



Regular Meeting Agenda

Monday October 28, 2024

Published by Ann Arbor District Library

MEMORANDUM

To: District Library Board
 From: Eli Neiburger, Director
 Subject: Regular Meeting, Monday October 28, 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

- 24-166 I. CALL TO ORDER
 Molly Kleinman, President
- 24-167 II. ATTENDANCE
- 24-168 III. APPROVAL OF AGENDA (pp. 1-3)
 (Item of action)
- 24-169 IV. CONSENT AGENDA
 (Item of action)
- CA-1 Approval of Minutes of September 23, 2024 (pp. 4-17)
- CA-2 Approval of September 2024 Disbursements (pp. 18-24)
- 24-170 V. CITIZENS' COMMENTS
- 24-171 VI. FINANCIAL REPORTS (pp. 25-30)
 Eli Neiburger, Director
- 24-172 VII. COMMITTEE REPORTS
- 24-173 A. EXECUTIVE COMMITTEE
 Molly Kleinman, Chair
 (10 minutes)
- 24-174 B. BUDGET & FINANCE COMMITTEE
 Aidan Sova, Chair
 (10 minutes)
- 24-175 C. FACILITIES COMMITTEE
 Scott Trudeau, Chair
 (10 minutes)
- 24-176 VIII. LIBRARY REPORT
 Eli Neiburger, Director

- 24-177 IX. OLD BUSINESS
- 24-038 A. RESOLUTION TO ADOPT THE LAND ACKNOWLEDGEMENT AS POLICY (p. 31)
(Item of action)
- 24-106 B. UPDATE ON THE EXTERIOR AND STRUCTURAL SYSTEM OF THE DOWNTOWN LIBRARY
Len Lemorie, Facilities Director
(10 minutes)
- 24-163 C. UPDATE ON REZONING OF THE DOWNTOWN LIBRARY
Eli Neiburger, Director
(10 minutes)
- 24-178 X. NEW BUSINESS
- 24-179 A. RESOLUTION TO TRANSFER \$2,446,201 FROM THE FUND BALANCE TO THE CAPITAL PROJECTS FUND
(p. 32)
(Item of action)
- 24-180 B. RESOLUTION TO TRANSFER \$80,000 FROM THE FUND BALANCE TO THE SPECIAL PROJECTS FUND (p. 33)
(Item of action)
- 24-181 C. RESOLUTION OF THANKS TO KELLY KONARSKA UPON HER RETIREMENT (p. 34)
(Item of action)
- 24-182 XI. CITIZENS' COMMENTS
- 24-183 XII. 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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- 24-148 I. CALL TO ORDER
Molly Kleinman, President
- President Kleinman called the meeting to order at 7:00 p.m.
- 24-149 II. ATTENDANCE
- Board Present: Lisa Campbell, Catherine Hadley, Molly Kleinman, Onna Solomon, Aidan Sova, Scott Trudeau
Board Absent: Jim Leija
Staff: Eli Neiburger, Jodene Poirier (Recorder)
- 24-150 III. APPROVAL OF AGENDA
(Item of action)
- Treasurer Sova, supported by Trustee Campbell, moved to approve the agenda.
- AYES: Campbell, Hadley, Kleinman, Solomon, Sova, Trudeau
NAYS: None
- Motion passed 6-0.
- 24-151 IV. CONSENT AGENDA
(Item of action)
- CA-1 Approval of Minutes of July 22, 2024
- CA-2 Approval of July and August 2024 Disbursements
- Vice President Solomon, supported by Treasurer Sova, moved to approve the consent agenda.
- AYES: Campbell, Hadley, Kleinman, Solomon, Sova, Trudeau
NAYS: None
- Motion passed 6-0.
- 24-152 V. CITIZENS' COMMENTS

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Lina Christensen

I am here for a government class. I really like the library; you guys are great. I don't know if you've gotten told that enough but good.

24-153

VI. FINANCIAL REPORTS

Eli Neiburger, Director

Director Neiburger began the Financial Reports by stating that the board did not meet in August so the year-end financials would be represented in the audit. He mentioned that the Audit Report would be presented in September for the first time as far as he could remember and explained that this was the reason why the June Financial Report, showing the end-of-fiscal-year financials, was not included. Director Neiburger then said that while the July and August Financial Reports were included in the packet, he was only going to present August's.

Director Neiburger turned to the chart and graph on the first page of the August Financial Report in the packet and explained that it showed that the cash balance started out higher than normal, then balanced out. He stated that this was due to receiving payments from tax collecting entities in July rather than in August when it typically arrives. Director Neiburger continued by stating that total receipts less refunds \$14.9 million, or about 70% of budget, which was normal for the time of year. He said that it would continue to increase as other payments arrived. The Unassigned Fund Balance was at about \$8 million as of August 31, enough to fund about 4.5 months of library operations. Director Neiburger said that at a future board meeting, the board would be asked to approve a transfer of the previous fiscal year's surplus from the Fund Balance to the Capital Fund.

Revenues and Expenditures were reviewed next. Revenues were at \$3.7 million, about 17% of budget after 16.67% of the fiscal year. Year-to-Date Expenditures were \$3.5 million, 15.9% after 16.67% of the fiscal year. On the Statement of Revenues, Expenditures, and Changes, Director Neiburger highlighted lines that were either ahead or behind 16.67%. Revenues were higher than usual at 20% and it was explained that state penal fines come in big chunks and it just meant that we received one payment early. Non-Resident Fees were also at 20%. Investment Gains

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were budgeted at \$50,000 and the library had received \$106,000 as of August 31. Personnel was also slightly under. The Communications line was over due to paying the internet provider for the entire fiscal year in July. The Legal Expense line was over due to some projects that were going on. The Repairs and Maintenance line was over due it being a front-loaded expense. The Utilities line was over at 18% and Director Neiburger explained that he and Facilities Director Lemorie had discussed possibly needing to adjust the budget towards the end of the fiscal year. Director Neiburger then explained that while the Parkland Plaza utilities expenses were coming in almost as was expected, it would cost around the same amount to run as a branch building even with geothermal energy due to physically operating the Archives space in that building. However, he said that the building was 40,000 square feet as opposed to the branch buildings being around 15,000 square feet.

Director Neiburger concluded the report by stating that the Audit Report would show a surplus of about \$2.5 million in the previous fiscal year.

24-154 VII. COMMITTEE REPORTS

24-155 A. EXECUTIVE COMMITTEE
Molly Kleinman, Chair

President Kleinman stated that the Executive Committee met earlier in the day. She reported that they discussed the Land Acknowledgement and an annual policy update package that would be coming up at a future board meeting.

24-156 B. BUDGET & FINANCE COMMITTEE
Aidan Sova, Chair

Treasurer Sova reported that the Budget & Finance Committee discussed the audit, which would be presented later in the meeting.

24-157 C. FACILITIES COMMITTEE
Scott Trudeau, Chair

Trustee Trudeau stated that the Facilities Committee met on August 27. He reported that the committee discussed a few topics. The committee received an update on the canopy that was erected

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in the Downtown staff parking lot in relation to the construction project at 333 E. William St. and that while it had gone well so far, some concrete had fallen onto some of the staff's cars. Director Neiburger clarified that the concrete that had fallen only caused cosmetic blemishes on the cars and not structural damage. Trustee Trudeau also said that Core Spaces had been upholding their end of the agreement and was continuing to pay for parking spots in the former Y parking lot to make up for displaced parking in the staff lot. Trustee Trudeau then reported that operations at Parkland Plaza had been going well and there were no temperature control issues with the Archives. Next, Trustee Trudeau stated that FAADL's reopening at Parkland Plaza on September 28. Lastly, Trustee Trudeau reported that the committee's big topic of discussion was the exterior and structural system of the Downtown building. He said that the committee reviewed the proposals received from the contractors who were advising the library on investigating what was going on structurally with the building and what may need to be done to remediate the issue. Trustee Trudeau further explained that the committee discussed the benefits of fixing the issues before winter as opposed to waiting until after winter for opening more holes in the building and the extent of the investigation. In relation to the Downtown building, Trustee Trudeau added that the committee discussed a list of maintenance expenses that the library would have to invest money into in order to keep the Downtown building operational.

24-158

VIII. LIBRARY REPORT
 Eli Neiburger, Director

Director Neiburger began the Library Report with Stats of the Month, which were in regards to the Summer Game. There had been 14,672 players, 3,534 codes, 394,194 badges earned, 390,158,384 points earned, 10,123 prizes ordered, 4,781 t-shirts ordered, and 2,480 stuffed toy narwhals ordered. The statistics showed large increases and engagement from previous years.

Upcoming events included:

- A2CAF: Small + Indie Press on Saturday October 5
- Varta Storytelling Festival on Sunday October 13
- A2 Community Bookfest on Sunday November 3

Director Neiburger also highlighted that the FAADL Shop at

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Parkland Plaza would be reopening on Saturday September 28. The FAADL Shop would be open every Saturday thereafter from 10am-4pm. Donations would be accepted Wednesday-Sunday 1pm-4pm, along with a 24 hour a day, 7 days a week donation bin outside of the building.

New AADL releases were presented next. There were 9 new library card designs that featured FAADL, AADL Archives, and the five library locations, designed with art by local artists. The Coolidge-Wagner Anthology of Recorded Poetry, created by multi-disciplinary artist Chien-An Yuan, was released by Fifth Avenue Press and was dedicated to two of Chien-An's high school teachers.

For AADL in the Community, Director Neiburger reported that Library Tech and Outreach staff member Katie Monkiewicz represented AADL and the WLBDP at the National Library Service for the Blind and Print Disabled Conference in Washington D.C. He also reported that PALMA, a program for helping and tutoring Latino students and adults, returned to AADL for in-person tutoring. PALMA had been using a hybrid model since the Covid-19 pandemic. Director Neiburger then showed a photo from Monuments, a collaboration between AADL and A2SF that took place on September 4-8 at Wheeler Park. Lastly, for AADL in the Community, Director Neiburger caught the board up on AA200 releases 094-131.

The Staff Spotlight was shown on Desk Clerk Christina McElroy.

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

Secretary Hadley thanked Director Neiburger for all of the work he had been doing and commented that it was wonderful. Vice President Solomon commented that the numbers from the Summer Game were exciting and amazing. She further commented that she could see the impact that it had around town, along with the amount of joy and fun the participants had while playing the game.

24-159 IX. OLD BUSINESS

24-038 A. UPDATE ON THE LAND ACKNOWLEDGEMENT
 Eli Neiburger, Director

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When the board discussed the Land Acknowledgement a few months prior, they stated that they wanted feedback from the Indigenous community about the document before making a decision about adopting it as policy. Director Neiburger informed the board that he met with 7 members of the community from various Indigenous nations, with various ages and occupations. He stated that he received very positive feedback about how the process was approached and the substance. However, all contributors had edits for the document. Director Neiburger explained that the next step would be to integrate all of the edits into a draft, which would then go back to the staff committee that drafted the Land Acknowledgement initially. The staff committee would finalize the document and it would be brought to the board for approval at the October board meeting to be used for the library's Native American heritage events in November, as well as for other future events.

24-106

B. UPDATE ON THE EXTERIOR AND STRUCTURAL SYSTEM OF THE DOWNTOWN LIBRARY

Eli Neiburger, Director

Director Neiburger presented the update on the exterior and structural system of the Downtown Library in the absence of Facilities Director Lemorie.

Director Neiburger began by referring to a document from Terracon, the engineering firm that was looking at what was found in the holes on the side of the Downtown building, with the quote for the engineering work and expanded assessment of what was found in the holes. Director Neiburger then gave a recap of what had been found since the problems with the bricks on the building's facade first became noticeable. He said that the seam going around the whole building between the third and fourth floors appeared to be failing. Director Neiburger said that there were two areas that needed work and consideration. The first was the hole that was being covered with plywood on the south side of the building. One challenge was that the original brick design was not made any longer. Director Neiburger explained that the last twelve pallets of bricks of the same style in the United States were found and would be obtained by AADL, although the color was not a match. He came back to the Terracon quote and informed the board that the quote was only for the engineering work to

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assessment was found inside of the holes. The cost of opening the holes and repairing the holes was not included. Director Neiburger stated to put the three levels together, the cost would be around \$50,000. The demolition work and the repair work would cost an additional \$50,000. He informed the board that there would not be a resolution because the funding would be coming from the Repairs and Maintenance line, which had already been appropriated by the board. Director Neiburger also stated that there would be no bids for work since masonry restoration is specialized and Terracon was one of the only local contractors that performed that type of work. He finished by commenting that the Downtown building has much less life than originally anticipated based on Terracon's initial findings and a decision would need to be made as to whether or not it would be justifiable for the library to invest in fixing the problems.

Director Neiburger referred to a second document, the Downtown Branch Reserve Study Cost Review. He explained that it had been conducted by O'Neal in 2017. He clarified that the document was in only in relation to maintenance and keeping the building in standard condition, not upgrades. At the time the study was conducted, the cost of maintenance would have been around \$11 million. Director Neiburger said that a cost reassessment had been done and the cost had increased by about 30%, up to \$14 million, since 2017. He also said that the library asked what the cost would be if upgrades were made and the answer given would be around \$40 million-\$50 million. Director Neiburger stated that one of the biggest issues in the Downtown building was that there was only one elevator and that the building is too busy for only one. This had caused an issue several years prior when the public elevator needed replacement and when the staff elevator broke as well, the building had to close due to no elevator access for patrons with mobility issues. Director Neiburger continued his explanation by stating that since the Downtown library was three buildings combined into one, there were many areas that led to nowhere, to which there was no remedy, and that it was impossible to replace the entire structural system of the building. He that the building was toward the end of its useful life and even if the library were to spend money on upgrades, the space would not be much better. Director Neiburger concluded his explanation of the document by stating that the library had to consider how to proceed with the Downtown building.

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Secretary Hadley asked if there was a concern for mold from the water getting into the building and how staff was being protected. Director Neiburger answered that due to the dual-wall system, water had not penetrated the interior walls of the building except for the fourth-floor bump-outs, which were being monitored and tested for mold. He also stated that corrosion was more of a risk and there was not a health risk. Trustee Trudeau asked if any engineering work would be needed as far as how to patch the holes. Director Neiburger answered in the affirmative and said that the library would receive drawings from Terrcon showing how the holes should be repaired to try to get them closer to building code. Vice President Solomon commented that while the library would need to spend a certain amount of money to find out what was going on and how to make the building safe, she wanted to keep the amount of money spent to a minimum and she would be fine with the building not being aesthetically pleasing if that meant saving money. Other members of the board agreed with Vice President Solomon. Trustee Campbell commented that the Facilities Committee had discussed that aesthetics were not a priority in order to keep costs down. Secretary Hadley added that the library should also prioritize the mental health of staff in regards to working around constant construction. Director Neiburger commented that things could change very quickly if any evidence of building shifting or settling was found. Evidence of those issues had not been found yet. Trustee Campbell then commented that she was in favor of moving forward with the work with the investigations that had been done and considerations that had been made.

24-160 X. NEW BUSINESS

24-161 A. AUDITOR'S REPORT

Daniel Beard, Yeo & Yeo, CPAs

Mr. Beard introduced himself and explained why the library was required to be audited. He said that the purpose of an audit was to bring value and assurance to the financial statements. Mr. Beard said that an unmodified opinion was given, which was the highest level of assurance that an auditor could provide. Management's responsibility was to prepare and fair presentation in accordance with GAAP, as well as design, implementation, and maintenance of internal controls. The auditor's responsibility was to identify and assess risks, evaluate policies, estimates, and overall

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presentation, and give an opinion of the financial statements.

The June 30, 2024 Balance Sheet was shown by Mr. Beard. He stated that the Balance Sheet was a snapshot of the financials. Mr. Beard said that he would be going over only a few key numbers, as Director Neiburger had been very thorough during his Financial Report. Mr. Beard mentioned that he would be focusing on the General Fund. There were about \$8.9 million in cash and investments, which was about 93% of the library's assets. The Unassigned Fund Balance was at about \$8 million. Mr. Beard commented that the library had broken even from the previous year in regards to the Unassigned Fund Balance.

Mr. Beard then showed the Statement of Revenues, Expenditures, and Changes in Fund Balance, which he explained was a snapshot of the organization's financials over a period of time. Mr. Beard said that the biggest thing on the sheet was Property Taxes due to them being the main revenues of the library. Property taxes were up about \$1.3 million from the previous year, around a 7% increase. He also highlighted the library's expenditures, which were \$18.9 million, a \$1.6 million increase from the previous year, or 9%. Mr. Beard also spoke about personnel costs, which made up about 66% of total expenditures, an increase of about 12% from the previous year. Mr. Beard then showed a graph that showed a comparison of General Fund Revenues, Expenditures, and Fund Balances from 2019-2024. He stated that the graph showed the library's finances being in a very good position and that they were healthy. Mr. Beard then showed a graph of General Fund Revenues that compared streams of revenues from 2020-2024. Property taxes were 96% of the library's total revenue. The next graph showed General Fund Expenditures compared from 2020-2024. The main expenditures were Personnel, Purchased Services, and Materials & Supplies.

The last item that Mr. Beard reported on was the Governance Letter, a required piece of communication to the board and management from the auditors. The letter contained planned timing and scope of the audit, qualitative aspects of accounting practices (significant estimates, audit risks, and corrected/uncorrected misstatements), accounting standards, informational items, and matters for management's consideration.

Mr. Beard thanked Director Neiburger, Finance Manager Cindy

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Richmond, and the library team and commented that it was a great audit. Director Neiburger stated that it was the last time that the library would be using Yeo & Yeo as the auditing firm, as the library typically changes audit firms every few years. Trustee Trudeau confirmed that the reasons why the library decided to take the fourth- and fifth-year options with Yeo & Yeo because there had been a new library director and new accounting software implemented, along with having good experience with the firm.

24-162

B. RESOLUTION TO ACCEPT THE 2023-2024 FINANCIAL AUDIT
 (Item of action)

Treasurer Sova, supported by Secretary Hadley, moved; to accept the 2023-2024 financial audit prepared by Yeo & Yeo, CPAs; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

Motion passed 6-0.

24-163

C. RESOLUTION TO DIRECT STAFF TO PURSUE REZONING OF THE DOWNTOWN LIBRARY

Treasurer Sova, supported by Trustee Hadley, moved; to direct staff to pursue the rezoning of the parcels comprising the Downtown Library site to D1; that all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Director Neiburger began the discussion by explaining that back in 2018, the library worked with some consultants to examine the feasibility of a mixed-use redevelopment of the Downtown Library. The goal was to examine the feasibility of building a new Downtown library on the first few floors with multiple stories of housing above the library to be operated by a development partner. The proceeds from the partner would be used to pay off the bond to build the new library. This would allow a new library and new housing without additional tax revenue. Director Neiburger stated that the 2018 assessment found that it was feasible, although the library found that 2018 was not the right time to move forward with the project. He added that it was also found that since private

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partners would be involved in the development, the parcels of land containing the Downtown Library would need to be rezoned from Public Land to D1. While the library did not have a site plan prepared as is usually required by the city's Planning & Development Department, the library was still seeking preemptive rezoning to be prepared for possible redevelopment. President Kleinman and Secretary Hadley expressed excitement and stated that they felt it would be best to have the parcels rezoned preemptively in preparation for possible redevelopment. Director Neiburger commented that after the feasibility study was completed, a poll was conducted to ask the public for their feedback on a mixed-use development. The poll showed very strong support for housing above the library, as long as it was not student housing. Treasurer Sova commented that their role as the library board was to have fiduciary management, which they could not do effectively with a poorly functioning Downtown Library building. He also said another role as a board would be to listen to the constituents and the constituents strongly support the library space being part of a mixed-use development. Treasurer Sova expressed his excitement as well. Trustee Trudeau expressed his excitement and agreed with a comment made by Director Neiburger earlier in regards to rezoning not precluding anything but that it would open up more possibilities. He also stated that when approaching partners about the development, the library already being rezoned would reduce risks and would shorten timelines. Trustee Trudeau added that there is useful and valuable space above the library in regards to building up. Director Neiburger commented that at no point in time had there been discussion about selling any of the property or doing what some libraries have done by selling the land and leasing it back from a developer. Vice President Solomon stated that while the Downtown building was not in crisis, there was some sense of urgency to move forward. She said that as financial stewards, she did not want to spend more time waiting for rezoning or waiting to break ground. If rezoning at the time would save time in the overall planning process, Vice President Solomon said that would be great. Director Neiburger added that the building's steel would not get any less corroded and the prices would not be decreasing so time was of the essence.

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

NAYS: None

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Motion passed 6-0.

24-164 XI. CITIZENS' COMMENTS

There were no citizens' comments.

24-165 XII. ADJOURNMENT

President Kleinman adjourned the meeting at 8:03 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 September 23, 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 24-162**

RESOLUTION TO ACCEPT THE 2023-2024 FINANCIAL AUDIT

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 23rd day of September, 2024 at 7:00 p.m.

PRESENT: Lisa Campbell, Catherine Hadley, Molly Kleinman, Aidan Sova, Onna Solomon, Scott Trudeau

ABSENT: Jim Leija

The following resolution was offered by Treasurer Sova, supported by Secretary Hadley:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To accept the 2023-2024 financial audit prepared by Yeo & Yeo, CPAs.
- 2.) That all resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

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

AYES: Campbell, Hadley, Kleinman, Sova, Solomon, 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 September 23, 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 24-163**

**RESOLUTION TO DIRECT STAFF TO PURSUE REZONING OF THE
DOWNTOWN LIBRARY**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 23rd day of September, 2024 at 7:00 p.m.

PRESENT: Lisa Campbell, Catherine Hadley, Molly Kleinman, Aidan Sova, Onna Solomon, Scott Trudeau

ABSENT: Jim Leija

The following resolution was offered by Treasurer Sova, supported by Secretary Hadley:

THE BOARD RESOLVES AS FOLLOWS:

- 1.) To direct staff to pursue the rezoning of the parcels comprising the Downtown Library site to D1.
- 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, Hadley, Kleinman, Sova, Solomon, 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 September 23, 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

18
Check Report

By Check Number

Date Range: 09/01/2024 - 09/30/2024



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						
VEN02650	Arabic Book A Month	09/26/2024	Bank Draft	0.00	705.00	DFT0002779
VEN01489	Bitty Bao Bilingual Board Books	09/26/2024	Bank Draft	0.00	128.94	DFT0002780
VEN01396	Bloomberg Businessweek	09/26/2024	Bank Draft	0.00	495.00	DFT0002781
VEN01377	CFRA	09/26/2024	Bank Draft	0.00	465.00	DFT0002782
VEN02637	CleverDelights	09/26/2024	Bank Draft	0.00	68.97	DFT0002783
VEN01666	Ebay	09/26/2024	Bank Draft	0.00	33.85	DFT0002784
VEN02035	Eden Botanicals	09/26/2024	Bank Draft	0.00	79.45	DFT0002785
VEN02625	Esslinger and Company	09/26/2024	Bank Draft	0.00	86.87	DFT0002786
VEN01310	Etsy	09/26/2024	Bank Draft	0.00	165.34	DFT0002787
VEN02122	FM Expressions	09/26/2024	Bank Draft	0.00	544.00	DFT0002788
VEN01762	Jakprints	09/26/2024	Bank Draft	0.00	625.09	DFT0002789
VEN01821	Jamie John	09/26/2024	Bank Draft	0.00	77.00	DFT0002790
VEN01295	JoAnn	09/26/2024	Bank Draft	0.00	47.53	DFT0002791
VEN02323	Mario Zucca	09/26/2024	Bank Draft	0.00	82.00	DFT0002792
VEN02129	Mountain Woodcarvers	09/26/2024	Bank Draft	0.00	220.50	DFT0002793
VEN02244	Neon Hemlock	09/26/2024	Bank Draft	0.00	32.49	DFT0002794
VEN01719	New York Puzzle Company	09/26/2024	Bank Draft	0.00	112.50	DFT0002795
VEN01323	Oriental Trading	09/26/2024	Bank Draft	0.00	276.64	DFT0002796
VEN01701	Reda A Taleb Speaks	09/26/2024	Bank Draft	0.00	84.75	DFT0002797
VEN02624	Rotate Watches	09/26/2024	Bank Draft	0.00	150.00	DFT0002798
VEN02648	Seva Ann Arbor	09/26/2024	Bank Draft	0.00	219.32	DFT0002799
VEN02647	The 3rd Thing	09/26/2024	Bank Draft	0.00	57.38	DFT0002800
VEN02092	Vault of Midnight	09/26/2024	Bank Draft	0.00	240.00	DFT0002801
VEN01634	Woolery	09/26/2024	Bank Draft	0.00	3,973.00	DFT0002802
VEN02615	Zoe Keller	09/26/2024	Bank Draft	0.00	45.00	DFT0002803

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	27	25	0.00	9,015.62
EFT's	0	0	0.00	0.00
	27	25	0.00	9,015.62

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: CREDIT CARD- CHASE-CREDIT CARD- CHASE						
VEN02698	Amazon (Finance - Credit Card)	09/21/2024	Bank Draft	0.00	179.00	DFT0002816
VEN01131	AWS	09/21/2024	Bank Draft	0.00	148.46	DFT0002817
VEN01132	Backblaze	09/21/2024	Bank Draft	0.00	1,929.00	DFT0002818
VEN01154	Conlin Travel	09/21/2024	Bank Draft	0.00	2,254.32	DFT0002819
VEN01135	IRCCloud	09/21/2024	Bank Draft	0.00	215.00	DFT0002820
VEN01137	Matomo Piwik	09/21/2024	Bank Draft	0.00	598.00	DFT0002821
VEN02247	Neat.no	09/21/2024	Bank Draft	0.00	2,502.55	DFT0002822
VEN01515	Oh Dear	09/21/2024	Bank Draft	0.00	16.28	DFT0002823
VEN01143	OpenCage	09/21/2024	Bank Draft	0.00	50.00	DFT0002824
VEN01200	Proof Pest Control	09/21/2024	Bank Draft	0.00	399.00	DFT0002825
VEN02073	Stamps.com (Postage)	09/21/2024	Bank Draft	0.00	2,076.99	DFT0002826
VEN02105	T-Mobile	09/21/2024	Bank Draft	0.00	778.75	DFT0002827
VEN01139	Trello	09/21/2024	Bank Draft	0.00	75.00	DFT0002828
VEN01140	Twilio	09/21/2024	Bank Draft	0.00	4,352.75	DFT0002829
VEN01386	USPS - Shipping Online Account	09/21/2024	Bank Draft	0.00	76.35	DFT0002830
VEN01142	Zoom	09/21/2024	Bank Draft	0.00	7,482.20	DFT0002831

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	20	16	0.00	23,133.65
EFT's	0	0	0.00	0.00
	20	16	0.00	23,133.65

Check Report

Date Range: 09/01/2024 - 09/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: GENERAL AP INVOICES-GENERAL ACCOUNT PAYABLE INVOICES						
VEN02232	Amy Tarrant	09/04/2024	EFT	0.00	250.00	1529
VEN01499	Yaoyi Wang	09/04/2024	EFT	0.00	150.00	1530
VEN02291	Angel Garrison	09/04/2024	EFT	0.00	100.00	1531
VEN02019	Michelle Krell Kydd	09/04/2024	EFT	0.00	700.00	1532
VEN01746	National Business Furniture	09/04/2024	EFT	0.00	1,255.93	1533
VEN01274	B & H Photo-Video	09/04/2024	EFT	0.00	20.25	1534
VEN01007	Amazon	09/04/2024	EFT	0.00	4,164.35	1535
VEN01117	CDW-G	09/04/2024	EFT	0.00	687.50	1536
VEN01548	OverDrive, Inc	09/04/2024	EFT	0.00	183.62	1537
VEN01102	Apple, Inc	09/04/2024	EFT	0.00	1,224.90	1538
VEN01008	Amazon Collections	09/04/2024	EFT	0.00	876.85	1539
VEN01910	Outfront	09/04/2024	EFT	0.00	1,250.00	1540
VEN01250	Amber Adams-Fall	09/10/2024	EFT	0.00	125.00	1541
VEN01216	FAADL - Friends of the Ann Arbor District Librar	09/10/2024	EFT	0.00	7,672.40	1542
VEN02568	Erica Williams	09/10/2024	EFT	0.00	500.00	1543
VEN02217	Catherine M Novak	09/10/2024	EFT	0.00	150.00	1544
VEN02275	Paloma Nunez-Regueiro	09/10/2024	EFT	0.00	250.00	1545
VEN02627	Ryan Shea	09/10/2024	EFT	0.00	1,000.00	1546
VEN02573	Rachel Elise Thomas	09/10/2024	EFT	0.00	500.00	1547
VEN01240	Cheyenne Fletcher	09/10/2024	EFT	0.00	500.00	1548
VEN01049	Betsy Beckerman	09/10/2024	EFT	0.00	840.00	1549
VEN02628	Anusree Sattaluri	09/10/2024	EFT	0.00	500.00	1550
VEN01260	Avery Williamson	09/10/2024	EFT	0.00	500.00	1551
VEN01194	Jenn McKee	09/10/2024	EFT	0.00	100.00	1552
VEN02560	Lauren Mills	09/10/2024	EFT	0.00	500.00	1553
VEN02575	Scott Wesson Everett	09/10/2024	EFT	0.00	500.00	1554
VEN01030	RNA	09/10/2024	EFT	0.00	23,381.00	1555
VEN01062	Print-Tech, Inc.	09/10/2024	EFT	0.00	4,945.92	1556
VEN01694	Merit Network, Inc	09/10/2024	EFT	0.00	2,325.00	1557
VEN02633	Raina LaGrand	09/10/2024	EFT	0.00	250.00	1558
VEN01008	Amazon Collections	09/10/2024	EFT	0.00	2,089.76	1559
VEN02580	Jackson Manufacturers Co Inc	09/10/2024	EFT	0.00	13,172.97	1560
VEN01274	B & H Photo-Video	09/10/2024	EFT	0.00	687.78	1561
VEN02523	Sophia Anfinn Tonnessen	09/17/2024	EFT	0.00	200.00	1562
VEN01847	Andrea Yun	09/17/2024	EFT	0.00	150.00	1563
VEN02508	Greg Gattuso	09/17/2024	EFT	0.00	300.00	1564
VEN01499	Yaoyi Wang	09/17/2024	EFT	0.00	150.00	1565
VEN02232	Amy Tarrant	09/17/2024	EFT	0.00	250.00	1566
VEN02539	Eloysa Elena Zelada Cisneros	09/17/2024	EFT	0.00	1,000.00	1567
VEN02171	Brandi K. Larsen	09/17/2024	EFT	0.00	1,300.00	1568
VEN01260	Avery Williamson	09/17/2024	EFT	0.00	480.00	1569
VEN02019	Michelle Krell Kydd	09/17/2024	EFT	0.00	700.00	1570
VEN01062	Print-Tech, Inc.	09/17/2024	EFT	0.00	268.32	1571
VEN01063	O'Neal Construction, Inc.	09/17/2024	EFT	0.00	50,351.90	1572
VEN01007	Amazon	09/17/2024	EFT	0.00	3,179.78	1573
VEN01274	B & H Photo-Video	09/17/2024	EFT	0.00	2,166.53	1574
VEN01187	OCLC Inc	09/17/2024	EFT	0.00	128.08	1575
VEN02414	Black Men Read	09/17/2024	EFT	0.00	500.00	1576
VEN01082	Crawford Door Sales	09/10/2024	Regular	0.00	890.00	70188
VEN01038	Underground Printing	09/10/2024	Regular	0.00	10,268.33	70189
VEN01766	Raquel Gomez	09/10/2024	Regular	0.00	150.00	70190
VEN02444	Veronica Ortolan	09/10/2024	Regular	0.00	250.00	70191
VEN01163	Blick Art Materials	09/10/2024	Regular	0.00	129.90	70192
VEN01403	City of Ann Arbor Information Technology	09/10/2024	Regular	0.00	36,683.30	70193
VEN01168	Carrot-Top Industries, Inc.	09/10/2024	Regular	0.00	161.98	70194
VEN02529	DJ's Lawn Service LLC	09/10/2024	Regular	0.00	3,661.36	70195
VEN01375	Destination Ann Arbor	09/10/2024	Regular	0.00	100.00	70196
VEN01065	Computer Alley	09/10/2024	Regular	0.00	713.55	70197
VEN02329	Willow Dimmer	09/10/2024	Regular	0.00	16.96	70198
VEN01967	Toshiba Business Solutions	09/10/2024	Regular	0.00	2,147.83	70199

Check Report

Date Range: 09/01/2024 - 09/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01190	Martha Stuit	09/10/2024	Regular	0.00	150.00	70200
VEN01524	Abrams Planetarium Sky Calendar	09/10/2024	Regular	0.00	176.00	70201
VEN01332	Momoko Fife aka Momo Kajiwara	09/10/2024	Regular	0.00	150.00	70202
VEN01027	PlantWise	09/10/2024	Regular	0.00	4,175.00	70203
VEN01083	T'onna Clemons	09/10/2024	Regular	0.00	500.00	70204
VEN01017	Cengage Learning Inc/Gale	09/10/2024	Regular	0.00	277.40	70205
VEN02430	Takeisha Jefferson	09/10/2024	Regular	0.00	500.00	70206
VEN01022	Carpenter Brothers	09/10/2024	Regular	0.00	92.32	70207
VEN01481	Andrew Olsen	09/10/2024	Regular	0.00	200.00	70208
VEN01016	Midwest Tape	09/10/2024	Regular	0.00	3,806.72	70209
	Void	09/10/2024	Regular	0.00	0.00	70210
VEN01034	Stadium Hardware	09/10/2024	Regular	0.00	358.03	70211
VEN01331	Groundcover News	09/10/2024	Regular	0.00	400.00	70212
VEN02563	Gyona Rice	09/10/2024	Regular	0.00	500.00	70213
VEN01040	Brewer's North Campus Service Inc.	09/10/2024	Regular	0.00	1,116.37	70214
VEN01491	Hutzel	09/10/2024	Regular	0.00	88.41	70215
VEN01012	Alliance Entertainment	09/10/2024	Regular	0.00	917.66	70216
VEN01201	Journey Retirement Plan Services, LLC	09/10/2024	Regular	0.00	231.25	70217
VEN02345	Mawiyah Jordan	09/10/2024	Regular	0.00	500.00	70218
VEN02451	Avery Alder	09/10/2024	Regular	0.00	400.00	70219
VEN01097	Unique	09/10/2024	Regular	0.00	561.45	70220
VEN01087	Midwest Collaborative for Library Services	09/10/2024	Regular	0.00	13,108.20	70221
VEN01026	Metcom, Inc	09/10/2024	Regular	0.00	5,608.40	70222
VEN01206	Ann Arbor Observer	09/10/2024	Regular	0.00	1,499.40	70223
VEN01213	ScheduleSource, Inc	09/10/2024	Regular	0.00	1,030.50	70224
VEN01057	Sawa Books	09/10/2024	Regular	0.00	1,080.81	70225
VEN01402	Voss Lighting	09/10/2024	Regular	0.00	522.20	70226
VEN01209	Arbor Teas	09/10/2024	Regular	0.00	1,000.00	70227
VEN01073	Grainger	09/10/2024	Regular	0.00	497.02	70228
VEN01195	Hugh Gallagher	09/10/2024	Regular	0.00	100.00	70229
VEN01116	Fraza	09/10/2024	Regular	0.00	50.00	70230
VEN01204	VanArchitects, PLLC	09/10/2024	Regular	0.00	880.00	70231
VEN01039	Allstar Alarm, LLC	09/10/2024	Regular	0.00	4,391.00	70232
VEN02361	Office Express	09/10/2024	Regular	0.00	8,767.07	70233
VEN02646	Megan St Andrew	09/19/2024	Regular	0.00	400.00	70234
VEN01016	Midwest Tape	09/19/2024	Regular	0.00	3,540.81	70235
	Void	09/19/2024	Regular	0.00	0.00	70236
VEN01013	Blackstone Publishing	09/19/2024	Regular	0.00	926.02	70237
VEN01404	Yeo & Yeo	09/19/2024	Regular	0.00	19,000.00	70238
VEN01130	FastSigns	09/19/2024	Regular	0.00	768.66	70239
VEN01012	Alliance Entertainment	09/19/2024	Regular	0.00	1,176.05	70240
VEN01033	Sherwin-Williams	09/19/2024	Regular	0.00	39.99	70241
VEN01275	Demco, Inc	09/19/2024	Regular	0.00	16,809.12	70242
VEN01148	Graduate Ann Arbor	09/19/2024	Regular	0.00	198.45	70243
VEN01021	Busch's	09/19/2024	Regular	0.00	350.18	70244
VEN01038	Underground Printing	09/19/2024	Regular	0.00	6,950.00	70245
VEN01848	Eunjae Cheon	09/19/2024	Regular	0.00	150.00	70246
VEN02520	The Library Store	09/19/2024	Regular	0.00	2,197.56	70247
VEN02529	DJ's Lawn Service LLC	09/19/2024	Regular	0.00	3,152.24	70248
VEN02669	Jonathan Kole Doyle	09/19/2024	Regular	0.00	550.00	70249
VEN01163	Blick Art Materials	09/19/2024	Regular	0.00	65.65	70250
VEN01285	Crowley Digital Preservation Solutions	09/19/2024	Regular	0.00	5,696.00	70251
VEN01625	Pittsfield Charter Township Taxes	09/19/2024	Regular	0.00	72.72	70252
VEN02671	Thomas W Petiet	09/19/2024	Regular	0.00	1,000.00	70253
VEN01203	Schilke Security	09/19/2024	Regular	0.00	170.00	70254
VEN01106	MLA	09/19/2024	Regular	0.00	500.00	70255
VEN02113	Timothy Monger	09/19/2024	Regular	0.00	3,000.00	70256
VEN01264	Duke Roofing Company	09/19/2024	Regular	0.00	676.50	70257
VEN01105	Hooper Hathaway, P.C.	09/19/2024	Regular	0.00	135.00	70258
VEN01635	Kathy Gunderson	09/19/2024	Regular	0.00	150.00	70259
VEN01071	MindCentric	09/19/2024	Regular	0.00	2,107.00	70260

Check Report

Date Range: 09/01/2024 - 09/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01186	New York Times	09/19/2024	Regular	0.00	8,512.40	70261
VEN01879	Troy Public Library	09/19/2024	Regular	0.00	15.84	70262
VEN01230	Ann Arbor Symphony Orchestra	09/19/2024	Regular	0.00	320.00	70263
VEN01175	Pittsfield Charter Township Water	09/19/2024	Regular	0.00	732.10	70264
VEN01017	Cengage Learning Inc/Gale	09/19/2024	Regular	0.00	129.70	70265
VEN01208	Jewish Community Media of Washtenaw	09/19/2024	Regular	0.00	300.00	70266
VEN01977	Delta Dental	09/05/2024	Bank Draft	0.00	8,605.17	DFT0002649
VEN01104	DTE	09/03/2024	Bank Draft	0.00	5,280.91	DFT0002650
VEN01104	DTE	09/04/2024	Bank Draft	0.00	4,590.73	DFT0002652
VEN01104	DTE	09/04/2024	Bank Draft	0.00	3,678.24	DFT0002653
VEN01104	DTE	09/04/2024	Bank Draft	0.00	16,544.92	DFT0002654
VEN01104	DTE	09/04/2024	Bank Draft	0.00	1,077.83	DFT0002655
VEN01104	DTE	09/04/2024	Bank Draft	0.00	17.63	DFT0002656
VEN01104	DTE	09/04/2024	Bank Draft	0.00	87.40	DFT0002657
VEN01104	DTE	09/04/2024	Bank Draft	0.00	3,890.12	DFT0002658
VEN01173	TDS	09/11/2024	Bank Draft	0.00	6,601.93	DFT0002659
VEN01100	Verizon	09/05/2024	Bank Draft	0.00	3,875.21	DFT0002664
VEN01104	DTE	09/05/2024	Bank Draft	0.00	5,438.71	DFT0002665
VEN01019	UPS	09/02/2024	Bank Draft	0.00	32.90	DFT0002668
VEN01042	City of Ann Arbor Water Utilities	09/26/2024	Bank Draft	0.00	3,683.54	DFT0002679
VEN01018	Trionfo Solutions, LLC	09/07/2024	Bank Draft	0.00	682.50	DFT0002681
VEN01019	UPS	09/09/2024	Bank Draft	0.00	32.90	DFT0002682
VEN01011	Baker Taylor	09/04/2024	Bank Draft	0.00	12,295.58	DFT0002683
VEN01011	Baker Taylor	09/04/2024	Bank Draft	0.00	282.12	DFT0002684
VEN01257	Quadient (NeoFunds & Neopost)	09/04/2024	Bank Draft	0.00	756.60	DFT0002685
VEN01011	Baker Taylor	09/10/2024	Bank Draft	0.00	10,937.08	DFT0002688
VEN01077	BCBS	09/28/2024	Bank Draft	0.00	3,949.28	DFT0002689
VEN01077	BCBS	09/28/2024	Bank Draft	0.00	110.78	DFT0002690
VEN01019	UPS	09/16/2024	Bank Draft	0.00	32.90	DFT0002693
VEN01035	Waste Management of Michigan	09/28/2024	Bank Draft	0.00	2,034.57	DFT0002694
VEN01011	Baker Taylor	09/10/2024	Bank Draft	0.00	214.01	DFT0002695
VEN01061	ULINE	09/10/2024	Bank Draft	0.00	1,260.78	DFT0002696
VEN01023	Cintas	09/10/2024	Bank Draft	0.00	1,057.74	DFT0002697
VEN01257	Quadient (NeoFunds & Neopost)	09/10/2024	Bank Draft	0.00	185.00	DFT0002698
VEN01070	Office Depot aka ODP	09/10/2024	Bank Draft	0.00	510.53	DFT0002699
VEN01011	Baker Taylor	09/17/2024	Bank Draft	0.00	3,962.62	DFT0002701
VEN01101	AT&T	09/22/2024	Bank Draft	0.00	348.49	DFT0002702
VEN01104	DTE	09/24/2024	Bank Draft	0.00	84.47	DFT0002703
VEN01104	DTE	09/30/2024	Bank Draft	0.00	457.02	DFT0002704
VEN01019	UPS	09/23/2024	Bank Draft	0.00	47.74	DFT0002705
VEN01100	Verizon	09/21/2024	Bank Draft	0.00	1,143.49	DFT0002706
VEN01024	Lowe's	09/17/2024	Bank Draft	0.00	465.74	DFT0002707
VEN01257	Quadient (NeoFunds & Neopost)	09/17/2024	Bank Draft	0.00	1,872.65	DFT0002708
VEN01061	ULINE	09/17/2024	Bank Draft	0.00	321.60	DFT0002709
VEN02680	University of British Columbia	09/19/2024	Bank Draft	0.00	28.14	DFT0002744
VEN02020	Mutual of Omaha	09/20/2024	Bank Draft	0.00	7,126.64	DFT0002760
VEN01019	UPS	09/30/2024	Bank Draft	0.00	47.71	DFT0002764
VEN01080	Oxford Property Management	09/03/2024	Bank Draft	0.00	12,926.77	DFT0002832

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
VEN01174	Westgate Enterprises	09/03/2024	Bank Draft	0.00	37,581.28	DFT0002833

Bank Code GENERAL AP INVOICES Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	155	77	0.00	188,600.41
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	380	43	0.00	164,161.97
EFT's	91	48	0.00	132,477.84
	626	170	0.00	485,240.22

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	155	77	0.00	188,600.41
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	427	84	0.00	196,311.24
EFT's	91	48	0.00	132,477.84
	673	211	0.00	517,389.49

Fund Summary

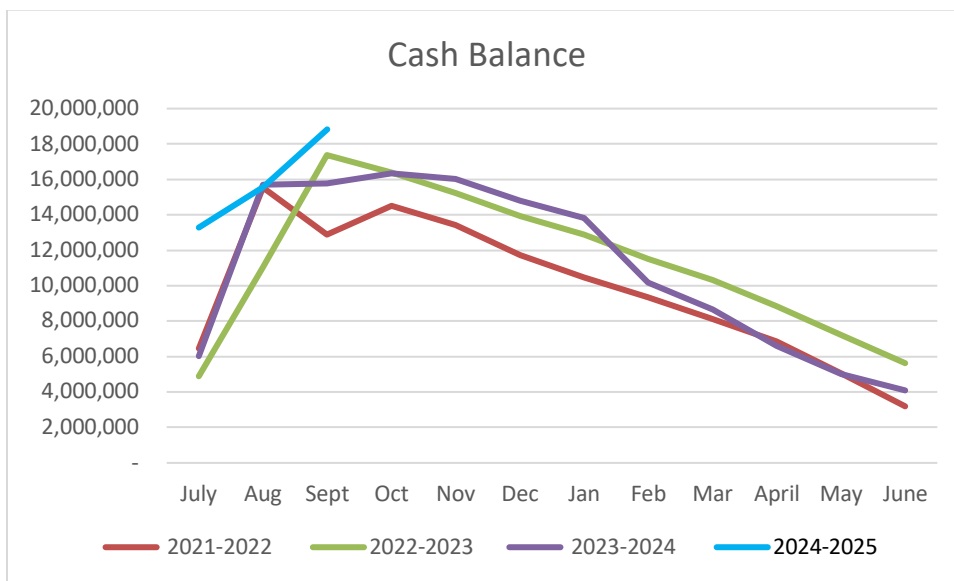
Fund	Name	Period	Amount
101	General Fund	9/2024	517,389.49
			517,389.49



Ann Arbor District Library Financial Analysis For Three Months Ended September 30, 2024

Cash

The general fund cash balance, not including investments, was \$18,820,146 which would cover approximately one year of expenses.



Tax Receipts

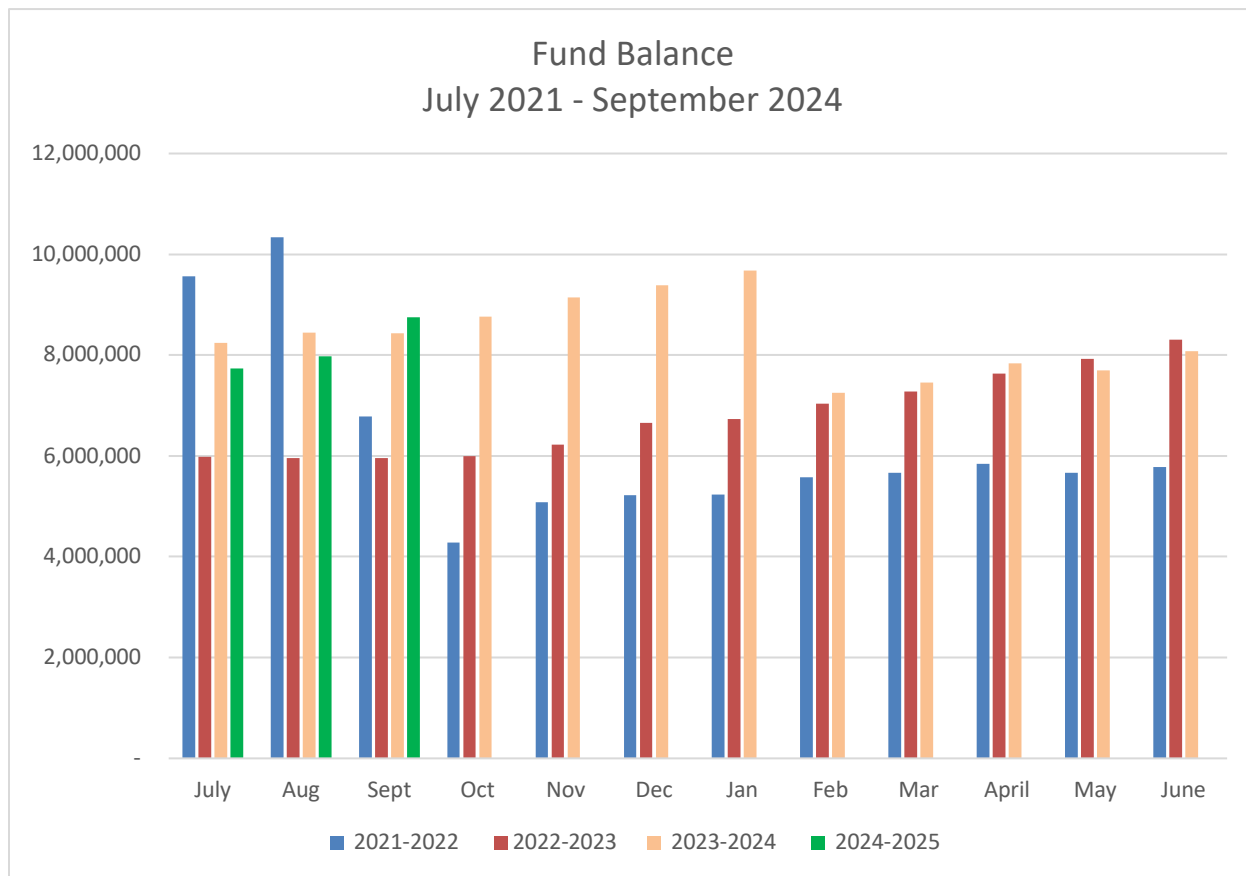
Tax receipts are recorded as they are earned based on the approved annual budget, or approximately \$1,791,670 per month. All other tax receipts are recorded as deferred revenue. Actual receipts will be reconciled at fiscal year-end. Total receipts less refunds through September 30, 2024 were \$19,860,432 or 92.37% of budget.

Fund Balance Activity

The unassigned fund balance was \$8,666,842 as of September 30, 2024. Funds are allowed to grow strategically to allow for future investments. The current fund balance would fund approximately 6 months of operations.



Ann Arbor District Library Financial Analysis For Three Months Ended September 30, 2024



Revenue and Expenditures:

Total revenues of \$5,608,294 are 25.54% of budget after 25% of the fiscal year. Actual cash receipts were \$20,265,414 with deferred revenue and accounts receivable factored in.

Year-to-date expenditures of \$4,625,437 are 21.07% of budget after 25% of the fiscal year. Actual cash paid out with prepaid expenses and accounts payable factored in was \$4,962,093.

Revenue earned less expenditures realized resulted in an increase in net assets of \$991,527 as of September 30th and cash received less cash expended resulted in an increase to cash of \$15,303,321.

After the third month of the fiscal year, line items to watch for budget variances include Repairs & Maintenance and Capital Outlay.



Ann Arbor District Library
 Financial Analysis
 For Three Months Ended September 30, 2024

Grants and Memorials:

	Bank Balance	Restrictions and Designations
Holtrey	\$ 344,526	\$300,000 is permanently restricted by the donor
Keniston	\$ 28,076	\$25,000 is permanently restricted by the donor
Archives	\$ 43,922	
Friends of AADL	\$ 3,678	
LLA	\$ 1,512	
Price	\$ 34,260	
Schafer	\$ 10,754	
Westerman	\$ 33,989	The Board designated \$30,000 for children's programming
WLBPD	\$ 50,433	

ANN ARBOR DISTRICT LIBRARY

Balance Sheet
Governmental Funds
September 30, 2024

	General Fund	Special Projects Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
Assets					
Cash and cash equivalents	\$ 18,740,146	8,400	\$ 154,548	\$ 551,150	\$ 19,454,244
Investments	5,021,133	-	-	-	5,021,133
Due from other governmental units / funds	55,304	-	-	-	55,304
Prepaid items	502,853	-	-	-	502,853
Total assets	\$ 24,319,436	\$ 8,400	\$ 154,548	\$ 551,150	\$ 25,033,534
Liabilities					
Accounts payable	650,249	-	-	-	650,249
Accrued expenses	14,070	-	-	-	14,070
Total liabilities	\$ 664,319	\$ -	\$ -	\$ -	\$ 664,319
Deferred outflows					
Unavailable property tax and other revenue	14,485,422	-	-	-	14,485,422
Total deferred outflows	\$ 14,485,422	\$ -	\$ -	\$ -	\$ 14,485,422
Fund balances					
Nonspendable:					
Prepaid items	\$ 502,853	\$ -	\$ -	\$ -	\$ 502,853
Permanent corpus	-	-	-	325,000	325,000
Restricted for special purpose	-	-	-	226,150	226,150
Committed for capital projects	-	-	154,548	-	154,548
Unassigned	8,666,842	8,400	-	-	8,675,242
Total fund balances	\$ 9,169,695	\$ 8,400	\$ 154,548	\$ 551,150	\$ 9,883,793
Total liabilities and fund balances	\$ 24,319,436	\$ 8,400	\$ 154,548	\$ 551,150	\$ 25,033,534

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes
Actual vs Budget
Three Months Ended September 30, 2024

	Current Month Actual	YTD Actual	Approved Budget	Budget Remaining	YTD %
REVENUES:					
Property taxes, net	\$ 1,791,670	\$ 5,375,010	\$ 21,500,000	\$ 16,124,990	25.00%
State aid	3,420	9,900	150,000	140,100	6.60%
State penal fines	12,500	37,500	125,000	87,500	30.00%
Local Community Stabilization	-	-	25,000	25,000	-
State revenue - other	-	5,476	-	(5,476)	-
Investment Gains (Losses)	53,606	160,158	50,000	(110,158)	-
Copier revenue	932	2,144	7,500	5,356	28.59%
Donations	637	1,585	-	(1,585)	-
Library fines, fees and other	5,847	12,696	50,000	37,304	25.39%
Non-resident fees	787	3,825	15,000	11,175	25.50%
Rental revenue	-	-	35,000	35,000	0.00%
TOTAL REVENUES:	\$ 1,869,399	\$ 5,608,294	\$ 21,957,500	\$ 16,349,206	25.54%
EXPENDITURES:					
Personnel:					
Salaries and wages	\$ 377,688	\$ 2,040,682	\$ 10,575,550	8,534,868	19.30%
Employee benefits	159,781	565,098	2,880,000	2,314,902	19.62%
Employment taxes	28,833	155,777	793,000	637,223	19.64%
	566,302	2,761,557	14,248,550	11,486,993	19.38%
Accounting/Audit	21,000	21,000	40,000	19,000	52.50%
Building Rental	50,508	147,883	605,500	457,617	24.42%
Communications	13,670	61,351	260,000	198,649	23.60%
Copier Expense	6,505	11,924	35,000	23,076	34.07%
Custodial Services	23,381	70,143	285,000	214,857	24.61%
Legal Expense	4,289	13,322	50,000	36,678	26.64%
Library Programming	92,038	266,361	1,430,000	1,163,639	18.63%
Materials	151,545	457,127	2,013,000	1,555,873	22.71%
Minor Equipment Purchases	5,950	36,674	200,000	163,326	18.34%
Operating Supplies	15,918	59,860	301,000	241,140	19.89%
Other Operating Expenditures	1,812	4,295	71,350	67,055	6.02%
Postage	3,071	8,670	35,000	26,330	24.77%
Property Insurance	12,265	36,795	150,000	113,205	24.53%
Purchased Services	9,689	26,501	187,500	160,999	14.13%
Repairs and Maintenance	44,317	236,640	640,000	403,360	36.98%
Seminars/Conferences/Training & Travel	1,898	8,629	59,600	50,971	14.48%
Software Licenses/Maintenance	18,614	52,128	200,000	147,872	26.06%
Utilities	40,697	129,634	496,000	366,366	26.14%
Capital Outlay	36,877	214,943	650,000	435,057	33.07%
TOTAL EXPENDITURES:	\$ 1,120,346	\$ 4,625,437	\$ 21,957,500	\$ 17,332,063	21.07%
Revenue over (under) expenditures	\$ 749,053	\$ 982,857	\$ -	\$ 982,857	
Fund balance, beginning of year		\$ 8,186,838	\$ 8,186,838	\$ -	
Transfers Out		-	-	-	
Fund balance, end of year		\$ 9,169,695	\$ 8,186,838	\$ 982,857	

ANN ARBOR DISTRICT LIBRARY

Statement of Revenues, Expenditures and Changes in Fund Balances
 Governmental Funds
 Three Months Ended September 30, 2024

	General Fund	Special Projects Fund	Capital Fund	Grants & Memorials	Total Governmental Funds
REVENUES:					
Property taxes, net	\$ 5,375,010	\$ -	\$ -	\$ -	\$ 5,375,010
State aid (including MPERS pass-through)	9,900	-	-	-	9,900
State penal fines	37,500	-	-	-	37,500
State revenue - other	5,476	-	-	-	5,476
Local Community Stabilization	-	-	-	-	-
Investment Gains (Losses)	160,158	-	-	1,447	161,605
Copier revenue	2,144	-	-	-	2,144
Donations	1,585	-	-	-	1,585
Library fines, fees and other	12,696	-	-	-	12,696
Non-resident fees	3,825	-	-	-	3,825
Rental revenue	-	8,400	-	-	8,400
TOTAL REVENUES:	\$ 5,608,294	\$ 8,400	\$ -	\$ 1,447	\$ 5,616,556
EXPENDITURES:					
Current:					
Personnel:					
Salaries and wages	\$ 2,040,682	\$ -	\$ -	\$ -	\$ 2,040,682
Employee benefits (inc MPERS pass-through)	565,098	-	-	-	565,098
Employment taxes	155,777	-	-	-	155,777
	2,761,557	-	-	-	2,761,557
Accounting/Audit	21,000	-	-	-	21,000
Building Rental	147,883	-	-	-	147,883
Communications	61,351	-	-	-	61,351
Copier Expense	11,924	-	-	-	11,924
Custodial Services	70,143	-	-	-	70,143
Grants /Memorials	-	-	-	21,228	21,228
Legal Expense	13,322	-	-	-	13,322
Library Programming	266,361	-	-	-	266,361
Materials	457,127	-	-	-	457,127
Minor Equipment Purchases	36,674	-	-	-	36,674
Operating Supplies	59,860	-	-	-	59,860
Other Operating Expenditures	4,295	-	-	-	4,295
Postage	8,670	-	-	-	8,670
Property Insurance	36,795	-	-	-	36,795
Purchased Services	26,501	-	-	-	26,501
Repairs and Maintenance	236,640	-	-	-	236,640
Seminars/Conferences/Training/Travel	8,629	-	-	-	8,629
Software Licenses/Maintenance	52,128	-	-	-	52,128
Utilities	129,634	-	-	-	129,634
Capital Outlay	214,943	-	360,241	-	575,184
TOTAL EXPENDITURES:	\$ 4,625,437	\$ -	\$ 360,241	\$ 21,228	\$ 5,006,906
Revenue over (under) expenditures	\$ 982,857	\$ 8,400	\$ (360,241)	\$ (19,781)	\$ 609,650
Fund balance, beginning of year	\$ 8,186,838	\$ -	\$ 514,789	\$ 570,931	\$ 9,272,558
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Fund balance, end of year	\$ 9,169,695	\$ 8,400	\$ 154,548	\$ 551,150	\$ 9,883,793

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-038**

RESOLUTION TO ADOPT THE LAND ACKNOWLEDGEMENT AS POLICY

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 28th day of October 2024, at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1) To adopt the following Land Acknowledgement as policy:

The Ann Arbor District Library acknowledges that it benefits from the colonization of Indigenous lands. The Library pledges to support Indigenous people and culture through partnership with, and recognition of, Anishinaabek artists, writers, teachers, and performers.

- 2) All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Catherine Hadley, Board Secretary

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-179**

**RESOLUTION TO TRANSFER \$2,446,201 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 28th day of October, 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To transfer \$2,446,201 from the undesignated Fund Balance to the Capital Projects 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

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-180**

**RESOLUTION TO TRANSFER \$80,000 FROM THE FUND BALANCE TO THE
SPECIAL 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 28th day of October, 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) To transfer \$80,000 from the undesignated Fund Balance to the Special Projects 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

**BOARD OF TRUSTEES OF
ANN ARBOR DISTRICT LIBRARY
RESOLUTION 24-181**

**RESOLUTION OF THANKS TO KELLY KONARSKE UPON HER
RETIREMENT**

Minutes of a regular meeting of the Board of Trustees of the Ann Arbor District Library, County of Washtenaw, Michigan, held in the City of Ann Arbor, on the 28th day of October, 2024 at 7:00 p.m.

PRESENT:

ABSENT:

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

THE BOARD RESOLVES:

- 1.) That it would like to officially thank Kelly Konarske upon her retirement for her dedicated service as an employee of the Ann Arbor District Library from July 7, 2003 to November 2, 2024 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

NAYS:

RESOLUTION DECLARED ADOPTED.

Catherine Hadley, Board 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