

Dexter District Library
Board of Trustees - Meeting Agenda
September 11, 2023 - 7:00 pm

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) Approval of minutes from the August 7, 2023 Board meeting – **action item**
- 4) Public comment
 - Prearranged public comment
 - General public comment
- 5) Consent agenda – **action item**
 - Library Director's narrative report
 - Library Statistical Report
 - Friends of the Library Report (contained in Director's narrative report)
 - Balance sheets
 - Michigan CLASS report
 - Committee meeting minutes (all committee meetings canceled in August)
 - Items from Legislature, MLA, TLN, AAACF, local municipalities
 - Patron comments
- 6) Treasurer's Report (7:20 pm)
 - Approval of bills paid during the period since the previous Board meeting – **action item**
 - Budget changes – **action item** (See Treasurer's Report)
 - Reimbursements – none
- 7) Administrative Items (7:40 pm)
 - Anniversaries: Circulation Supervisor, Mary Graulich (29 yrs.); Teen Librarian, Mollie Hall (6 yrs);
Administrative Assistant, Michelle Joppeck (1 yr.); Library Assistants: Abbey Dinsdale (2 yrs.), Melissa
Shaieb (4 yrs.)
- 8) Old Business (8:00 pm)
 - Strategic Planning
 - Circulation desk repair quote – **potential action item**
 - Concrete leveling
 - Positive Pay
 - Inverter battery replacement
- 9) New Business (8:30 pm)
 - Resolution to Adopt the 2023-24 Budget - **action item** (refer to Budget Hearing packet)
 - Approval of 2023 L-4029 – **action item** (refer to Budget Hearing packet)
- 10) Public comment
- 11) Board member comments
- 12) Adjourn (8:59 pm)



Dexter District Library Board of Trustees

DRAFT - Meeting Minutes

August 7, 2023

7:00 p.m.

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

Members absent: Cassy Korinek, Jim LaVoie

Others present: Paul McCann, Library Director
Michelle Jopeck, Recording Secretary

President Vrsek called the meeting to order at 7:04 p.m.

Vrsek called for additions/changes to the presented agenda. No changes or additions were requested. Simpson moved to approve the meeting agenda as presented. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Vrsek called for corrections to the minutes of the July 10, 2023 regular Board Meeting. No corrections were requested. Gregg moved to approve the minutes from the July 10, 2023 regular Board Meeting as presented. Second by Estill. A voice vote. Aye=all, nay=none, absent=2. 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; Library statistical report; items from Legislature, local municipalities and other organizations; and patron comments. Davenport moved to approve the Consent agenda. Second by Simpson. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Circulation Statistics: Statistical charts for the month of July 2023 were available for review.

July 2023

Circulation Statistics	July
Adult Books	4533
Young Adult Books	1094
Children's Books	11301
Magazines	121
DVD	1847
Books on CD	458

Music CD	259
Realia/Objects/Equip	42
Overdrive	3935
hoopla	2133
Kanopy	458
Auto-renewals	9974
In-House	2026
Total	38181

Library visits	14692
Reference questions	2786
Items withdrawn	475
New items added	725
Total holdings	116710
New cards issued	121
Total card holders	11221
Internet usage	1529
Museum/Park Pass	21
Web site visits	11664
Program attendance	4041
Fax	24
ILL lent out	1934
ILL borrowed	2799
Renewals via web	1032
Unique borrowers	2126

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for the month of July were reviewed. Simpson moved to approve the bills paid in the month of July. Second by Gregg. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Positive Pay through Chelsea State Bank was discussed. Due to recent check washing of other library's checks going to Baker & Taylor, discussion has been resumed regarding Positive Pay. The discussion that happened last board meeting was leaning towards starting the Positive Pay program with Chelsea State Bank. Palmer moved to enroll in the bank managed Positive Pay program through Chelsea State Bank at a charge of \$75/month. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Budget Changes: Simpson moved to allocate \$6,000 of unallocated income over expenses to line 101-901-971 – Capital Repairs Annual, increasing that line's budgeted balance from \$6,300 to a new balance of \$12,300 as well as allocate \$9,000 of unallocated income over expenses to line 101-901-972 – Capital Replacement, increasing that line's budgeted balance from \$13,570 to a new balance of \$22,570. Second by Davenport. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Reimbursement: None

Personnel: Library staff reaching their anniversary date of hire in the month of August include Library Assistants Aileen Clark (9 years), Jill Brown (13 years), and Meg Rittenger (9 years) as well as Library Pages Anna Nickerson (1 year) and Isabel McCleary (1 year). All were included in the February 2023 wage rate adjustments, therefore no Board action was necessary.

Library Page Grace Sharon resigned after working at the Library for 2 years in order to attend college. Her last day was 7/23/2023.

Old Business:

Strategic Planning is under way. The planning committee is working on scheduling their first meeting and Fast Forward is working on figuring out their strategy for the community interviews.

We are looking for sometime after August 24 for the Lower Level meeting room A/V upgrades. The amplifier did need to be changed because the original amplifier is on backorder and doesn't look like it would come in time to complete the project. There seems to be an issue with a microphone as well, but it looks like most of the work will be able to be done without that microphone being here.

The second floor lighting project is waiting for the parts and fixtures to come in. They have already been ordered by Hopp and they are waiting for ship dates in order to determine when that project will take place. There is no anticipated closures of the fiction section while the replacement is happening. The public will not be allowed in the sections where the lifts are currently working, but those sections will be available to staff so that everything is still accessible to the patrons.

Doors & Drawers is coming in to measure and give a quote for the circulation desk repair tomorrow. McCann asked the Board if they want to make a decision based on a do not exceed figure or if they want to wait until the next board meeting before making a decision. The Board was interested in seeing Doors & Drawer's quote before moving forward.

New Business:

The Finance Committee is unable to provide a recommendation to the Board on the proposed budget since the most recent Finance Committee meeting did not have a quorum. McCann did present and meet with both members of the Finance Committee separately and both members are comfortable with the budget as presented in the Board packet. On the whole, the proposed budget is conservative on the income section. There is a placeholder in the Wage lines to account for the creation of an Assistant Director position, which at this time would focus on the marketing aspect. The proposed expenses lines do account for inflation and are on the liberal side. It is expected to easily be within the proposed budgeted amounts. LaVoie did request for the Capital Outlay line to be increased in order to have a lower amount of unallocated funds in the budget. Davenport moved to give preliminary approval to the 2023-2024 Fiscal Year Budget. Second by Simpson. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

With the recent Michigan Supreme Court decision regarding premises liability cases, McCann and Erwin did confirm with the City of Dexter which sidewalks are the Library's responsibility. There are a few spots in the Library's responsibility where the sidewalk does need to be leveled and otherwise

corrected. Two quotes have been obtained for completing that work. Work is still being done at comparing and evaluating those quotes. If the Board is ready to issue a "not to exceed" number, that would help McCann and Erwin make their decisions, but would not be necessary. Davenport moved to approve a \$3,000 not to exceed figure for the concrete leveling project. Second by Palmer. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

During the most recent power outage, many of the emergency lights did not come on which means that the batteries in the Inverter have died. A proposal was obtained from Hopp for replacing the batteries in the inverter and is included in the Board packet. Simpson moved to approve the quote from Hopp for \$5,500 for replacing the batteries for the Inverter. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=2. Motion carried.

Public Comment: None

Board Member Comments: None

Adjournment: Having completed all items on the agenda, Simpson moved to adjourn at 8:22 pm. Second by Palmer. A voice vote was taken. Aye=all, nay=none, absent=2. Motion carried.

Respectfully submitted,

Barbara Davenport,
Secretary

Michelle Joppeck,
Recording Secretary

Director's Report

September 11, 2023 Board meeting

August review

Community groups using the Library's meeting room space included the Rug Hookers, the Dexter Bicentennial Committee and Brownie Troop 40698. Meeting room use was interrupted by the technology replacement project, however, meeting room use in August is generally light due to end of summer vacations.

Administration

In early August, the Summer Reading programs came to a close. On the whole, we had another very successful summer of events, with 1,196 children and adults registering for the program and 665 individuals meeting their reading goals over the course of the summer. We will be looking at the Adult SRP over the course of the year to boost next year's participation and completion rates.

August generally sees multiple staff vacations after the completion of the Summer Reading program, but use of the Library also slows down. This can be seen in the overall drop in circulation of 4% from July. Staff do take time to maintain their areas of the collections as well as start the ordering completion process for the fiscal year.

The strategic planning process is well underway. The written community survey is up and available both online and as a paper version at the public service desks. Amanda Standerfer reported a brisk start with 34 surveys received within a few days of the survey release. This was undoubtedly bolstered by the good timing of the newsletter which was delivered to mailboxes only a couple of days after the survey went live. Cindy Fesemeyer is showing good progress on scheduling individual meetings with key community members and has begun arranging both in-person and virtual focus groups. **Board members should mark their calendars for Monday, October 24.** The consultants will be in town and hold an in-person focus group for Library Board members at **7:00 pm**. The Monday was chosen to fit in with standard Monday Board meetings.

The A/V equipment in the lower level meeting room was replaced and the project completed the week of August 28. There is a very noticeable difference in picture quality through the new projector and additional speakers have also improved the sound for movie showings.

The lighting replacement project for the second floor fiction area was completed on September 6. The new fixtures look quite similar to the old ones, but the new LED lights will not require bulb replacement and the fixtures come with a 10-year warranty. The lighting is appropriate based on library lighting standards. There may be some initial comments as the LED lighting is a little cooler than the previous fixtures, but will most likely become unnoticeable over time.

Positive Pay has not been set up as of yet. The director continues to monitor checking account activity on a daily basis.

The concrete leveling project has not been scheduled. Both Director McCann and Maintenance Supervisor Erwin have experienced difficulties getting references to return phone calls.

Replacement of the inverter batteries has also been placed on hold pending further investigation by Hopp and Erwin. It was discovered that the inverter only powers the exterior building and parking lot lights. We will need to investigate why so many of the interior emergency lights were not illuminated during the last power outage. This will require cutting power to each floor during times the Library is not open and mapping any failed emergency lights against the lighting drawings. From there, the battery back-ups will need to be tested in each individual light.

For the September 19 check run, Director McCann will be on vacation. The Board will need to discuss check signing at the meeting. Options could include having Treasurer LaVoie and President Vrsek sign checks when they are ready or holding them until Monday, September 25 for signing and final processing. We will be doing a preemptive transfer to checking to ensure payroll is covered during that week.

Children's Department

The first week of August was the last week of our Summer Reading Program. The Teens had two programs that week with a total participation of 52 teens. MiLibraryQuest: Survive Together Now ran from July 1 through August 5, offering a virtual escape room for teens and tweens across the state of Michigan, including many from Dexter. Teens had an opportunity to earn up to four entries into a prize drawing and some earned additional entries for attending the in-person Michigan Monsters and MiLibraryQuest event as well. Our Library received 98 entries total for this event - well over a third of the entries from the whole State. Most of our teens completed the quest to earn their four entries.

The Summer Reading Wrap Up program was Talewise, an interactive STEM performance, that attracted 88 children and caregivers. We also had several drop-in programs which included Enchanted Forest Crafts, Lego Club, Movie & Popcorn and a Story Time. Those four programs had a combined attendance of 238 people. We wrapped up the Summer Eye Spy game that happens in the Youth Department with 558 kids giving this a try over the course of three months.

We drew names for the Final Prize drawing of the Summer Reading Program and most of the winners have picked up their prizes.

Ruth Jansen is serving as the Youth Department representative for the Library's strategic planning process.

Adult Department

In August, the Library hosted 12 on-site programs and 3 virtual programs. Virtual cooking with Mary Spencer attracted 74 viewers across two programs. The virtual 'Reel Talk' movie discussion program saw minor improvement with five attendees.

Programs held at the Library included Restorative Yoga (66 attendees over four programs), a Red Cross Blood Drive (40 attendees), Friday afternoon movie "Jerry & Marge Go Large" (21 attendees), two card making workshops (33 attendees), and two book clubs reading "The Island at the Center of the World" by Russell Shorto and "This is How It Always Is" by Laurie Frankel (16 attendees). A

program on “Decluttering for the Rest of Us: Methods, Resources, and Motivation to Help You Get Started” attracted 16 participants.

Amy Johnson is serving as the Adult Department representative for the Library’s strategic planning process.

Technology Department

Scott Wright taught two classes on “Getting the Most Out of Your Smart Phone” with 13 people attending. One-on-one technology help was offered Thursday, August 31 with five patrons attending and topics covering Android, Excel, Facebook, and Spotify.

Wright also rolled out a batch of new computers for the Library staff and began installing Office 2021 on the staff computers that did not get upgraded. He also oversaw the lower level A/V installation. A Blu-Ray player that did not meet our specifications was installed and after contacting TELSystems about it, they agreed to provide an upgraded player at no cost to us. Wright contacted Biscom E-Fax technical support about ongoing issues we were seeing at the start of the month. They appear to have rectified the problems we were experiencing. Wright also replaced the Library’s Verizon hotspots after a battery problem was detected upon inspection. The devices were upgraded free of charge by Verizon. He is also serving as the technology representative for the Library’s planning process.

Circulation Department

While July saw as many as 600 patrons a day coming into the Library (the average being 500 a day), the August numbers are gradually declining. We have had an average of 400 patrons come through our doors. We are often very busy in the afternoon and are seeing 9 to 13 bins a day delivered from TLN. There are a lot of items on our hold shelves for patrons to pick up. We are doing many new cards every day. First-time users often comment on what a beautiful Library this is in Dexter. The Library is really the highlight of Dexter for many people.

August is usually a month that has many items being returned after the summer reading programs and this year is no different. The outside and inside drop boxes get really full and the staff work hard to keep up with the influx of items. The pages are doing a fantastic job of getting everything shelved and in order. This year we are fortunate to have two pages who are attending Washtenaw Community College and can work during the day. This really helps to keep the book carts from getting too crowded. We really have a wonderful group of pages: very hard-working and responsible.

We have had a lot of incoming MeL items, averaging about 75 for the month of August. We are so glad to see many of our patrons use this wonderful resource.

Soon Story Time will start again which means mornings will be very busy for the circulation staff. All of the staff like it when we are really busy plus everyone likes to see the small children coming into the Library.

Maintenance

Daily Rain fixed an irrigation leak in the parking lot and are scheduled to winterize the lines. Ken Cook Plumbing replaced the first floor women's sink sensors and the lower level men's right hand sink sensor. The parts were under warranty, but labor was charged. Bestway Cleaning cleaned the grout and tile in the public restrooms. Hopp Electrical inspected the inverter and determined that batteries do not need to be replaced at this time. Hopp also completed the second floor light fixture replacement.

Erwin inspected the roof and cleaned the drains several times this month following storms. The storms also took out a large branch which was cut up and hauled to the curb. He spent a significant amount of time this month cleaning carpet stains and spills as well as cleaning the sidewalk outside of the staff entrance. Erwin cut down a mulberry tree growing near the electrical transformer box and painted over graffiti on the parking lot retaining wall.

Friends of the Library

The Friends of the Library had a very successful Dexter Daze Book Sale, which brought in \$2,698.97. This is on par with last year and sees the sales rebounding from pandemic disruptions.

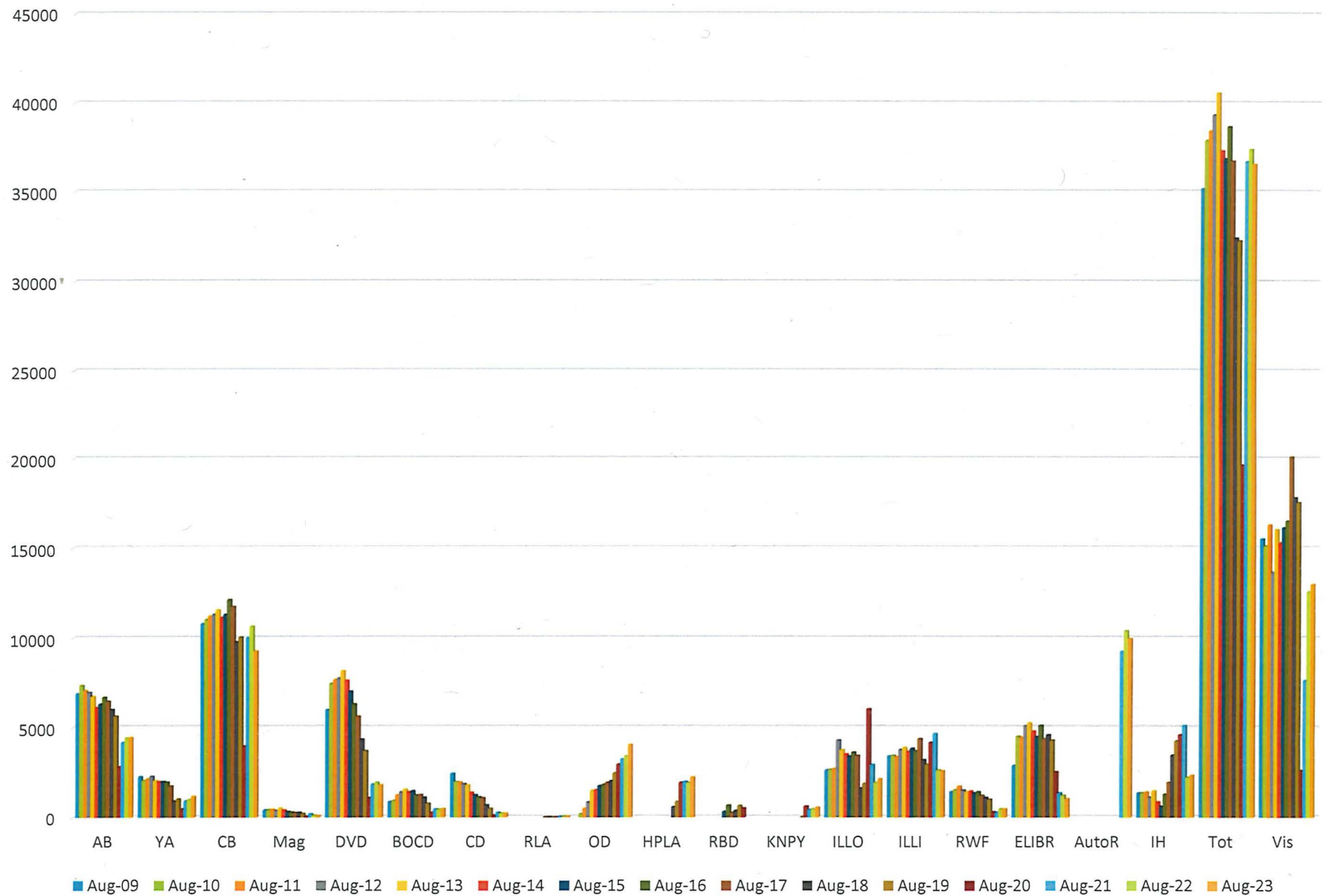
The Friends sponsored the purchase of a "PLAY Table." This is an interactive game table for the youth area and has the following gaming activities: Race, Paint, Snap, Tic Tac Toe, Balloons, Match, Puzzle, Planet, Shapes, Numbers, Words and Quiz.



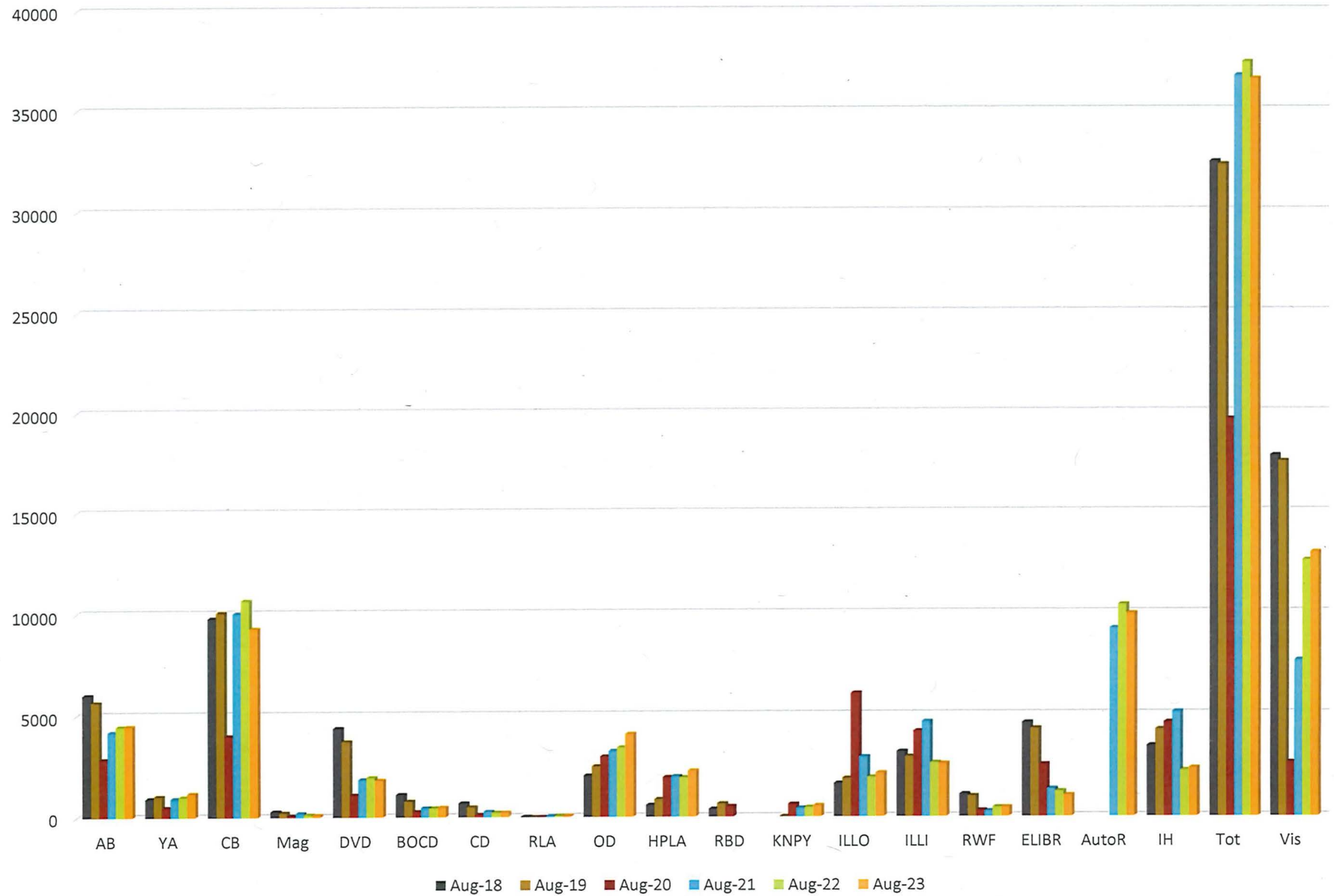
August 2023

Circulation Statistics	August	July	%change
Adult Books	4454	4533	-2%
Young Adult Books	1167	1094	7%
Children's Books	9262	11301	-18%
Magazines	95	121	-21%
DVD	1811	1847	-2%
Books on CD	479	458	5%
Music CD	222	259	-14%
Realia/Objects/Equip	51	42	21%
Overdrive	4045	3935	3%
hoopla	2246	2133	5%
Kanopy	548	458	20%
Auto-renewals	9958	9974	0%
In-House	2351	2026	16%
Total	36689	38181	-4%
Library visits	12994	14692	-12%
Reference questions	2238	2786	-20%
Items withdrawn	1185	475	149%
New items added	1100	725	52%
Total holdings	117521	116710	1%
New cards issued	120	121	-1%
Total card holders	11182	11221	0%
Internet usage	1519	1529	-1%
Museum/Park Pass	19	21	-10%
Web site visits	10534	11664	-10%
Program attendance	1351	4041	-67%
Fax	31	24	29%
ILL lent out	2139	1934	11%
ILL borrowed	2588	2799	-8%
Renewals via web	1041	1032	1%
Unique borrowers	2006	2126	-6%

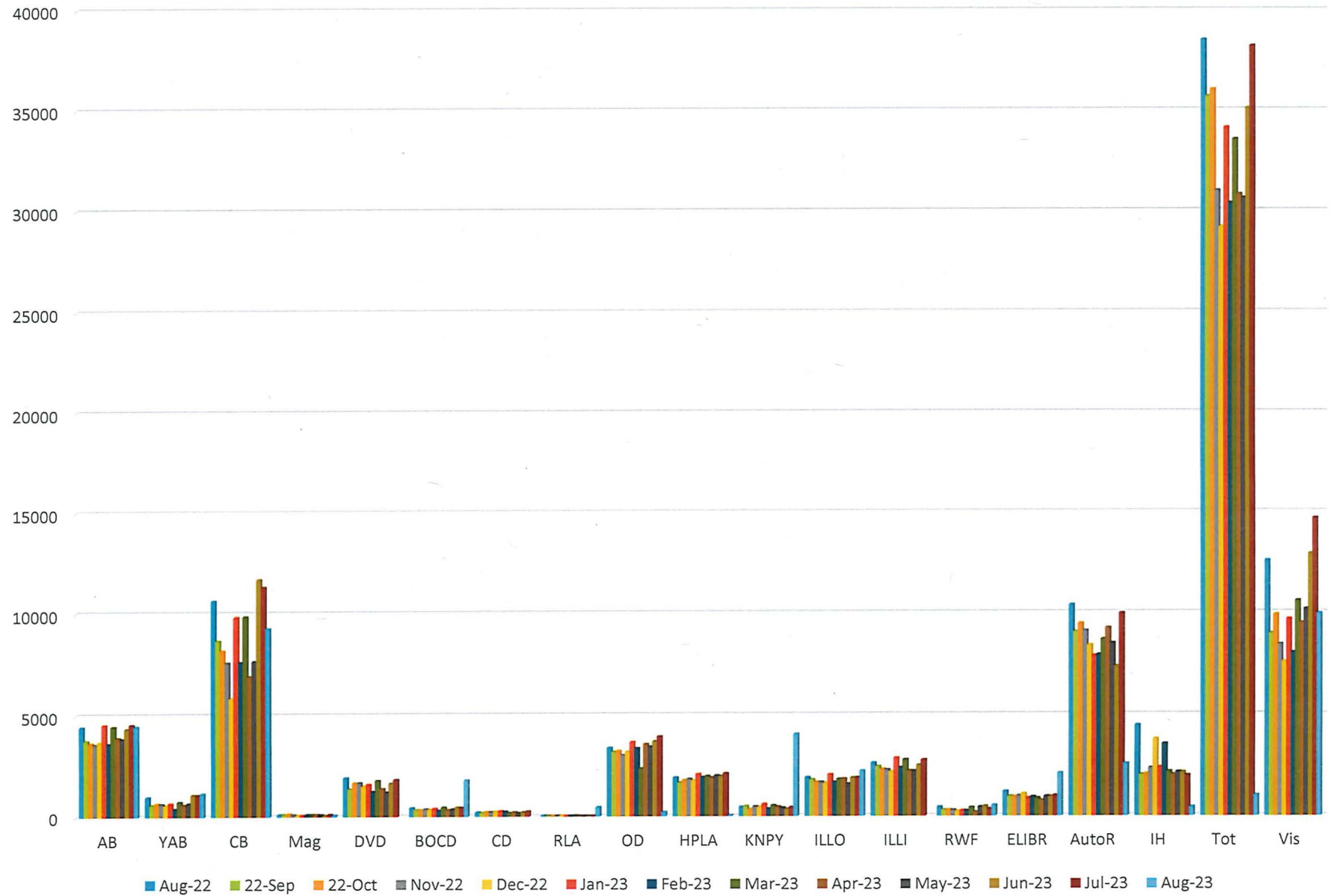
August Circulation - 2009-2023



August Circulation - 2018-2023



2022-23 - 13 month Circulation



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09/05/23

Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND
BALANCE SHEET-PRELIMINARY
 As of August 31, 2023

	Aug 31, 23
ASSETS	
Current Assets	
Checking/Savings	
101-000-001 CSB-CHECKING	1,129,195.49
Total Checking/Savings	1,129,195.49
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	16,172.70
101-000-056 ACCRUED INT REC	1,874.00
101-000-102 CD 1 FLAGSTAR	271,242.02
101-000-103 CD COMERICA	217,155.12
101-000-106 CD OLD NATIONAL	264,549.07
101-000-107 CD 1 HUNTINGTON	216,562.24
101-000-109 CD NORTHSTAR BANK	267,386.48
101-000-110 CD 2 HUNTINGTON	268,526.45
101-000-112 CD 2 FLAGSTAR	238,975.62
101-000-120 MICHIGAN CLASS	1,984,398.10
Total Other Current Assets	3,747,308.80
Total Current Assets	4,876,504.29
TOTAL ASSETS	4,876,504.29
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
101-000-203 A/P AUDIT	19,464.20
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	25.14
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	53,265.44
Total Current Liabilities	53,265.44
Total Liabilities	53,265.44
Equity	
101-000-391 OPENING FUND BAL.	3,106,099.93
101-000-395 ENDING BALANCE	1,316,261.82
Net Income	400,877.10
Total Equity	4,823,238.85
TOTAL LIABILITIES & EQUITY	4,876,504.29

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09/05/23

Cash Basis

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

October 2022 through **August 2023**

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Income				
MILLAGE REVENUE	1,666,068.11	1,664,820.00	1,248.11	100.1%
OTHER INCOME	50,706.90	33,960.00	16,746.90	149.3%
OTHER MISC REVENUE	177,667.96	99,300.00	78,367.96	178.9%
PENAL FINES REVENUE	18,343.32	21,250.00	-2,906.68	86.3%
Total Income	1,912,786.29	1,819,330.00	93,456.29	105.1%
Expense				
LIBRARY MATERIALS	236,537.82	329,500.00	-92,962.18	71.8%
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE	60,460.09	59,870.00	590.09	101.0%
GENERAL OPERATIONS	290,590.97	345,300.00	-54,709.03	84.2%
WAGES & BENEFITS	924,320.31	1,078,930.00	-154,609.69	85.7%
Total OPERATING EXPENSES	1,275,371.37	1,484,100.00	-208,728.63	85.9%
Total Expense	1,511,909.19	1,813,600.00	-301,690.81	83.4%
Net Income	400,877.10	5,730.00	395,147.10	6,996.1%

DRAFT

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09/05/23

Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 October 2022 through **August 2023**

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Income				
MILLAGE REVENUE				
101-000-400 CITY OF DEXTER	264,109.82	264,700.00	-590.18	99.8%
101-000-401 DEXTER TOWNSHIP	313,254.81	311,649.00	1,605.81	100.5%
101-000-402 FREEDOM TOWNSHIP	908.34	908.00	0.34	100.0%
101-000-403 HAMBURG TOWNSHIP	88,403.28	88,565.00	-161.72	99.8%
101-000-404 LIMA TOWNSHIP	120,989.22	121,537.00	-547.78	99.5%
101-000-405 LODI TOWNSHIP	9,967.66	9,968.00	-0.34	100.0%
101-000-406 NORTHFIELD TWP	2,602.52	2,603.00	-0.48	100.0%
101-000-407 SCIO TOWNSHIP	353,334.66	354,564.00	-1,229.34	99.7%
101-000-408 WEBSTER TOWNSHIP	509,791.63	509,826.00	-34.37	100.0%
101-000-445 DELINQUENT TAX COL	2,706.17	500.00	2,206.17	541.2%
Total MILLAGE REVENUE	1,666,068.11	1,664,820.00	1,248.11	100.1%
OTHER INCOME				
101-000-507 GRANT INCOME	100.00	100.00	0.00	100.0%
101-000-591 FRIENDS OF THE LIBR	14,484.69	12,000.00	2,484.69	120.7%
101-000-592 GIFTS/MEMORIALS	12,708.24	7,000.00	5,708.24	181.5%
101-000-607 FAX SERVICES	218.25	200.00	18.25	109.1%
101-000-608 PURCHASES	113.60	100.00	13.60	113.6%
101-000-609 FINES	11,753.96	9,000.00	2,753.96	130.6%
101-000-610 NON RESIDENT FEES	780.00	360.00	420.00	216.7%
101-000-627 COPIER	3,048.20	3,000.00	48.20	101.6%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	2,169.96	2,000.00	169.96	108.5%
101-000-673 OTHER MISC INCOME	5,330.00	100.00	5,230.00	5,330.0%
Total OTHER INCOME	50,706.90	33,960.00	16,746.90	149.3%
OTHER MISC REVENUE				
101-000-573 PERS PROP TAX REIMB	26,968.71	25,000.00	1,968.71	107.9%
101-000-575 STATE AID	21,920.16	18,000.00	3,920.16	121.8%
101-000-665 INTEREST INCOME	127,129.59	55,000.00	72,129.59	231.1%
101-000-666 ENDOWMENT INCOME	1,649.50	1,300.00	349.50	126.9%
Total OTHER MISC REVENUE	177,667.96	99,300.00	78,367.96	178.9%
PENAL FINES REVENUE				
101-000-581 LV CTY PENAL FINES	2,171.62	1,250.00	921.62	173.7%
101-000-582 WASHTN CTY PENAL FD	16,171.70	20,000.00	-3,828.30	80.9%
Total PENAL FINES REVENUE	18,343.32	21,250.00	-2,906.68	86.3%
Total Income	1,912,786.29	1,819,330.00	93,456.29	105.1%
Expense				
LIBRARY MATERIALS				
101-790-740 ADULT BOOKS	39,325.39	54,000.00	-14,674.61	72.8%
101-790-741 CHILDREN'S BOOKS	53,810.70	75,000.00	-21,189.30	71.7%
101-790-742 PROGRAMMING	41,519.12	50,000.00	-8,480.88	83.0%
101-790-743 ELECTRONIC RESOURCE	10,417.58	12,000.00	-1,582.42	86.8%
101-790-744 PERIOD & SUBSCRIPT	5,966.02	8,500.00	-2,533.98	70.2%
101-790-745 BOOKS ON CD-ADULT	3,514.19	8,000.00	-4,485.81	43.9%
101-790-746 BOOKS ON CD CHILD	3,833.96	4,000.00	-166.04	95.8%
101-790-747 DVD-ADULT	4,010.59	8,000.00	-3,989.41	50.1%
101-790-748 DVD-CHILD	2,933.94	8,000.00	-5,066.06	36.7%
101-790-749 AUDIO MUSIC ADULT	1,171.58	2,500.00	-1,328.42	46.9%
101-790-750 AUDIO MUSIC CHILD	488.33	1,000.00	-511.67	48.8%
101-790-751 E-BOOKS/AUDIO	63,171.59	75,000.00	-11,828.41	84.2%
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	4,912.83	20,000.00	-15,087.17	24.6%
Total LIBRARY MATERIALS	236,537.82	329,500.00	-92,962.18	71.8%

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09/05/23

Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 October 2022 through **August 2023**

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE				
101-901-970 CAPITAL OUTLAY IMPR	27,102.86	25,000.00	2,102.86	108.4%
101-901-971 CAPITAL REPAIRS-ANN	11,540.86	12,300.00	-759.14	93.8%
101-901-972 CAPITAL REPLACEMENT	21,816.37	22,570.00	-753.63	96.7%
Total CAPITAL OUTLAY IMPROVE	60,460.09	59,870.00	590.09	101.0%
GENERAL OPERATIONS				
101-790-723 PROF DEVELOPMENT	1,351.00	2,000.00	-649.00	67.6%
101-790-727 LIBRARY SUPPLIES	10,736.66	13,000.00	-2,263.34	82.6%
101-790-728 POSTAGE	1,219.68	1,100.00	119.68	110.9%
101-790-729 BUILDING SUPPLIES	9,814.67	10,000.00	-185.33	98.1%
101-790-800 COOPERATIVE FEES	56,310.71	62,900.00	-6,589.29	89.5%
101-790-801 PROF SERVICES	14,910.95	18,500.00	-3,589.05	80.6%
101-790-802 ATTORNEY FEES	0.00	3,000.00	-3,000.00	0.0%
101-790-803 BOOKKEEPING SERV	10,062.20	13,500.00	-3,437.80	74.5%
101-790-818 INSTITUTION DUE/FEE	1,424.00	1,500.00	-76.00	94.9%
101-790-851 TELEPHONE	4,525.28	5,200.00	-674.72	87.0%
101-790-860 TRANSPORTATION	105.50	1,000.00	-894.50	10.6%
101-790-880 ADVERTISING	761.00	2,000.00	-1,239.00	38.1%
101-790-882 NEWSLETTER	20,145.29	29,000.00	-8,854.71	69.5%
101-790-910 INSURANCE	24,023.00	22,500.00	1,523.00	106.8%
101-790-920 UTILITIES	53,086.40	62,500.00	-9,413.60	84.9%
101-790-930 BLDING MAINTENANCE	58,377.32	60,000.00	-1,622.68	97.3%
101-790-932 BUILDING REPAIRS	9,874.17	16,000.00	-6,125.83	61.7%
101-790-934 EQUIPMENT REPAIR	1,675.05	3,000.00	-1,324.95	55.8%
101-790-936 GROUNDS KEEPING	4,244.98	7,500.00	-3,255.02	56.6%
101-790-940 EQUIPMENT LEASE	6,839.39	7,500.00	-660.61	91.2%
101-790-942 MTING ROOM REFUNDS	50.00	100.00	-50.00	50.0%
101-790-956 MISCELLANEOUS	217.00	500.00	-283.00	43.4%
101-790-958 S.E.V. ADJUSTMENT	836.72	3,000.00	-2,163.28	27.9%
Total GENERAL OPERATIONS	290,590.97	345,300.00	-54,709.03	84.2%
WAGES & BENEFITS				
101-790-702 GROSS WAGES	768,971.61	902,378.00	-133,406.39	85.2%
101-790-703 LONGEVITY	6,250.00	8,500.00	-2,250.00	73.5%
101-790-713 FSA	5,082.30	4,500.00	582.30	112.9%
101-790-714 EMPLR SHARE (FICA)	59,228.22	69,032.00	-9,803.78	85.8%
101-790-715 MEDICAL REIMBUR	2,261.84	2,400.00	-138.16	94.2%
101-790-716 MEDICAL	52,939.80	62,250.00	-9,310.20	85.0%
101-790-717 LIFE INSURANCE	1,752.24	1,968.00	-215.76	89.0%
101-790-718 457 ANNUITY CONTRB	24,775.85	24,421.00	354.85	101.5%
101-790-719 SHORT TERM DISBLTY	3,058.45	3,481.00	-422.55	87.9%
Total WAGES & BENEFITS	924,320.31	1,078,930.00	-154,609.69	85.7%
Total OPERATING EXPENSES	1,275,371.37	1,484,100.00	-208,728.63	85.9%
Total Expense	1,511,909.19	1,813,600.00	-301,690.81	83.4%
Net Income	400,877.10	5,730.00	395,147.10	6,996.1%

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Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND BALANCE SHEET-FINAL

As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
101-000-001 CSB-CHECKING	1,260,903.93
Total Checking/Savings	1,260,903.93
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	1.00
101-000-056 ACCRUED INT REC	1,874.00
101-000-102 CD 1 FLAGSTAR	266,026.95
101-000-103 CD COMERICA	217,155.12
101-000-106 CD OLD NATIONAL	264,549.07
101-000-107 CD 1 HUNTINGTON	216,562.24
101-000-109 CD NORTHSTAR BANK	262,600.82
101-000-110 CD 2 HUNTINGTON	268,526.45
101-000-112 CD 2 FLAGSTAR	238,975.62
101-000-120 MICHIGAN CLASS	1,975,244.77
Total Other Current Assets	3,711,983.04
Total Current Assets	4,972,886.97
TOTAL ASSETS	4,972,886.97
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
101-000-203 A/P AUDIT	19,464.20
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	25.04
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	53,265.34
Total Current Liabilities	53,265.34
Total Liabilities	53,265.34
Equity	
101-000-391 OPENING FUND BAL.	3,106,099.93
101-000-395 ENDING BALANCE	1,316,261.82
Net Income	497,259.88
Total Equity	4,919,621.63
TOTAL LIABILITIES & EQUITY	4,972,886.97

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09/05/23

Cash Basis

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

October 2022 through July 2023

	Oct '22 - Jul 23	Budget	\$ Over Budget	% of Budget
Income				
MILLAGE REVENUE	1,664,685.04	1,664,820.00	-134.96	100.0%
OTHER INCOME	49,862.69	33,960.00	15,902.69	146.8%
OTHER MISC REVENUE	147,476.92	99,300.00	48,176.92	148.5%
PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
Total Income	1,862,024.65	1,819,330.00	42,694.65	102.3%
Expense				
LIBRARY MATERIALS	210,618.33	329,500.00	-118,881.67	63.9%
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE	44,967.10	59,870.00	-14,902.90	75.1%
GENERAL OPERATIONS	268,949.75	345,300.00	-76,350.25	77.9%
WAGES & BENEFITS	840,229.59	1,078,930.00	-238,700.41	77.9%
Total OPERATING EXPENSES	1,154,146.44	1,484,100.00	-329,953.56	77.8%
Total Expense	1,364,764.77	1,813,600.00	-448,835.23	75.3%
Net Income	497,259.88	5,730.00	491,529.88	8,678.2%

FINAL

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09/05/23

Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-FINAL
 October 2022 through **July 2023**

	Oct '22 - Jul 23	Budget	\$ Over Budget	% of Budget
Income				
MILLAGE REVENUE				
101-000-400 CITY OF DEXTER	264,109.82	264,700.00	-590.18	99.8%
101-000-401 DEXTER TOWNSHIP	313,254.81	311,649.00	1,605.81	100.5%
101-000-402 FREEDOM TOWNSHIP	908.34	908.00	0.34	100.0%
101-000-403 HAMBURG TOWNSHIP	88,403.28	88,565.00	-161.72	99.8%
101-000-404 LIMA TOWNSHIP	120,989.22	121,537.00	-547.78	99.5%
101-000-405 LODI TOWNSHIP	9,967.66	9,968.00	-0.34	100.0%
101-000-406 NORTHFIELD TWP	2,602.52	2,603.00	-0.48	100.0%
101-000-407 SCIO TOWNSHIP	353,334.66	354,564.00	-1,229.34	99.7%
101-000-408 WEBSTER TOWNSHIP	509,791.63	509,826.00	-34.37	100.0%
101-000-445 DELINQUENT TAX COL	1,323.10	500.00	823.10	264.6%
Total MILLAGE REVENUE	1,664,685.04	1,664,820.00	-134.96	100.0%
OTHER INCOME				
101-000-507 GRANT INCOME	0.00	100.00	-100.00	0.0%
101-000-591 FRIENDS OF THE LIBR	14,484.69	12,000.00	2,484.69	120.7%
101-000-592 GIFTS/MEMORIALS	12,688.24	7,000.00	5,688.24	181.3%
101-000-607 FAX SERVICES	190.95	200.00	-9.05	95.5%
101-000-608 PURCHASES	106.60	100.00	6.60	106.6%
101-000-609 FINES	11,268.25	9,000.00	2,268.25	125.2%
101-000-610 NON RESIDENT FEES	780.00	360.00	420.00	216.7%
101-000-627 COPIER	2,844.00	3,000.00	-156.00	94.8%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	2,169.96	2,000.00	169.96	108.5%
101-000-673 OTHER MISC INCOME	5,330.00	100.00	5,230.00	5,330.0%
Total OTHER INCOME	49,862.69	33,960.00	15,902.69	146.8%
OTHER MISC REVENUE				
101-000-573 PERS PROP TAX REIMB	26,968.71	25,000.00	1,968.71	107.9%
101-000-575 STATE AID	10,883.18	18,000.00	-7,116.82	60.5%
101-000-665 INTEREST INCOME	107,975.53	55,000.00	52,975.53	196.3%
101-000-666 ENDOWMENT INCOME	1,649.50	1,300.00	349.50	126.9%
Total OTHER MISC REVENUE	147,476.92	99,300.00	48,176.92	148.5%
PENAL FINES REVENUE				
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%
Total PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
Total Income	1,862,024.65	1,819,330.00	42,694.65	102.3%
Expense				
LIBRARY MATERIALS				
101-790-740 ADULT BOOKS	35,417.33	54,000.00	-18,582.67	65.6%
101-790-741 CHILDREN'S BOOKS	49,843.47	75,000.00	-25,156.53	66.5%
101-790-742 PROGRAMMING	37,534.57	50,000.00	-12,465.43	75.1%
101-790-743 ELECTRONIC RESOURCE	10,369.60	12,000.00	-1,630.40	86.4%
101-790-744 PERIOD & SUBSCRIPT	5,966.02	8,500.00	-2,533.98	70.2%
101-790-745 BOOKS ON CD-ADULT	3,228.00	8,000.00	-4,772.00	40.4%
101-790-746 BOOKS ON CD CHILD	3,263.92	4,000.00	-736.08	81.6%
101-790-747 DVD-ADULT	2,631.62	8,000.00	-5,368.38	32.9%
101-790-748 DVD-CHILD	2,776.97	8,000.00	-5,223.03	34.7%
101-790-749 AUDIO MUSIC ADULT	1,160.35	2,500.00	-1,339.65	46.4%
101-790-750 AUDIO MUSIC CHILD	317.01	1,000.00	-682.99	31.7%
101-790-751 E-BOOKS/AUDIO	52,088.61	75,000.00	-22,911.39	69.5%
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	4,558.86	20,000.00	-15,441.14	22.8%
Total LIBRARY MATERIALS	210,618.33	329,500.00	-118,881.67	63.9%

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Cash Basis

DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-FINAL
 October 2022 through **July 2023**

	Oct '22 - Jul 23	Budget	\$ Over Budget	% of Budget
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE				
101-901-970 CAPITAL OUTLAY IMPR	11,609.87	25,000.00	-13,390.13	46.4%
101-901-971 CAPITAL REPAIRS-ANN	11,540.86	12,300.00	-759.14	93.8%
101-901-972 CAPITAL REPLACEMENT	21,816.37	22,570.00	-753.63	96.7%
Total CAPITAL OUTLAY IMPROVE	44,967.10	59,870.00	-14,902.90	75.1%
GENERAL OPERATIONS				
101-790-723 PROF DEVELOPMENT	1,190.50	2,000.00	-809.50	59.5%
101-790-727 LIBRARY SUPPLIES	9,795.55	13,000.00	-3,204.45	75.4%
101-790-728 POSTAGE	1,219.68	1,100.00	119.68	110.9%
101-790-729 BUILDING SUPPLIES	9,033.93	10,000.00	-966.07	90.3%
101-790-800 COOPERATIVE FEES	46,608.14	62,900.00	-16,291.86	74.1%
101-790-801 PROF SERVICES	14,910.95	18,500.00	-3,589.05	80.6%
101-790-802 ATTORNEY FEES	0.00	3,000.00	-3,000.00	0.0%
101-790-803 BOOKKEEPING SERV	9,294.50	13,500.00	-4,205.50	68.8%
101-790-818 INSTITUTION DUE/FEE	1,285.00	1,500.00	-215.00	85.7%
101-790-851 TELEPHONE	4,078.08	5,200.00	-1,121.92	78.4%
101-790-860 TRANSPORTATION	105.50	1,000.00	-894.50	10.6%
101-790-880 ADVERTISING	752.00	2,000.00	-1,248.00	37.6%
101-790-882 NEWSLETTER	20,145.29	29,000.00	-8,854.71	69.5%
101-790-910 INSURANCE	24,023.00	22,500.00	1,523.00	106.8%
101-790-920 UTILITIES	48,418.39	62,500.00	-14,081.61	77.5%
101-790-930 BLDING MAINTENANCE	55,252.80	60,000.00	-4,747.20	92.1%
101-790-932 BUILDING REPAIRS	8,973.30	16,000.00	-7,026.70	56.1%
101-790-934 EQUIPMENT REPAIR	1,675.05	3,000.00	-1,324.95	55.8%
101-790-936 GROUNDS KEEPING	4,244.98	7,500.00	-3,255.02	56.6%
101-790-940 EQUIPMENT LEASE	6,839.39	7,500.00	-660.61	91.2%
101-790-942 MTING ROOM REFUNDS	50.00	100.00	-50.00	50.0%
101-790-956 MISCELLANEOUS	217.00	500.00	-283.00	43.4%
101-790-958 S.E.V. ADJUSTMENT	836.72	3,000.00	-2,163.28	27.9%
Total GENERAL OPERATIONS	268,949.75	345,300.00	-76,350.25	77.9%
WAGES & BENEFITS				
101-790-702 GROSS WAGES	699,341.54	902,378.00	-203,036.46	77.5%
101-790-703 LONGEVITY	6,000.00	8,500.00	-2,500.00	70.6%
101-790-713 FSA	3,807.54	4,500.00	-692.46	84.6%
101-790-714 EMPLR SHARE (FICA)	53,889.10	69,032.00	-15,142.90	78.1%
101-790-715 MEDICAL REIMBUR	2,077.20	2,400.00	-322.80	86.6%
101-790-716 MEDICAL	47,981.63	62,250.00	-14,268.37	77.1%
101-790-717 LIFE INSURANCE	1,591.52	1,968.00	-376.48	80.9%
101-790-718 457 ANNUITY CONTRB	22,763.17	24,421.00	-1,657.83	93.2%
101-790-719 SHORT TERM DISBLTY	2,777.89	3,481.00	-703.11	79.8%
Total WAGES & BENEFITS	840,229.59	1,078,930.00	-238,700.41	77.9%
Total OPERATING EXPENSES	1,154,146.44	1,484,100.00	-329,953.56	77.8%
Total Expense	1,364,764.77	1,813,600.00	-448,835.23	75.3%
Net Income	497,259.88	5,730.00	491,529.88	8,678.2%

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DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND
BALANCE SHEET-PRELIMINARY
As of August 31, 2023

	Aug 31, 23
ASSETS	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	1,560.12
Total Checking/Savings	1,560.12
Other Current Assets	
301-000-120 MICHIGAN CLASS	93,782.92
Total Other Current Assets	93,782.92
Total Current Assets	95,343.04
TOTAL ASSETS	95,343.04
LIABILITIES & EQUITY	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	3,081.42
Total Equity	95,343.04
TOTAL LIABILITIES & EQUITY	95,343.04

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09/05/23

Accrual Basis

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 October 2022 through August 2023

	Oct '22 - Aug 23	Budget	\$ Over Budget	% of Budget
Income				
301-000-400 CITY OF DEXTER	100,059.77	99,677.00	382.77	100.4%
301-000-401 DEXTER TOWNSHIP	104,528.21	103,998.00	530.21	100.5%
301-000-402 FREEDOM TOWNSHIP	303.12	303.00	0.12	100.0%
301-000-403 HAMBURG TOWNSHIP	29,498.69	29,555.00	-56.31	99.8%
301-000-404 LIMA TOWNSHIP	40,371.81	40,557.00	-185.19	99.5%
301-000-405 LODI TOWNSHIP	3,326.27	3,326.00	0.27	100.0%
301-000-406 NORTHFIELD TOWNSHIP	868.45	869.00	-0.55	99.9%
301-000-407 SCIO TOWNSHIP	125,857.61	125,995.00	-137.39	99.9%
301-000-408 WEBSTER TOWNSHIP	170,110.87	170,131.00	-20.13	100.0%
301-000-445 DELINQUENT TAX COL	944.85	500.00	444.85	189.0%
301-000-573 PERS PROP TAX REIMB	8,999.04	10,388.00	-1,388.96	86.6%
301-000-665 INTEREST INCOME	7,212.73	1,200.00	6,012.73	601.1%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
Total Income	592,081.42	586,499.00	5,582.42	101.0%
Expense				
301-906-801 PROFESSIONAL SRV	250.00	250.00	0.00	100.0%
301-906-956 MISCELLANEOUS	0.00	120.00	-120.00	0.0%
301-906-990 DEBT RETIREMENT	588,750.00	588,750.00	0.00	100.0%
Total Expense	589,000.00	589,120.00	-120.00	100.0%
Net Income	3,081.42	-2,621.00	5,702.42	-117.6%

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09/05/23

Accrual Basis

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND

STATEMENT OF OPERATIONS-YTD-FINAL

October 2022 through July 2023

	Oct '22 - Jul 23	Budget	\$ Over Budget	% of Budget
Income				
301-000-400 CITY OF DEXTER	100,059.77	99,677.00	382.77	100.4%
301-000-401 DEXTER TOWNSHIP	104,528.21	103,998.00	530.21	100.5%
301-000-402 FREEDOM TOWNSHIP	303.12	303.00	0.12	100.0%
301-000-403 HAMBURG TOWNSHIP	29,498.69	29,555.00	-56.31	99.8%
301-000-404 LIMA TOWNSHIP	40,371.81	40,557.00	-185.19	99.5%
301-000-405 LODI TOWNSHIP	3,326.27	3,326.00	0.27	100.0%
301-000-406 NORTHFIELD TOWNSHIP	868.45	869.00	-0.55	99.9%
301-000-407 SCIO TOWNSHIP	125,857.61	125,995.00	-137.39	99.9%
301-000-408 WEBSTER TOWNSHIP	170,110.87	170,131.00	-20.13	100.0%
301-000-445 DELINQUENT TAX COL	461.91	500.00	-38.09	92.4%
301-000-573 PERS PROP TAX REIMB	8,999.04	10,388.00	-1,388.96	86.6%
301-000-665 INTEREST INCOME	6,785.47	1,200.00	5,585.47	565.5%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
Total Income	591,171.22	586,499.00	4,672.22	100.8%
Expense				
301-906-801 PROFESSIONAL SRV	250.00	250.00	0.00	100.0%
301-906-956 MISCELLANEOUS	0.00	120.00	-120.00	0.0%
301-906-990 DEBT RETIREMENT	588,750.00	588,750.00	0.00	100.0%
Total Expense	589,000.00	589,120.00	-120.00	100.0%
Net Income	2,171.22	-2,621.00	4,792.22	-82.8%

FINAL

2:30 PM

09/05/23

Cash Basis

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND

BALANCE SHEET-FINAL

As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	19,077.18
Total Checking/Savings	19,077.18
Other Current Assets	
301-000-120 MICHIGAN CLASS	75,355.66
Total Other Current Assets	75,355.66
Total Current Assets	94,432.84
TOTAL ASSETS	94,432.84
LIABILITIES & EQUITY	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	2,171.22
Total Equity	94,432.84
TOTAL LIABILITIES & EQUITY	94,432.84

FINAL



Summary Statement

August 31, 2023

Page 1 of 4

Investor ID: [REDACTED]

0000427-0002690 PDF 565402

Dexter District Library
3255 Alpine St
Dexter, MI 48130

Michigan CLASS

Michigan CLASS

Average Monthly Yield: 5.4438%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
[REDACTED]	GENERAL OPERATIONS	1,975,244.77	0.00	0.00	9,153.33	60,954.59	1,980,072.94	1,984,398.10
[REDACTED]	DEBT SERVICE	75,355.66	18,000.00	0.00	427.26	6,691.07	92,997.95	93,782.92
TOTAL		2,050,600.43	18,000.00	0.00	9,580.59	67,645.66	2,073,070.89	2,078,181.02

Tel: (855) 382-0496

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



Account Statement

August 31, 2023

Page 2 of 4

Account Number: [REDACTED]

GENERAL OPERATIONS

Account Summary

Average Monthly Yield: 5.4438%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	1,975,244.77	0.00	0.00	9,153.33	60,954.59	1,980,072.94	1,984,398.10

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
08/01/2023	Beginning Balance			1,975,244.77	
08/31/2023	Income Dividend Reinvestment	9,153.33			
08/31/2023	Ending Balance			1,984,398.10	



Account Statement

August 31, 2023

Page 3 of 4

Account Number: [REDACTED]

DEBT SERVICE

Account Summary

Average Monthly Yield: 5.4438%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	75,355.66	18,000.00	0.00	427.26	6,691.07	92,997.95	93,782.92

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
08/01/2023	Beginning Balance			75,355.66	
08/02/2023	Contribution	18,000.00			2893984
08/31/2023	Income Dividend Reinvestment	427.26			
08/31/2023	Ending Balance			93,782.92	



Michigan CLASS

Michigan CLASS		
Date	Dividend Rate	Daily Yield
08/01/2023	0.000148019	5.4017%
08/02/2023	0.000148110	5.4060%
08/03/2023	0.000148329	5.4140%
08/04/2023	0.000445425	5.4193%
08/05/2023	0.000000000	5.4193%
08/06/2023	0.000000000	5.4193%
08/07/2023	0.000148643	5.4255%
08/08/2023	0.000148722	5.4283%
08/09/2023	0.000148762	5.4298%
08/10/2023	0.000148895	5.4347%
08/11/2023	0.000447321	5.4424%
08/12/2023	0.000000000	5.4424%
08/13/2023	0.000000000	5.4424%
08/14/2023	0.000149341	5.4509%
08/15/2023	0.000149659	5.4625%
08/16/2023	0.000149697	5.4640%
08/17/2023	0.000150007	5.4721%
08/18/2023	0.000449628	5.4705%
08/19/2023	0.000000000	5.4705%
08/20/2023	0.000000000	5.4705%
08/21/2023	0.000149599	5.4603%
08/22/2023	0.000149820	5.4578%
08/23/2023	0.000149466	5.4555%
08/24/2023	0.000149336	5.4508%
08/25/2023	0.000447804	5.4483%
08/26/2023	0.000000000	5.4483%
08/27/2023	0.000000000	5.4483%
08/28/2023	0.000149063	5.4408%
08/29/2023	0.000149272	5.4484%
08/30/2023	0.000149376	5.4522%
08/31/2023	0.000149635	5.4617%

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.**

Whitmer Proposes Universal FMLA

From : Labor & Employment Law News
<employerservicesgroup@fosterswift.com>

Thu, Sep 07, 2023 12:24 PM

Subject : Whitmer Proposes Universal FMLA

To : Paul McCann <pmccann@dexter.lib.mi.us>

Reply To : employerservicesgroup@fosterswift.com

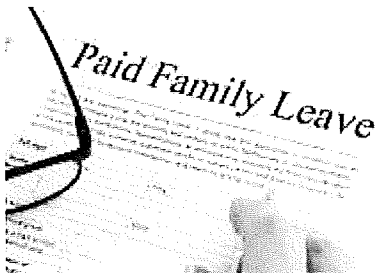
To view a web version of this email please [click here](#).

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Labor & Employment Law News

Whitmer Proposes Universal FMLA: Legislature Likely to Decide by Year-End

September 7, 2023



Gov. Gretchen Whitmer announced her support and request for action to enact a universal paid medical and family leave for Michigan workers. According to Whitmer, the measure would guarantee time off for childbirth or other personal or family health-related issues. She discussed the idea in a recent speech outlining her legislative priorities for the fall.

Although the Governor provided few details in her remarks, two bills ([House Bill 4574](#) & [Senate Bill 332](#)) introduced in the Michigan Legislature earlier this year will likely serve as the starting point in the debate.

As outlined in the proposed legislation, the measure would:

- Cover companies with 50 or more employees.
- Permit all qualified workers to take up to 15 weeks of paid intermittent from work to care for themselves or their families.
- Provide up to 65 percent of a worker's pay.
- Be funded by a payroll tax on employers.

Michigan currently requires employers with at least 50 workers to provide 40 hours of paid leave annually. An eligible worker accrues the benefit and can receive paid time off for their own illness or medical care or to care for a relative.

Whitmer said “it’s time” for Michigan to have a paid family and medical leave act and that the state legislature will take up the bills before the end of 2023.

Foster Swift attorneys will continue to monitor developments and provide updates regarding this important proposed legislation. If you have any questions regarding paid family and medical leave (FMLA) and how the new paid sick leave measure might impact your business, please contact a member of our Employer Services Practice Group:

- [Mike Blum...248.785.4722...mblum@fosterswift.com](mailto:mblum@fosterswift.com)
- [Karl Butterer...616.726.2212...kbutterer@fosterswift.com](mailto:kbutterer@fosterswift.com)
- [Tony Dalimonte...248.785.4733...adalimonte@fosterswift.com](mailto:adalimonte@fosterswift.com)
- [Cliff Hammond...248.538.6324...chammond@fosterswift.com](mailto:chammond@fosterswift.com)

Lansing | Southfield | Grand Rapids | Detroit | Holland | St Joseph

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Treasurer's Report September 2023 Board Meeting

1) Draft reports for General Operations and Debt Service funds for August 2023 are included in the Board packet. Final, reconciled reports for both General Operations and Debt Service through the month of July 2023 are also included.

Current General Fund checking balance – \$1,129,195.49

Current Debt Service Fund balance – \$95,303.04

Current General Operations Fund Investments

<u>Amount</u>	<u>Institution</u>	<u>Maturity</u>	<u>Type</u>	<u>Account</u>
\$271,242.02	Flagstar (1)	2/20/2024	CD	102
\$212,873.99	Comerica	1/11/2024	CD	103
\$264,549.07	Old National (1)	2/22/2024	CD	106
\$216,562.24	Huntington	9/12/2023	CD	107
\$267,386.48	Northstar	2/12/2024	CD	109
\$268,526.45	Huntington (2)	12/14/2023	CD	110
\$235,382.52	Flagstar (2)	9/19/2023	CD	112
\$1,980,072.94	Michigan CLASS	N/A	Investment	120

2) Review of paid bills issued since the previous Board meeting – **action item**

3) Budget changes – Budget changes will be necessary to bring the Capital Outlay section of the budget back into balance. For these motions, no use of fund balance will be required if the following motions are adopted. The changes will be accomplished by assigning unallocated income over expenses.

Motion to approve the following:

- 1) Increase the budgeted balance of income line 101-000-665 – Interest income by \$72,000.00, increasing that line's budgeted balance from \$55,000.00 to \$127,000.00.
- 2) Allocate \$50,000.00 of unallocated income over expenses to line 101-901-972 – Capital Replacement, increasing that line's budgeted balance from \$22,570.00 to \$77,570.00.
- 3) Allocate \$5,000.00 of unallocated income over expenses to line 101-901-970 – Capital Outlay, increasing that line's budgeted balance from \$25,000.00 to \$30,000.00

Remaining income over expenditure will be a positive amount of \$17,730.00. The adjustment in income will better reflect realized income from the previously revised budget figure. With interest rates increasing the Library has received 231% of the revised interest income budget and nearly 13 times the amount originally envisioned in summer 2022.

4) Reimbursements – none

Notes:

The payroll and A/P check through the check run of issued on September 8, 2023 represents the 25th of 26 regular check runs or 96% of expenditures through the fiscal year.

The Library will have an additional A/P check run on September 28, 2023 in order to clear as many of the materials invoices (Ingram, Baker and Taylor, etc.) prior to the close of the fiscal year.

The Michigan CLASS investment fund continues to outpace CD investments, returning a dividend rate of 5.4617% as of August 31, 2023.

Due to the rescheduling of the Board meeting to the second Monday of the month, the check register covers three A/P check runs. We have changed the language on the agenda for bill approval to read 'Approval of bills paid since the previous Board meeting.' We will keep this as standard language for future agendas.

Check Register notes:

Arbor Inspections – check #26813 – annual fire sprinkler inspection
Best Way Carpet – check #26873 – tile and grout cleaning in public restrooms
CDW Government – checks #26817 and 26849 – 2023 computer replacements
Constellation Newenergy – check #26851 – new alternative natural gas supplier
Grace Savercool – check #26881 – patron lost and paid refund
Imperialdade – check #26826 – formerly SF Strong – janitorial supplies
Servicemaster – check #26864 – special post-Dexter Daze Sunday cleaning
TelSystems – check #26867 – second check for lower level A/V equipment purchase – installation check still to come
The Library Network – check #26841 – fourth quarter shared system charges – Federal e-rate grant funds applied to offset total bill – check #26868 – annual charge for Overdrive consortium collection
Washtenaw News – check #26892 – annual charge for newspapers

		Target
General Operations - all cash assets	\$4,876,504	
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	(\$480,000)	
Unassigned Fund Balance	\$378,537	
Total	\$4,876,504	

DEXTER DISTRICT LIBRARY-GENERAL FUND
A/P CHECK REGISTER

August 7 through September 11, 2023

Type	Date	Num	Split	Debit	Credit	Amount
ALLIANCE ENTERTAINMENT LLC						
Bill	08/08/2023	PLS73774073	101-790-750 AUDIO MUSIC CHILD		35.87	-35.87
Bill Pmt -Check	08/08/2023	26810	101-000-202 ACCOUNTS PAYABLE		26.12	-26.12
Bill	08/22/2023	PLS74317559	-SPLIT-		177.19	-177.19
Bill	08/22/2023	PLS74263384	-SPLIT-		124.98	-124.98
Bill Pmt -Check	08/22/2023	26845	101-000-202 ACCOUNTS PAYABLE		302.17	-302.17
Bill	09/05/2023	PLS74354476	101-790-750 AUDIO MUSIC CHILD		24.70	-24.70
Bill Pmt -Check	09/05/2023	26869	101-000-202 ACCOUNTS PAYABLE		24.70	-24.70
AMAZON CAPITAL SERVICES						
Bill	08/08/2023	19FP-7HRV-LW71	101-790-729 BUILDING SUPPLIES		134.03	-134.03
Bill	08/08/2023	1FTD-VWWG-HY36	101-790-742 PROGRAMMING		128.63	-128.63
Bill	08/08/2023	1FXH-6C64-JL31	101-790-742 PROGRAMMING		386.59	-386.59
Bill	08/08/2023	1FTD-VWWG-HCH4	101-790-742 PROGRAMMING		224.32	-224.32
Bill	08/08/2023	1KXR-1FT4-JK67	101-790-742 PROGRAMMING		35.93	-35.93
Bill	08/08/2023	1VHC-PYDG-J99C	101-790-727 LIBRARY SUPPLIES		225.18	-225.18
Bill	08/08/2023	1HCQ-PPPV-HHRF	101-790-742 PROGRAMMING		45.08	-45.08
Bill	08/08/2023	1Q3Q-Q3V1-GQTK	101-790-742 PROGRAMMING		91.43	-91.43
Bill	08/08/2023	11YJ-791N-JK11	101-790-742 PROGRAMMING		6.99	-6.99
Bill	08/08/2023	1LK9-WMY3-HFVY	101-901-970 CAPITAL OUTLAY IMPR		36.99	-36.99
Bill Pmt -Check	08/08/2023	26811	101-000-202 ACCOUNTS PAYABLE		1,315.17	-1,315.17
Bill	09/05/2023	1YXQ-FVGR-7F3Q	101-790-747 DVD-ADULT		71.77	-71.77
Bill	09/05/2023	1YXQ-FVGR-6334	101-901-970 CAPITAL OUTLAY IMPR		77.92	-77.92
Bill	09/05/2023	1X7K-CCWL-4WXC	101-901-970 CAPITAL OUTLAY IMPR		9.99	-9.99
Bill	09/05/2023	1WH3-FPL3-6DQ6	101-790-747 DVD-ADULT		13.99	-13.99
Bill	09/05/2023	1VRK-7V61-7HY1	-SPLIT-		78.99	-78.99
Bill	09/05/2023	1WFX-GHGN-7M9P	101-901-970 CAPITAL OUTLAY IMPR		12.55	-12.55
Bill	09/05/2023	1W4R-CGM7-6N6V	101-790-727 LIBRARY SUPPLIES		99.89	-99.89
Bill	09/05/2023	1FTH-HJHP-99GJ	101-901-970 CAPITAL OUTLAY IMPR		45.98	-45.98
Bill	09/05/2023	1XLR-94TN-4QJP	101-790-742 PROGRAMMING		28.98	-28.98
Bill	09/05/2023	1K34-K3TJ-9FRW	101-790-727 LIBRARY SUPPLIES		179.94	-179.94
Bill Pmt -Check	09/05/2023	26870	101-000-202 ACCOUNTS PAYABLE		568.82	-568.82
ANN ARBOR NEWS						
Bill	09/05/2023	36100-22008612	101-790-744 PERIOD & SUBSCRIPT		135.87	-135.87
Bill Pmt -Check	09/05/2023	26871	101-000-202 ACCOUNTS PAYABLE		135.87	-135.87
ANN ARBOR SYMPHONY ORCHESTRA						
Bill	08/08/2023	153282	101-790-742 PROGRAMMING		160.00	-160.00
Bill Pmt -Check	08/08/2023	26812	101-000-202 ACCOUNTS PAYABLE		160.00	-160.00
APPLIED CAPITAL LLC						
Bill	09/05/2023	34681400	101-790-940 EQUIPMENT LEASE		548.35	-548.35
Bill Pmt -Check	09/05/2023	26872	101-000-202 ACCOUNTS PAYABLE		548.35	-548.35
ARBOR INSPECTION SERVICES, LLC						
Bill	08/08/2023	7461	101-790-930 BLDING MAINTENANCE		435.00	-435.00
Bill Pmt -Check	08/08/2023	26813	101-000-202 ACCOUNTS PAYABLE		435.00	-435.00
AT&T MOBILITY						
Bill	08/22/2023	08182023	101-790-754 NON-TRAD COLLECTION		129.69	-129.69
Bill Pmt -Check	08/22/2023	26846	101-000-202 ACCOUNTS PAYABLE		129.69	-129.69
BAKER & TAYLOR						
Bill	08/08/2023	2037645727	101-790-740 ADULT BOOKS		559.87	-559.87
Bill	08/08/2023	H65461660	-SPLIT-		1,390.20	-1,390.20
Bill Pmt -Check	08/08/2023	26814	101-000-202 ACCOUNTS PAYABLE		1,950.07	-1,950.07
BEST WAY CARPET CLEANING						
Bill	09/05/2023	7715	101-790-930 BLDING MAINTENANCE		1,000.00	-1,000.00
Bill Pmt -Check	09/05/2023	26873	101-000-202 ACCOUNTS PAYABLE		1,000.00	-1,000.00
BLACKSTONE PUBLISHING						
Bill	08/08/2023	2110227	101-790-746 BOOKS ON CD CHILD		22.95	-22.95
Bill	08/08/2023	2111374	101-790-746 BOOKS ON CD CHILD		201.18	-201.18
Bill	08/08/2023	2111139	101-790-745 BOOKS ON CD-ADULT		286.19	-286.19
Bill Pmt -Check	08/08/2023	26815	101-000-202 ACCOUNTS PAYABLE		510.32	-510.32
Bill	08/22/2023	2114150	101-790-746 BOOKS ON CD CHILD		345.91	-345.91
Bill Pmt -Check	08/22/2023	26847	101-000-202 ACCOUNTS PAYABLE		345.91	-345.91
Bill	09/05/2023	2115034	101-790-745 BOOKS ON CD-ADULT		241.19	-241.19
Bill Pmt -Check	09/05/2023	26874	101-000-202 ACCOUNTS PAYABLE		200.65	-200.65
BUSCH'S INC						
Bill	08/22/2023	67-492890	101-790-742 PROGRAMMING		172.90	-172.90
Bill Pmt -Check	08/22/2023	26848	101-000-202 ACCOUNTS PAYABLE		172.90	-172.90
CALLHARBOR						
Bill	08/08/2023	29003	101-790-851 TELEPHONE		447.20	-447.20
Bill Pmt -Check	08/08/2023	26816	101-000-202 ACCOUNTS PAYABLE		447.20	-447.20
CDW GOVERNMENT, INC.						
Bill	08/08/2023	KW33318	101-901-970 CAPITAL OUTLAY IMPR		234.40	-234.40
Bill	08/08/2023	KW37112	101-901-970 CAPITAL OUTLAY IMPR		1,306.22	-1,306.22
Bill Pmt -Check	08/08/2023	26817	101-000-202 ACCOUNTS PAYABLE		1,540.62	-1,540.62
Bill	08/22/2023	LC69476	101-901-970 CAPITAL OUTLAY IMPR		5,249.05	-5,249.05
Bill Pmt -Check	08/22/2023	26849	101-000-202 ACCOUNTS PAYABLE		5,249.05	-5,249.05
CHASE CARD SERVICES						
Bill	08/22/2023	08142023	-SPLIT-		638.45	-638.45
Bill Pmt -Check	08/22/2023	26850	101-000-202 ACCOUNTS PAYABLE		638.45	-638.45
CINTAS CORPORATION-300						
Bill	08/08/2023	4160728510	101-790-930 BLDING MAINTENANCE		224.52	-224.52
Bill Pmt -Check	08/08/2023	26818	101-000-202 ACCOUNTS PAYABLE		224.52	-224.52
COLLABORATIVE SUMMER LIBRARY PROGRAM						
Bill	08/08/2023	19130	101-790-742 PROGRAMMING		554.18	-554.18
Bill Pmt -Check	08/08/2023	26819	101-000-202 ACCOUNTS PAYABLE		554.18	-554.18
CONSTELLATION NEWENERGY-GAS DIVISION LLC						
Bill	08/22/2023	3815629	101-790-920 UTILITIES		329.18	-329.18
Bill Pmt -Check	08/22/2023	26851	101-000-202 ACCOUNTS PAYABLE		329.18	-329.18
CRYSTERRA WELLNESS						
Bill	09/05/2023	AUGUST INVOICE	101-790-742 PROGRAMMING		300.00	-300.00
Bill Pmt -Check	09/05/2023	26875	101-000-202 ACCOUNTS PAYABLE		300.00	-300.00

DEXTER DISTRICT LIBRARY-GENERAL FUND
A/P CHECK REGISTER
August 7 through September 11, 2023

Type	Date	Num	Split	Debit	Credit	Amount
DAILY RAIN						
Bill	08/08/2023	6962	101-790-932 BUILDING REPAIRS		220.87	-220.87
Bill Pmt -Check	08/08/2023	26820	101-000-202 ACCOUNTS PAYABLE		220.87	-220.87
DEMCO						
Bill	08/22/2023	7346345	101-790-727 LIBRARY SUPPLIES		260.07	-260.07
Bill Pmt -Check	08/22/2023	26852	101-000-202 ACCOUNTS PAYABLE		260.07	-260.07
DEXTER AREA HISTORICAL SOCIETY						
Bill	08/22/2023	61354	101-790-740 ADULT BOOKS		90.00	-90.00
Bill Pmt -Check	08/22/2023	26853	101-000-202 ACCOUNTS PAYABLE		90.00	-90.00
DREW SODERBORG						
Bill	08/08/2023		101-000-609 FINES		22.45	-22.45
Bill Pmt -Check	08/08/2023	26821	101-000-202 ACCOUNTS PAYABLE		22.45	-22.45
DTE ENERGY						
Bill	08/22/2023	08042023	101-790-920 UTILITIES		4,338.83	-4,338.83
Bill Pmt -Check	08/22/2023	26854	101-000-202 ACCOUNTS PAYABLE		4,338.83	-4,338.83
ECONO PRINT						
Bill	09/05/2023	70302	101-790-882 NEWSLETTER		7,002.50	-7,002.50
Bill Pmt -Check	09/05/2023	26876	101-000-202 ACCOUNTS PAYABLE		7,002.50	-7,002.50
EDUCATIONAL DEVELOPMENT CORPORATION						
Bill	09/05/2023	DIR11000668	101-790-741 CHILDREN'S BOOKS		82.89	-82.89
Bill Pmt -Check	09/05/2023	26877	101-000-202 ACCOUNTS PAYABLE		82.89	-82.89
EHIM						
Bill	08/22/2023	ADM00030705	101-790-716 MEDICAL		2.40	-2.40
Bill Pmt -Check	08/22/2023	26855	101-000-202 ACCOUNTS PAYABLE		2.40	-2.40
EQUITABLE FINANCIAL						
Bill	08/08/2023	765461 000	-SPLIT-		2,947.07	-2,947.07
Bill Pmt -Check	08/08/2023	26822	101-000-202 ACCOUNTS PAYABLE		2,947.07	-2,947.07
Bill	08/22/2023	765461 000	-SPLIT-		3,020.37	-3,020.37
Bill Pmt -Check	08/22/2023	26856	101-000-202 ACCOUNTS PAYABLE		3,020.37	-3,020.37
Bill	09/05/2023	765461 000	-SPLIT-		2,368.76	-2,368.76
Bill Pmt -Check	09/05/2023	26878	101-000-202 ACCOUNTS PAYABLE		2,368.76	-2,368.76
FOLKMANIS PUPPETS INC						
Bill	09/05/2023	1676891	101-790-742 PROGRAMMING		45.53	-45.53
Bill Pmt -Check	09/05/2023	26879	101-000-202 ACCOUNTS PAYABLE		45.53	-45.53
FUN EXPRESS, LLC						
Bill	08/08/2023	72554131701	101-790-742 PROGRAMMING		244.17	-244.17
Bill Pmt -Check	08/08/2023	26823	101-000-202 ACCOUNTS PAYABLE		244.17	-244.17
Bill	09/05/2023	72584558401	101-790-742 PROGRAMMING		190.22	-190.22
Bill Pmt -Check	09/05/2023	26880	101-000-202 ACCOUNTS PAYABLE		190.22	-190.22
GRACE SAVERCOOL						
Bill	09/05/2023	REFUND	101-000-609 FINES		33.73	-33.73
Bill Pmt -Check	09/05/2023	26881	101-000-202 ACCOUNTS PAYABLE		33.73	-33.73
HACKNEY ACE HARDWARE						
Bill	08/08/2023	148850	101-790-729 BUILDING SUPPLIES		88.66	-88.66
Bill Pmt -Check	08/08/2023	26824	101-000-202 ACCOUNTS PAYABLE		88.66	-88.66
Bill	09/05/2023	149219	-SPLIT-		200.86	-200.86
Bill Pmt -Check	09/05/2023	26882	101-000-202 ACCOUNTS PAYABLE		200.86	-200.86
HOPP ELECTRIC INC						
Bill	08/08/2023	65-79057-4065	101-790-930 BLDING MAINTENANCE		175.00	-175.00
Bill Pmt -Check	08/08/2023	26825	101-000-202 ACCOUNTS PAYABLE		175.00	-175.00
Bill	08/22/2023	65-79057-3946	101-790-932 BUILDING REPAIRS		300.00	-300.00
Bill Pmt -Check	08/22/2023	26857	101-000-202 ACCOUNTS PAYABLE		300.00	-300.00
HUTAN						
Bill	08/22/2023	20233	101-790-742 PROGRAMMING		100.00	-100.00
Bill Pmt -Check	08/22/2023	26858	101-000-202 ACCOUNTS PAYABLE		100.00	-100.00
IMPERIALDADE						
Bill	08/08/2023	90015684-00	101-790-729 BUILDING SUPPLIES		498.55	-498.55
Bill Pmt -Check	08/08/2023	26826	101-000-202 ACCOUNTS PAYABLE		498.55	-498.55
INGRAM LIBRARY SERVICES						
Bill	08/08/2023	76683870	-SPLIT-		6,893.56	-6,893.56
Bill Pmt -Check	08/08/2023	26827	101-000-202 ACCOUNTS PAYABLE		6,893.56	-6,893.56
JEROME RAND						
Bill	09/05/2023	011	101-790-742 PROGRAMMING		500.00	-500.00
Bill Pmt -Check	09/05/2023	26883	101-000-202 ACCOUNTS PAYABLE		500.00	-500.00
JOE AND ROSIE						
Bill	08/08/2023	00006	101-790-742 PROGRAMMING		100.00	-100.00
Bill Pmt -Check	08/08/2023	26828	101-000-202 ACCOUNTS PAYABLE		100.00	-100.00
KANOPY INC						
Bill	08/08/2023	358050	101-790-751 E-BOOKS/AUDIO		487.90	-487.90
Bill Pmt -Check	08/08/2023	26829	101-000-202 ACCOUNTS PAYABLE		487.90	-487.90
Bill	09/05/2023	362488	101-790-751 E-BOOKS/AUDIO		591.60	-591.60
Bill Pmt -Check	09/05/2023	26884	101-000-202 ACCOUNTS PAYABLE		591.60	-591.60
KATHERINE R. WILLSON						
Bill	09/05/2023	HANDMADE CARDS CLASS	101-790-742 PROGRAMMING		165.00	-165.00
Bill Pmt -Check	09/05/2023	26885	101-000-202 ACCOUNTS PAYABLE		165.00	-165.00
KEN COOK'S PLUMBING & HEATING, INC.						
Bill	08/22/2023	37423	101-790-932 BUILDING REPAIRS		380.00	-380.00
Bill Pmt -Check	08/22/2023	26859	101-000-202 ACCOUNTS PAYABLE		380.00	-380.00
KULLY SUPPLY						
Bill	08/08/2023	224813	101-790-729 BUILDING SUPPLIES		59.50	-59.50
Bill Pmt -Check	08/08/2023	26830	101-000-202 ACCOUNTS PAYABLE		59.50	-59.50
LIBRARY IDEAS LLC						
Bill	08/08/2023	96568	101-790-741 CHILDREN'S BOOKS		42.59	-42.59
Bill	08/08/2023	98112	101-790-741 CHILDREN'S BOOKS		361.71	-361.71
Bill Pmt -Check	08/08/2023	26831	101-000-202 ACCOUNTS PAYABLE		404.30	-404.30
MIDWEST TAPE, LLC						
Bill	08/08/2023	504148740	101-790-751 E-BOOKS/AUDIO		4,742.18	-4,742.18
Bill Pmt -Check	08/08/2023	26832	101-000-202 ACCOUNTS PAYABLE		4,742.18	-4,742.18
Bill	09/05/2023	504294328	101-790-751 E-BOOKS/AUDIO		4,857.73	-4,857.73
Bill Pmt -Check	09/05/2023	26886	101-000-202 ACCOUNTS PAYABLE		4,857.73	-4,857.73

DEXTER DISTRICT LIBRARY-GENERAL FUND
A/P CHECK REGISTER
August 7 through September 11, 2023

Type	Date	Num	Split	Debit	Credit	Amount
MOLLIE HALL						
Bill	08/08/2023	REIMBURSEMENT	101-790-742 PROGRAMMING		93.78	-93.78
Bill Pmt -Check	08/08/2023	26833	101-000-202 ACCOUNTS PAYABLE		93.78	-93.78
Bill	08/22/2023	REIMBURSEMENT	101-790-742 PROGRAMMING		89.66	-89.66
Bill Pmt -Check	08/22/2023	26860	101-000-202 ACCOUNTS PAYABLE		89.66	-89.66
MOTION PICTURE LICENSING CORP						
Bill	08/22/2023	504425663	101-790-742 PROGRAMMING		196.98	-196.98
Bill Pmt -Check	08/22/2023	26861	101-000-202 ACCOUNTS PAYABLE		196.98	-196.98
PAUL MCCANN						
Bill	08/22/2023	0137713	101-790-723 PROF DEVELOPMENT		118.00	-118.00
Bill Pmt -Check	08/22/2023	26862	101-000-202 ACCOUNTS PAYABLE		118.00	-118.00
POS SUPPLY SOLUTIONS						
Bill	08/08/2023	216937	101-790-727 LIBRARY SUPPLIES		274.30	-274.30
Bill Pmt -Check	08/08/2023	26834	101-000-202 ACCOUNTS PAYABLE		274.30	-274.30
RORI BIELAK						
Bill	08/08/2023	16107	101-790-723 PROF DEVELOPMENT		42.50	-42.50
Bill Pmt -Check	08/08/2023	26835	101-000-202 ACCOUNTS PAYABLE		42.50	-42.50
SBIS						
Bill	08/22/2023	08082023	-SPLIT-		5,407.70	-5,407.70
Bill Pmt -Check	08/22/2023	26863	101-000-202 ACCOUNTS PAYABLE		5,407.70	-5,407.70
SCHULER BOOKS						
Bill	08/08/2023	16507128	101-790-742 PROGRAMMING		700.00	-700.00
Bill Pmt -Check	08/08/2023	26836	101-000-202 ACCOUNTS PAYABLE	0.00		0.00
Bill Pmt -Check	08/22/2023	26844	101-000-202 ACCOUNTS PAYABLE		700.00	-700.00
SERVICEMASTER						
Bill	08/08/2023	1699	101-790-930 BLDING MAINTENANCE		2,185.00	-2,185.00
Bill Pmt -Check	08/08/2023	26837	101-000-202 ACCOUNTS PAYABLE		2,185.00	-2,185.00
Bill	08/22/2023	1721	101-790-930 BLDING MAINTENANCE		105.00	-105.00
Bill Pmt -Check	08/22/2023	26864	101-000-202 ACCOUNTS PAYABLE		105.00	-105.00
Bill	09/05/2023	1734	101-790-930 BLDING MAINTENANCE		2,185.00	-2,185.00
Bill Pmt -Check	09/05/2023	26867	101-000-202 ACCOUNTS PAYABLE		2,185.00	-2,185.00
SMALL BUSINESS ASSOC OF MICHIGAN						
Bill	08/22/2023	96697	101-790-818 INSTITUTION DUE/FEE		139.00	-139.00
Bill Pmt -Check	08/22/2023	26865	101-000-202 ACCOUNTS PAYABLE		139.00	-139.00
STAPLES BUSINESS ADVANTAGE						
Bill	08/08/2023	3543411286	101-790-727 LIBRARY SUPPLIES		181.56	-181.56
Bill Pmt -Check	08/08/2023	26838	101-000-202 ACCOUNTS PAYABLE		181.56	-181.56
Bill	09/05/2023	3545637516	101-790-727 LIBRARY SUPPLIES		234.42	-234.42
Bill Pmt -Check	09/05/2023	26888	101-000-202 ACCOUNTS PAYABLE		234.42	-234.42
T-MOBILE						
Bill	08/08/2023	966192749	101-790-754 NON-TRAD COLLECTION		89.25	-89.25
Bill Pmt -Check	08/08/2023	26839	101-000-202 ACCOUNTS PAYABLE		89.25	-89.25
Bill	09/05/2023		101-790-754 NON-TRAD COLLECTION		89.25	-89.25
Bill Pmt -Check	09/05/2023	26889	101-000-202 ACCOUNTS PAYABLE		89.25	-89.25
TASC						
Bill	08/22/2023	IN2837481	-SPLIT-		928.62	-928.62
Bill Pmt -Check	08/22/2023	26866	101-000-202 ACCOUNTS PAYABLE		928.62	-928.62
TASTE A COOK'S PLACE						
Bill	09/05/2023	AUGUST ZOOM DEMO	101-790-742 PROGRAMMING		250.00	-250.00
Bill Pmt -Check	09/05/2023	26890	101-000-202 ACCOUNTS PAYABLE		250.00	-250.00
TAYLOR COMMUNITY LIBRARY						
Bill	08/08/2023		101-000-609 FINES		24.00	-24.00
Bill Pmt -Check	08/08/2023	26840	101-000-202 ACCOUNTS PAYABLE		24.00	-24.00
TEL SYSTEMS						
Bill	08/22/2023	16882	101-901-970 CAPITAL OUTLAY IMPR		8,666.33	-8,666.33
Bill Pmt -Check	08/22/2023	26867	101-000-202 ACCOUNTS PAYABLE		8,666.33	-8,666.33
THE LIBRARY NETWORK						
Bill	08/08/2023	72192	101-790-800 COOPERATIVE FEES		11,964.72	-11,964.72
Bill Pmt -Check	08/08/2023	26841	101-000-202 ACCOUNTS PAYABLE		9,702.57	-9,702.57
Bill	08/22/2023	72339	101-790-751 E-BOOKS/AUDIO		5,852.90	-5,852.90
Bill Pmt -Check	08/22/2023	26868	101-000-202 ACCOUNTS PAYABLE		5,852.90	-5,852.90
THE SUN TIMES						
Bill	09/05/2023	2030-M	101-790-880 ADVERTISING		100.00	-100.00
Bill Pmt -Check	09/05/2023	26891	101-000-202 ACCOUNTS PAYABLE		100.00	-100.00
VERIZON WIRELESS						
Bill	08/08/2023	9940813317	101-790-754 NON-TRAD COLLECTION		135.03	-135.03
Bill Pmt -Check	08/08/2023	26842	101-000-202 ACCOUNTS PAYABLE		135.03	-135.03
WASHTENAW NEWS						
Bill	09/05/2023	159746	101-790-744 PERIOD & SUBSCRIPT		3,621.82	-3,621.82
Bill Pmt -Check	09/05/2023	26892	101-000-202 ACCOUNTS PAYABLE		3,621.82	-3,621.82
WSR CERTIFIED PUBLIC ACCOUNTANTS						
Bill	08/08/2023	36179	101-790-803 BOOKKEEPING SERV		540.00	-540.00
Bill Pmt -Check	08/08/2023	26843	101-000-202 ACCOUNTS PAYABLE		540.00	-540.00

DOORS & DRAWERS

2467 BISHOP CIRCLE EAST. DEXTER, MI 48130

(734) 426-0005 FAX (734) 426-0286

COMMERCIAL CASEWORK

QUOTATION

QUOTED BY: NICK TOTH

DATE: 9/7/2023

T0: PAUL MCCANN – LIBRARY DIRECTOR

PROJECT: DEXTER DISTRICT LIBRARY

ITEM	QTY	DESCRIPTION	COST EACH	TOTAL COST
1	1	CIRCULATION DESK QTY 15' LIN FT W/ 2 24" WIDE WINGS QTY 14' LIN FT ADA DESK W/ 1 24" WING ➤ CORIAN SOLID SURFACE- FULL LINE	\$5,988.00 \$3,551.00	 \$9,539.00
2	1	BOOK DROP QTY 10.5' LIN FT COUNTER TOP ➤ CORIAN SOLID SURFACE – FULL LINE	\$3,671.00	 \$3,671.00
3	1	BACK COUNTER QTY 10.75' LIN FT COUNTER TOP ➤ CORIAN SOLID SURFACE – FULL LINE	\$2,113.00	 \$2,113.00
		SUB TOTAL MATERIALS	\$15,323.00	
		TAX	\$920.00	
		DELIVERY / DEMO /NON UNION REGULAR HOURS INSTALL	\$1,960.00	
		PROJECT MANAGEMENT / SITE VIST / SHOP DRAWINGS / TEMPLATE	\$340.00	
		TOTAL		\$18,543.00

DOORS & DRAWERS

2467 BISHOP CIRCLE EAST. DEXTER, MI 48130

(734) 426-0005 FAX (734) 426-0286

COMMERCIAL CASEWORK

QUOTATION

QUOTED BY: NICK TOTH

DATE: 9/7/2023

T0: PAUL MCCANN – LIBRARY DIRECTOR

PROJECT: DEXTER DISTRICT LIBRARY

ITEM	QTY	DESCRIPTION	COST EACH	TOTAL COST
1	1	CIRCULATION DESK QTY 15' LIN FT W/ 2 24" WIDE WINGS QTY 14' LIN FT ADA DESK W/ 1 24" WING ➤ PLASTIC LAMINATE TOPS WILSONART STANDARD FINISH	\$1,815.00 \$1,250.00	 \$3,065.00
2	1	BOOK DROP QTY 10.5' LIN FT COUNTER TOP ➤ PLASTIC LAMINATE TOPS WILSONART STANDARD FINISH	\$682.00	 \$682.00
3	1	BACK COUNTER QTY 10.75' LIN FT COUNTER TOP ➤ PLASTIC LAMINATE TOP WILSONART STANDARD FINISH	\$700.00	 \$700.00
		SUB TOTAL MATERIALS	\$4,447.00	
		TAX	\$267.00	
		DELIVERY / DEMO/ NON UNION REGULAR HOURS INSTALL	\$1,960.00	
		PROJECT MANAGEMENT / SITE VIST / SHOP DRAWINGS / TEMPLATE	\$340.00	
		TOTAL		\$7,014.00



**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213

Telephone: (734) 459-5000

PROPOSAL

Date 05/24/23
Proposal No. P-36635
Page 1

To Dexter District Library
Attn: Paul McCann, Director
pmccann@dexter.lib.mi.us

Item	Qty.	Catalog No.	Description	Unit Price	Total
1	1	LDA	<p>In accord with our recent discussions, I am pleased to submit the following pricing for Circulation Desk top replacement. All pricing below includes shipping and installation costs as applicable.</p> <p>All Pricing is good for (30) days and is subject to reconfirmation thereafter.</p> <p>Pricing is based on the finishes and quantities specified below. Any modification may require an updated quote.</p> <p>All labor and material required to replace the existing laminate with new laminate on the Circulation Desk and the work counter behind the desk. Includes labor to remove the existing top sections, remove and replace the existing laminate, and reinstall. Includes standard laminate pattern/color to be selected.</p>	17,310.00	17,310.00
2	1	LDA	<p>All labor and material required to replace the entire Circulation Desk and work counter top with new laminate tops with wood edge. Includes labor to remove and dispose of the existing top, and reinstall a new top. Laminate to be selected from standard options. Wood finish of edge to match the existing building.</p>	17,393.00	17,393.00
3	1	LDA	<p>All labor and material required to replace the entire Circulation Desk and work counter top with a new solid surface top. Includes labor to remove and dispose of the existing top, and reinstall a new top. Solid surface to be selected from standard options.</p>	35,610.00	35,610.00

We propose to furnish the material specified above at the prices quoted under the conditions stated here.
Deliveries are subject to delays from fire, strikes or other causes beyond our control.














Delivery F.O.B.

By Library Design Associates, Inc.

To order the items listed, sign and return, signifying your acceptance.

Accepted by/Title/Date

SEPTEMBER 2023 - YOUTH PROGRAMS

SUN	MON	TUE	WED	THU	FRI	SAT
In-Person Programs May Require Registration; Check Our Website Calendar Of Events					1	2
Dexter District Library * 3255 Alpine Street * Dexter MI 48130 * (734) 426-4477 * dexter.lib.mi.us						
3 Library Closed	4 Library Closed 	5 Registration for Fall Toddler & Preschool Story Time Began Monday, August 28	6	7 	8 	9 Drop-In KinderConcert Ages 5 & under 12:00 - 12:30 pm 
10	11	12 Super Stories Book Club Young Fives & K 4:30 - 5:15 pm REGISTRATION REQUIRED 	13 Chess Club Kids and Teens 6:30 - 7:30 pm REGISTRATION REQUIRED 	14 Club Create Book Club Grades 1 & 2 4:30 - 5:15 pm REGISTRATION REQUIRED 	15	16 Bob-a-Loo Ages 2 - 7 9:45 - 10:45 am REGISTRATION REQUIRED 
17 	18 Drop-In Story Time Ages 5 & under 11:00 - 11:30 am	19 Drop-In Toddler Story Time Ages 5 & under 10:00 - 10:30 am Drop-In Preschool Story Time Ages 5 & under 11:00 - 11:30 am	20 Fall Story Time in the main level programming room Ages 5 & under Toddler: 10:00 - 10:30 am Preschool: 11:00 - 11:30 am REGISTRATION REQUIRED	21 Drop-In Story Time Ages 5 & under 11:00 - 11:30 am All Star Reader Book Club Grades 3 & 4 4:30 pm - 5:30 pm REGISTRATION REQUIRED 	22 	23
24	25 Drop-In Story Time Ages 5 & under 11:00 - 11:30 am	26 Drop-In Toddler Story Time Ages 5 & under 10:00 - 10:30 am Drop-In Preschool Story Time Ages 5 & under 11:00 - 11:30 am	27 Fall Story Time in the main level programming room Ages 5 & under Toddler: 10:00 - 10:30 am Preschool: 11:00 - 11:30 am REGISTRATION REQUIRED	28 Drop-In Story Time Ages 5 & under 11:00 - 11:30 am Drop-In Makerspace Grades K - 8 4:30 - 5:30 pm 	29	30 Drop-In Fall Crafts All Ages 11:00 am - 12:00 pm 

SEE OTHER SIDE FOR TWEEN & TEEN CALENDAR

SEPTEMBER 2023 - TEEN & TWEEN PROGRAMS

SUN	MON	TUE	WED	THU	FRI	SAT
In-Person Programs May Require Registration; Check Our Website Calendar Of Events					1	2 
Dexter District Library * 3255 Alpine Street * Dexter MI 48130 * (734) 426-4477 * dexter.lib.mi.us						
3 Library Closed	4 Library Closed 	5	6	7  SEPTEMBER IS LIBRARY CARD SIGN-UP MONTH	8	9
10 	11	12 	13 Chess Club Kids and Teens 6:30 - 7:30 pm Registration Required	14	15 	16 Teen Advisory Group Grades 7 - 12 1:00 - 2:00 pm Registration Required
17	18	19 TWEEN BOOK CLUB Grades 5 - 7 4:30 - 5:30 pm Registration Required	20 	21	22 Magic: The Gathering with SRSly Dexter Grades 5 - 12 6:00 - 8:00 pm Registration Required	23 
24	25 	26	27	28 Drop-In Makerspace Grades K - 8 4:30 - 5:30 pm 	29 	30  Cookies & Canvas Grades 5 - 12 2:30 - 3:30 pm Registration Required

SEE OTHER SIDE FOR YOUTH CALENDAR

Dexter District Library Adult Programs

September 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 Wednesday, September 27, 6:00 pm Sailing Adventures with Jerome Rand Jerome shares the story of his latest voyage, including one of the longest and scariest nights he has ever spent at sea.	<div>MANHATTAN SHORT FILM FESTIVAL</div> <div>Join us 9/29, 10/3 or 10/8 for the 26th Annual MANHATTAN SHORT Film Festival. Attendees will view 10 short films and vote for one film and actor. This program will last about 2.5 hours with a 10-minute intermission. Registration.</div>			1	2	
3	4 LABOR DAY ***** <div>Library Closed for Labor Day</div>	5	6	7 <div>Yoga: 9:30 am Registration</div> <div>Antique Car Rally 12 – 1 pm (approx.) </div>	8 Friday Night Movie, 6:00 pm Nicholas Cage in: <i>the Unbearable Weight of Massive Talent</i>	9  Mindful Meditation 9:30 am
10 Grandparents Day Concert 2:00 pm 	11 <div>Library Board Budget Hearing 6:30 Board Meeting 7 pm Open to the public</div> <div>Book Club, 7:00 pm</div>	12 9:00 AM  Card Making with Katherine Willson 9:30 am Registration required	13 Tailgate Cooking with Mary Spencer 7:00 pm on Zoom Registration	14 6:00 PM  Gentle Restorative Yoga 9:30 am Registration	15 Afternoon Movie for Adults:  1:00 pm Registration	16
17	18 Reel Talk Discussion of: <i>The Conspirator</i> (2010) 7:00 pm on Zoom Registration	19 Card Making with Katherine Willson 6:00 pm Registration required	20	21 Gentle Restorative Yoga 9:30 am Registration <div>Better Off Read Book Club 1:00 pm</div>	22	23
24	25 75+ Free Sources for Filling Out Your Family Tree 7:00 pm Registration 	26 Friends of the Library Meeting 7:00 pm	27 Sailing Adventures with Jerome Rand 6:00 pm 	28 Gentle Restorative Yoga 9:30 am Registration	29 MANHATTAN SHORT FILM FESTIVAL 6:00 pm REGISTRATION	30



3255 Alpine Street Dexter, Michigan 48130
734-426-4477 · dexter.lib.mi.us

TAKE OUR SURVEY: See reverse for details

 **Computer Class:**
Registration Required

Free Technology Classes

One-on-One Technology Help



1:00-3:00 PM Thursday, Sep. 28

6:00-8:00 PM Thursday, Sep. 28

1:00-3:00 PM Thursday, Oct. 26

6:00-8:00 PM Thursday, Oct. 26

1:00-3:00 PM Thursday, Nov. 30

6:00-8:00 PM Thursday, Nov. 30



Intro to Ancestry.com

9:00 AM Tuesday, Sep. 12

6:00 PM Thursday, Sep. 14



Photoshop Elements

9:00 AM Tuesday, Oct. 3

6:00 PM Thursday, Oct. 5



Paint.NET

9:00 AM Tuesday, Oct. 10

6:00 PM Thursday, Oct. 12



Start Digitizing

9:00 AM Tuesday, Nov. 7

6:00 PM Thursday, Nov. 9



Registration is required for all these events.

Sign up at the Adult Reference Desk or
online at dexter.lib.mi.us/events



HELP US PLAN THE LIBRARY'S
FUTURE



TAKE OUR SURVEY

Paper copies available at the
Library or visit

[https://www.surveymonkey.com/r/
DexterDLCommSurvey](https://www.surveymonkey.com/r/DexterDLCommSurvey)

