize payments prior to approval to avoid finance or late charges and to pay appropriated amounts and payroll (including related payroll taxes and withholdings). This policy must be very limited and a list of payments made prior to approval must be presented to the legislative body for approval.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1.) Appropriations by the Board. As the Legislative Body of the Library, the Board hereby appropriates for fiscal year 2024-2025 the total amount of \$21,957,500 for the expenditure categories set forth in the budget.
- 2.) Disbursements for Payroll and Related Payroll Taxes and Withholdings. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, the Director of the Library, the Deputy Director of the Library, the Facilities Director of the Library, HR Manager or Finance Manager of the Library (each as "Authorized Officer") are hereby authorized to provide for the disbursement of Library funds for payroll (including related payroll taxes and withholdings) provided such disbursements are within the budgeted amounts set forth in the Approved Budget.

- 3.) Disbursements for Recurring Expenses that are necessary to Avoid Finance of Late Charges. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, each Authorized Officer is hereby authorized to provide for the disbursement of Library funds for payments that are for recurring expenses and are necessary to avoid finance or late charges, such as payments for utilities, equipment leases and similar expenses, provided such disbursements are within the budgeted amounts set forth in the Approved Budget.
- 4.) Disbursements for Appropriated Amounts. As provided by the Uniform Accounting Procedures Manual of the Department of Treasury, each Authorized Officer is hereby authorized to provide for the disbursement of Library funds for expenditures that have been previously appropriated by the Board pursuant to Paragraph No. 1 of this Resolution, provided such disbursements are within the budgeted amounts set forth in the Approved Budget.
- 5.) Presentation of Disbursements to the Library Board. All disbursements made pursuant to the authority of this Resolution must be presented to the Library Board for approval at a subsequent Board meeting.
- 6.) Limitation of Disbursements to \$42,000. Notwithstanding any provision to the contrary in this Resolution, no Authorized Officer shall be allowed to approve any single expenditure in excess of \$42,000 unless that expenditure has been previously approved in a resolution by the Library Board or in an agreement authorized by the Library Board.
- 7.) Requirement for Dual Signatures. Nothing in this Resolution shall be construed as modifying the current Library Board policy that requires two authorized signatures on all checks, excluding payroll checks, in the amount of \$2,500 or more.
- 8.) Prior Resolutions. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

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

AYES: Campbell, Kleinman, Leija, Solomon, Sova, 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 regular Board meeting held on May 20, 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 24-105**

**RESOLUTION TO APPROVE THE SPACE USE AGREEMENT WITH THE FRIENDS
OF THE ANN ARBOR DISTRICT LIBRARY (FAADL)**

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 20th day of May, 2024 at 6:00 p.m.

PRESENT: Lisa Campbell, Molly Kleinman, Jim Leija, Onna Solomon, Aidan Sova,
Scott Trudeau

ABSENT: Catherine Hadley

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

THE BOARD RESOLVES:

- 1.) That the President of the Board of Trustees of Ann Arbor District Library be authorized to sign the one year space use agreement along with the Co-Presidents of the Board of the Friends of the Ann Arbor District Library.
- 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: Campbell, Kleinman, Leija, Solomon, Sova, 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 regular Board meeting held on May 20, 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: 05/01/2024 - 05/31/2024



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						
VEN02503	AccuCut	05/21/2024	Bank Draft	0.00	165.00	DFT0002360
VEN01851	HeatPress Nation	05/21/2024	Bank Draft	0.00	349.00	DFT0002361
VEN02387	Tote Bag Factory	05/21/2024	Bank Draft	0.00	304.95	DFT0002362
VEN01364	Adafruit	05/26/2024	Bank Draft	0.00	121.84	DFT0002386
VEN02426	Alamy.com	05/26/2024	Bank Draft	0.00	19.00	DFT0002387
VEN02433	Aleene's	05/26/2024	Bank Draft	0.00	206.00	DFT0002388
VEN01794	American Library Association Memberships	05/26/2024	Bank Draft	0.00	79.00	DFT0002389
VEN02163	Barry Bagels	05/26/2024	Bank Draft	0.00	285.00	DFT0002390
VEN01189	Brewery Outfitters	05/26/2024	Bank Draft	0.00	644.00	DFT0002391
VEN02473	Brightlots.com	05/26/2024	Bank Draft	0.00	272.50	DFT0002392
VEN01757	Cheap Totes	05/26/2024	Bank Draft	0.00	2,855.00	DFT0002393
VEN02374	Christopher Kimball's Milk Street Magazine	05/26/2024	Bank Draft	0.00	144.75	DFT0002394
VEN01479	City Clerks Office - Permits	05/26/2024	Bank Draft	0.00	35.00	DFT0002395
VEN01184	Cornell Lab of Ornithology	05/26/2024	Bank Draft	0.00	44.00	DFT0002396
VEN01553	Cummins Sales and Service	05/26/2024	Bank Draft	0.00	599.70	DFT0002397
VEN01363	Displays2Go	05/26/2024	Bank Draft	0.00	68.91	DFT0002398
VEN02122	FM Expressions	05/26/2024	Bank Draft	0.00	674.23	DFT0002399
VEN01307	Home Depot	05/26/2024	Bank Draft	0.00	136.75	DFT0002400
VEN01762	Jakprints	05/26/2024	Bank Draft	0.00	274.35	DFT0002401
VEN01295	JoAnn	05/26/2024	Bank Draft	0.00	352.57	DFT0002402
VEN02482	Lightscatter Press	05/26/2024	Bank Draft	0.00	44.00	DFT0002403
VEN02492	MAD Creative Concepts	05/26/2024	Bank Draft	0.00	1,336.13	DFT0002404
VEN02258	Maker Shed	05/26/2024	Bank Draft	0.00	123.75	DFT0002405
VEN01316	Michaels	05/26/2024	Bank Draft	0.00	321.84	DFT0002406
VEN02469	Michigan Department of Labor and Economic O	05/26/2024	Bank Draft	0.00	15.00	DFT0002407
VEN01380	My Fonts	05/26/2024	Bank Draft	0.00	23.20	DFT0002408
VEN01724	Over the River Felt	05/26/2024	Bank Draft	0.00	85.00	DFT0002409
VEN01542	Q&A Reporting, Inc	05/26/2024	Bank Draft	0.00	380.40	DFT0002410
VEN02481	Step 'n Wash	05/26/2024	Bank Draft	0.00	627.82	DFT0002411
VEN02488	Stylusmart	05/26/2024	Bank Draft	0.00	237.95	DFT0002412
VEN02454	Subterranean Press	05/26/2024	Bank Draft	0.00	122.70	DFT0002413
VEN02167	Sweetwaters Coffee & Tea	05/26/2024	Bank Draft	0.00	255.60	DFT0002414
VEN01103	Target	05/26/2024	Bank Draft	0.00	39.99	DFT0002415
VEN01644	Thrive Magazine	05/26/2024	Bank Draft	0.00	217.50	DFT0002416
VEN02452	Traffic Safety Store	05/26/2024	Bank Draft	0.00	1,537.35	DFT0002417
VEN01606	Webstaurant Store	05/26/2024	Bank Draft	0.00	313.19	DFT0002418

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	40	36	0.00	13,312.97
EFT's	0	0	0.00	0.00
	40	36	0.00	13,312.97

Check Report

Date Range: 05/01/2024 - 05/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- CHASE-CREDIT CARD- CHASE						
VEN02442	AIGA	05/21/2024	Bank Draft	0.00	185.00	DFT0002431
VEN01131	AWS	05/21/2024	Bank Draft	0.00	153.38	DFT0002432
VEN01132	Backblaze	05/21/2024	Bank Draft	0.00	2,465.93	DFT0002433
VEN01886	Better Impact Usa Inc.	05/21/2024	Bank Draft	0.00	960.00	DFT0002434
VEN02489	Blinkstick.com	05/21/2024	Bank Draft	0.00	35.01	DFT0002435
VEN01154	Conlin Travel	05/21/2024	Bank Draft	0.00	3,376.48	DFT0002436
VEN02480	Creatsy	05/21/2024	Bank Draft	0.00	18.00	DFT0002437
VEN01133	Drupalize OSIO Labs	05/21/2024	Bank Draft	0.00	35.00	DFT0002438
VEN01790	GitHub	05/21/2024	Bank Draft	0.00	576.00	DFT0002439
VEN01134	Google	05/21/2024	Bank Draft	0.00	99.99	DFT0002440
VEN01135	IRCCloud	05/21/2024	Bank Draft	0.00	210.00	DFT0002441
VEN02353	JanWay	05/21/2024	Bank Draft	0.00	4,687.96	DFT0002442
VEN01490	Laundry Care	05/21/2024	Bank Draft	0.00	254.00	DFT0002443
VEN01515	Oh Dear	05/21/2024	Bank Draft	0.00	16.21	DFT0002444
VEN01143	OpenCage	05/21/2024	Bank Draft	0.00	50.00	DFT0002445
VEN01200	Proof Pest Control	05/21/2024	Bank Draft	0.00	228.90	DFT0002446
VEN01160	Royal Limousine Service Inc	05/21/2024	Bank Draft	0.00	2,568.00	DFT0002447
VEN02073	Stamps.com (Postage)	05/21/2024	Bank Draft	0.00	1,416.99	DFT0002448
VEN01139	Trello	05/21/2024	Bank Draft	0.00	75.00	DFT0002449
VEN01140	Twilio	05/21/2024	Bank Draft	0.00	937.78	DFT0002450
VEN01386	USPS - Shipping Online Account	05/21/2024	Bank Draft	0.00	8.73	DFT0002451
VEN02475	Van Son	05/21/2024	Bank Draft	0.00	117.06	DFT0002452
VEN01142	Zoom	05/21/2024	Bank Draft	0.00	130.00	DFT0002453

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	30	23	0.00	18,605.42
EFT's	0	0	0.00	0.00
	30	23	0.00	18,605.42

Check Report

Date Range: 05/01/2024 - 05/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GENERAL AP INVOICES-GENERAL ACCOUNT PAYABLE INVOICES						
VEN02404	Benjamin Donaldson	05/07/2024	EFT	0.00	150.00	1254
VEN02404	Benjamin Donaldson	05/07/2024	EFT	0.00	-150.00	1254
VEN02496	Sophia Mui Kwai Wong	05/07/2024	EFT	0.00	-1,500.00	1255
VEN02496	Sophia Mui Kwai Wong	05/07/2024	EFT	0.00	1,500.00	1255
VEN01740	Hadil Ghoneim	05/07/2024	EFT	0.00	150.00	1256
VEN01740	Hadil Ghoneim	05/07/2024	EFT	0.00	-150.00	1256
VEN02108	Jesse Deucher	05/07/2024	EFT	0.00	200.00	1257
VEN02108	Jesse Deucher	05/07/2024	EFT	0.00	-200.00	1257
VEN02346	Jennifer Howard	05/07/2024	EFT	0.00	1,500.00	1258
VEN02346	Jennifer Howard	05/07/2024	EFT	0.00	-1,500.00	1258
VEN01274	B & H Photo-Video	05/07/2024	EFT	0.00	6,197.05	1259
VEN01008	Amazon Collections	05/07/2024	EFT	0.00	516.01	1260
VEN01117	CDW-G	05/07/2024	EFT	0.00	5,503.68	1261
VEN01030	RNA	05/07/2024	EFT	0.00	44,002.00	1262
VEN01062	Print-Tech, Inc.	05/07/2024	EFT	0.00	1,008.08	1263
VEN01372	7 Cylinders Studio	05/07/2024	EFT	0.00	3,000.00	1264
VEN01007	Amazon	05/07/2024	EFT	0.00	1,230.78	1265
VEN01007	Amazon	05/07/2024	EFT	0.00	-1,230.78	1265
VEN01250	Amber Adams-Fall	05/07/2024	EFT	0.00	1,040.00	1266
VEN02496	Sophia Mui Kwai Wong	05/07/2024	EFT	0.00	1,500.00	1267
VEN01740	Hadil Ghoneim	05/07/2024	EFT	0.00	150.00	1268
VEN02346	Jennifer Howard	05/07/2024	EFT	0.00	1,500.00	1269
VEN02108	Jesse Deucher	05/07/2024	EFT	0.00	200.00	1270
VEN02254	Outfront Agency	05/14/2024	EFT	0.00	1,350.00	1271
VEN01274	B & H Photo-Video	05/14/2024	EFT	0.00	1,460.50	1272
VEN01062	Print-Tech, Inc.	05/14/2024	EFT	0.00	6,112.23	1273
VEN01068	Staples	05/14/2024	EFT	0.00	447.32	1274
VEN01187	OCLC Inc	05/14/2024	EFT	0.00	97.82	1275
VEN01006	Dykema Gossett	05/14/2024	EFT	0.00	165.20	1276
VEN01102	Apple, Inc	05/14/2024	EFT	0.00	15,036.00	1277
VEN01063	O'Neal Construction, Inc.	05/14/2024	EFT	0.00	386,503.49	1278
VEN01559	Michigan Municipal League Workers' Comp Fun	05/14/2024	EFT	0.00	16,933.00	1279
VEN02037	Robert W. Needham	05/14/2024	EFT	0.00	100.00	1280
VEN02037	Robert W. Needham	05/14/2024	EFT	0.00	-100.00	1280
VEN01049	Betsy Beckerman	05/14/2024	EFT	0.00	720.00	1281
VEN01049	Betsy Beckerman	05/14/2024	EFT	0.00	-720.00	1281
VEN02458	Aaron Batzdorfer	05/14/2024	EFT	0.00	-400.00	1282
VEN02458	Aaron Batzdorfer	05/14/2024	EFT	0.00	400.00	1282
VEN01045	Sheela Lal	05/14/2024	EFT	0.00	-150.00	1283
VEN01045	Sheela Lal	05/14/2024	EFT	0.00	150.00	1283
VEN02497	Alec Ashburn	05/14/2024	EFT	0.00	50.00	1284
VEN02497	Alec Ashburn	05/14/2024	EFT	0.00	-50.00	1284
VEN02424	Michael Ward	05/14/2024	EFT	0.00	1,000.00	1285
VEN02424	Michael Ward	05/14/2024	EFT	0.00	-1,000.00	1285
VEN01044	Fatema Haque	05/14/2024	EFT	0.00	-150.00	1286
VEN01044	Fatema Haque	05/14/2024	EFT	0.00	150.00	1286
VEN02232	Amy Tarrant	05/14/2024	EFT	0.00	250.00	1287
VEN02232	Amy Tarrant	05/14/2024	EFT	0.00	-250.00	1287
VEN02400	Bayan Fares	05/14/2024	EFT	0.00	-1,640.00	1288
VEN02400	Bayan Fares	05/14/2024	EFT	0.00	1,640.00	1288
VEN01045	Sheela Lal	05/14/2024	EFT	0.00	150.00	1289
VEN02400	Bayan Fares	05/14/2024	EFT	0.00	1,640.00	1290
VEN02232	Amy Tarrant	05/14/2024	EFT	0.00	250.00	1291
VEN01044	Fatema Haque	05/14/2024	EFT	0.00	150.00	1292
VEN02458	Aaron Batzdorfer	05/14/2024	EFT	0.00	400.00	1293
VEN02497	Alec Ashburn	05/14/2024	EFT	0.00	50.00	1294
VEN02037	Robert W. Needham	05/14/2024	EFT	0.00	100.00	1295
VEN02424	Michael Ward	05/14/2024	EFT	0.00	1,000.00	1296
VEN01049	Betsy Beckerman	05/14/2024	EFT	0.00	720.00	1297
VEN02514	Jamall Bufford	05/21/2024	EFT	0.00	150.00	1298

Check Report

Date Range: 05/01/2024 - 05/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01044	Fatema Haque	05/21/2024	EFT	0.00	300.00	1299
VEN02523	Sophia Anfinn Tonnessen	05/21/2024	EFT	0.00	200.00	1300
VEN01155	Bethany Neal	05/21/2024	EFT	0.00	450.00	1301
VEN02446	Elizabeth Isakson -Dado	05/21/2024	EFT	0.00	300.00	1302
VEN01382	Full Compass Systems	05/21/2024	EFT	0.00	17,893.38	1303
VEN01068	Staples	05/21/2024	EFT	0.00	1,579.42	1304
VEN01008	Amazon Collections	05/21/2024	EFT	0.00	543.27	1305
VEN01062	Print-Tech, Inc.	05/21/2024	EFT	0.00	4,075.96	1306
VEN01007	Amazon	05/21/2024	EFT	0.00	4,337.97	1307
	Void	05/21/2024	EFT	0.00	0.00	1308
	Void	05/21/2024	EFT	0.00	0.00	1309
VEN02519	Mizna	05/21/2024	EFT	0.00	200.00	1310
VEN01117	CDW-G	05/21/2024	EFT	0.00	38,991.92	1311
VEN01102	Apple, Inc	05/21/2024	EFT	0.00	2,250.00	1312
VEN01274	B & H Photo-Video	05/21/2024	EFT	0.00	477.58	1313
VEN02125	Brandon Barrieault	05/02/2024	Regular	0.00	300.00	69657
VEN02485	Kevin Siembieda	05/02/2024	Regular	0.00	100.00	69658
VEN01010	Applied Imaging	05/02/2024	Regular	0.00	561.60	69659
VEN01783	Chela's Restaurant & Taqueria	05/02/2024	Regular	0.00	970.00	69660
VEN01275	Demco, Inc	05/02/2024	Regular	0.00	2,352.59	69661
VEN01195	Hugh Gallagher	05/02/2024	Regular	0.00	400.00	69662
VEN01882	Mid-Michigan Robotics Alliances	05/02/2024	Regular	0.00	500.00	69663
VEN02479	Caleb Rainey	05/02/2024	Regular	0.00	500.00	69664
VEN01753	Arifa Javed	05/02/2024	Regular	0.00	500.00	69665
VEN01120	Barnes & Noble, Inc.	05/02/2024	Regular	0.00	142.35	69666
VEN01681	Color Carousel Face Painting	05/02/2024	Regular	0.00	375.00	69667
VEN01740	Hadil Ghoneim	05/02/2024	Regular	0.00	150.00	69668
VEN01250	Amber Adams-Fall	05/02/2024	Regular	0.00	125.00	69669
VEN01967	Toshiba Business Solutions	05/02/2024	Regular	0.00	2,261.23	69670
VEN02189	El Harissa	05/02/2024	Regular	0.00	1,275.00	69671
VEN01012	Alliance Entertainment	05/02/2024	Regular	0.00	2,746.53	69672
VEN01052	Kol-Ami	05/02/2024	Regular	0.00	1,507.20	69673
VEN01050	MITAI	05/02/2024	Regular	0.00	2,600.00	69674
VEN01610	Open Spot Theatre	05/02/2024	Regular	0.00	2,100.00	69675
VEN02233	Evenstar's Chalice	05/02/2024	Regular	0.00	150.00	69676
VEN01257	Quadient (NeoFunds & Neopost)	05/02/2024	Regular	0.00	1,571.60	69677
VEN01059	Tsai Fong Books, Inc.	05/02/2024	Regular	0.00	105.07	69678
VEN02423	Gordon Garwood	05/02/2024	Regular	0.00	100.00	69679
VEN01331	Groundcover News	05/02/2024	Regular	0.00	400.00	69680
VEN02028	Sheraton Ann Arbor Hotel	05/02/2024	Regular	0.00	3,175.00	69681
VEN01017	Cengage Learning Inc/Gale	05/02/2024	Regular	0.00	241.41	69682
VEN02478	Otsego District Public Library	05/02/2024	Regular	0.00	12.99	69683
VEN02108	Jesse Deucher	05/02/2024	Regular	0.00	200.00	69684
VEN01264	Duke Roofing Company	05/02/2024	Regular	0.00	1,030.00	69685
VEN01853	Toshiko Sugii Steffes	05/02/2024	Regular	0.00	591.72	69686
VEN01283	Sweetwater Music Instruments & Pro Audio	05/02/2024	Regular	0.00	2,968.74	69687
VEN01848	Eunjae Cheon	05/02/2024	Regular	0.00	150.00	69688
VEN02441	Ryan Poe	05/02/2024	Regular	0.00	250.00	69689
VEN01216	FAADL - Friends of the Ann Arbor District Librar	05/02/2024	Regular	0.00	6,611.40	69690
VEN01591	Tiffin Scenic Studios, Inc	05/02/2024	Regular	0.00	1,900.00	69691
VEN01171	Maner Costerisan	05/02/2024	Regular	0.00	1,269.95	69692
VEN01028	Preuss Pets	05/02/2024	Regular	0.00	721.04	69693
VEN01163	Blick Art Materials	05/02/2024	Regular	0.00	372.00	69694
VEN01766	Raquel Gomez	05/02/2024	Regular	0.00	150.00	69695
VEN01613	Matt Dubay	05/02/2024	Regular	0.00	167.48	69696
VEN02490	Ann Arbor Cabinet & Counter, LLC	05/02/2024	Regular	0.00	3,300.00	69697
VEN01013	Blackstone Publishing	05/02/2024	Regular	0.00	1,433.70	69698
VEN01047	Monica Higman	05/02/2024	Regular	0.00	150.00	69699
VEN01016	Midwest Tape	05/02/2024	Regular	0.00	6,123.95	69700
	Void	05/02/2024	Regular	0.00	0.00	69701
VEN01026	Metcom, Inc	05/02/2024	Regular	0.00	5,591.25	69702

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN02464	Ryan Scott McDaniel	05/02/2024	Regular	0.00	150.00	69703
VEN01058	Sentrum Bookstore	05/02/2024	Regular	0.00	97.20	69704
VEN01032	Shambaugh & Son, L.P.	05/02/2024	Regular	0.00	26,070.00	69705
VEN02181	Kristie Good	05/02/2024	Regular	0.00	150.00	69706
VEN02461	John Andrew Rau	05/02/2024	Regular	0.00	100.00	69707
VEN01148	Graduate Ann Arbor	05/02/2024	Regular	0.00	1,220.70	69708
VEN02472	Brian Christopher Graham Beal	05/02/2024	Regular	0.00	100.00	69709
VEN01354	Township of Scio	05/07/2024	Regular	0.00	100.00	69710
VEN01354	Township of Scio	05/07/2024	Regular	0.00	50.00	69711
VEN01862	Kristin Lenz	05/14/2024	Regular	0.00	250.00	69712
VEN01169	Afternoon Delight	05/14/2024	Regular	0.00	580.00	69713
VEN02231	Jennifer Proctor	05/14/2024	Regular	0.00	1,009.00	69714
VEN01525	Ann Arbor Public Schools	05/14/2024	Regular	0.00	278.20	69715
VEN01031	Schindler Elevator Corp	05/14/2024	Regular	0.00	1,058.20	69716
VEN01079	AF Smith Electric	05/14/2024	Regular	0.00	976.04	69717
VEN01190	Martha Stuit	05/14/2024	Regular	0.00	150.00	69718
VEN01204	VanArchitects, PLLC	05/14/2024	Regular	0.00	480.00	69719
VEN01217	Recon Management Systems, Inc	05/14/2024	Regular	0.00	32.00	69720
VEN01275	Demco, Inc	05/14/2024	Regular	0.00	173.13	69721
VEN02457	William C Kubota	05/14/2024	Regular	0.00	150.00	69722
VEN02269	Melody Korkmaz	05/14/2024	Regular	0.00	4,615.50	69723
VEN01021	Busch's	05/14/2024	Regular	0.00	540.50	69724
VEN01013	Blackstone Publishing	05/14/2024	Regular	0.00	266.00	69725
VEN01105	Hooper Hathaway, P.C.	05/14/2024	Regular	0.00	5,040.00	69726
VEN02189	El Harissa	05/14/2024	Regular	0.00	1,790.00	69727
VEN01025	McIntosh Grounds Maint, Inc.	05/14/2024	Regular	0.00	4,865.00	69728
VEN01331	Groundcover News	05/14/2024	Regular	0.00	400.00	69729
VEN01757	Cheap Totes	05/14/2024	Regular	0.00	12,120.00	69730
VEN01034	Stadium Hardware	05/14/2024	Regular	0.00	401.40	69731
VEN01016	Midwest Tape	05/14/2024	Regular	0.00	1,153.95	69732
VEN02474	Lindsay Andrade	05/14/2024	Regular	0.00	200.00	69733
VEN01265	Patrick Flores-Scott	05/14/2024	Regular	0.00	250.00	69734
VEN01071	MindCentric	05/14/2024	Regular	0.00	2,081.00	69735
VEN01477	Ann Arbor Civic Theatre	05/14/2024	Regular	0.00	50.00	69736
VEN01481	Andrew Olsen	05/14/2024	Regular	0.00	200.00	69737
VEN01480	Underwood Nursery, LLC	05/14/2024	Regular	0.00	226.00	69738
VEN01686	AFC Ann Arbor, Inc	05/14/2024	Regular	0.00	2,000.00	69739
VEN02060	Kathryn S English	05/14/2024	Regular	0.00	200.00	69740
VEN01066	Ann Arbor Cleaning Supply Company	05/14/2024	Regular	0.00	115.61	69741
VEN01126	Ariel Ojibway	05/14/2024	Regular	0.00	200.00	69742
VEN01733	Corinne Lenz	05/14/2024	Regular	0.00	900.00	69743
VEN01550	Sarmed Jabra Nur Creative Studio, LLC	05/14/2024	Regular	0.00	1,415.00	69744
VEN01012	Alliance Entertainment	05/14/2024	Regular	0.00	1,475.61	69745
VEN01206	Ann Arbor Observer	05/14/2024	Regular	0.00	2,268.90	69746
VEN02515	Marianetta Porter	05/14/2024	Regular	0.00	150.00	69747
VEN02002	Peter White Public Library	05/14/2024	Regular	0.00	32.99	69748
VEN02487	Steve Hughes	05/14/2024	Regular	0.00	150.00	69749
VEN01032	Shambaugh & Son, L.P.	05/14/2024	Regular	0.00	1,179.00	69750
VEN01213	ScheduleSource, Inc	05/14/2024	Regular	0.00	1,060.00	69751
VEN01026	Metcom, Inc	05/14/2024	Regular	0.00	533.80	69752
VEN01040	Brewer's North Campus Service Inc.	05/14/2024	Regular	0.00	817.71	69753
VEN01493	Ann Arbor News	05/14/2024	Regular	0.00	415.48	69754
VEN01065	Computer Alley	05/14/2024	Regular	0.00	1,527.72	69755
VEN01786	Whiten Editing LLC	05/14/2024	Regular	0.00	250.00	69756
VEN01022	Carpenter Brothers	05/14/2024	Regular	0.00	29.98	69757
VEN02345	Mawiyah Jordan	05/14/2024	Regular	0.00	1,250.00	69758
VEN01881	Kathryn Orwig	05/14/2024	Regular	0.00	250.00	69759
VEN01782	Xi Jun Inc	05/14/2024	Regular	0.00	-1,000.00	69760
VEN01782	Xi Jun Inc	05/14/2024	Regular	0.00	1,000.00	69760
VEN01097	Unique	05/14/2024	Regular	0.00	433.40	69761
VEN01054	Matthew Bender & Co, Inc.	05/14/2024	Regular	0.00	3,395.69	69762

Check Report

Date Range: 05/01/2024 - 05/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01332	Momoko Fife aka Momo Kajiwara	05/14/2024	Regular	0.00	150.00	69763
VEN01208	Jewish Community Media of Washtenaw	05/14/2024	Regular	0.00	300.00	69764
VEN01017	Cengage Learning Inc/Gale	05/14/2024	Regular	0.00	254.16	69765
VEN01073	Grainger	05/14/2024	Regular	0.00	137.84	69766
VEN01402	Voss Lighting	05/14/2024	Regular	0.00	2,558.20	69767
VEN01863	Lindsay Zrull	05/14/2024	Regular	0.00	250.00	69768
VEN01082	Crawford Door Sales	05/14/2024	Regular	0.00	4,332.50	69769
VEN02500	Joo Won Park	05/14/2024	Regular	0.00	200.00	69770
VEN02187	Melissa Ann Cunningham	05/14/2024	Regular	0.00	250.00	69771
VEN02132	Ferguson Enterprises LLC #2000	05/14/2024	Regular	0.00	109.56	69772
VEN02317	Peter D. Sparling	05/14/2024	Regular	0.00	1,000.00	69773
VEN01766	Raquel Gomez	05/21/2024	Regular	0.00	150.00	69774
VEN01016	Midwest Tape	05/21/2024	Regular	0.00	1,692.03	69775
VEN01195	Hugh Gallagher	05/21/2024	Regular	0.00	200.00	69776
VEN01082	Crawford Door Sales	05/21/2024	Regular	0.00	291.25	69777
VEN01948	Dow Jones & Company, Inc	05/21/2024	Regular	0.00	7,525.00	69778
VEN01283	Sweetwater Music Instruments & Pro Audio	05/21/2024	Regular	0.00	199.00	69779
VEN01275	Demco, Inc	05/21/2024	Regular	0.00	2,500.00	69780
VEN01017	Cengage Learning Inc/Gale	05/21/2024	Regular	0.00	158.19	69781
VEN02000	Kyler Jordan Wilkins	05/21/2024	Regular	0.00	2,500.00	69782
VEN02132	Ferguson Enterprises LLC #2000	05/21/2024	Regular	0.00	389.23	69783
VEN01038	Underground Printing	05/21/2024	Regular	0.00	11,700.00	69784
VEN01026	Metcom, Inc	05/21/2024	Regular	0.00	10,357.18	69785
VEN01013	Blackstone Publishing	05/21/2024	Regular	0.00	2,082.12	69786
VEN01158	Alex (Margaret) Kourvo	05/21/2024	Regular	0.00	450.00	69787
VEN01066	Ann Arbor Cleaning Supply Company	05/21/2024	Regular	0.00	487.45	69788
VEN01296	Sierra Laurel-Dawn Brown	05/21/2024	Regular	0.00	600.00	69789
VEN01175	Pittsfield Charter Township Water	05/21/2024	Regular	0.00	184.08	69790
VEN01893	Penguin Random House Speakers Bureau	05/21/2024	Regular	0.00	2,500.00	69791
VEN01315	Washtenaw County Treasurer	05/21/2024	Regular	0.00	6,806.33	69792
VEN01435	Pride Source Media Group	05/21/2024	Regular	0.00	5,000.00	69793
VEN02529	DJ's Lawn Service LLC	05/21/2024	Regular	0.00	3,661.36	69794
VEN01012	Alliance Entertainment	05/21/2024	Regular	0.00	482.97	69795
VEN02524	Micah Vanderhoof	05/21/2024	Regular	0.00	1,750.00	69796
VEN01186	New York Times	05/21/2024	Regular	0.00	1,424.80	69797
VEN02484	Northfield Township Area Library	05/21/2024	Regular	0.00	25.95	69798
VEN01344	Robin Robinson	05/21/2024	Regular	0.00	150.00	69799
VEN01277	Polly Rosenwaike	05/21/2024	Regular	0.00	250.00	69800
VEN01864	Erica Chapman	05/21/2024	Regular	0.00	250.00	69801
VEN01742	Alexandra Hall	05/21/2024	Regular	0.00	200.00	69802
VEN01011	Baker Taylor	05/07/2024	Bank Draft	0.00	2,622.60	DFT0002301
VEN01023	Cintas	05/07/2024	Bank Draft	0.00	888.58	DFT0002302
VEN01070	Office Depot aka ODP	05/07/2024	Bank Draft	0.00	129.85	DFT0002303
VEN01061	ULINE	05/07/2024	Bank Draft	0.00	487.67	DFT0002304
VEN01100	Verizon	05/07/2024	Bank Draft	0.00	2,643.36	DFT0002305
VEN01042	City of Ann Arbor Water Utilities	05/07/2024	Bank Draft	0.00	2,885.12	DFT0002306
VEN01104	DTE	05/07/2024	Bank Draft	0.00	1,631.53	DFT0002307
VEN01035	Waste Management of Michigan	05/07/2024	Bank Draft	0.00	993.59	DFT0002308
VEN01011	Baker Taylor	05/07/2024	Bank Draft	0.00	11,925.65	DFT0002309
VEN01011	Baker Taylor	05/07/2024	Bank Draft	0.00	13,482.42	DFT0002310
VEN01077	BCBS	05/14/2024	Bank Draft	0.00	120.47	DFT0002315
VEN01077	BCBS	05/14/2024	Bank Draft	0.00	3,927.95	DFT0002316
VEN01078	BCN	05/14/2024	Bank Draft	0.00	106,060.06	DFT0002317
VEN01011	Baker Taylor	05/14/2024	Bank Draft	0.00	735.42	DFT0002318
VEN01024	Lowe's	05/14/2024	Bank Draft	0.00	128.16	DFT0002319
VEN01070	Office Depot aka ODP	05/14/2024	Bank Draft	0.00	93.64	DFT0002320
VEN01061	ULINE	05/14/2024	Bank Draft	0.00	337.22	DFT0002321
VEN01011	Baker Taylor	05/14/2024	Bank Draft	0.00	11,128.06	DFT0002322
VEN01011	Baker Taylor	05/21/2024	Bank Draft	0.00	17,361.03	DFT0002350
VEN01101	AT&T	05/21/2024	Bank Draft	0.00	335.76	DFT0002351
VEN01977	Delta Dental	05/21/2024	Bank Draft	0.00	8,090.37	DFT0002352

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01104	DTE	05/21/2024	Bank Draft	0.00	1,151.02	DFT0002353
VEN01019	UPS	05/21/2024	Bank Draft	0.00	65.80	DFT0002354
VEN01035	Waste Management of Michigan	05/21/2024	Bank Draft	0.00	266.24	DFT0002355
VEN01023	Cintas	05/21/2024	Bank Draft	0.00	534.14	DFT0002356
VEN01070	Office Depot aka ODP	05/21/2024	Bank Draft	0.00	287.53	DFT0002357
VEN01061	ULINE	05/21/2024	Bank Draft	0.00	-1,529.36	DFT0002358
VEN01061	ULINE	05/21/2024	Bank Draft	0.00	1,529.36	DFT0002358
VEN01100	Verizon	05/21/2024	Bank Draft	0.00	1,105.46	DFT0002359
VEN01174	Westgate Enterprises	05/02/2024	Bank Draft	0.00	47,600.52	DFT0002468
VEN01080	Oxford Property Management	05/02/2024	Bank Draft	0.00	12,926.77	DFT0002469

Bank Code GENERAL AP INVOICES Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	239	145	0.00	220,137.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,000.00
Bank Drafts	581	31	0.00	249,945.99
EFT's	123	75	0.00	568,931.88
	943	253	0.00	1,038,015.58

All Bank Codes Check Summary

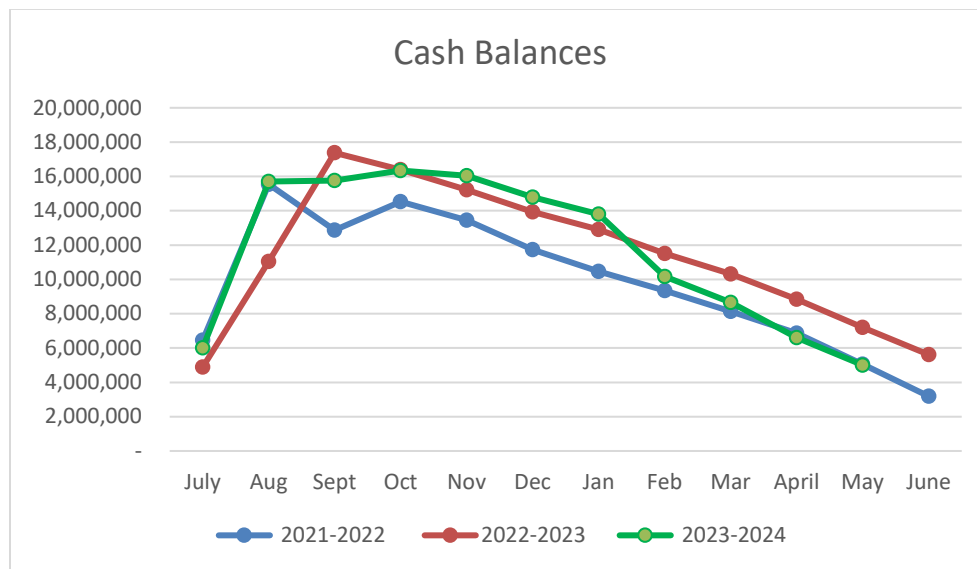
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	239	145	0.00	220,137.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,000.00
Bank Drafts	651	90	0.00	281,864.38
EFT's	123	75	0.00	568,931.88
	1013	312	0.00	1,069,933.97

Fund Summary

Fund	Name	Period	Amount
101	General Fund	5/2024	1,069,933.97
			1,069,933.97

Cash

The general fund cash balance, not including investments, was \$5,005,718 as of May 31st which would cover approximately 3 months of expenses. The Board of Trustees approved the transfer of \$2,500,000 to the Capital Fund at their February 26th meeting.

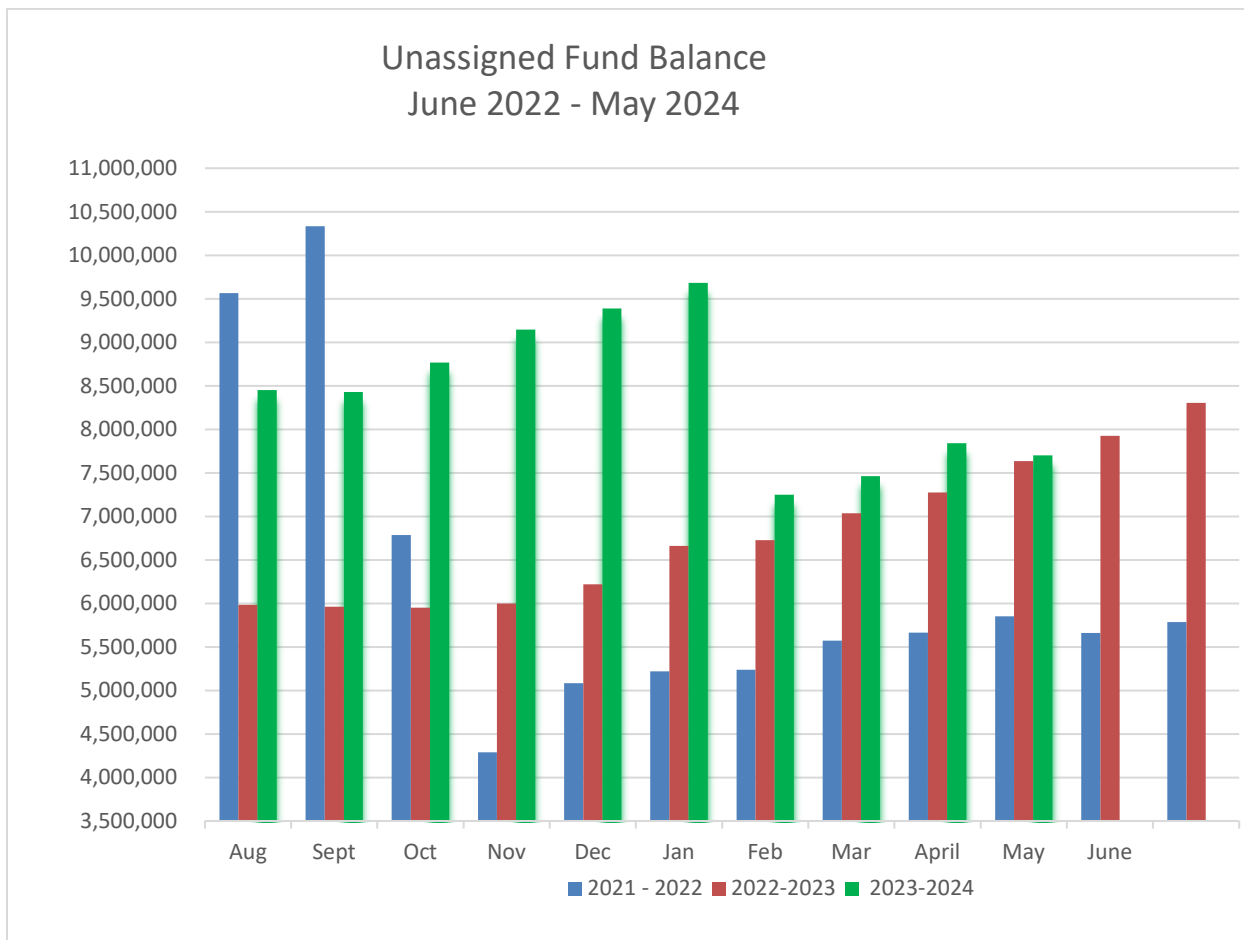


Tax Receipts

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 less refunds through May 31, 2024 were \$20,260,160 or 100.3% of budget.

Fund Balance Activity

The unassigned fund balance was \$7,702,249 as of May 31, 2024. Funds are allowed to grow strategically to allow for future investments. The current fund balance would fund approximately 4.5 months of operations. The decline in Fund Balance is a result of the cash transfer to the Capital Fund.



Revenue and Expenditures:

Total revenues of \$19,295,248 are 93% of budget after 92% of the fiscal year. Actual cash receipts were \$21,056,355 with deferred revenue and accounts receivable factored in.

Year-to-date expenditures of \$17,019,195 are 82% of budget after 92% of the fiscal year. Actual cash paid out with prepaid expenses and accounts payable factored in was \$16,938,266.

Revenue earned less expenditures realized resulted in an increase in net assets of \$206,516 for May and \$2,276,053 year-to-date.

Property Insurance is low for May due to the receipt of the annual property insurance rebate.

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.

Library Programming, Postage and Seminars, etc. and Software are over budget year-to-date.

The Finance Committee requested this year that the Friends funds be moved out of the General Fund and be accounted for in the Grants & Memorials fund.

Grants and Memorials:

	Bank Balance	Restrictions and Designations
Holtrey	\$ 343,148	\$300,000 is permanently restricted by the donor
Keniston	\$ 27,992	\$25,000 is permanently restricted by the donor
Archives	\$ 43,922	
Friends of AADL	\$ 45,714	
LLA	\$ 11,487	
Price	\$ 34,157	
Schafer	\$ 10,722	
Westerman	\$ 33,886	The Board designated \$30,000 for children's programming
WLBPD	\$ 24,421	

ANN ARBOR DISTRICT LIBRARY

Balance Sheet
Governmental Funds
May 31, 2024

	General Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
Assets				
Cash and cash equivalents	\$ 5,005,718	\$ 1,047,190	\$ 558,782	\$ 6,611,690
Investments	4,872,374	-	-	4,872,374
Due from other governmental units / funds	154,810	-	-	154,810
Prepaid items	345,159	-	-	345,159
Total assets	\$ 10,378,061	\$ 1,047,190	\$ 558,782	\$ 11,984,033
Liabilities				
Accounts payable	432,350	-	171	432,521
Accrued expenses	154,810	-	-	154,810
Total liabilities	\$ 587,160	\$ -	\$ 171	\$ 587,331
Deferred outflows				
Unavailable property tax revenue	1,743,493	-	-	1,743,493
Total deferred outflows	\$ 1,743,493	\$ -	\$ -	\$ 1,743,493
Fund balances				
Nonspendable:				
Prepaid items	\$ 345,159	\$ -	\$ -	\$ 345,159
Permanent corpus	-	-	325,000	325,000
Restricted for special purpose	-	-	233,611	233,611
Committed for capital projects	-	1,047,190	-	1,047,190
Unassigned	7,702,249	-	-	7,702,249
Total fund balances	\$ 8,047,408	\$ 1,047,190	\$ 558,611	\$ 9,653,209
Total liabilities and fund balances	\$ 10,378,061	\$ 1,047,190	\$ 558,782	\$ 11,984,033

ANN ARBOR DISTRICT LIBRARY

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

	May Actual	YTD Actual	Approved Budget	Budget Remaining	YTD %
REVENUES:					
Property taxes, net	\$ 1,683,334	\$ 18,516,667	\$ 20,200,000	\$ 1,683,333	91.67%
State aid (including MPERS pass-through)	3,425	128,247	145,000	16,753	88.45%
State penal fines	12,500	137,500	150,000	12,500	91.67%
Local Community Stabilization	-	60,906	-	(60,906)	-
State revenue - other	5,804	24,226	-	(24,226)	-
Investment Gains (Losses)	47,596	321,744	-	(321,744)	-
Copier revenue	930	7,452	9,000	1,548	82.80%
Grants and memorials	41	8,559	35,000	26,441	24.45%
Library fines, fees and other	4,892	43,320	50,000	6,680	86.64%
Non-resident fees	1,950	17,400	15,000	(2,400)	116.00%
Rental revenue	2,922	29,227	35,000	5,773	83.51%
TOTAL REVENUES:	\$ 1,763,394	\$ 19,295,248	\$ 20,639,000	\$ 1,343,752	93.49%
EXPENDITURES:					
Personnel:					
Salaries and wages	\$ 881,392	\$ 8,564,072	\$ 9,169,150	605,078	93.40%
Employee benefits (inc MPERS pass-through)	85,158	2,281,791	2,945,000	663,209	77.48%
Employment taxes	67,103	651,303	650,000	(1,303)	100.20%
	1,033,653	11,497,166	12,764,150	1,266,984	90.07%
Accounting/Audit	-	71,207	30,000	(41,207)	237.36%
Building Rental	60,528	674,639	760,000	85,361	88.77%
Communications	12,925	155,661	250,000	94,339	62.26%
Copier Expense	2,710	33,828	65,000	31,172	52.04%
Custodial Services	22,001	243,391	290,000	46,609	83.93%
Grants /Memorials	-	-	50,000	50,000	0.00%
Legal Expense	5,205	56,704	75,000	18,296	75.61%
Library Programming	100,536	761,941	756,000	(5,941)	100.79%
Materials	97,859	1,463,693	1,764,000	300,307	82.98%
Minor Equipment Purchases	27,284	241,129	350,000	108,871	68.89%
Operating Supplies	15,501	218,685	302,500	83,815	72.29%
Other Operating Expenditures	1,432	15,382	23,250	7,868	66.16%
Postage	1,541	29,393	21,000	(8,393)	139.97%
Property Insurance	11	119,092	150,000	30,908	79.39%
Purchased Services	8,293	88,970	237,500	148,530	37.46%
Repairs and Maintenance	31,335	464,325	580,000	115,675	80.06%
Seminars/Conferences/Training & Travel	1,177	25,728	23,600	(2,128)	109.02%
Software Licenses/Maintenance	10,780	156,002	150,000	(6,002)	104.00%
Utilities	36,128	420,950	497,000	76,050	84.70%
Capital Outlay	87,979	281,309	1,500,000	1,218,691	18.75%
TOTAL EXPENDITURES:	\$ 1,556,878	\$ 17,019,195	\$ 20,639,000	\$ 3,619,805	82.46%
Revenue over (under) expenditures	\$ 206,516	\$ 2,276,053	\$ -	\$ 2,276,053	
Fund balance, beginning of year		\$ 8,271,355	\$ 8,271,355	\$ -	
Transfers Out		(2,500,000)	(2,500,000)	-	
Fund balance, end of year		\$ 8,047,408	\$ 5,771,355	\$ 2,276,053	

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances

Governmental Funds

For the Eleven Months Ended May 31, 2024

	General Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
REVENUES:				
Property taxes, net	\$ 18,516,667	\$ -	\$ -	\$ 18,516,667
State aid (including MPERS pass-through)	128,247	-	-	128,247
State penal fines	137,500	-	-	137,500
State revenue - other	24,226	-	-	24,226
Local Community Stabilization	60,906	-	-	60,906
Investment Gains (Losses)	321,744	-	4,985	326,729
Copier revenue	7,452	-	-	7,452
Grants and memorials	8,559	-	56,750	65,309
Library fines, fees and other	43,320	-	-	43,320
Non-resident fees	17,400	-	-	17,400
Rental revenue	29,227	-	-	29,227
TOTAL REVENUES:	\$ 19,295,248	\$ -	\$ 61,735	\$ 19,356,983
EXPENDITURES:				
Current:				
Personnel:				
Salaries and wages	\$ 8,564,072	\$ -	\$ -	\$ 8,564,072
Employee benefits (inc MPERS pass-through)	2,281,791	-	-	2,281,791
Employment taxes	651,303	-	-	651,303
	11,497,166	-	-	11,497,166
Accounting/Audit	71,207	-	-	71,207
Building Rental	674,639	-	-	674,639
Communications	155,661	-	-	155,661
Copier Expense	33,828	-	-	33,828
Custodial Services	243,391	-	-	243,391
Grants /Memorials	-	-	45,217	45,217
Legal Expense	56,704	-	-	56,704
Library Programming	761,941	-	-	761,941
Materials	1,463,693	-	-	1,463,693
Minor Equipment Purchases	241,129	-	-	241,129
Operating Supplies	218,685	-	-	218,685
Other Operating Expenditures	15,382	-	-	15,382
Postage	29,393	-	-	29,393
Property Insurance	119,092	-	-	119,092
Purchased Services	88,970	-	-	88,970
Repairs and Maintenance	464,325	-	-	464,325
Seminars/Conferences/Training/Travel	25,728	-	-	25,728
Software Licenses/Maintenance	156,002	-	-	156,002
Utilities	420,950	-	-	420,950
Capital Outlay	281,309	3,064,404	-	3,345,713
TOTAL EXPENDITURES:	\$ 17,019,195	\$ 3,064,404	\$ 45,217	\$ 20,128,816
Revenue over (under) expenditures	\$ 2,276,053	\$ (3,064,404)	\$ 16,518	\$ (771,833)
Fund balance, beginning of year	\$ 8,271,355	\$ 1,611,594	\$ 542,093	\$ 10,425,042
Transfers	\$ (2,500,000)	\$ 2,500,000	\$ -	\$ -
Fund balance, end of year	\$ 8,047,408	\$ 1,047,190	\$ 558,611	\$ 9,653,209

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-126**

RESOLUTION TO AMEND THE 2023-2024 APPROVED BUDGET

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 24th day of June, 2024 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To transfer \$350,000 from Capital Outlay to Salaries and Wages.
- 2.) To transfer \$300,000 from Capital Outlay to Employment Taxes.
- 3.) To transfer \$50,000 from Grants/Memorials to Accounting/Audit.
- 4.) To transfer \$200,000 from Capital Outlay to Library Programming.
- 5.) To transfer \$15,000 from Capital Outlay to Postage.
- 6.) To transfer \$10,000 from Capital Outlay to Seminars/Conference/Training & Travel.
- 7.) To transfer \$20,000 from Capital Outlay to Software Maintenance.
- 8.) 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

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-127**

**RESOLUTION TO AUTHORIZE THE DIRECTOR TO RENEW A SUBLEASE
WITH SWEETWATERS COFFEE & TEA AT WESTGATE BRANCH**

Minutes of the annual 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 24th day of June 2024 at 6:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To authorize the Director to sign the renewed sublease with Sweetwaters Coffee & Tea for continued operation of a café in the Westgate Branch Library location.
- 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, Secretary

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