

**Dexter District Library**  
**Board of Trustees - Meeting Agenda**  
**December 5, 2022 - 7:00 p.m.**

Board meetings are in-person events in the Library's Lower Level Meeting Room

- 1) Call to order, attendance and introductions (7:00 pm)
- 2) Approval of agenda – **action item**
- 3) Oath of Office
- 4) Approval of minutes from the November 7, 2022 Board meeting – **action items**
- 5) Public comment
  - Prearranged public comment – none
  - General public comment
- 6) Audit presentation – Ailie Weaver and Hannah Hartenburg, Maner Costerisan
- 7) Consent agenda – **action item**
  - Library Director's narrative report
  - Friends of the Library Report (contained in Director's narrative report)
  - Balance sheets
  - Michigan CLASS report
  - Library statistical report
  - Committee meeting minutes
  - Items from Legislature, MLA, TLN, AAACF, local municipalities
  - Patron comments
- 8) Treasurer's Report (7:20 pm)
  - Approval of bills paid during November 2022 – **action item**
  - Budget changes – Altech expansion tank replacement – see Treasurer's Report – **action item**
  - Reimbursements – none
- 9) Administrative Items (7:40 pm)
  - Anniversaries – Technology Librarian, Scott Wright (12 yrs); Library Director, Paul McCann (28 yrs)
- 10) Old Business (8:00 pm)
  - Millage renewal
- 11) New Business (8:30 pm)
  - Director's evaluation
  - Strategic Planning
  - Wage review – Finance Committee
- 12) Public comment
- 13) Board member comments
- 14) Adjourn (8:59 pm)



**Dexter District Library Board of Trustees**

**DRAFT -Meeting Minutes**

November 7, 2022

7:00 p.m.

Members present: Barbara Davenport, Martha Gregg, Donna Palmer, Sherry Simpson, Shelly Vrsek

Members absent: Cassy Korinek, Jim LaVoie, No representative has yet been appointed by Dexter Township

Others present: James Estill  
Paul McCann, Library Director  
Michelle Joppeck, Recording Secretary

President Vrsek called the meeting to order at 7:11 p.m.

Vrsek called for additions/changes to the presented agenda. No additions or changes were requested. Davenport moved to approve the meeting agenda as presented. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=3. Motion carried.

Vrsek called for corrections to the minutes of the October 3, 2022 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the October 3, 2022 regular Board Meeting as presented. Second by Gregg. A voice vote. Aye=all, nay=none, absent=3. Motion carried.

**Public Comment:** None.

**Consent Agenda:** Vrsek called for consideration of the Consent agenda, including the following: Library Director's narrative report; Friends of the Library report; Balance Sheets; Michigan Class report; Library statistical report; Committee meeting minutes; items from Legislature, local municipalities and other organizations; and patron comments. Davenport moved to approve the Consent agenda. Second by Palmer. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Circulation Statistics:** Statistical charts for the month of October 2022 were available for review:

**October 2022**

Circulation Statistics	October
Adult Books	3639
Young Adult Books	670
Children's Books	8190

Magazines	154
DVD	1672
Books on CD	343
Music CD	239
Realia/Objects/Equip	35
Overdrive	3237
hoopla	1805
Kanopy	348
Renewals via web	972
Auto-renewals	9478
In-House	2098
<b>Total</b>	<b>32880</b>
Library visits	9912
Reference questions	2043
Items withdrawn	737
New items added	979
Total holdings	114145
New cards issued	58
Total card holders	11249
Internet usage	1702
Museum/Park Pass	15
Web site visits	10121
Program attendance	1253
Fax	23
ILL lent out	1701
ILL borrowed	2323
In-house renewals	2098
Unique borrowers	1702

**Treasurer's Report:** McCann presented the current Treasurer's report. The paid bills for the month of October and the beginning of November were reviewed. Simpson moved to approve the bills paid in the month of October and the beginning of November. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Budget Changes:** McCann suggested a budget change for line 101-901-972 Capital Replacement as outlined in the Treasurer's Report. Simpson moved to allocate \$2,970.00 from unbudgeted income over expenses to line item 101-901-972 Capital Replacement to cover the cost of installing the new water fountains. This allocation will reduce surplus income over expenses from \$30,048.00 to \$27,078.00. Second by Gregg. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Reimbursement:** McCann presented a reimbursement request from Krista Pedersen for programming supplies she purchased for children's events. Receipts for the purchase were available for review. Davenport moved to approve the reimbursement amount of \$163.21 to Krista Pedersen. Second by Simpson. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Personnel:** Library staff reaching their anniversary date of hire in the month of November include: Library Assistants Jane Anderson (6 years) and Ann Smart (16 years). Wage increases were included with the January wage rate adjustments and therefore no Board action was necessary for Anderson and Smart.

McCann also noted the recent new hire for the open Library Page position: Ella Nickerson. Gregg moved to approve the new hire of E. Nickerson with a starting wage of \$9.87/hour. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Old Business:**

The election for the millage renewal happening tomorrow was discussed. Many people have reported that they have already voted via absentee ballot. The rise of voting absentee moves up the period to get the information out and attempt to convince voters. It also may change the cost of running a special election should the millage proposal not pass tomorrow. If the Michigan Proposal 2 passes tomorrow, that might also change the timing of getting future millage renewal information out.

Board term discussion will be put on hold until after the New Year. We currently have 5 seats that renew in the same year. Research would need to be done to see how the schedule got off. Then a decision would be made about whether to attempt to get the schedule changed and if so, how to do so.

McCann is working on figuring out how to respond to Schindler's elevator recommendation to change the elevator hydraulic oil in a non-confrontational way. Based on McCann's research, no one else is recommending changing the hydraulic oil that frequently and the other estimate received for replacing the hydraulic oil was significantly cheaper than the quote provided by Schindler.

**New Business:**

**Board Meeting Dates for 2023 and January 2024:** McCann presented the schedule of Board Meeting dates for the upcoming year and requested input on the meeting dates with holiday interference. The Board was in favor of continuing to meet on the 1<sup>st</sup> Monday of the month with the following exceptions: 2<sup>nd</sup> Monday of the month for January 2023 and January 2024, 2<sup>nd</sup> Monday of the month for July due to Independence Day, and 2<sup>nd</sup> Monday of the month for September due to Labor Day. An error was noted and corrected.

**2023 Library Closing Schedule and 2023 Staff Paid Holiday Schedule:** McCann presented the schedule of suggested closing dates and staff paid holidays for the 2023 calendar year and January 2024. Most closing dates are tied to dates that The Library Network will have the

circulation system shut-down for maintenance. There were no suggested changes to either of the schedules.

Simpson moved to approve the schedule of Board Meeting Dates for 2023 and January 2024 as amended, the Library Closing Schedule 2023 and January 2024 as presented, and the Staff Paid Holiday Schedule 2023 as presented. Second by Davenport. A roll call vote was taken. Davenport=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=3. Motion carried.

**Public Comment:** None

**Board Member Comments:** None

**Adjournment:** Having completed all items on the agenda, the meeting was deemed adjourned by consensus at 7:54 p.m.

Respectfully submitted,

Barbara Davenport,  
Secretary

Michelle Joppeck,  
Recording Secretary

## Director's Report

### December 2022 Library Board meeting

The previous meeting was held on Monday, November 7, 2022. The Library did close early, at 6:00 pm, the Wednesday before Thanksgiving and was closed for Thanksgiving Day on Thursday, November 24.

The big news from the month is that the Library's millage was once again approved by the voters of our service area during the November 8 election. The results from Washtenaw County were 8,813 in favor and 3,740 opposed. In the small portion of Livingston County in our service district, Hamburg Township voters approved the millage with 228 voting in favor and 148 opposed. The issue tied in Freedom township with a 3 to 3 vote total and failed in Northfield Township, Precinct 3 with 9 votes in favor and 10 opposed. Approval of the millage will allow the Library to collect this portion of our operating millage through December 2028. The other portion of our operating millage was voted in perpetuity in 1994.

The auditors will be attending the December Board meeting via Zoom. The audit has been distributed electronically to all Board members and hard copies are available now. Once again, the audit provides an unqualified opinion, meaning there were no issues which qualified as material deficiencies.

Foot traffic through the Library remains consistent and the wide variety of programming continues to help bring people in to visit. However, basic visits still remain below pre-pandemic levels. This seems to be related to fewer community groups using the meeting room space. During the course of the month, the Library had 14 reservations from outside groups to use the meeting space. This included some repeat users. The groups included the Huron Commons Homeowners Association, the Friends of the Library Book Sale, Brownie Troop 40698, Washtenaw Area Value Express (The WAVE), The Cubing Club, the Rug Hookers, Chelsea State Bank, Girl Scout Troop 40887 and the Rebekah Harmony Lodge. The Library also saw three groups fail to show up for scheduled meeting room use and we have followed up with those three groups. Granted, the no-shows were close to the Thanksgiving day holiday, but this is more failures to show than the Library usually experiences. The staff have been very proactive with program scheduling and this has led to competition for available time in the meeting rooms between Library programming and public use.

Material borrowing remains consistent with a minor deviation from the previous year. To date, Library use is down 1% from November 2021. Patrons are keeping materials longer with the Library seeing 9,123 automatic renewals during the month. This is nearly double the number of renewals we saw prior to automatic renewal being instituted by the Shared System.

The Youth Department reports that questions regarding when restoration of toys, puzzles and interactive objects will occur in the Youth Department. This is a difficult decision and we are still struggling to find a solution. Current sanitation guidelines for daycare environments recommends cleaning toys after each use. From our pre-pandemic stock of toys, we do not have enough items to provide for single use prior to cleaning. One of the more difficult aspects of reintroducing toys and objects is balancing the comfort levels of parents who are fine with their children using toys in a public environment versus parents who are more cautious. We don't want to put parents (or staff) in positions where children have a bad Library experience because a parent has to deny the child's request to play with toys and/or create a conflict situation with staff when a parent has had to tell a child 'no' and then

is upset with the Library. Unlike school and daycare settings, traffic through the Youth Department consists of random individuals on a daily basis, so sticking to the single use before cleaning is even more important in our environment. We'll continue to look for a viable solution.

While there is a need for resuming staff meetings and all staff in-service, communication will continue through electronic means. Over the course of the Thanksgiving holiday, two different staff members contracted COVID-19 or were notified of close contact exposure. Due to the ongoing isolation protocols, it seems unwise to gather the majority of the staff together for an extended meeting. Staff have taken a variety of approaches to everyday working conditions and less than half of the staff opt to wear masks during regular shifts. Should we gather the staff and have an outbreak, this could cause the Library to close for a period of time. With a lean staffing pattern, isolation requirements for multiple staff members could leave us with too few people to effectively operate the Library.

The Library has issued an RFP to replace the telephone system and initial bids were due on November 30. The Library received six responses and staff are currently reviewing the proposals. A recommendation will be made to the Board for approval. The Library's current phone system was installed with construction of the building and the equipment is beyond end-of-life and cannot be repaired in the event of catastrophic failure. While the system is working properly and the handsets are fully functional, this effort was undertaken to prevent a situation where the phone system failed and we had no way to contact the outside or be contacted by patrons. Additionally, our current phone carrier requires 30 days' notice to terminate and our current contract expires May 1, 2023. The replacement will require a fund balance transfer and to use assigned equipment repair funds to complete the project.

The TLN Board meetings have been canceled for November and December due to the standard meeting day falling close to the Thanksgiving and Christmas holidays.

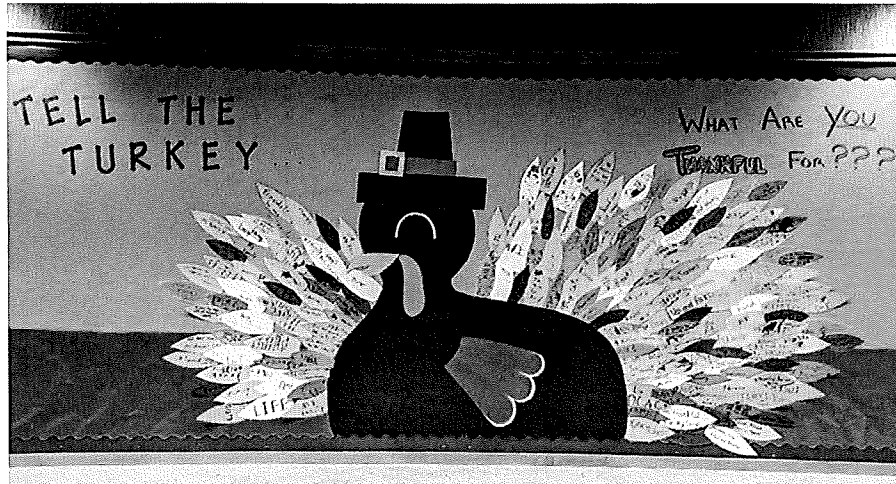
### **Children's Department**

The Youth Department had 11 Fall Story Time sessions this month which wrapped up mid-November. The Toddler and Preschool Story Times as well as the Drop-In sessions reached a combined total of 180 people. The Department also offered two additional programs for ages 5 and under this month. Drop-In Preschool Makerspace had 38 people attend and 50 people came to a special Drop-In Thanksgiving Story Time. Three youth book clubs for kids in young 5s through 4th grade had a combined in-person attendance of 30 people.

A number of programs for the school-aged kids were offered. Drop-In Makerspace had 35 people participate and Lego Challenge, DIY Treasure Box Craft, and Magic Carpet Theatre had a combined total of 73 attendees.

The Teen Department offered six programs during the month, all of which were in-person. Chess Club for kids and teens was very popular with 19 competitors. Book clubs, Teen Advisory Group, Magic the Gathering and Custom Keychain craft had a combined total of 21 attendees.

We also had a passive program this month – "Tell the Turkey... what are you thankful for". Our bulletin board had a big turkey on it and kids would write or draw on a paper feather what they were thankful for and we would add it to the turkey. By Thanksgiving our turkey had 195 colorful feathers!



### **Adult Department**

In November, the Adult Department offered 10 in-person programs and one virtual program. The virtual event, Reel Talk movie discussion is seeing a low turnout with just four people attending.

In-person events included Jackie & Gary Singing the Good Old Songs (17 attended); an Abraham Lincoln impersonator, Kevin Wood, presented 'Lincoln and Thanksgiving' (22 attended); author and historian, Paul Vachon, presented on his latest book "Becoming the Motor City" with 16 people attending; and 26 people attended two movie showings. The Library offered three Thursday morning Restorative Yoga classes before breaking for the Thanksgiving holiday with between 10 to 16 people attending each session. The month's book clubs discussed "Between Hope and Fear" by Michael Kinch (4 attended), "The Island of Sea Women" by Lisa See (8 attended) and "Beautiful Country" by Qian Julian Wang (7 attended).

### **Circulation Department**

November at circulation continued with periods of busyness and then not much foot traffic. We have had a lot of material coming for our patrons in the delivery each day. Many times we are seeing 12 bins arriving from the TLN delivery. MeL items (the statewide system for interlibrary loans) are increasing in volume. We sent out 53 of our own items to libraries around the state during November. Our patrons request a lot of books from the MeL system. It is a wonderful resource for everyone.

Once the fall story times end and people start preparing for the holidays, we traditionally have fewer patrons coming into the Library. This year is no different. After the holiday season, patron usage increases again. We still check in and check out hundreds of children's books. Parents, grandparents or guardians of young children often bring them here to the Library and then bring up 20 to 40 books to the circulation desk to check out and take home.

The Library Pages have been kept very busy with shelving and processing all the new materials. We have received many new books and the Pages have done a great job of covering them and applying all the identifying labels. It is hard to keep up with the amount of new materials that have been received,



but they have done a great job. We are facing a difficult time obtaining clear contact paper to reinforce the paperback books. Several orders from Staples were canceled due to expiring backorder time limits. We have had to resort to Amazon for purchasing the appropriate quantities at reasonable prices.

The circulation staff have continued to be friendly, cheerful, and welcoming to all the patrons that come through our doors.

### **Technology Department**

Scott helped facilitate a vendor walkthrough for the phone replacement project. As part of the walkthrough, we had 11x17 reproductions made of our network architectural drawings. He also began evaluating the phone system replacement bids.

As part of the telephone replacement project, a suggestion was made that the fire alarm annunciators could be converted to a building-wide paging system and Scott explored that issue with our fire alarm vendor. While technically possible, it looks like getting a dedicated paging system is a better option for us versus converting the fire alarm system.

He also assisted Ruth Jansen and Mollie Hall with getting the continuous reel laminator machine operational as well as helping Matt with getting a trail camera mounted for monitoring the lower level emergency exit.

Two classes on Ancestry.com were offered with nine patrons attending. Scott also offered one-on-one technology help with two sessions that were attended. Topics discussed were Microsoft Excel and Windows basics. He also gave tutorials on the basement AV systems to Michelle and several librarian staff.

### **Maintenance Department**

Daily Rain completed winterization for the irrigation system. Matt order 16 bags of softener salt from Champion Water Treatment and Altech successfully replaced the expansion tank for the HVAC system. We received the Mary Rush fall painting back from Saline Frame Co. after we had it restored. The paintings are on fiberboard and, either due to humidity and shrinkage or the original frame not providing enough overlap, the 'fall' scene was popping out of its frame. Hopp Electric was contacted about the magnetic door holds and will be in contact with Riverside while they come out to repair it next week.

Both boilers were malfunctioning on 11/28. Boiler #1 had problems with the I/O board which was fixed. Boiler #2 had a bad capacitor. The capacitor was replaced, but the boiler has since malfunctioned again. Altech has been notified and will be out within the week to get it running again. Boiler #2 also has a combustion motor assembly that is whining and needs to be replaced. This issue is going to require some significant research. Currently, Altech is providing a quote for just under \$6,000 for the combustion motor, citing scarcity and the motor being out of production. The local Aerco boiler representative has been contacted to help determine whether there is an aftermarket/generic motor that can satisfy this replacement and to give a baseline cost on replacing the whole boiler. With general

Internet searching, we have found the same KC1000 series boiler new for just over \$6,000. Similar boilers come up with prices ranging from \$14,000 to \$20,000. An RFP from the Emmet County/Pellston airport was found and they responded that their full boiler replacement with a comparable model ran approximately \$60,000 in 2021. We will try to get some baseline pricing to determine what percentage the cost of repair would be compared to replacing the boiler. The boilers were manufactured in 2008 and installed with construction.

### **Friends of the Library**

The Friends of the Library will hold their December Book Sale the Saturday before the Board meeting. For the December Sale, they also offer a Friday evening pre-sale for Friends members, Library staff and Library Board members. The Friends had recruited a new publicity coordinator, but that person had to back out due to family caregiving responsibilities. The Friends will hold their annual meeting on Tuesday, December 6.

**DEXTER DISTRICT LIBRARY-GENERAL FUND**  
**BALANCE SHEET-PRELIMINARY**  
As of **November 30, 2022**

	Nov 30, 22
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
101-000-001 CSB-CHECKING	975,433.31
<b>Total Checking/Savings</b>	975,433.31
<b>Other Current Assets</b>	
101-000-010 REGISTER CHANGE	217.00
101-000-011 CASH REGISTER	200.00
101-000-012 PETTY CASH	50.00
101-000-013 ACH RECEIVABLES	262,626.53
101-000-056 ACCRUED INT REC	1,874.00
101-000-102 CD 1 FLAGSTAR	262,622.70
101-000-103 CD COMERICA	211,368.00
101-000-106 CD OLD NATIONAL	262,091.05
101-000-107 CD 1 HUNTINGTON	212,186.57
101-000-109 CD NORTHSTAR BANK	261,292.18
101-000-110 CD 2 HUNTINGTON	263,100.83
101-000-111 CD OLD NATIONAL	262,200.79
101-000-112 CD 2 FLAGSTAR	235,382.52
101-000-120 MICHIGAN CLASS	1,020,493.96
<b>Total Other Current Assets</b>	3,255,706.13
<b>Total Current Assets</b>	4,231,139.44
<b>TOTAL ASSETS</b>	<b>4,231,139.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
101-000-203 A/P AUDIT	15,904.20
101-000-228 STATE PAYROLL TAXES	-3,065.96
101-000-229 FEDERAL PR TAX	8,417.07
101-000-231 OTHER PAYABLE	131.60
101-000-232 LIFE INS DEDUCTION	-13.03
101-000-233 TASC-FSA DEDUCTION	25.00
101-000-257 WAGES PAYABLE-AUDIT	26,009.95
101-000-258 FICA PAYABLE-AUDIT	0.19
101-000-259-457 PAYABLE AUDIT	823.73
<b>Total Other Current Liabilities</b>	48,232.75
<b>Total Current Liabilities</b>	48,232.75
<b>Total Liabilities</b>	48,232.75
<b>Equity</b>	
101-000-391 OPENING FUND BAL.	3,106,099.93
101-000-395 ENDING BALANCE	1,316,261.82
Net Income	-239,455.06
<b>Total Equity</b>	4,182,906.69
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,231,139.44</b>

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**DEXTER DISTRICT LIBRARY-GENERAL FUND**  
**STATEMENT OF OPERATIONS-YTD-PRELIMINARY**  
 October through **November 2022**

	Oct - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
MILLAGE REVENUE	0.00	1,664,820.00	-1,664,820.00	0.0%
OTHER INCOME	5,154.13	33,960.00	-28,805.87	15.2%
OTHER MISC REVENUE	1,742.25	54,300.00	-52,557.75	3.2%
PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
<b>Total Income</b>	<b>6,896.38</b>	<b>1,774,330.00</b>	<b>-1,767,433.62</b>	<b>0.4%</b>
<b>Expense</b>				
LIBRARY MATERIALS	31,248.16	329,500.00	-298,251.84	9.5%
<b>OPERATING EXPENSES</b>				
CAPITAL OUTLAY IMPROVE	15,686.95	27,970.00	-12,283.05	56.1%
GENERAL OPERATIONS	53,366.62	345,300.00	-291,933.38	15.5%
WAGES & BENEFITS	146,049.71	1,044,482.00	-898,432.29	14.0%
<b>Total OPERATING EXPENSES</b>	<b>215,103.28</b>	<b>1,417,752.00</b>	<b>-1,202,648.72</b>	<b>15.2%</b>
<b>Total Expense</b>	<b>246,351.44</b>	<b>1,747,252.00</b>	<b>-1,500,900.56</b>	<b>14.1%</b>
<b>Net Income</b>	<b>-239,455.06</b>	<b>27,078.00</b>	<b>-266,533.06</b>	<b>-884.3%</b>

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**DEXTER DISTRICT LIBRARY-GENERAL FUND**  
**STATEMENT OF OPERATIONS-YTD-PRELIMINARY**  
 October through **November 2022**

	Oct - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>MILLAGE REVENUE</b>				
101-000-400 CITY OF DEXTER	0.00	264,700.00	-264,700.00	0.0%
101-000-401 DEXTER TOWNSHIP	0.00	311,649.00	-311,649.00	0.0%
101-000-402 FREEDOM TOWNSHIP	0.00	908.00	-908.00	0.0%
101-000-403 HAMBURG TOWNSHIP	0.00	88,565.00	-88,565.00	0.0%
101-000-404 LIMA TOWNSHIP	0.00	121,537.00	-121,537.00	0.0%
101-000-405 LODI TOWNSHIP	0.00	9,968.00	-9,968.00	0.0%
101-000-406 NORTHFIELD TWP	0.00	2,603.00	-2,603.00	0.0%
101-000-407 SCIO TOWNSHIP	0.00	354,564.00	-354,564.00	0.0%
101-000-408 WEBSTER TOWNSHIP	0.00	509,826.00	-509,826.00	0.0%
101-000-445 DELINQUENT TAX COL	0.00	500.00	-500.00	0.0%
<b>Total MILLAGE REVENUE</b>	<b>0.00</b>	<b>1,664,820.00</b>	<b>-1,664,820.00</b>	<b>0.0%</b>
<b>OTHER INCOME</b>				
101-000-507 GRANT INCOME	0.00	100.00	-100.00	0.0%
101-000-591 FRIENDS OF THE LIBR	0.00	12,000.00	-12,000.00	0.0%
101-000-592 GIFTS/MEMORIALS	1,100.00	7,000.00	-5,900.00	15.7%
101-000-607 FAX SERVICES	31.50	200.00	-168.50	15.8%
101-000-608 PURCHASES	20.50	100.00	-79.50	20.5%
101-000-609 FINES	3,542.38	9,000.00	-5,457.62	39.4%
101-000-610 NON RESIDENT FEES	60.00	360.00	-300.00	16.7%
101-000-627 COPIER	399.75	3,000.00	-2,600.25	13.3%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	0.00	2,000.00	-2,000.00	0.0%
101-000-673 OTHER MISC INCOME	0.00	100.00	-100.00	0.0%
<b>Total OTHER INCOME</b>	<b>5,154.13</b>	<b>33,960.00</b>	<b>-28,805.87</b>	<b>15.2%</b>
<b>OTHER MISC REVENUE</b>				
101-000-573 PERS PROP TAX REIMB	0.00	25,000.00	-25,000.00	0.0%
101-000-575 STATE AID	0.00	18,000.00	-18,000.00	0.0%
101-000-665 INTEREST INCOME	1,742.25	10,000.00	-8,257.75	17.4%
101-000-666 ENDOWMENT INCOME	0.00	1,300.00	-1,300.00	0.0%
<b>Total OTHER MISC REVENUE</b>	<b>1,742.25</b>	<b>54,300.00</b>	<b>-52,557.75</b>	<b>3.2%</b>
<b>PENAL FINES REVENUE</b>				
101-000-581 LV CTY PENAL FINES	0.00	1,250.00	-1,250.00	0.0%
101-000-582 WASHTN CTY PENAL FD	0.00	20,000.00	-20,000.00	0.0%
<b>Total PENAL FINES REVENUE</b>	<b>0.00</b>	<b>21,250.00</b>	<b>-21,250.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>6,896.38</b>	<b>1,774,330.00</b>	<b>-1,767,433.62</b>	<b>0.4%</b>
<b>Expense</b>				
<b>LIBRARY MATERIALS</b>				
101-790-740 ADULT BOOKS	4,446.54	54,000.00	-49,553.46	8.2%
101-790-741 CHILDREN'S BOOKS	7,633.17	75,000.00	-67,366.83	10.2%
101-790-742 PROGRAMMING	4,062.66	50,000.00	-45,937.34	8.1%
101-790-743 ELECTRONIC RESOURCE	880.00	12,000.00	-11,120.00	7.3%
101-790-744 PERIOD & SUBSCRIPT	0.00	8,500.00	-8,500.00	0.0%
101-790-745 BOOKS ON CD-ADULT	353.75	8,000.00	-7,646.25	4.4%
101-790-746 BOOKS ON CD CHILD	836.09	4,000.00	-3,163.91	20.9%
101-790-747 DVD-ADULT	168.58	8,000.00	-7,831.42	2.1%
101-790-748 DVD-CHILD	994.44	8,000.00	-7,005.56	12.4%
101-790-749 AUDIO MUSIC ADULT	0.00	2,500.00	-2,500.00	0.0%
101-790-750 AUDIO MUSIC CHILD	0.00	1,000.00	-1,000.00	0.0%
101-790-751 E-BOOKS/AUDIO	9,790.90	75,000.00	-65,209.10	13.1%
101-790-752 COMMUNITY READ	1,462.00	3,000.00	-1,538.00	48.7%
101-790-753 GRANT PROGRAMMING	0.00	500.00	-500.00	0.0%
101-790-754 NON-TRAD COLLECTION	620.03	20,000.00	-19,379.97	3.1%
<b>Total LIBRARY MATERIALS</b>	<b>31,248.16</b>	<b>329,500.00</b>	<b>-298,251.84</b>	<b>9.5%</b>

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# DEXTER DISTRICT LIBRARY-GENERAL FUND STATEMENT OF OPERATIONS-YTD-PRELIMINARY

October through **November 2022**

	Oct - Nov 22	Budget	\$ Over Budget	% of Budget
<b>OPERATING EXPENSES</b>				
<b>CAPITAL OUTLAY IMPROVE</b>				
101-901-970 CAPITAL OUTLAY IMPR	2,195.59	25,000.00	-22,804.41	8.8%
101-901-972 CAPITAL REPLACEMENT	13,491.36	2,970.00	10,521.36	454.3%
<b>Total CAPITAL OUTLAY IMPROVE</b>	<b>15,686.95</b>	<b>27,970.00</b>	<b>-12,283.05</b>	<b>56.1%</b>
<b>GENERAL OPERATIONS</b>				
101-790-723 PROF DEVELOPMENT	118.00	2,000.00	-1,882.00	5.9%
101-790-727 LIBRARY SUPPLIES	1,011.64	13,000.00	-11,988.36	7.8%
101-790-728 POSTAGE	248.42	1,100.00	-851.58	22.6%
101-790-729 BUILDING SUPPLIES	1,911.17	10,000.00	-8,088.83	19.1%
101-790-800 COOPERATIVE FEES	18,121.94	62,900.00	-44,778.06	28.8%
101-790-801 PROF SERVICES	6,827.00	18,500.00	-11,673.00	36.9%
101-790-802 ATTORNEY FEES	0.00	3,000.00	-3,000.00	0.0%
101-790-803 BOOKKEEPING SERV	1,569.75	13,500.00	-11,930.25	11.6%
101-790-818 INSTITUTION DUE/FEE	0.00	1,500.00	-1,500.00	0.0%
101-790-851 TELEPHONE	339.47	5,200.00	-4,860.53	6.5%
101-790-860 TRANSPORTATION	0.00	1,000.00	-1,000.00	0.0%
101-790-880 ADVERTISING	410.00	2,000.00	-1,590.00	20.5%
101-790-882 NEWSLETTER	0.00	29,000.00	-29,000.00	0.0%
101-790-910 INSURANCE	0.00	22,500.00	-22,500.00	0.0%
101-790-920 UTILITIES	9,412.80	62,500.00	-53,087.20	15.1%
101-790-930 BLDING MAINTENANCE	7,207.71	60,000.00	-52,792.29	12.0%
101-790-932 BUILDING REPAIRS	1,104.30	16,000.00	-14,895.70	6.9%
101-790-934 EQUIPMENT REPAIR	64.96	3,000.00	-2,935.04	2.2%
101-790-936 GROUNDS KEEPING	2,500.00	7,500.00	-5,000.00	33.3%
101-790-940 EQUIPMENT LEASE	1,674.54	7,500.00	-5,825.46	22.3%
101-790-942 MTING ROOM REFUNDS	0.00	100.00	-100.00	0.0%
101-790-956 MISCELLANEOUS	8.20	500.00	-491.80	1.6%
101-790-958 S.E.V. ADJUSTMENT	836.72	3,000.00	-2,163.28	27.9%
<b>Total GENERAL OPERATIONS</b>	<b>53,366.62</b>	<b>345,300.00</b>	<b>-291,933.38</b>	<b>15.5%</b>
<b>WAGES &amp; BENEFITS</b>				
101-790-702 GROSS WAGES	118,396.71	870,378.00	-751,981.29	13.6%
101-790-703 LONGEVITY	500.00	8,500.00	-8,000.00	5.9%
101-790-713 FSA	692.28	4,500.00	-3,807.72	15.4%
101-790-714 EMPLR SHARE (FICA)	9,085.86	66,584.00	-57,498.14	13.6%
101-790-715 MEDICAL REIMBUR	415.44	2,400.00	-1,984.56	17.3%
101-790-716 MEDICAL	10,056.57	62,250.00	-52,193.43	16.2%
101-790-717 LIFE INSURANCE	305.76	1,968.00	-1,662.24	15.5%
101-790-718 457 ANNUITY CONTRB	6,063.68	24,421.00	-18,357.32	24.8%
101-790-719 SHORT TERM DISBLTY	533.41	3,481.00	-2,947.59	15.3%
<b>Total WAGES &amp; BENEFITS</b>	<b>146,049.71</b>	<b>1,044,482.00</b>	<b>-898,432.29</b>	<b>14.0%</b>
<b>Total OPERATING EXPENSES</b>	<b>215,103.28</b>	<b>1,417,752.00</b>	<b>-1,202,648.72</b>	<b>15.2%</b>
<b>Total Expense</b>	<b>246,351.44</b>	<b>1,747,252.00</b>	<b>-1,500,900.56</b>	<b>14.1%</b>
<b>Net Income</b>	<b>-239,455.06</b>	<b>27,078.00</b>	<b>-266,533.06</b>	<b>-884.3%</b>

# DRAFT

**DEXTER DISTRICT LIBRARY-GENERAL FUND**  
**BALANCE SHEET-FINAL**  
As of **October 31, 2022**

	Oct 31, 22
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101-000-001 CSB-CHECKING	1,106,652.24
Total Checking/Savings	1,106,652.24
Other Current Assets	
101-000-010 REGISTER CHANGE	217.00
101-000-011 CASH REGISTER	200.00
101-000-012 PETTY CASH	50.00
101-000-013 ACH RECEIVABLES	262,626.53
101-000-056 ACCRUED INT REC	1,874.00
101-000-102 CD 1 FLAGSTAR	262,622.70
101-000-103 CD COMERICA	211,368.00
101-000-106 CD OLD NATIONAL	262,091.05
101-000-107 CD 1 HUNTINGTON	211,836.46
101-000-109 CD NORTHSTAR BANK	261,292.18
101-000-110 CD 2 HUNTINGTON	262,666.71
101-000-111 CD OLD NATIONAL	262,200.79
101-000-112 CD 2 FLAGSTAR	235,382.52
101-000-120 MICHIGAN CLASS	1,020,493.96
Total Other Current Assets	3,254,921.90
Total Current Assets	4,361,574.14
<b>TOTAL ASSETS</b>	<b>4,361,574.14</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
101-000-203 A/P AUDIT	15,904.20
101-000-228 STATE PAYROLL TAXES	-3,065.96
101-000-229 FEDERAL PR TAX	8,417.07
101-000-231 OTHER PAYABLE	1,604.15
101-000-232 LIFE INS DEDUCTION	-13.03
101-000-233 TASC-FSA DEDUCTION	25.00
101-000-257 WAGES PAYABLE-AUDIT	26,009.95
101-000-258 FICA PAYABLE-AUDIT	0.19
101-000-259-457 PAYABLE AUDIT	823.73
Total Other Current Liabilities	49,705.30
Total Current Liabilities	49,705.30
Total Liabilities	49,705.30
Equity	
101-000-391 OPENING FUND BAL.	3,106,099.93
101-000-395 ENDING BALANCE	1,316,261.82
Net Income	-110,492.91
Total Equity	4,311,868.84
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,361,574.14</b>

FINAL

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Cash Basis

**DEXTER DISTRICT LIBRARY-GENERAL FUND  
STATEMENT OF OPERATIONS-YTD-FINAL**

**October 2022**

	Oct 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
MILLAGE REVENUE	0.00	1,664,820.00	-1,664,820.00	0.0%
OTHER INCOME	3,343.04	33,960.00	-30,616.96	9.8%
OTHER MISC REVENUE	958.02	54,300.00	-53,341.98	1.8%
PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
<b>Total Income</b>	<b>4,301.06</b>	<b>1,774,330.00</b>	<b>-1,770,028.94</b>	<b>0.2%</b>
<b>Expense</b>				
LIBRARY MATERIALS	8,416.58	329,500.00	-321,083.42	2.6%
<b>OPERATING EXPENSES</b>				
CAPITAL OUTLAY IMPROVE	3,715.00	27,970.00	-24,255.00	13.3%
GENERAL OPERATIONS	28,435.26	345,300.00	-316,864.74	8.2%
WAGES & BENEFITS	74,227.13	1,044,482.00	-970,254.87	7.1%
<b>Total OPERATING EXPENSES</b>	<b>106,377.39</b>	<b>1,417,752.00</b>	<b>-1,311,374.61</b>	<b>7.5%</b>
<b>Total Expense</b>	<b>114,793.97</b>	<b>1,747,252.00</b>	<b>-1,632,458.03</b>	<b>6.6%</b>
<b>Net Income</b>	<b>-110,492.91</b>	<b>27,078.00</b>	<b>-137,570.91</b>	<b>-408.1%</b>

**FINAL**



# DEXTER DISTRICT LIBRARY-GENERAL FUND STATEMENT OF OPERATIONS-YTD-FINAL

October 2022

	Oct 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
<b>MILLAGE REVENUE</b>				
101-000-400 CITY OF DEXTER	0.00	264,700.00	-264,700.00	0.0%
101-000-401 DEXTER TOWNSHIP	0.00	311,649.00	-311,649.00	0.0%
101-000-402 FREEDOM TOWNSHIP	0.00	908.00	-908.00	0.0%
101-000-403 HAMBURG TOWNSHIP	0.00	88,565.00	-88,565.00	0.0%
101-000-404 LIMA TOWNSHIP	0.00	121,537.00	-121,537.00	0.0%
101-000-405 LODI TOWNSHIP	0.00	9,968.00	-9,968.00	0.0%
101-000-406 NORTHFIELD TWP	0.00	2,603.00	-2,603.00	0.0%
101-000-407 SCIO TOWNSHIP	0.00	354,564.00	-354,564.00	0.0%
101-000-408 WEBSTER TOWNSHIP	0.00	509,826.00	-509,826.00	0.0%
101-000-445 DELINQUENT TAX COL	0.00	500.00	-500.00	0.0%
<b>Total MILLAGE REVENUE</b>	<b>0.00</b>	<b>1,664,820.00</b>	<b>-1,664,820.00</b>	<b>0.0%</b>
<b>OTHER INCOME</b>				
101-000-507 GRANT INCOME	0.00	100.00	-100.00	0.0%
101-000-591 FRIENDS OF THE LIBR	0.00	12,000.00	-12,000.00	0.0%
101-000-592 GIFTS/MEMORIALS	100.00	7,000.00	-6,900.00	1.4%
101-000-607 FAX SERVICES	15.30	200.00	-184.70	7.7%
101-000-608 PURCHASES	7.75	100.00	-92.25	7.8%
101-000-609 FINES	3,046.89	9,000.00	-5,953.11	33.9%
101-000-610 NON RESIDENT FEES	0.00	360.00	-360.00	0.0%
101-000-627 COPIER	173.10	3,000.00	-2,826.90	5.8%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	0.00	2,000.00	-2,000.00	0.0%
101-000-673 OTHER MISC INCOME	0.00	100.00	-100.00	0.0%
<b>Total OTHER INCOME</b>	<b>3,343.04</b>	<b>33,960.00</b>	<b>-30,616.96</b>	<b>9.8%</b>
<b>OTHER MISC REVENUE</b>				
101-000-573 PERS PROP TAX REIMB	0.00	25,000.00	-25,000.00	0.0%
101-000-575 STATE AID	0.00	18,000.00	-18,000.00	0.0%
101-000-665 INTEREST INCOME	958.02	10,000.00	-9,041.98	9.6%
101-000-666 ENDOWMENT INCOME	0.00	1,300.00	-1,300.00	0.0%
<b>Total OTHER MISC REVENUE</b>	<b>958.02</b>	<b>54,300.00</b>	<b>-53,341.98</b>	<b>1.8%</b>
<b>PENAL FINES REVENUE</b>				
101-000-581 LV CTY PENAL FINES	0.00	1,250.00	-1,250.00	0.0%
101-000-582 WASHTN CTY PENAL FD	0.00	20,000.00	-20,000.00	0.0%
<b>Total PENAL FINES REVENUE</b>	<b>0.00</b>	<b>21,250.00</b>	<b>-21,250.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>4,301.06</b>	<b>1,774,330.00</b>	<b>-1,770,028.94</b>	<b>0.2%</b>
<b>Expense</b>				
<b>LIBRARY MATERIALS</b>				
101-790-740 ADULT BOOKS	1,523.98	54,000.00	-52,476.02	2.8%
101-790-741 CHILDREN'S BOOKS	16.09	75,000.00	-74,983.91	0.0%
101-790-742 PROGRAMMING	1,087.69	50,000.00	-48,912.31	2.2%
101-790-743 ELECTRONIC RESOURCE	880.00	12,000.00	-11,120.00	7.3%
101-790-744 PERIOD & SUBSCRIPT	0.00	8,500.00	-8,500.00	0.0%
101-790-745 BOOKS ON CD-ADULT	0.00	8,000.00	-8,000.00	0.0%
101-790-746 BOOKS ON CD CHILD	204.95	4,000.00	-3,795.05	5.1%
101-790-747 DVD-ADULT	105.83	8,000.00	-7,894.17	1.3%
101-790-748 DVD-CHILD	698.61	8,000.00	-7,301.39	8.7%
101-790-749 AUDIO MUSIC ADULT	0.00	2,500.00	-2,500.00	0.0%
101-790-750 AUDIO MUSIC CHILD	0.00	1,000.00	-1,000.00	0.0%
101-790-751 E-BOOKS/AUDIO	3,764.40	75,000.00	-71,235.60	5.0%
101-790-752 COMMUNITY READ	0.00	3,000.00	-3,000.00	0.0%
101-790-753 GRANT PROGRAMMING	0.00	500.00	-500.00	0.0%
101-790-754 NON-TRAD COLLECTION	135.03	20,000.00	-19,864.97	0.7%
<b>Total LIBRARY MATERIALS</b>	<b>8,416.58</b>	<b>329,500.00</b>	<b>-321,083.42</b>	<b>2.6%</b>

FINAL

# DEXTER DISTRICT LIBRARY-GENERAL FUND STATEMENT OF OPERATIONS-YTD-FINAL

October 2022

	Oct 22	Budget	\$ Over Budget	% of Budget
<b>OPERATING EXPENSES</b>				
<b>CAPITAL OUTLAY IMPROVE</b>				
101-901-970 CAPITAL OUTLAY IMPR	745.00	25,000.00	-24,255.00	3.0%
101-901-972 CAPITAL REPLACEMENT	2,970.00	2,970.00	0.00	100.0%
<b>Total CAPITAL OUTLAY IMPROVE</b>	<b>3,715.00</b>	<b>27,970.00</b>	<b>-24,255.00</b>	<b>13.3%</b>
<b>GENERAL OPERATIONS</b>				
101-790-723 PROF DEVELOPMENT	118.00	2,000.00	-1,882.00	5.9%
101-790-727 LIBRARY SUPPLIES	405.75	13,000.00	-12,594.25	3.1%
101-790-728 POSTAGE	248.42	1,100.00	-851.58	22.6%
101-790-729 BUILDING SUPPLIES	744.12	10,000.00	-9,255.88	7.4%
101-790-800 COOPERATIVE FEES	14,626.94	62,900.00	-48,273.06	23.3%
101-790-801 PROF SERVICES	0.00	18,500.00	-18,500.00	0.0%
101-790-802 ATTORNEY FEES	0.00	3,000.00	-3,000.00	0.0%
101-790-803 BOOKKEEPING SERV	913.35	13,500.00	-12,586.65	6.8%
101-790-818 INSTITUTION DUE/FEE	0.00	1,500.00	-1,500.00	0.0%
101-790-851 TELEPHONE	339.47	5,200.00	-4,860.53	6.5%
101-790-860 TRANSPORTATION	0.00	1,000.00	-1,000.00	0.0%
101-790-880 ADVERTISING	200.00	2,000.00	-1,800.00	10.0%
101-790-882 NEWSLETTER	0.00	29,000.00	-29,000.00	0.0%
101-790-910 INSURANCE	0.00	22,500.00	-22,500.00	0.0%
101-790-920 UTILITIES	4,761.00	62,500.00	-57,739.00	7.6%
101-790-930 BLDING MAINTENANCE	2,699.19	60,000.00	-57,300.81	4.5%
101-790-932 BUILDING REPAIRS	497.12	16,000.00	-15,502.88	3.1%
101-790-934 EQUIPMENT REPAIR	0.00	3,000.00	-3,000.00	0.0%
101-790-936 GROUNDS KEEPING	2,200.00	7,500.00	-5,300.00	29.3%
101-790-940 EQUIPMENT LEASE	673.70	7,500.00	-6,826.30	9.0%
101-790-942 MTING ROOM REFUNDS	0.00	100.00	-100.00	0.0%
101-790-956 MISCELLANEOUS	8.20	500.00	-491.80	1.6%
101-790-958 S.E.V. ADJUSTMENT	0.00	3,000.00	-3,000.00	0.0%
<b>Total GENERAL OPERATIONS</b>	<b>28,435.26</b>	<b>345,300.00</b>	<b>-316,864.74</b>	<b>8.2%</b>
<b>WAGES &amp; BENEFITS</b>				
101-790-702 GROSS WAGES	59,606.65	870,378.00	-810,771.35	6.8%
101-790-703 LONGEVITY	250.00	8,500.00	-8,250.00	2.9%
101-790-713 FSA	346.14	4,500.00	-4,153.86	7.7%
101-790-714 EMPLR SHARE (FICA)	4,575.96	66,584.00	-62,008.04	6.9%
101-790-715 MEDICAL REIMBUR	230.80	2,400.00	-2,169.20	9.6%
101-790-716 MEDICAL	5,435.38	62,250.00	-56,814.62	8.7%
101-790-717 LIFE INSURANCE	164.64	1,968.00	-1,803.36	8.4%
101-790-718 457 ANNUITY CONTRB	3,337.19	24,421.00	-21,083.81	13.7%
101-790-719 SHORT TERM DISBLTY	280.37	3,481.00	-3,200.63	8.1%
<b>Total WAGES &amp; BENEFITS</b>	<b>74,227.13</b>	<b>1,044,482.00</b>	<b>-970,254.87</b>	<b>7.1%</b>
<b>Total OPERATING EXPENSES</b>	<b>106,377.39</b>	<b>1,417,752.00</b>	<b>-1,311,374.61</b>	<b>7.5%</b>
<b>Total Expense</b>	<b>114,793.97</b>	<b>1,747,252.00</b>	<b>-1,632,458.03</b>	<b>6.6%</b>
<b>Net Income</b>	<b>-110,492.91</b>	<b>27,078.00</b>	<b>-137,570.91</b>	<b>-408.1%</b>

# FINAL

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Cash Basis

**DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND**

**BALANCE SHEET-PRELIMINARY**

As of **November 30, 2022**

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	<u>Nov 30, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	51,102.60
Total Checking/Savings	51,102.60
Other Current Assets	
301-000-120 MICHIGAN CLASS	16,665.10
Total Other Current Assets	16,665.10
Total Current Assets	67,767.70
<b>TOTAL ASSETS</b>	<b>67,767.70</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	-24,493.92
Total Equity	67,767.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>67,767.70</b>

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**DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND**  
**STATEMENT OF OPERATIONS-YTD-PRELIMINARY**  
 October through **November 2022**

	Oct - Nov 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
301-000-400 CITY OF DEXTER	0.00	99,677.00	-99,677.00	0.0%
301-000-401 DEXTER TOWNSHIP	0.00	103,998.00	-103,998.00	0.0%
301-000-402 FREEDOM TOWNSHIP	0.00	303.00	-303.00	0.0%
301-000-403 HAMBURG TOWNSHIP	0.00	29,555.00	-29,555.00	0.0%
301-000-404 LIMA TOWNSHIP	0.00	40,557.00	-40,557.00	0.0%
301-000-405 LODI TOWNSHIP	0.00	3,326.00	-3,326.00	0.0%
301-000-406 NORTHFIELD TOWNSHIP	0.00	869.00	-869.00	0.0%
301-000-407 SCIO TOWNSHIP	0.00	125,995.00	-125,995.00	0.0%
301-000-408 WEBSTER TOWNSHIP	0.00	170,131.00	-170,131.00	0.0%
301-000-445 DELINQUENT TAX COL	0.00	500.00	-500.00	0.0%
301-000-573 PERS PROP TAX REIMB	0.00	10,388.00	-10,388.00	0.0%
301-000-665 INTEREST INCOME	6.08	1,200.00	-1,193.92	0.5%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>6.08</b>	<b>586,499.00</b>	<b>-586,492.92</b>	<b>0.0%</b>
<b>Expense</b>				
301-906-801 PROFESSIONAL SRV	125.00	250.00	-125.00	50.0%
301-906-956 MISCELLANEOUS	0.00	120.00	-120.00	0.0%
301-906-990 DEBT RETIREMENT	24,375.00	588,750.00	-564,375.00	4.1%
<b>Total Expense</b>	<b>24,500.00</b>	<b>589,120.00</b>	<b>-564,620.00</b>	<b>4.2%</b>
<b>Net Income</b>	<b>-24,493.92</b>	<b>-2,621.00</b>	<b>-21,872.92</b>	<b>934.5%</b>

DRAFT



3:29 PM

11/29/22

Cash Basis

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND

BALANCE SHEET-FINAL

As of October 31, 2022

	<u>Oct 31, 22</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	75,602.60
Total Checking/Savings	75,602.60
Other Current Assets	
301-000-120 MICHIGAN CLASS	16,665.10
Total Other Current Assets	16,665.10
Total Current Assets	92,267.70
<b>TOTAL ASSETS</b>	<b>92,267.70</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	6.08
Total Equity	92,267.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>92,267.70</b>

FINAL

3:30 PM

11/29/22

Accrual Basis

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND

STATEMENT OF OPERATIONS-YTD-FINAL

October 2022

	Oct 22	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
301-000-400 CITY OF DEXTER	0.00	99,677.00	-99,677.00	0.0%
301-000-401 DEXTER TOWNSHIP	0.00	103,998.00	-103,998.00	0.0%
301-000-402 FREEDOM TOWNSHIP	0.00	303.00	-303.00	0.0%
301-000-403 HAMBURG TOWNSHIP	0.00	29,555.00	-29,555.00	0.0%
301-000-404 LIMA TOWNSHIP	0.00	40,557.00	-40,557.00	0.0%
301-000-405 LODI TOWNSHIP	0.00	3,326.00	-3,326.00	0.0%
301-000-406 NORTHFIELD TOWNSHIP	0.00	869.00	-869.00	0.0%
301-000-407 SCIO TOWNSHIP	0.00	125,995.00	-125,995.00	0.0%
301-000-408 WEBSTER TOWNSHIP	0.00	170,131.00	-170,131.00	0.0%
301-000-445 DELINQUENT TAX COL	0.00	500.00	-500.00	0.0%
301-000-573 PERS PROP TAX REIMB	0.00	10,388.00	-10,388.00	0.0%
301-000-665 INTEREST INCOME	6.08	1,200.00	-1,193.92	0.5%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>6.08</b>	<b>586,499.00</b>	<b>-586,492.92</b>	<b>0.0%</b>
<b>Expense</b>				
301-906-801 PROFESSIONAL SRV	0.00	250.00	-250.00	0.0%
301-906-956 MISCELLANEOUS	0.00	120.00	-120.00	0.0%
301-906-990 DEBT RETIREMENT	0.00	588,750.00	-588,750.00	0.0%
<b>Total Expense</b>	<b>0.00</b>	<b>589,120.00</b>	<b>-589,120.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>6.08</b>	<b>-2,621.00</b>	<b>2,627.08</b>	<b>-0.2%</b>

FINAL



Summary Statement

November 30, 2022

Page 1 of 4

Investor ID: [REDACTED]

0000423-0002559 PDF 478965

Dexter District Library  
3255 Alpine St  
Dexter, MI 48130

Michigan CLASS

Michigan CLASS

Average Monthly Yield: 3.7783%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
[REDACTED] GENERAL OPERATIONS	1,023,229.07	0.00	0.00	3,182.83	13,774.19	1,024,891.37	1,026,411.90
[REDACTED] DEBT SERVICE	16,709.79	0.00	0.00	51.99	224.97	16,736.94	16,761.78
<b>TOTAL</b>	<b>1,039,938.86</b>	<b>0.00</b>	<b>0.00</b>	<b>3,234.82</b>	<b>13,999.16</b>	<b>1,041,628.31</b>	<b>1,043,173.68</b>

Tel: (855) 382-0496

<https://www.michiganclass.org/>



Account Statement

November 30, 2022

Page 2 of 4

Account Number: [REDACTED]

GENERAL OPERATIONS

Account Summary

Average Monthly Yield: 3.7783%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	1,023,229.07	0.00	0.00	3,182.83	13,774.19	1,024,891.37	1,026,411.90

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2022	Beginning Balance			1,023,229.07	
11/30/2022	Income Dividend Reinvestment	3,182.83			
11/30/2022	Ending Balance			1,026,411.90	

Tel: (855) 382-0496

<https://www.michiganclass.org/>





Account Statement

November 30, 2022

Page 3 of 4

Account Number: [REDACTED]

DEBT SERVICE

Account Summary

Average Monthly Yield: 3.7783%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	16,709.79	0.00	0.00	51.99	224.97	16,736.94	16,761.78

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2022	Beginning Balance			16,709.79	
11/30/2022	Income Dividend Reinvestment	51.99			
11/30/2022	Ending Balance			16,761.78	



Michigan CLASS

Michigan CLASS

Date	Dividend Rate	Daily Yield
11/01/2022	0.000090416	3.3002%
11/02/2022	0.000090605	3.3071%
11/03/2022	0.000091874	3.3534%
11/04/2022	0.000295935	3.6006%
11/05/2022	0.000000000	3.6006%
11/06/2022	0.000000000	3.6006%
11/07/2022	0.000102058	3.7252%
11/08/2022	0.000102931	3.7570%
11/09/2022	0.000103128	3.7642%
11/10/2022	0.000415640	3.7925%
11/11/2022	0.000000000	3.7927%
11/12/2022	0.000000000	3.7927%
11/13/2022	0.000000000	3.7927%
11/14/2022	0.000104321	3.8077%
11/15/2022	0.000105158	3.8383%
11/16/2022	0.000105218	3.8404%
11/17/2022	0.000105664	3.8568%
11/18/2022	0.000318459	3.8746%
11/19/2022	0.000000000	3.8746%
11/20/2022	0.000000000	3.8746%
11/21/2022	0.000106421	3.8844%
11/22/2022	0.000106718	3.8952%
11/23/2022	0.000214674	3.9178%
11/24/2022	0.000000000	3.9178%
11/25/2022	0.000321135	3.9071%
11/26/2022	0.000000000	3.9071%
11/27/2022	0.000000000	3.9071%
11/28/2022	0.000108619	3.9406%
11/29/2022	0.000108160	3.9478%
11/30/2022	0.000108954	3.9769%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



**Finance Committee Meeting  
November 17, 2022  
-DRAFT-Meeting Minutes**

The meeting was called to order at 8:45 am.

Members present: Jim LaVoie, Donna Palmer, Paul McCann  
Members absent: None  
Others present: Michelle Joppeck, Recording Secretary

The presented agenda was approved by consensus.

Minutes from the previous Finance Committee on November 3, 2022 were included/approved with the prior Board Packet and were not reviewed at this meeting.

The upcoming potential minimum wage change was discussed at length. The options for what the courts and legislature may do were discussed. It is very likely that the Michigan minimum wage will be increased to at least \$12.00/hour starting on February 19, 2023. It could possibly be higher if the State Treasurer calculates and adjusts the minimum wage to account for inflation per PA 368.

The ripple effect that this minimum wage increase will have on the payroll structure was discussed. Currently, Library Pages start at \$9.87/hour (current minimum wage) and Library Circulation Clerks start at \$12.02/hour. When the minimum wage increases, if other wages aren't also compensated, then Library Circulation Clerks would only be being paid \$0.02/hour more than Library Pages for having more customer service and technical responsibilities. This would not be fair to the Library Circulation Clerks so their wages would need adjusted. This would cause a cascade through all of the positions.

A proposed adjustment to the payroll schedule was presented as well as comparative wages for libraries in Michigan of similar size and activity as Dexter District Library. The approximate increase on the budget with the presented adjustments to the payroll schedule would be about \$30,000/year. The proposed draft payroll schedule was approved by consensus.

LaVoie requested to see additional information on these libraries such as their overall budget amounts and millage rates in order to make a final decision about the changes to the payroll structure.

The timing for the pay increases was discussed. It was agreed that the normal wage increase should still occur in January and then the minimum wage increase will be a separate increase in February.

Regarding the deductible for the property insurance, the deductible for most of the property coverages is \$250. It was previously brought up that that is low and it was requested to see what savings could be had if the deductible was increased. McCann checked with MML and the representative stated that the premium is the same as if we had a \$1,000 deductible, but

they are offering us that premium with only a \$250 deductible. This is being done as a bonus due to years that they were unable to give a dividend to the policyholders.

LaVoie and Palmer agreed that the Crime Schedule limits are too low. McCann will look into increasing that and what effect that will have on the premium.

The meeting was deemed adjourned at 10:00 a.m.

Respectfully submitted,

Michelle Joppeck  
Recording Secretary

DRAFT

Discussion: Several Board meetings minutes currently on the Township website are not amended (some are drafts and not marked as such) and some minutes are not signed by the Clerk.

Vote: All ayes. Motion carried.

### **BOARD APPOINTMENTS:**

- A. Accept Kimberly Marinelli resignation from the Planning Commission.  
Motion by Nolte: so moved to accept her resignation effective immediately. Motion second by Metz. All ayes. Motion carried.
- C. Introduce and appoint Alicia Abbott to the Planning Commission for the term December 31, 2022 to December 31, 2025.  
Alicia introduced herself as a resident of the township who move here in 2022. She thanked the Board for the opportunity to serve the community.  
Supervisor Ratkovich states the motion: to appoint Alicia Abbot to the Planning Commission for the term December 31, 2022 to December 31, 2025. Nolte: so moved. Motion second by Metz. All ayes. Motion carried.
- B. Introduce and re-appoint Jim Lavoie from October 18, 2022 to September 30, 2026 [to the Dexter Library Board], and [introduce] and appoint James Estill from November 9, 2022 to September 30, 2026 [to the Dexter Library Board].

Jim Lavoie introduced himself and stated he was a 44-year resident and had served on the Dexter Library Board for 28 years and would enjoy reappointment to serving on the board.

Motion by Sanders to reappoint Jim Lavoie to the Dexter Library Board [for the term October 18, 2022 to September 30, 2026]. Motion second by Stamboulellis. All ayes. Motion carried.

James Estill introduced himself as a 10-year resident of Dexter Township.  
Supervisor Ratkovich states the motion: to appoint Jamie Estill to the Dexter Library board [for the term October 18, 2022 to September 30, 2026]. Sikkenga: so moved. Motion second by Metz. All ayes. Motion carried.

### **ORAL REPORTS:**

- A. Rana Emmons/2022 Audit Report  
Rana Emmons was not present at the meeting, no audit report discussion.
- B. Planning Department Update/Director of Planning and Zoning – David Rohr  
DPZ Rohr reported: a) The Steering Committee met in September, b) there were 457 respondents to the township survey, c) a draft of the Master Plan should be available the first of the year, d) digitalization of property files are almost completed, and e) Hillside Acres (Doletzky) will break ground this spring.
- C. Update on WWRA Board – Supervisor Diane Ratkovich

## Treasurer's Report December 2022 Board Meeting

1) Draft reports for General Operations and Debt Service funds for November 2022 are included in the Board packet. Final, reconciled reports for both General Operations and Debt Service through the month of October 2022 are also included.

Current General Fund combined bank balance – \$975,433.31

Current Debt Service Fund balance – \$67,767.70

### Current General Operations Fund Investments

<u>Amount</u>	<u>Institution</u>	<u>Maturity</u>	<u>Type</u>	<u>Account</u>
\$262,622.70	Flagstar (1)	3/21/2023	CD	102
\$211,368.00	Comerica	1/11/2023	CD	103
\$262,091.05	Old National (1)	5/22/2023	CD	106
\$212,186.57	Huntington	12/15/2022	CD	107
\$261,292.18	Northstar	1/17/2023	CD	109
\$263,100.83	Huntington (2)	12/15/2022	CD	110
\$262,200.79	Old National (2)	1/6/2023	CD	111
\$235,382.52	Flagstar (2)	6/6/2023	CD	112
\$1,023,229.07	Michigan CLASS	N/A	Investment	120

2) Review of paid bills from November 2022 – **action item**

3) Budget changes – Motion: Allocate \$10,600.00 from unbudgeted income over expenses to line 101-901-972 Capital Replacement to cover the cost of installing the replacement expansion tank for the HVAC system. This allocation will reduce surplus income over expenses from \$27,078.00 to \$16,478.00 – **action item**

4) Reimbursements – none

Notes:

The Library's audit will be presented by the auditors at the meeting.

CD investment rates continue to see significant interest rate increases. The Michigan CLASS investment pool continues to outpace the CDs, with the daily dividend increasing to 4.0138% on December 2.

Check Register notes:

Altech – check #26342 – expansion tank replacement – quote approved at October Board meeting

Maner Costerisan – check #26333 – substantial portion of audit

Milligan’s Landscape – check #26335 – winter 2022-23 snow plowing deposit

		Target
<u>General Operations - all cash assets</u>		<u>\$4,231,139</u>
General Operations Assigned Funds		
Cash Flow	\$300,000	
Collection Development Reserve Fund	\$200,000	
Programming Reserve Fund	\$200,000	
Capital Project Reserve Fund	\$200,000	
Annual Capital Maintenance Fund	\$237,734	\$237,734
Long-Term Capital Replacement Fund	\$2,680,233	\$2,680,233
Emergency Reserve	\$200,000	
Remaining annual expenses through December	(\$120,000)	
Unassigned Fund Balance	\$93,172	
Total	\$4,231,139	



DEXTER DISTRICT LIBRARY-GENERAL FUND  
A/P CHECK REGISTER

November 8 through December 2, 2022

Type	Date	Num	Split	Debit	Credit	Amount
<b>A CURIOUS KITCHEN</b>						
Bill	11/15/2022	3	101-790-742 PROGRAMMING		125.00	-125.00
Bill Pmt -Check	11/18/2022	26318	101-000-202 ACCOUNTS PAYABLE		125.00	-125.00
<b>ALLIANCE ENTERTAINMENT LLC</b>						
Bill	11/15/2022	PLS68376949	101-790-748 DVD-CHILD		149.98	-149.98
Bill	11/15/2022	PLS68473090	101-790-748 DVD-CHILD		145.85	-145.85
Bill Pmt -Check	11/18/2022	26319	101-000-202 ACCOUNTS PAYABLE		295.83	-295.83
<b>ALTECH MECHANICAL</b>						
Bill	11/29/2022	8630	101-901-972 CAPITAL REPLACEMENT		10,521.36	-10,521.36
Bill Pmt -Check	11/29/2022	26342	101-000-202 ACCOUNTS PAYABLE		10,521.36	-10,521.36
<b>APPLIED CAPITAL LLC</b>						
Bill	11/29/2022	32843543	101-790-940 EQUIPMENT LEASE		461.57	-461.57
Bill Pmt -Check	11/29/2022	26343	101-000-202 ACCOUNTS PAYABLE		461.57	-461.57
<b>APPLIED INNOVATION</b>						
Bill	11/15/2022	2073578	101-790-940 EQUIPMENT LEASE		19.69	-19.69
Bill Pmt -Check	11/18/2022	26320	101-000-202 ACCOUNTS PAYABLE		19.69	-19.69
<b>AT&amp;T MOBILITY</b>						
Bill	11/29/2022	287290549820	101-790-754 NON-TRAD COLLECTION		131.03	-131.03
Bill Pmt -Check	11/29/2022	26344	101-000-202 ACCOUNTS PAYABLE		131.03	-131.03
<b>BAKER &amp; TAYLOR</b>						
Bill	11/15/2022	75024552	101-790-747 DVD-ADULT		62.75	-62.75
Bill	11/15/2022	L3361652	101-790-740 ADULT BOOKS		1,189.31	-1,189.31
Bill Pmt -Check	11/18/2022	26321	101-000-202 ACCOUNTS PAYABLE		1,252.06	-1,252.06
<b>BELLWETHER</b>						
Bill	11/29/2022	162821	101-790-742 PROGRAMMING		350.10	-350.10
Bill Pmt -Check	11/29/2022	26345	101-000-202 ACCOUNTS PAYABLE		350.10	-350.10
<b>BLACKSTONE PUBLISHING</b>						
Bill	11/15/2022	2071895	101-790-746 BOOKS ON CD CHILD		158.65	-158.65
Bill	11/15/2022	2072507	101-790-745 BOOKS ON CD-ADULT		42.95	-42.95
Bill	11/15/2022	2073063	101-790-745 BOOKS ON CD-ADULT		74.98	-74.98
Bill Pmt -Check	11/18/2022	26322	101-000-202 ACCOUNTS PAYABLE		276.58	-276.58
Bill	11/29/2022	2075037	101-790-746 BOOKS ON CD CHILD		225.89	-225.89
Bill	11/29/2022	2073826	101-790-745 BOOKS ON CD-ADULT		69.89	-69.89
Bill Pmt -Check	11/29/2022	26346	101-000-202 ACCOUNTS PAYABLE		295.78	-295.78
<b>CAPSTONE</b>						
Bill	11/29/2022	304657	101-790-741 CHILDREN'S BOOKS		153.67	-153.67
Bill Pmt -Check	11/29/2022	26347	101-000-202 ACCOUNTS PAYABLE		153.67	-153.67
<b>CHELSEA DISTRICT LIBRARY</b>						
Bill	11/29/2022	LOST BOOK	101-000-609 FINES		11.00	-11.00
Bill Pmt -Check	11/29/2022	26348	101-000-202 ACCOUNTS PAYABLE		11.00	-11.00
<b>CINTAS CORPORATION-300</b>						
Bill	11/15/2022	14204261	101-790-930 BLDING MAINTENANCE		224.52	-224.52
Bill Pmt -Check	11/18/2022	26323	101-000-202 ACCOUNTS PAYABLE		224.52	-224.52
<b>CITY OF DEXTER</b>						
Bill	11/29/2022	1012205718	101-790-920 UTILITIES		790.69	-790.69
Bill Pmt -Check	11/29/2022	26349	101-000-202 ACCOUNTS PAYABLE		790.69	-790.69
<b>CRIBLEY DRILLING CO INC</b>						
Bill	11/15/2022	99969	101-790-729 BUILDING SUPPLIES		243.04	-243.04
Bill Pmt -Check	11/18/2022	26324	101-000-202 ACCOUNTS PAYABLE		243.04	-243.04
<b>CRYSTERRA WELLNESS</b>						
Bill	11/15/2022	11-09-2022 INVOICE	101-790-742 PROGRAMMING		525.00	-525.00
Bill Pmt -Check	11/18/2022	26325	101-000-202 ACCOUNTS PAYABLE		525.00	-525.00
<b>DTE ENERGY</b>						
Bill	11/15/2022	910007568348	101-790-920 UTILITIES		3,861.11	-3,861.11
Bill Pmt -Check	11/18/2022	26326	101-000-202 ACCOUNTS PAYABLE		3,861.11	-3,861.11
<b>EHIM</b>						
Bill	11/15/2022	ADM00023198	101-790-716 MEDICAL		2.40	-2.40
Bill Pmt -Check	11/18/2022	26327	101-000-202 ACCOUNTS PAYABLE		2.40	-2.40
<b>EQUITABLE FINANCIAL</b>						
Bill	11/15/2022	765461000	-SPLIT-		2,436.79	-2,436.79
Bill Pmt -Check	11/18/2022	26328	101-000-202 ACCOUNTS PAYABLE		2,436.79	-2,436.79
Bill	11/29/2022	765461 000	-SPLIT-		2,381.38	-2,381.38
Bill Pmt -Check	11/29/2022	26350	101-000-202 ACCOUNTS PAYABLE		2,381.38	-2,381.38
<b>FOUNTAIN PEN WRITING</b>						
Bill	11/29/2022	BECOMING MOTOR CITY	101-790-742 PROGRAMMING		100.00	-100.00
Bill Pmt -Check	11/29/2022	26351	101-000-202 ACCOUNTS PAYABLE		100.00	-100.00
<b>FUN EXPRESS, LLC</b>						
Bill	11/15/2022	720636763-01	101-790-742 PROGRAMMING		216.69	-216.69
Bill Pmt -Check	11/18/2022	26329	101-000-202 ACCOUNTS PAYABLE		216.69	-216.69
Bill	11/29/2022	720915626-01	101-790-742 PROGRAMMING		157.21	-157.21
Bill Pmt -Check	11/29/2022	26352	101-000-202 ACCOUNTS PAYABLE		157.21	-157.21
<b>HOPP ELECTRIC INC</b>						
Bill	11/29/2022	65-79057-3447	101-790-932 BUILDING REPAIRS		607.18	-607.18
Bill Pmt -Check	11/29/2022	26353	101-000-202 ACCOUNTS PAYABLE		607.18	-607.18
<b>HOWELL NATURE CENTER LLC</b>						
Bill	11/15/2022	489211	101-790-742 PROGRAMMING		50.00	-50.00
Bill Pmt -Check	11/18/2022	26330	101-000-202 ACCOUNTS PAYABLE		50.00	-50.00
<b>INGRAM LIBRARY SERVICES</b>						
Bill	11/15/2022	2083960	-SPLIT-		8,146.98	-8,146.98
Bill Pmt -Check	11/18/2022	26331	101-000-202 ACCOUNTS PAYABLE		8,146.98	-8,146.98
<b>LIBRARY IDEAS LLC</b>						
Bill	11/15/2022	94033	101-790-741 CHILDREN'S BOOKS		125.16	-125.16
Bill Pmt -Check	11/18/2022	26332	101-000-202 ACCOUNTS PAYABLE		125.16	-125.16
<b>MANER COSTERISAN</b>						
Bill	11/15/2022	31983	101-790-801 PROF SERVICES		5,220.00	-5,220.00
Bill Pmt -Check	11/18/2022	26333	101-000-202 ACCOUNTS PAYABLE		5,220.00	-5,220.00
<b>MIDWEST TAPE, LLC</b>						
Bill	11/15/2022	502901999	101-790-751 E-BOOKS/AUDIO		3,666.95	-3,666.95
Bill Pmt -Check	11/18/2022	26334	101-000-202 ACCOUNTS PAYABLE		3,666.95	-3,666.95













DEXTER DISTRICT LIBRARY-GENERAL FUND  
A/P CHECK REGISTER

November 8 through December 2, 2022

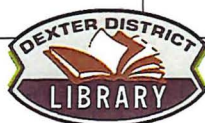
Type	Date	Num	Split	Debit	Credit	Amount
<b>MILLIGAN'S LANDSCAPE SERVICES, LLC</b>						
Bill	11/15/2022	1376	101-790-936 GROUNDS KEEPING		300.00	-300.00
Bill Pmt -Check	11/18/2022	26335	101-000-202 ACCOUNTS PAYABLE		300.00	-300.00
<b>PAMELA ZAUEL</b>						
Bill	11/15/2022	10-26-2022	101-000-609 FINES		12.00	-12.00
Bill Pmt -Check	11/18/2022	26336	101-000-202 ACCOUNTS PAYABLE		12.00	-12.00
<b>PERMA-BOUND</b>						
Bill	11/29/2022	1943687-00	101-790-741 CHILDREN'S BOOKS		60.67	-60.67
Bill Pmt -Check	11/29/2022	26354	101-000-202 ACCOUNTS PAYABLE		60.67	-60.67
<b>SALINE PICTURE FRAME COMPANY</b>						
Bill	11/15/2022	128366	101-790-934 EQUIPMENT REPAIR		64.96	-64.96
Bill Pmt -Check	11/18/2022	26337	101-000-202 ACCOUNTS PAYABLE		64.96	-64.96
<b>SERVICEMASTER</b>						
Bill	11/29/2022	1481	101-790-930 BLDING MAINTENANCE		2,142.00	-2,142.00
Bill Pmt -Check	11/29/2022	26355	101-000-202 ACCOUNTS PAYABLE		2,142.00	-2,142.00
<b>STAPLES BUSINESS ADVANTAGE</b>						
Bill	11/15/2022	3522350944	101-790-727 LIBRARY SUPPLIES		152.81	-152.81
Bill Pmt -Check	11/18/2022	26338	101-000-202 ACCOUNTS PAYABLE		152.81	-152.81
<b>SYNCB/AMAZON</b>						
Bill	11/29/2022	6045787810176616	-SPLIT-		296.00	-296.00
Bill Pmt -Check	11/29/2022	26356	101-000-202 ACCOUNTS PAYABLE		296.00	-296.00
<b>THE CHILD'S WORLD</b>						
Bill	11/29/2022	NA155053	101-790-741 CHILDREN'S BOOKS		329.25	-329.25
Bill Pmt -Check	11/29/2022	26357	101-000-202 ACCOUNTS PAYABLE		329.25	-329.25
<b>THE SBAM PLAN</b>						
Bill	11/15/2022	115972	-SPLIT-		5,023.60	-5,023.60
Bill Pmt -Check	11/18/2022	26339	101-000-202 ACCOUNTS PAYABLE		5,023.60	-5,023.60
<b>VERIZON WIRELESS</b>						
Bill	11/15/2022	9919365771	101-790-754 NON-TRAD COLLECTION		135.03	-135.03
Bill Pmt -Check	11/18/2022	26340	101-000-202 ACCOUNTS PAYABLE		135.03	-135.03
<b>WSR CERTIFIED PUBLIC ACCOUNTANTS</b>						
Bill	11/15/2022	34689	101-790-803 BOOKKEEPING SERV		450.00	-450.00
Bill Pmt -Check	11/18/2022	26341	101-000-202 ACCOUNTS PAYABLE		450.00	-450.00

# DECEMBER 2022 - YOUTH PROGRAMS

SUN	MON	TUE	WED	THU	FRI	SAT
<p><b>In-Person Programs May Require Registration</b>  <b>Check Our Website Calendar Of Events</b></p> <p><b>Dexter District Library * 3255 Alpine Street * Dexter MI 48130 *</b>  <b>(734) 426-4477 * dexter.lib.mi.us</b></p>				<p><b>1</b> Community Conversation with SRSLY Dexter Parents &amp; Adults            7:00 - 8:00 pm  <i>In Person</i>  <b>Registration Required</b></p>	<p><b>2</b> Virtual Cooking Class            Young Fives - Grade 4            4:30 - 5:30 pm  <b>REGISTRATION REQUIRED</b>  <i>Virtual</i></p>	
<p><b>4</b></p> 	<p><b>5</b> Winter Break Reading Challenge            Kids &amp; Teens            Dec. 5 - Jan. 6            Register on the Beanstack App</p>	<p><b>6</b> Lego Challenge            Grades K - 8            4:30 - 5:30 pm  <i>In Person</i>  <b>Registration Required</b></p>	<p><b>7</b> Pint Sized Picassos            Ages 5 &amp; under            11:00 - 11:30 am  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p>	<p><b>8</b> Club Create Book Club            Grades 1 &amp; 2            4:30 - 5:15 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p> 	<p><b>9</b></p>	<p><b>10</b> Teen Advisory Group            Grades 7 - 12            1:00 - 2:00 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p>
<p><b>11</b></p>	<p><b>12</b></p>	<p><b>13</b> Super Stories Book Club            Young Fives &amp; K            4:30 - 5:00 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p> 	<p><b>14</b></p>	<p><b>15</b> All Star Readers Book Club            Grades 3 &amp; 4            4:30 - 5:30 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p> 	<p><b>16</b> Magic: The Gathering            Grades 6 - 12            6:00 - 8:30 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p>	<p><b>17</b> Drop-In Reindeer &amp; Seasonal Crafts            All Ages            10:00 - 11:00 am  <i>In Person</i></p>
<p><b>18</b></p> 	<p><b>19</b> Drop-In Winter Wonderland Story Time            Ages 5 &amp; under            10:30 - 11:00 am  <i>In Person</i></p>	<p><b>20</b> Tween Book Club            Grades 5 &amp; 6            4:30 - 5:30 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p>	<p><b>21</b></p> 	<p><b>22</b></p>	<p><b>23</b></p> 	<p><b>24</b> Library Closed</p>
<p><b>25</b> Library Closed</p>	<p><b>26</b> Registration for Winter Toddler &amp; Preschool Story Time Begins Monday, January 2</p>	<p><b>27</b> Bad Art            Grades 5 - 12            1:30 - 2:45 pm  <i>In Person</i>  <b>REGISTRATION REQUIRED</b></p> 	<p><b>28</b> Drop-In Children's Movie Abominable (PG)            All Ages            10:00 am - 12:00 pm  <i>In Person</i></p>	<p><b>29</b> Drop-in Makerspace            Grades K-8            11:00 am - 12:00 pm  <i>In person</i></p>	<p><b>30</b> Drop-In New Year's Hat and Noisemaker Crafts            All Ages            10:00 - 11:00 am  <i>In Person</i></p>	<p><b>31</b> Library Closed</p> 



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p><b>Wednesday, December 7 at 7:00 pm:</b>  <b>Larry Martin's WWII in Their Own Words:</b>  <b>Colin McKenzie</b>                      In commemoration of the attack on Pearl Harbor, Larry Martin will present his interview with WWII veteran Colin McKenzie, who was aboard the USS Pennsylvania on December 7, 1941. <b>This program will be on Zoom. Registration required.</b></p>			<p>The Library will be <b>CLOSED:</b>                      December 24 &amp; 25                      December 31                      January 1, 2023</p>	<p>1 <b>Gentle Restorative Yoga 9:30 am</b>                      Registration required</p> <p><b>Community Conversation with SRSly Dexter - 7 pm</b></p>	<p>2</p>	<p>3</p> <p>  <b>Used Book Sale</b>                      9 am – 3 pm</p>
4	<p>5</p> <p>  <b>Library Board Meeting 7:00 pm</b>                      Open to the public</p>	<p>6</p> <p><b>Friends of the Library Annual Meeting 7:00 pm</b></p>	<p>7 <b>Larry Martin's WWII in Their Own Words: Colin McKenzie 7:00 pm</b>                      Zoom Program                      Registration</p>	<p>8 <b>Gentle Restorative Yoga 9:30 am</b>                      In person                      Registration required</p> <p></p>	<p>9 <b>Friday Night Movie, 6:00 pm: FATHER STU</b>                      Registration required</p> <p><b>Blood Drive 10 am – 4 pm</b>  </p>	<p>10</p> <p>  <b>Mindful Meditation 9:30 am</b></p>
11	<p>12 <i>Somewhere in Time</i>                      Book Club, 7:00 pm</p>	<p>13 <b>Holiday Stories with the Ann Arbor Storyteller's Guild 7:00 pm</b>                      Registration</p> <p></p>	14	<p>15 <b>Gentle Restorative Yoga 9:30 am</b></p> <p><b>Better Off Read Book Club 1:00 pm</b></p>	<p>16 <b>Afternoon Movie at 1:00 pm: Last Christmas</b>                      In-Person, Registration</p>	17
<p>18</p> <p>                      HAPPY HANUKKAH</p>	<p>19 <b>Reel Talk</b>                      Discussion of: <b>A Promise (2013)</b>                      7:00 pm on Zoom                      Registration</p>	20	21	22	23	<p>24</p> <p><b>LIBRARY CLOSED</b>                      DEC. 24 &amp; 25                      DEC. 31 &amp; JAN. 1</p>
<p>25</p> <p></p>	<p>26</p> <p>                      KWANZAA</p>	27	28	29	30	<p>31</p> <p>                      Happy New Year</p>



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