

Dexter District Library
Board of Trustees - Meeting Agenda
August 7, 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 July 10, 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
 - Items from Legislature, MLA, TLN, AAACF, local municipalities
 - Patron comments
- 6) Treasurer's Report (7:20 pm)
 - Approval of bills paid during July 2023 – **action item**
 - Positive Pay - **action item**
 - Budget changes – **action item**
 - Reimbursements – none
- 7) Administrative Items (7:40 pm)
 - Anniversaries: Circulation Library Assistants Aileen Clark (9 yrs.), Jill Brown (13 yrs.), Meg Rittinger (9 yrs.);
Library Pages Anna Nickerson, (1 yr.), Isabel McCleary (1 yr.);
 - Resignation: Library Page Grace Sharon (2 yrs.)
- 8) Old Business (8:00 pm)
 - Strategic Planning
 - Meeting room A/V replacement
 - Second floor lighting replacement
 - Check fraud – Positive Pay
 - Library Design circulation desk repair quote – **potential action item**
- 9) New Business (8:30 pm)
 - Presentation of Preliminary Budget 2023-24 - **action item**
 - Concrete leveling - **potential action item**
 - Inverter battery replacement – **action item**
- 10) Public comment
- 11) Board member comments
- 12) Adjourn (8:59 pm)



Dexter District Library Board of Trustees

DRAFT - Meeting Minutes

July 10, 2023

7:00 p.m.

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

Members absent: Jim LaVoie

Others present: Paul McCann, Library Director
Michelle Joppeck, 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. Palmer moved to approve the meeting agenda as presented. Second by Simpson. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Vrsek called for corrections to the minutes of the June 5, 2023 regular Board Meeting. No corrections were requested. Simpson moved to approve the minutes from the June 5, 2023 regular Board Meeting as presented. Second by Davenport. A voice vote. Aye=all, nay=none, absent=1. 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. Gregg moved to approve the Consent agenda. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

Circulation Statistics: Statistical charts for the month of June 2023 were available for review. (Statistics are included at the end of the minutes for formatting purposes.)

Treasurer's Report: McCann presented the current Treasurer's report. The paid bills for the month of June were reviewed. Simpson moved to approve the bills paid in the month of June. Second by Korinek. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

Budget Changes: None

Reimbursement: None

Personnel: Library staff reaching their anniversary date of hire in the month of July include Library Assistants Joanne Beckman (2 years) and Nan Stoll (18 years). Both were included in the February 2023 wage rate adjustments, therefore no Board action was necessary.

Old Business:

An in-depth discussion of the three strategic planning proposals that were still in contention was made. It was decided that Attain was not a good fit since they have never done a strategic plan for a public library, but only academic libraries. Overall, the board felt that they would be happy with either Fast Forward or ReThinking Libraries. Gregg moved to award the Strategic Planning contract to Fast Forward. Second by Estill. A roll call vote was taken. Davenport=aye, Estill=aye, Gregg=aye, Korinek=aye, Palmer=aye, Simpson=aye, Vrsek=aye, absent=1. Motion carried.

The first bill from TelSystems for the A/V replacement in the Lower Level meeting room will get paid tomorrow, July 11, 2023. The only issue that TelSystems has found is one part seems like it might not be able to get here in time for the install. That may result in a different, more available part needing to be substituted for that part.

Hopp is going to stop by the Library tomorrow with the final contract for the second floor lighting replacement above the fiction section.

The board responded that they are not having issues with their Library email accounts and that they were able to receive and send emails as needed.

Dexter Cabinet & Countertop came out on Friday and did some measurements for the circulation desk repair job and they responded that it was too big of a job for them to do. They recommended trying Doors & Drawers in Dexter. McCann will contact Doors & Drawers to see if they would be able and willing to do the job and give us a quote.

New Business:

There was a question on a discussion board from a library in the area asking if anyone else was noticing a higher instance of check fraud coming from the Atlanta area and specifically for checks to Baker & Taylor. It appears that people are getting ahold of checks, are washing them, rewriting them, and then cashing them at sketchy establishments. McCann wants to have a discussion again about engaging in the positive pay program with Chelsea State Bank. Currently, McCann needs to log into the bank account every day to check every check that was cashed in the past 24 hours and report any fraud by noon. If we were to pay Chelsea State Bank \$75 a month and provide a list of checks written, then Chelsea State Bank would only allow checks that were on the list of checks that we provided to be cashed. Any checks that were not on that list or differ in any way from the list would not be allowed to be cashed. If Chelsea State Bank were to let a check be cashed that wasn't on the list, then the liability for the fraud would lie on Chelsea State Bank.

McCann included a copy of the letter provided to help assist the City of Dexter with their grant application for their Mill Creek Park North improvements in the board packet. A copy of the email sent to the City of Dexter was also included in the board packet.

Public Comment: None

Board Member Comments: None

Adjournment: Having completed all items on the agenda, Simpson moved to adjourn at 8:19 pm. Second by Gregg. A voice vote was taken. Aye=all, nay=none, absent=1. Motion carried.

Respectfully submitted,

Barbara Davenport,
Secretary

Michelle Joppeck,
Recording Secretary

June 2023

Circulation Statistics	June
Adult Books	4334
Young Adult Books	1100
Children's Books	11678
Magazines	90
DVD	1659
Books on CD	473
Music CD	225
Realia/Objects/Equip	39
Overdrive	3700
hoopla	2001
Kanopy	367
Auto-renewals	7379
In-House	2175
Total	35220
Library visits	12919
Reference questions	3090
Items withdrawn	323
New items added	905
Total holdings	116277
New cards issued	112
Total card holders	11190
Internet usage	1302
Museum/Park Pass	18
Web site visits	10804
Program attendance	2020
Fax	21
ILL lent out	1814
ILL borrowed	2516
Renewals via web	977
Unique borrowers	2112

Director's Report – July 2023

August 2023 Library Board meeting

The previous Library Board meeting was held on July 10, 2023, making this a short reporting window.

Community groups using the Library meeting space during the month included the Rug Hookers, the Dexter Bicentennial Committee and the Dexter Rotary Club. July tends to be a slow month for meeting room use due to summer vacations. This year was particularly slow for outside groups.

Administration

The strategic planning is underway and the Planning Committee has been formed. The Planning Committee is currently setting a first meeting date, later in August. We will also have a visit from one of the consultants, Cindy Fesemyer, on Friday, August 4. She has family in town and will be visiting and is squeezing in a preliminary meeting. Cindy will be focusing on the community mapping and citizen engagement portions of the project and this meeting will give her a feel for the Library.

At the August 7, 2023 meeting, the Library Board will consider approval of the preliminary budget for the 2023-24 fiscal year. Regular reports on the progress from the Finance Committee have been included in that group's meeting minutes included in prior Board packets. Due to schedule conflicts for the final meeting on July 20, Committee members were presented the final draft separately. Hence, the Committee itself could not make a motion to recommend adoption by the Board. However, both Jim LaVoie and Donna Palmer were comfortable with the budget as presented. A full discussion of the budget will take place at the Library Board meeting on August 7, 2023 and any questions or concerns can be addressed at that time.

The Library experienced some minor power outages on Wednesday, June 26. The power was only out for about 20 minutes during the strong storms. The Library closed for service for approximately a half hour. At the time we lost power, the 'seek shelter' sirens went off in the City, so all patrons were directed to the lower level. We did discover the batteries in the power inverter need to be replaced as many of the emergency lights did not come on. A proposal from Hopp Electric is included in the packet for Board action.

Doors and Drawers from Dexter will be visiting the site to provide a quote for circulation counter refurbishing/replacement on Tuesday, August 8. The previous quote from Library Design is in the packet. If the Board can make a decision on whether the LDA quote would represent the top end and give approval to move ahead with either company, at the lower price, we could move forward based on whether the next quote comes in lower.

We have confirmed the revisions to the second floor replacement lighting plan with Hopp. Materials for the lighting replacement project are on order and we are awaiting arrival of the fixtures to schedule installation.

The Michigan Supreme Court recently rendered a decision regarding Premises Liability. An e-mail update from Foster Swift is included. Based on the Court's recent decision, past interpretation of "open and obvious" hazards have been altered in favor of potential plaintiffs. The Library does have a few spots of concrete which experienced settling. We are in the process of securing quotes for concrete leveling.

The Dexter City Planning Commission will be holding their public hearing on the proposed planned unit development on the parcel across the creek from the Library at the same time as the Library Board meeting. Information about the project, commonly known as "The Pelham," was e-mailed to the board earlier this month. The Library was directly notified due to the legal requirement to notify all parcels within a specific distance of the parcel under question. The Friends of Dexter Facebook page has an item encouraging people to protest the change in zoning.

The first shipment of equipment for the Lower Level meeting room A/V equipment replacement project has been received by Tel Systems and billed. The contractor remains on schedule to begin the project after August 23.

The Washtenaw Reads Program will begin the public voting for the next selection soon. The screening committee narrowed down the original list of over 50 selections to two titles. The titles under consideration will be "How the Word is Passed" by Clint Smith and "Chevy in the Hole" by Kelsey Ronan. We will publicize the voting when it becomes available.

Michelle Joppeck took the week of July 24 off to attend a weeklong workshop on instrument repair. Kim Swoverland filled in during Michelle's time off. Michelle did a great job preparing things ahead of her time out and having Kim available during a check run week made everything run smoothly. Kim has expressed her willingness to fill in at any time and we will keep her on the employee list for the coming year.

Summer Reading sign-ups are on par with last year with a total of 1,124 participants. The majority of the participants are in the various children's programs (974) with the remainder in the adult programs.

While the Library did not receive a formal book challenge, staff did receive a complaint regarding the book "Gender Queer." This title has circulated 30 times without complaint. We will continue to monitor the situation and inform the Board if this escalates. Included in this packet are several items from the Library of Michigan and the Michigan Library Association. MLA has engaged a PR firm to help promote the MI Right to Read campaign against book banning and censorship. An article from M-Live regarding the MI Right to Read campaign is included in the packet. Also included is an article from the Book Riot web site, noting that approximately one year ago, a court in Virginia dismissed lawsuits which sought to deem the book "Gender Queer" as obscene. Finally, from the Library of Michigan, an item on Book Challenges, Censorship and Michigan Public Libraries is included and a checklist to prepare for materials challenges. Additional resources are available at <https://www.milibraries.org/intellectual-freedom-toolkit-resources>.

The Library's Finance Committee met during the month. Meetings for the Policy and Facilities Committees were canceled.

Children's Department

In July, the Youth Department was in full swing with the Summer Reading Program. We gave out 369 ice cream cups at our ice cream social on July 5. This summer we have been trying to hold drop-in Story Time outside in the park. Unfortunately, the weather hasn't cooperated very often and several meetings were moved indoors. Almost 500 people attended Story Times in July. Our Bluey Bash party was a success with over 200 people attending that program and 43 people came to our Stuffed Animal Play Date program.

Each Friday during the Summer Reading Program we offered a Drop-In Family Program for all ages. The highlight of the month was Big Truck Day. Over 1300 people attend this event. In addition to Big Truck Day our Friday programs also included Drummunity, Baffling Bill the Magician and a concert by Kevin Devine. These three programs had a combined attendance of 248 people. We had a variety of other drop-in programs such as summer crafts, sun catcher craft, Lego club, makerspace and our very popular Wings of Fire Party. These programs saw a combined attendance total of 430 parents and children. We also had a few program that required registration. Our three book clubs had a combined total of 41 people. We had two sessions of Radical Robots and two sessions of Science Alive with live animals. These two programs had a combined total of 154 people.

The Teen Department offered nine programs during the month. The programs included a presentation from the Humane Society, Special Effects Makeup Workshop, Crime Lab, Mini Catapult Challenge, DIY Neon Signs, Teen Advisory Group, Tween Book Club, Michigan Monsters MiLibrary Quest, and Game Night & Pizza Party with 177 tweens and teens participating.

Adult Department

In July, 12 programs for adults were held on-site at the Library and 1 program was a virtual event (Zoom). The virtual event "James Herriot: The Simple Life of the World's Most Famous Vet" attracted 44 attendees.

In-person events included three sessions of Restorative Yoga classes (with a total attendance of 43), two movie showings featuring "5000 Blankets" and "In the Heights" (attendance of 36), Mindful Meditation (12 attended) and two card making classes which required registration (33 attended)

"We Can Do It! Rosie the Riveter and Willow Run" program attracted 88 people and was the largest adult program of the month. Hamlett Lavender Farm owner, Regina Hamlett did a lavender presentation and craft with 32 people attending. Attendees made a lavender scrub and took home the recipe.

Two book clubs met during the month with Somewhere in Time having five attendees to discuss "The Betrayal of Anne Frank: A Cold Case Investigation" by Rosemary Sullivan and the Better Off Read book club having nine attendees to discuss "Molokai" by Alan Brennert.

Cooking on the Grill with Mary Spencer was scheduled for July 26, but was cancelled due to heavy storms. The presenter and a large area of Washtenaw County was out of power. This program is rescheduled for August 15.

Technology Department

During the month, Scott Wright ordered new computers for staff as part of the annual replacement schedule. Some have started arriving, but resolution on a licensing issue between CDW-G and Microsoft regarding Office 2021 is delaying deployment.

Wright upgraded the catalog computers with newer hardware running the latest version of Porteus Kiosk to keep these locked to the catalog and not serve as general Internet computers. He also assisted the Dreadbots robotics team with their demonstration on Big Truck Day, met via conference call with Joel Donlon (our rep at TelSystems) to verify alternate parts due to supply chain issues and to confirm dates (late August / early September) for the lower level renovations. Wright taught two classes on

“Android Phones and Tablets” with a total of six attendees and offered five sessions of extended one-on-one help. Help topics included Google Docs, backups, Siri, Chromebooks, and Photo storage.

Circulation Department

The month of July has been extremely busy in Circulation. The foot traffic has increased over June averaging 500 patrons a day. The programs are very popular with patrons and the children. Many children are completing the Summer Reading Program and having read many books over the summer, staff are deluged with items returned in the drop boxes. There has been a lot of material to shelve and many new items to process but the pages have done a very good job of keeping up with all the work. The circulation staff rarely has any down time. Since the librarians have done such a phenomenal job of scheduling programs almost daily, the circulation staff is very busy attending to all the patrons that have come into the Library. Many patrons coming in haven't been in the Library in years so they have expired cards which need to be updated. We are still getting a number of new patrons getting their cards for the first time. We also have had many requests coming through for MeLcat. Our patrons also seem to be requesting books through MeLcat with increasing frequency. It is a wonderful resource.

One of our pages, Grace Sharon, recently left for college. She did a wonderful job here at the Library and we will miss her. Right now none of the other page workers plan on quitting at the end of summer.

Maintenance

Poison Ivy Control came and sprayed for poison ivy. Matt Erwin contacted landscape companies about erosion control, scheduled Best Way for restroom grout cleaning and contacted concrete leveling companies to level sidewalks. A1 Concrete Leveling and MI Concrete Lifting both came to look at sidewalks and provided quotes. Erwin reached out for work references. He also scheduled Hopp to look at the power inverter after the recent storm and power outage. Arbor Inspection Services tested and inspected the sprinkler system. Erwin contacted Ken Cook Plumbing about warranty replacement of malfunctioning sink sensors, but the parts have not arrived.

It was a busy month with the summer reading program event setups, general landscaping, and Library maintenance. Erwin conducted fire extinguisher inspections, fertilized the front grass with Scott's Step 3, began cleanup of sand/debris from washout on back terrace, discovered 1-3" of standing water on top roof after major storm and cleaned the roof drains and replaced the AED battery.

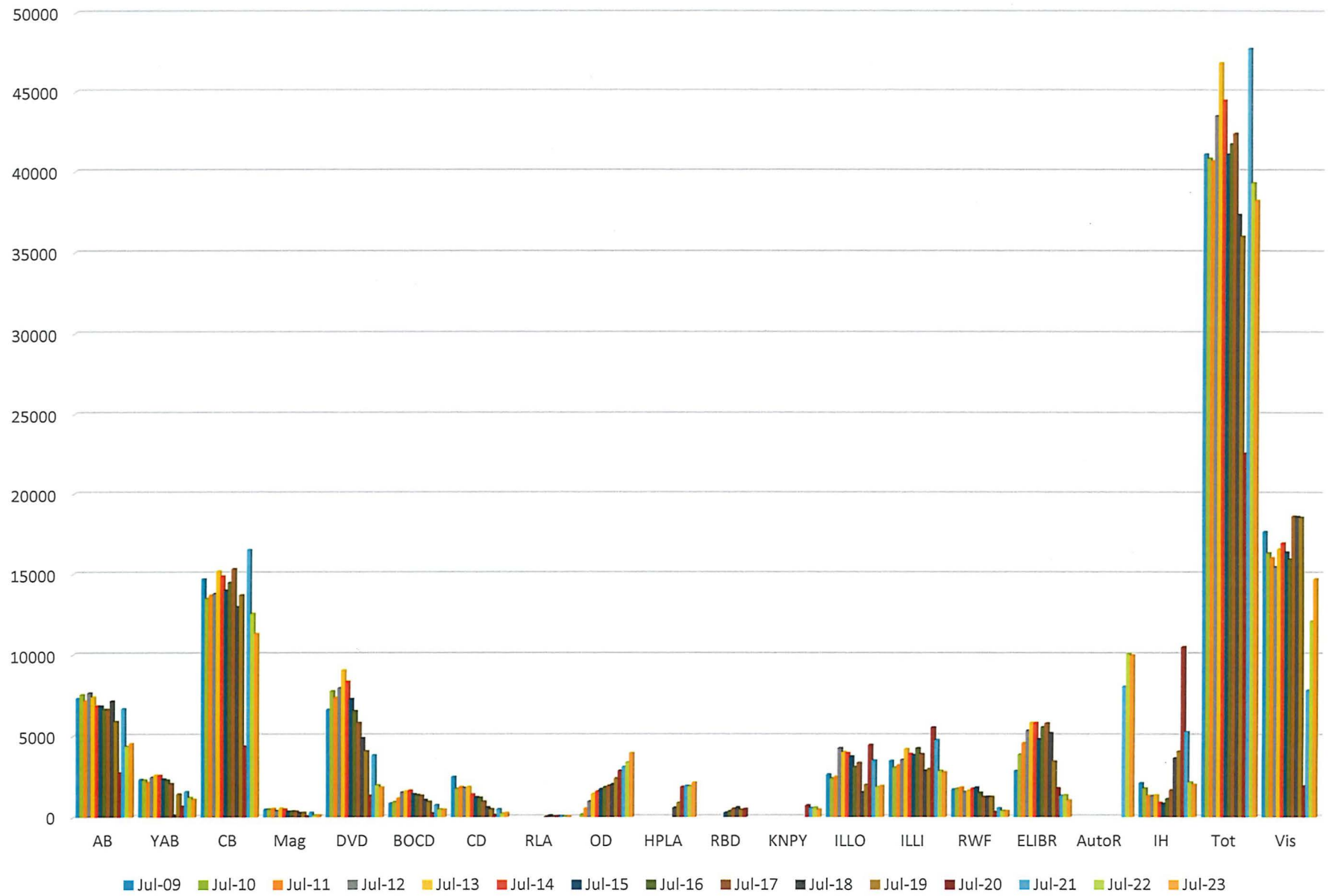
Friends of the Library

Kantha Gardner is getting quotes to replace the outdoor signs announcing the monthly Friends sales. Membership stands at 243 active, 407 total members. Yvonne Schmidt, volunteer coordinator, is stepping down at the end of this calendar year and the group will need to find a replacement. Bud Haynes, publicity chair, asked for more feedback and ideas for the articles he is putting into the Sun Times News. The Friends Annual Membership Meeting will be Tuesday, December 5. The group will offer a Friends & Family Preview Sale on Thursday, August 10 from 7-8:30pm, ahead of the Dexter Daze Book Sale.

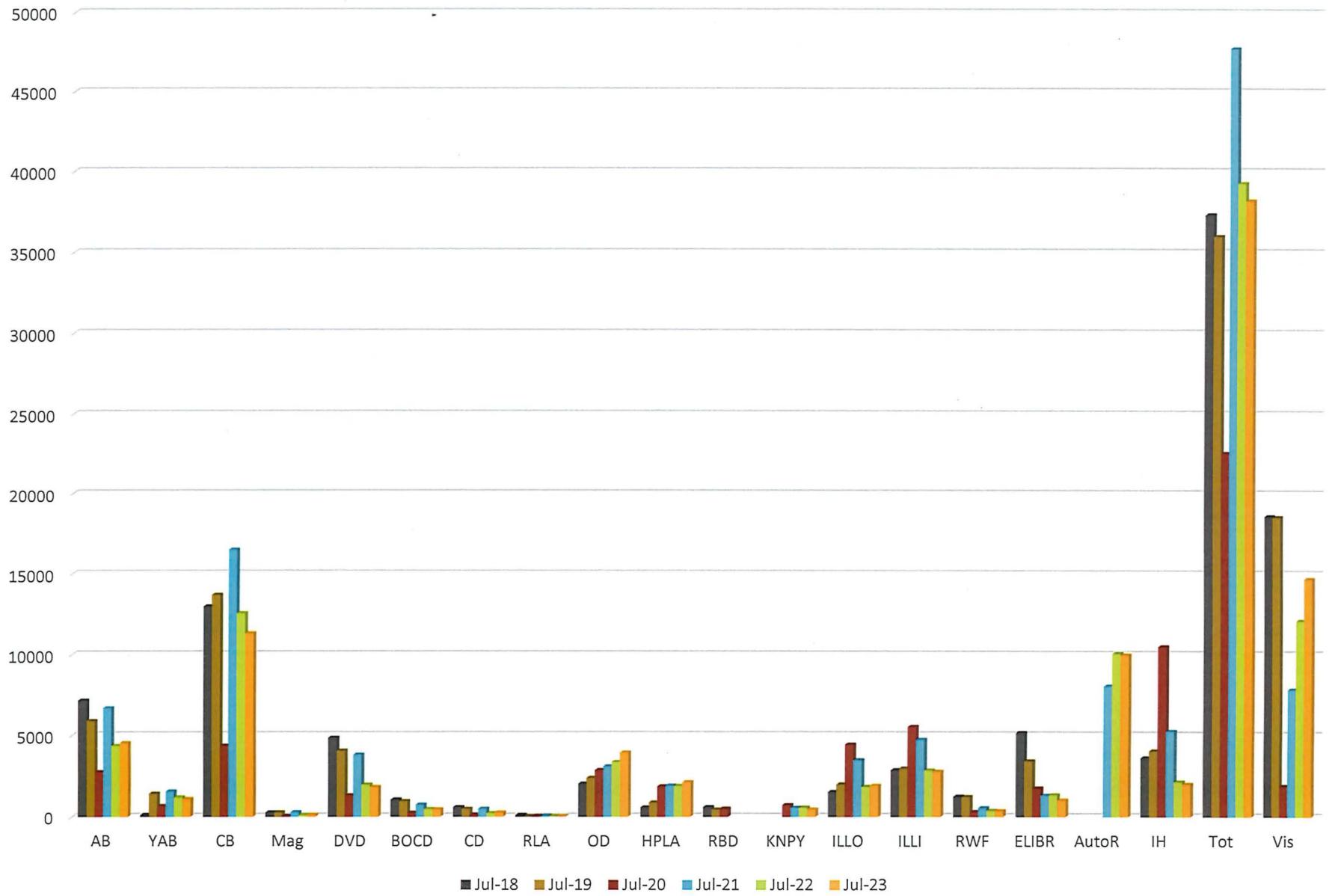
July 2023

Circulation Statistics	July	June	%change
Adult Books	4533	4334	5%
Young Adult Books	1094	1100	-1%
Children's Books	11301	11678	-3%
Magazines	121	90	34%
DVD	1847	1659	11%
Books on CD	458	473	-3%
Music CD	259	225	15%
Realia/Objects/Equip	42	39	8%
Overdrive	3935	3700	6%
hoopla	2133	2001	7%
Kanopy	458	367	25%
Auto-renewals	9974	7379	35%
In-House	2026	2175	-7%
Total	38181	35220	8%
Library visits	14692	12919	14%
Reference questions	2786	3090	-10%
Items withdrawn	475	323	47%
New items added	725	905	-20%
Total holdings	116710	116277	0%
New cards issued	121	112	8%
Total card holders	11221	11190	0%
Internet usage	1529	1302	17%
Museum/Park Pass	21	18	17%
Web site visits	11664	10804	8%
Program attendance	4041	2020	100%
Fax	24	21	14%
ILL lent out	1934	1814	7%
ILL borrowed	2799	2516	11%
Renewals via web	1032	977	6%
Unique borrowers	2126	2112	1%

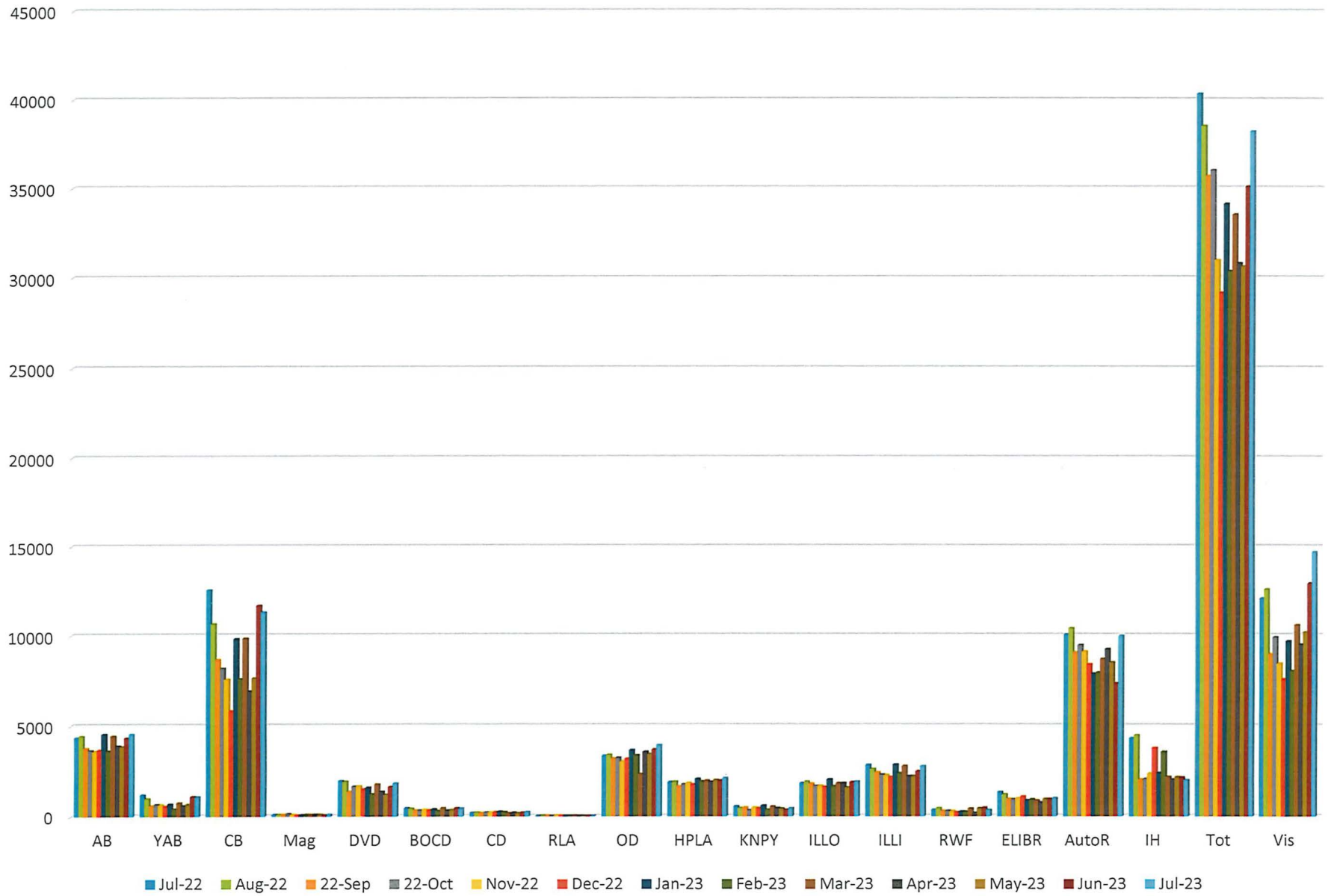
Circulation - July 2009-2023



Circulation - July 2018 - 2023



13 Month Circulation



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

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
101-000-001 CSB-CHECKING	1,258,441.22
Total Checking/Savings	1,258,441.22
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	1,966,416.46
Total Other Current Assets	3,703,154.73
Total Current Assets	4,961,595.95
TOTAL ASSETS	4,961,595.95
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	485,968.86
Total Equity	4,908,330.61
TOTAL LIABILITIES & EQUITY	4,961,595.95

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DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 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	49,233.52	33,960.00	15,273.52	145.0%
OTHER MISC REVENUE	136,774.27	99,300.00	37,474.27	137.7%
PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
Total Income	1,850,692.83	1,819,330.00	31,362.83	101.7%
Expense				
LIBRARY MATERIALS	210,618.33	329,500.00	-118,881.67	63.9%
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE	44,967.10	44,870.00	97.10	100.2%
GENERAL OPERATIONS	268,908.95	345,300.00	-76,391.05	77.9%
WAGES & BENEFITS	840,229.59	1,078,930.00	-238,700.41	77.9%
Total OPERATING EXPENSES	1,154,105.64	1,469,100.00	-314,994.36	78.6%
Total Expense	1,364,723.97	1,798,600.00	-433,876.03	75.9%
Net Income	485,968.86	20,730.00	465,238.86	2,344.3%

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DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 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	180.35	200.00	-19.65	90.2%
101-000-608 PURCHASES	106.60	100.00	6.60	106.6%
101-000-609 FINES	10,998.51	9,000.00	1,998.51	122.2%
101-000-610 NON RESIDENT FEES	780.00	360.00	420.00	216.7%
101-000-627 COPIER	2,755.15	3,000.00	-244.85	91.8%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	1,909.98	2,000.00	-90.02	95.5%
101-000-673 OTHER MISC INCOME	5,330.00	100.00	5,230.00	5,330.0%
Total OTHER INCOME	49,233.52	33,960.00	15,273.52	145.0%
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	97,272.88	55,000.00	42,272.88	176.9%
101-000-666 ENDOWMENT INCOME	1,649.50	1,300.00	349.50	126.9%
Total OTHER MISC REVENUE	136,774.27	99,300.00	37,474.27	137.7%
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	1,850,692.83	1,819,330.00	31,362.83	101.7%
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%

DRAFT

DEXTER DISTRICT LIBRARY-GENERAL FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 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	6,300.00	5,240.86	183.2%
101-901-972 CAPITAL REPLACEMENT	21,816.37	13,570.00	8,246.37	160.8%
Total CAPITAL OUTLAY IMPROVE	44,967.10	44,870.00	97.10	100.2%
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	176.20	500.00	-323.80	35.2%
101-790-958 S.E.V. ADJUSTMENT	836.72	3,000.00	-2,163.28	27.9%
Total GENERAL OPERATIONS	268,908.95	345,300.00	-76,391.05	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	1,154,105.64	1,469,100.00	-314,994.36	78.6%
Total Expense	1,364,723.97	1,798,600.00	-433,876.03	75.9%
Net Income	485,968.86	20,730.00	465,238.86	2,344.3%

DRAFT

DEXTER DISTRICT LIBRARY-GENERAL FUND
BALANCE SHEET-FINAL
 As of June 30, 2023

	Jun 30, 23
ASSETS	
Current Assets	
Checking/Savings	
101-000-001 CSB-CHECKING	1,384,725.07
Total Checking/Savings	1,384,725.07
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	212,873.99
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	1,966,416.46
Total Other Current Assets	3,698,873.60
Total Current Assets	5,083,598.67
TOTAL ASSETS	5,083,598.67
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	25.00
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	53,265.30
Total Current Liabilities	53,265.30
Total Liabilities	53,265.30
Equity	
101-000-391 OPENING FUND BAL.	3,106,099.93
101-000-395 ENDING BALANCE	1,316,261.82
Net Income	607,971.62
Total Equity	5,030,333.37
TOTAL LIABILITIES & EQUITY	5,083,598.67

FINAL

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

	Oct '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Income				
MILLAGE REVENUE	1,664,563.54	1,664,820.00	-256.46	100.0%
OTHER INCOME	45,948.95	33,960.00	11,988.95	135.3%
OTHER MISC REVENUE	132,493.14	99,300.00	33,193.14	133.4%
PENAL FINES REVENUE	0.00	21,250.00	-21,250.00	0.0%
Total Income	1,843,005.63	1,819,330.00	23,675.63	101.3%
Expense				
LIBRARY MATERIALS	189,784.18	329,500.00	-139,715.82	57.6%
OPERATING EXPENSES				
CAPITAL OUTLAY IMPROVE	34,762.09	44,870.00	-10,107.91	77.5%
GENERAL OPERATIONS	254,256.85	345,300.00	-91,043.15	73.6%
WAGES & BENEFITS	756,230.89	1,078,930.00	-322,699.11	70.1%
Total OPERATING EXPENSES	1,045,249.83	1,469,100.00	-423,850.17	71.1%
Total Expense	1,235,034.01	1,798,600.00	-563,565.99	68.7%
Net Income	607,971.62	20,730.00	587,241.62	2,932.8%

FINAL

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

	Oct '22 - Jun 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	1,201.60	500.00	701.60	240.3%
Total MILLAGE REVENUE	1,664,563.54	1,664,820.00	-256.46	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	10,688.24	7,000.00	3,688.24	152.7%
101-000-607 FAX SERVICES	164.95	200.00	-35.05	82.5%
101-000-608 PURCHASES	91.00	100.00	-9.00	91.0%
101-000-609 FINES	9,152.74	9,000.00	152.74	101.7%
101-000-610 NON RESIDENT FEES	660.00	360.00	300.00	183.3%
101-000-627 COPIER	2,317.35	3,000.00	-682.65	77.2%
101-000-667 MEETING ROOM DEP	0.00	100.00	-100.00	0.0%
101-000-672 REBATES/REFUNDS	1,909.98	2,000.00	-90.02	95.5%
101-000-673 OTHER MISC INCOME	6,480.00	100.00	6,380.00	6,480.0%
Total OTHER INCOME	45,948.95	33,960.00	11,988.95	135.3%
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	10,883.18	18,000.00	-7,116.82	60.5%
101-000-665 INTEREST INCOME	92,991.75	55,000.00	37,991.75	169.1%
101-000-666 ENDOWMENT INCOME	1,649.50	1,300.00	349.50	126.9%
Total OTHER MISC REVENUE	132,493.14	99,300.00	33,193.14	133.4%
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	1,843,005.63	1,819,330.00	23,675.63	101.3%
Expense				
LIBRARY MATERIALS				
101-790-740 ADULT BOOKS	31,207.74	54,000.00	-22,792.26	57.8%
101-790-741 CHILDREN'S BOOKS	45,262.31	75,000.00	-29,737.69	60.3%
101-790-742 PROGRAMMING	31,939.79	50,000.00	-18,060.21	63.9%
101-790-743 ELECTRONIC RESOURCE	10,321.93	12,000.00	-1,678.07	86.0%
101-790-744 PERIOD & SUBSCRIPT	5,966.02	8,500.00	-2,533.98	70.2%
101-790-745 BOOKS ON CD-ADULT	2,975.62	8,000.00	-5,024.38	37.2%
101-790-746 BOOKS ON CD CHILD	2,653.19	4,000.00	-1,346.81	66.3%
101-790-747 DVD-ADULT	2,572.30	8,000.00	-5,427.70	32.2%
101-790-748 DVD-CHILD	2,659.49	8,000.00	-5,340.51	33.2%
101-790-749 AUDIO MUSIC ADULT	1,160.35	2,500.00	-1,339.65	46.4%
101-790-750 AUDIO MUSIC CHILD	216.92	1,000.00	-783.08	21.7%
101-790-751 E-BOOKS/AUDIO	47,201.43	75,000.00	-27,798.57	62.9%
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	4,185.09	20,000.00	-15,814.91	20.9%
Total LIBRARY MATERIALS	189,784.18	329,500.00	-139,715.82	57.6%

FINAL

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

	Oct '22 - Jun 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	6,210.86	6,300.00	-89.14	98.6%
101-901-972 CAPITAL REPLACEMENT	16,941.36	13,570.00	3,371.36	124.8%
Total CAPITAL OUTLAY IMPROVE	34,762.09	44,870.00	-10,107.91	77.5%
GENERAL OPERATIONS				
101-790-723 PROF DEVELOPMENT	1,190.50	2,000.00	-809.50	59.5%
101-790-727 LIBRARY SUPPLIES	8,075.13	13,000.00	-4,924.87	62.1%
101-790-728 POSTAGE	875.26	1,100.00	-224.74	79.6%
101-790-729 BUILDING SUPPLIES	8,418.11	10,000.00	-1,581.89	84.2%
101-790-800 COOPERATIVE FEES	45,146.73	62,900.00	-17,753.27	71.8%
101-790-801 PROF SERVICES	13,317.00	18,500.00	-5,183.00	72.0%
101-790-802 ATTORNEY FEES	0.00	3,000.00	-3,000.00	0.0%
101-790-803 BOOKKEEPING SERV	8,635.54	13,500.00	-4,864.46	64.0%
101-790-818 INSTITUTION DUE/FEE	1,285.00	1,500.00	-215.00	85.7%
101-790-851 TELEPHONE	3,631.18	5,200.00	-1,568.82	69.8%
101-790-860 TRANSPORTATION	100.87	1,000.00	-899.13	10.1%
101-790-880 ADVERTISING	602.00	2,000.00	-1,398.00	30.1%
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	42,060.66	62,500.00	-20,439.34	67.3%
101-790-930 BLDING MAINTENANCE	54,972.15	60,000.00	-5,027.85	91.6%
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	3,944.98	7,500.00	-3,555.02	52.6%
101-790-940 EQUIPMENT LEASE	6,122.18	7,500.00	-1,377.82	81.6%
101-790-942 MTING ROOM REFUNDS	50.00	100.00	-50.00	50.0%
101-790-956 MISCELLANEOUS	176.20	500.00	-323.80	35.2%
101-790-958 S.E.V. ADJUSTMENT	836.72	3,000.00	-2,163.28	27.9%
Total GENERAL OPERATIONS	254,256.85	345,300.00	-91,043.15	73.6%
WAGES & BENEFITS				
101-790-702 GROSS WAGES	629,520.33	902,378.00	-272,857.67	69.8%
101-790-703 LONGEVITY	5,250.00	8,500.00	-3,250.00	61.8%
101-790-713 FSA	3,461.40	4,500.00	-1,038.60	76.9%
101-790-714 EMPLR SHARE (FICA)	48,497.06	69,032.00	-20,534.94	70.3%
101-790-715 MEDICAL REIMBUR	1,892.56	2,400.00	-507.44	78.9%
101-790-716 MEDICAL	43,023.46	62,250.00	-19,226.54	69.1%
101-790-717 LIFE INSURANCE	1,430.80	1,968.00	-537.20	72.7%
101-790-718 457 ANNUITY CONTRB	20,657.95	24,421.00	-3,763.05	84.6%
101-790-719 SHORT TERM DISBLTY	2,497.33	3,481.00	-983.67	71.7%
Total WAGES & BENEFITS	756,230.89	1,078,930.00	-322,699.11	70.1%
Total OPERATING EXPENSES	1,045,249.83	1,469,100.00	-423,850.17	71.1%
Total Expense	1,235,034.01	1,798,600.00	-563,565.99	68.7%
Net Income	607,971.62	20,730.00	587,241.62	2,932.8%

FINAL

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

	<u>Jul 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	19,065.05
Total Checking/Savings	19,065.05
Other Current Assets	
301-000-120 MICHIGAN CLASS	75,018.87
Total Other Current Assets	75,018.87
Total Current Assets	94,083.92
TOTAL ASSETS	<u><u>94,083.92</u></u>
LIABILITIES & EQUITY	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	1,822.30
Total Equity	94,083.92
TOTAL LIABILITIES & EQUITY	<u><u>94,083.92</u></u>

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DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND
STATEMENT OF OPERATIONS-YTD-PRELIMINARY
 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	6,436.55	1,200.00	5,236.55	536.4%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
Total Income	590,822.30	586,499.00	4,323.30	100.7%
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	1,822.30	-2,621.00	4,443.30	-69.5%

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DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND
BALANCE SHEET-FINAL
As of June 30, 2023

	<u>Jun 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
301-000-001 CASH IN BANK	19,023.13
Total Checking/Savings	19,023.13
Other Current Assets	
301-000-120 MICHIGAN CLASS	75,018.87
Total Other Current Assets	75,018.87
Total Current Assets	94,042.00
TOTAL ASSETS	94,042.00
LIABILITIES & EQUITY	
Equity	
301-000-395 OPENING FUND BAL	92,261.62
Net Income	1,780.38
Total Equity	94,042.00
TOTAL LIABILITIES & EQUITY	94,042.00

FINAL

DEXTER DISTRICT LIBRARY-DEBT RETIREMENT FUND

STATEMENT OF OPERATIONS-YTD-FINAL

October 2022 through June 2023

	Oct '22 - Jun 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	419.99	500.00	-80.01	84.0%
301-000-573 PERS PROP TAX REIMB	8,999.04	10,388.00	-1,388.96	86.6%
301-000-665 INTEREST INCOME	6,436.55	1,200.00	5,236.55	536.4%
301-000-673 OTHER INCOME	0.00	0.00	0.00	0.0%
Total Income	590,780.38	586,499.00	4,281.38	100.7%
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	1,780.38	-2,621.00	4,401.38	-67.9%

FINAL



Summary Statement

July 31, 2023

Page 1 of 4

Investor ID: [REDACTED]

0000427-0002668 PDF 555494

Dexter District Library
 3255 Alpine St
 Dexter, MI 48130

Michigan CLASS

Michigan CLASS

Average Monthly Yield: 5.2749%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
[REDACTED]	GENERAL OPERATIONS	1,966,416.46	0.00	0.00	8,828.31	51,801.26	1,971,069.33	1,975,244.77
[REDACTED]	DEBT SERVICE	75,018.87	0.00	0.00	336.79	6,263.81	75,196.38	75,355.66
TOTAL		2,041,435.33	0.00	0.00	9,165.10	58,065.07	2,046,265.71	2,050,600.43

Tel: (855) 382-0496

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



Account Statement

July 31, 2023

Page 2 of 4

Account Number: [REDACTED]

GENERAL OPERATIONS

Account Summary

Average Monthly Yield: 5.2749%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	1,966,416.46	0.00	0.00	8,828.31	51,801.26	1,971,069.33	1,975,244.77

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
07/01/2023	Beginning Balance			1,966,416.46	
07/31/2023	Income Dividend Reinvestment	8,828.31			
07/31/2023	Ending Balance			1,975,244.77	



Account Statement

July 31, 2023

Page 3 of 4

Account Number: [REDACTED]

DEBT SERVICE

Account Summary

Average Monthly Yield: 5.2749%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	75,018.87	0.00	0.00	336.79	6,263.81	75,196.38	75,355.66

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
07/01/2023	Beginning Balance			75,018.87	
07/31/2023	Income Dividend Reinvestment	336.79			
07/31/2023	Ending Balance			75,355.66	



ε

Michigan CLASS

Michigan CLASS

Date	Dividend Rate	Daily Yield
07/01/2023	0.000000000	5.2605%
07/02/2023	0.000000000	5.2605%
07/03/2023	0.000288762	5.2699%
07/04/2023	0.000000000	5.2699%
07/05/2023	0.000144234	5.2646%
07/06/2023	0.000143880	5.2516%
07/07/2023	0.000431607	5.2512%
07/08/2023	0.000000000	5.2512%
07/09/2023	0.000000000	5.2512%
07/10/2023	0.000143958	5.2545%
07/11/2023	0.000143996	5.2558%
07/12/2023	0.000143999	5.2560%
07/13/2023	0.000144014	5.2565%
07/14/2023	0.000432533	5.2616%
07/15/2023	0.000000000	5.2616%
07/16/2023	0.000000000	5.2616%
07/17/2023	0.000144038	5.2574%
07/18/2023	0.000144109	5.2600%
07/19/2023	0.000144034	5.2572%
07/20/2023	0.000144168	5.2622%
07/21/2023	0.000433230	5.2710%
07/22/2023	0.000000000	5.2710%
07/23/2023	0.000000000	5.2710%
07/24/2023	0.000144405	5.2708%
07/25/2023	0.000144500	5.2742%
07/26/2023	0.000144397	5.2705%
07/27/2023	0.000144934	5.2901%
07/28/2023	0.000439641	5.3490%
07/29/2023	0.000000000	5.3490%
07/30/2023	0.000000000	5.3490%
07/31/2023	0.000147478	5.3830%

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
DRAFT – July 20, 2023
Meeting Minutes**

The meeting was called to order at 8:55 am.

Members present: Jim LaVoie, Paul McCann
Members absent: Donna Palmer
Others present: Michelle Joppeck, Recording Secretary

The presented agenda was approved by consensus.

Minutes from the previous Finance Committee on June 15, 2023 were included and approved with a prior Board Packet. No changes were requested.

LaVoie had a question about the \$34,000 of income over expenses in the budget from previous meetings minutes. McCann mentioned that with the Strategic Planning sessions coming up and with capital repairs and replacements, that \$34,000 will end up being used, but if LaVoie wants the budget to say \$0, then we can make it say \$0. LaVoie is fine with where it is.

McCann wanted to know if the committee members wanted to increase the budget for Interest Income for this fiscal year. Currently, we are at 177% of our budget for Interest Income and we will still have two MI Class statements before the end of the fiscal year as well as multiple CDs maturing. No decision was made.

A budget change will need to be made for the Capital Repairs and Capital Replacement lines since that section is slightly over budget right now. This will need to be done at the August Board Meeting.

The second floor lighting project contract had some errors on it so we are waiting for a corrected contract before that is signed.

The initial amplifier for the Lower Level A/V replacement project is having long backlog delays from the manufacturer so that is being swapped out for a product of equal quality. Other than that, that project seems to be on track.

There were some adjustments to the Medical lines. It was looking like an employee was likely going to need to come onto the Library's medical insurance previously, but that situation has changed and it now looks like they are going to stay with getting their medical insurance elsewhere so the budget has been adjusted likewise. The Postage, Building Supplies, Newsletter, Insurance, Telephone, Building Maintenance, Equipment Lease and Cooperative Fees lines were increased slightly due to the increased price of supplies and increases in demand.

Bookkeeping Services line was lowered due to the amount of hours that Sean has been spending on site. The Utilities line was lowered a bit due to recent bill amounts and a change

in natural gas providers. The Library Materials section has been left at the same pending the Strategic Planning process.

With the budget as presented, the income over expenses is at about \$29,000. LaVoie would like to look at the non-traditional collections as a target for using the income over expenses. After a discussion, McCann and LaVoie agreed to increase the Capital Outlay by \$20,000 which would reduce the income over expenses to \$9,000.

McCann will need to sit down with Palmer to discuss the proposed budget since it will need to be approved by the Board at the August meeting.

With the recent heavy rains, there has been some significant erosion between the building and the railroad. McCann and Erwin have been working on getting quotes and ideas for fixing this issue. LaVoie expressed an interest that he wants to have this done right the first time so that there are no issues with the foundation later.

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

Respectfully submitted,

Michelle Joppeck
Recording Secretary

What are property owners liable for now?

From : Litigation News <litigationgroup@fosterswift.com>

Thu, Aug 03, 2023 10:47 AM

Subject : What are property owners liable for now?

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

Reply To : litigationgroup@fosterswift.com

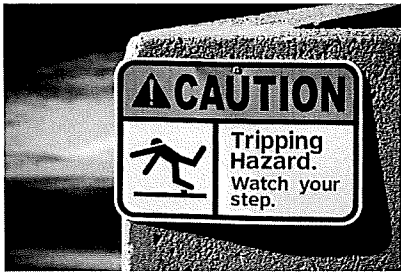
To view a web version of this email please [click here](#).

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Litigation News Update

Michigan Supreme Court Announces Seismic Shift in Premises Liability Cases

August 3, 2023



Last Friday, the Michigan Supreme Court issued a ruling that substantially changes decades of law regarding premises liability cases involving “open and obvious” dangers. Based on the Court’s ruling, premises liability cases that previously would have faced dismissal before trial will now require jury trials to decide key issues. The ruling was in the consolidated cases of *Kandil-Elsayed v. F & E Oil Inc.*, and *Pinsky v. Kroger Co. of Mich.*, Docket Nos.

162907 and 163430.

Gone is precedent from the 2001 Michigan Supreme Court case of *Lugo v Ameritech Corp*, where Michigan courts could analyze claims by injured visitors and patrons on property under the “open and obvious danger” doctrine. Under that now discarded precedent, Michigan property owners owed no duty of care to warn or protect visitors or patrons about hazardous conditions on their property, so long as the hazardous condition on the premises was “open and obvious” to a visitor. The only exceptions to the open and obvious defense were if the hazardous condition was considered “unreasonably dangerous” or unavoidable, in which case a property owner could be held liable if it did not take “reasonable precautions” to protect visitors and patrons from the unreasonably dangerous risk.

Under *Lugo*, cases against property owners alleging injury from hazardous conditions on their property (such as uneven steps or build-ups of snow and ice), would often be dismissed because the hazard causing the injury was open and obvious upon casual inspection, and the hazards were not substantial enough to be considered unreasonably dangerous or unavoidable. In effect, the open and obvious doctrine created an absolute defense to many such plaintiffs' claims.

In its *Kandil-Elsayed* and *Pinsky* cases, the Supreme Court adopted a new standard for deciding premises liability cases. The new standard now imposes a duty on property owners or possessors to use reasonable care to protect visitors or patrons from unreasonable risks of injury due to hazardous conditions on their properties, even if the hazardous conditions are open and obvious. Also, while a jury can consider the open and obvious nature of a property hazard when deciding if a property owner or possessor has violated its duty of reasonable care, the open and obvious character of the hazard will no longer be a bar to claims by injured visitors or patrons.

In the wake of the *Kandil-Elsayed* and *Pinsky* decisions some commentators are predicting that the decisions will open the door to an increased number of premises liability cases filed in Michigan trial courts and, as noted by two dissenting justices in the cases, an expanded liability for property owners who relied on the former open and obvious defense. It is also unclear from the Court's decision whether the new standard for premises liability will apply retroactively to cases already filed in Michigan trial courts or the Court of Appeals.

While the full extent of the new premises liability standard may take years to unfold, at a minimum, property owners and possessors should begin to assess the condition of their properties, with an eye to warning of or making reasonable adjustments to characteristics of their properties that may be hazardous to visitors or patrons.

As our clients and friends consider such remedial steps, the members of Foster Swift's [litigation practice group](#) are ready to discuss the impact of this important ruling or any other aspect of your risk management program.

- [Dora A. Brantley...248.785.4697...dbrantley@fosterswift.com](#)
- [Bryan Cermak...248.785.4736...bcermak@fosterswift.com](#)
- [Julie I. Fershtman...248.785.4731...jfershtman@fosterswift.com](#)
- [Paul J. Millenbach...248.539.9908...pmillenbach@fosterswift.com](#)
- [Jennifer L. Montasir...248.785.4742...jmontasir@fosterswift.com](#)

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

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IRS Circular 230 Notice: To ensure compliance with requirements imposed by the IRS, we inform you that any U.S. tax advice contained in this communication is not intended to be used, and cannot be used, for the purpose of (i) avoiding penalties under

**CITY OF DEXTER
NOTICE OF PUBLIC HEARING
PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) APPLICATION**

RECEIVED
JUL 21 2023
Dexter District Library

Pursuant to Michigan Public Act 110 of 2006 (the Michigan Zoning Enabling Act), as amended, notice is hereby given that the City of Dexter Planning Commission will conduct a public hearing on Monday August 7, 2023 at 7:00 pm. The public hearing will be held in City Council Chambers, located at 3515 Broad St, Dexter, MI, 48130.

The purpose of the public hearing is to consider a preliminary PUD Application for The Pelham Condominiums. The Preliminary PUD Application was submitted by Pelham LLC.

The applicant proposes a multiple-family condominium development that includes 28 units on a 1.57 acres site, located at 8180 Main Street (08-03-31-474-010). The property is owned by 76 Properties, LLC and the applicant has entered into a purchase agreement the property owner.

The subject site is zoned VC, Village Commercial. The applicant is requesting a rezoning to PUD, Planned Unit Development. Any land use or mix of land uses that are authorized in the City of Dexter Zoning Ordinance may be considered for a PUD.

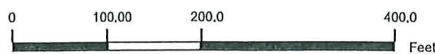
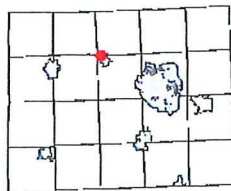
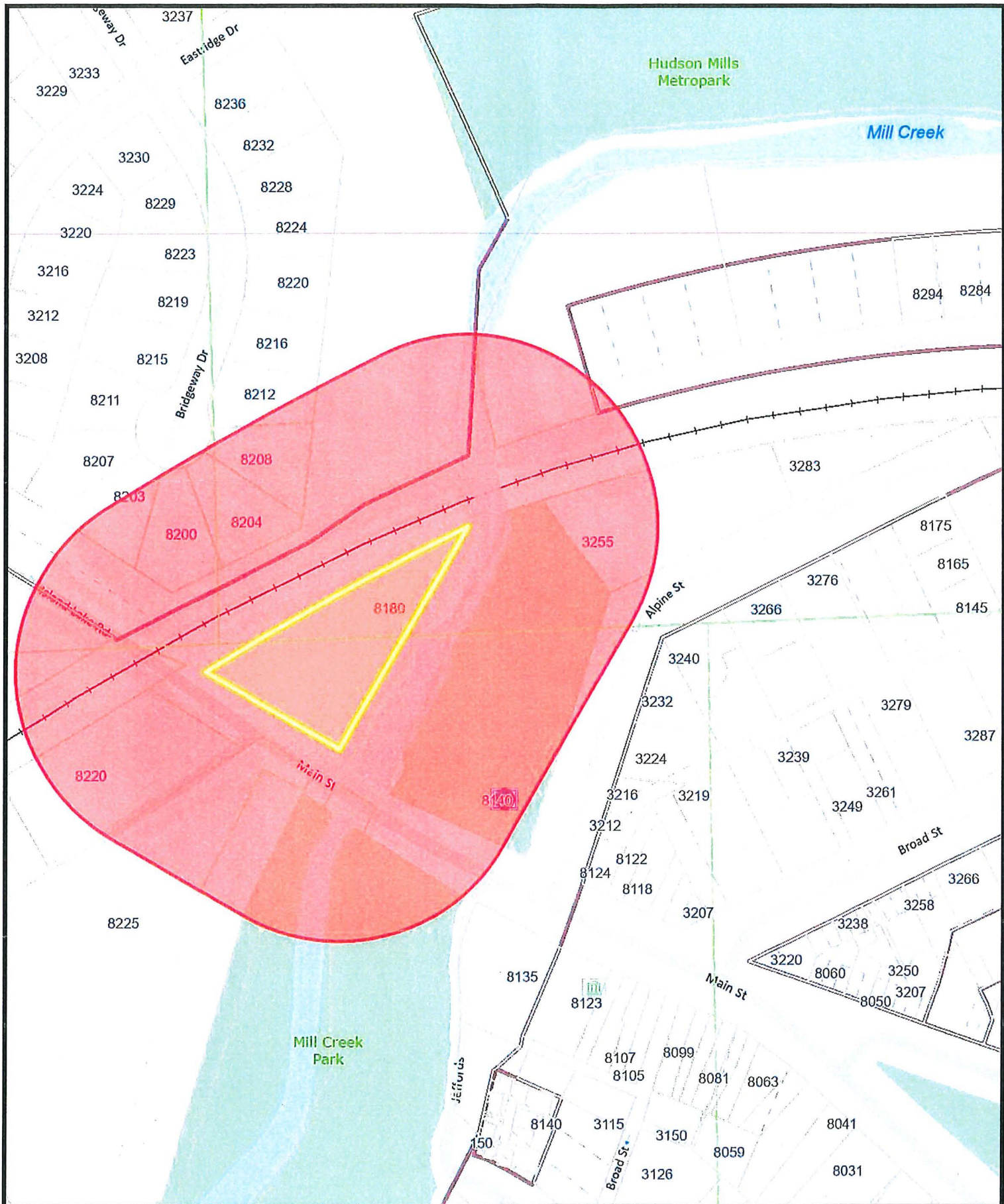
Legal Description of 8180 Main Street (08-03-31-474-010):
ANNEXED 02/24/2017 COM AT S 1/4 COR SEC 31, TH S 87-38-16 W 117.80 FT TO A POB, TH 439.15 FT ALNG ARC OF CURV-RT-RAD 2956.46 FT - CH N 65-30-07 E 438.75 FT TO PT " A ", TH CONT NE'LY ALNG RR R/W 15 FT +/- TO THREAD OF MILL CREEK, TH SW'LY ALNG THREAD 190 FT +/- TO S/LN OF SEC 31, TH CONT ALNG THREAD SW'LY 253 FT +/-, TH N 56-37-26 W 27 FT +/- TO PT " B " WHICH LIES S 27-21-04 W 190.35 FT AND S 27-21-04 W 231.01 FT FROM PT " A ', TH N 56-37-26 W 14.15 FT, TH N 56-49-13 W 288.45 FT, TH 54.55 FT ALNG ARC OF CURV-RT-RAD 2956.46 FT - CH N 60-43-05 E 54.55 FT TO THE POB. PT OF S 1/2 SEC 31, T1S-R5E AND PT OF NW 1/4 SEC 6, T2S-R5E. 1.57 AC. COMBINED ON 03/08/2017 FROM H -08-06-200-001, C -03-31-300-005;

Copies of the plans and application are available for public inspection at the City Offices, 3515 Broad Street, Dexter, MI 48130; weekdays between 9:00 a.m. to 5:00 p.m., but may also be viewed on the City's website:
https://dextermi.gov/government/departments_and_services/proposed_development_projects.php.

Public comment may be provided during the meeting, either in-person or virtually, submitted in writing at city offices, located at 3515 Broad Street, Mon-Fri 9:00 am to 5:00 pm or emailed to the Office of Community Development maniol@dextermi.gov. All comments must be received no later than close of business the day of the meeting.

Anyone needing a sign language interpreter, or other assistance, must contact the City Manager jbreyer@dextermi.gov, at least 72 hours in advance of the meeting. Minutes of all meetings are available on the city website, www.dextermi.gov.

Please post in the Sun Times on Wednesday, July 19, 2023
Please send affidavit



1: 2,400

7/14/2023



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

'GENDER QUEER' OBSCENITY CASE DISMISSED IN VIRGINIA

Kelly Jensen Aug 30, 2022 – From Book Riot <https://bookriot.com/gender-queer-obscenity-case-dismissed/>

The long-awaited trial in Virginia Beach, Virginia, over the claims of obscenity in two books has ended in dismissal. Neither *Gender Queer* by Maia Kobabe nor *A Court of Mist and Fury* by Sarah J. Maas meet the legal definition of obscenity. The judge in the case also noted the lawsuit raised questions of due process.

Two lawsuits filed in Virginia Beach by attorney and State Delegate Tim Anderson, on behalf of client Tommy Altman, sought to get both books not only removed from schools and libraries, but removed from private sale through bookstores across the state. The first lawsuit included a restraining order against Barnes & Noble and Virginia Beach Schools, and the second lawsuit focused on Oni Press, publisher of *Gender Queer*, as well as its author Maia Kobabe.

Today's judgment is great news for those who believe in the First Amendment. Further, it showcases the limitations of so-called "obscenity laws" when it comes to materials made available in schools, libraries, and in private businesses.

Obscenity is a small subset of pornography and each state's definition of obscenity mirrors that of the U.S. Federal Law on Obscenity:

The U.S. Supreme Court established the test that judges and juries use to determine whether matter is obscene in three major cases: *Miller v. California*, 413 U.S. 15, 24-25 (1973); *Smith v. United States*, 431 U.S. 291, 300-02, 309 (1977); and *Pope v. Illinois*, 481 U.S. 497, 500-01 (1987). The three-pronged *Miller* test is as follows:

1. Whether the average person, applying contemporary adult community standards, finds that the matter, taken as a whole, appeals to prurient interests (*i.e.*, an erotic, lascivious, abnormal, unhealthy, degrading, shameful, or morbid interest in nudity, sex, or excretion);
2. Whether the average person, applying contemporary adult community standards, finds that the matter depicts or describes sexual conduct in a patently offensive way (*i.e.*, ultimate sexual acts, normal or perverted, actual or simulated, masturbation, excretory functions, lewd exhibition of the genitals, or sado-masochistic sexual abuse); and
3. Whether a reasonable person finds that the matter, taken as a whole, lacks serious literary, artistic, political, or scientific value.

Any material that satisfies this three-pronged test may be found obscene.

Right-wing groups are pushing a narrative that suggests public schools are at the epicenter of indoctrination, forcing gender and sexuality onto young people starting in kindergarten. Lawsuits like this further fuel misinformation campaigns by these groups.

In Virginia, today's decision means Anderson's claims that books like Kobabe and Maas's are not illegal per the state's obscenity laws. Anderson's lawsuit claimed the books were obscene, per the following:

Whenever he has reasonable cause to believe that any person is engaged in the sale or commercial distribution of any obscene book, any citizen or the attorney for the Commonwealth of any county or city, or city attorney, in which the sale or commercial distribution of such book occurs may institute a proceeding in the circuit court in said city or county for adjudication of the obscenity of the book.

Unfortunately for him, the Virginia law states the following:

H. If an appearance is entered and an answer filed, the court shall order the proceeding set on the calendar for a prompt hearing. The court shall conduct the hearing in accordance with the rules of civil procedure applicable to the trial of cases by the court without a jury. At the hearing, the court shall receive evidence, including the testimony of experts, if such evidence be offered, pertaining to:

1. The artistic, literary, medical, scientific, cultural and educational values, if any, of the book **considered as a whole**;
2. The degree of public acceptance of the book, or books of similar character, within the county or city in which the proceeding is brought;
3. The intent of the author and publisher of the book;
4. The reputation of the author and publisher;
5. The advertising, promotion, and other circumstances relating to the sale of the book;
6. The nature of classes of persons, including scholars, scientists, and physicians, for whom the book may not have prurient appeal, and who may be subject to exception pursuant to subsection G.

As indicated before, obscenity laws demand examining a work in relation to its whole. *Gender Queer* is a book published for adult audiences, and the small excerpts (which are seven whole pages total) making the rounds on social media featuring sex are age-appropriate and not representative of the whole of the book.

In Kobabe's brief to the court in July, e emphasized that the passages in question comprise a small part of eir graphic memoir and asked "“whether those seven pages are the dominant theme of the book, taken as a whole; whether the remaining 233 pages are mere empty filler.”"

Anderson and his client suggested that a new ratings system, much like that used by the Motion Picture Association, should be implemented. This argument has been a popular one among censors over the last year, with groups like Moms For Liberty going so far as to create their

own home-grown ratings system, created by volunteers with no background in education, librarianship, or literacy.

The outcome of this lawsuit is a big step forward for First Amendment advocates and for readers who want access to books. It will help in setting a standard against the argument that books like these—as well as the hundreds of others being challenged and banned across the 50 states—do not meet the legal definition of obscenity.

Michigan libraries launch citizen initiative to fight book bans

- Published: Aug. 02, 2023, 6:00 a.m – Mlive.com
- By Jordyn Hermani | jhermani@mlive.com

With book bans at public libraries taking center stage around the country, the Michigan Library Association is calling on residents to push back against what it sees as censorship and a violation of First Amendment rights.

In doing so, the association has launched a six-month campaign – dubbed MI Right to Read – which calls on Michiganders to help raise awareness of communities looking to ban book titles or otherwise infringe on what it refers to as the public’s “right to read.”

“The majority of Michiganders support the work our public libraries do and want to see various perspectives portrayed in the content available at their local libraries,” said Debbie Mikula, executive director of the Michigan Library Association. “Michigan’s public libraries are centers for community, and we want to ensure that librarians across Michigan can do their jobs and serve the needs of all individuals.”

In a statement, the organization urged Michigan parents to join their coalition to aid in speaking out against what it sees as book banning and censorship happening around the state.

In doing so, the campaign offers a toolkit for those interested in submitting letters to the editor of their local paper, graphics of support for local libraries and news surrounding the topic of book bans.

Michigan gained national attention in 2022 when residents of Jamestown Township voted to defund the Patmos Library after it refused to pull LGBTQ-related materials from its shelves. Barring new funding, the library is slated to close in mid-2024 after two operating millage proposals failed in the midst of fervor surrounding the book.

Most of the uproar centered on the 2019 graphic novel “Gender Queer: A Memoir” by Maia Kobabe, which tells the author’s story of coming out as a nonbinary person. As part of the memoir, Kobabe recounts and depicts a sexual act which has left some feeling the book is not appropriate for children.

Kobabe, in an interview with MLive earlier this year, said the book’s topics are more geared toward high school ages and up and pushed back on the idea that graphic novels were inherently meant for child audiences.

Since the initial Patmos controversy challenges to books offered in public libraries have only ramped up, with contention also hitting the Lapeer Library in March of this year.

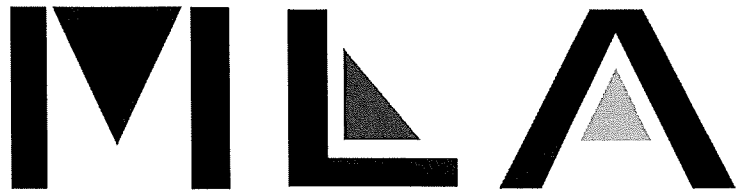
There, “Gender Queer” was the center of a dispute between community members who believed it should stay on library shelves versus those who wanted it gone on the belief its pages constituted a form of pornography.

Librarians, however, have argued a content neutral approach, maintaining libraries are simply venues for individuals to check out whichever books they like and should not be tasked with moderating who can check out what from their collections.

Lapeer County Prosecutor John Miller even weighed in on the topic, filing a Freedom of Information Act request with the library to find out more information on the book – but only after Miller was quoted in a Bridge Michigan article which alleged he was mulling whether keeping the book on library shelves could potentially constitute a crime.

Ultimately, the book stayed on Lapeer library shelves and Attorney General Dana Nessel has since been tasked with writing an opinion on whether book bans specifically targeting LGBTQ subjects are discriminatory in nature.

“We need help from parents and all community members when they see these types of efforts to limit or censor content at our public libraries,” said Juliane Morian, coalition member and Rochester Hills Public Library director. “Parents should know that librarians want to partner with them during their family visits to the library to help guide children to age-appropriate content. We can also share resources they might not know exist at the library, like e-books, audiobooks, STEM kits and more.”



MICHIGAN LIBRARY ASSOCIATION

Intellectual Freedom Fact Sheet

Q: What is intellectual freedom?

A: Intellectual freedom is the right of every person to seek and receive information about any topic from multiple points of view. It includes the right to hold, receive, and share ideas and information. All people have the right to intellectual freedom, including children and teenagers.

Q: What is collection development?

A: Because libraries do not have infinite money or space, librarians have to make decisions about what materials to buy. Collection development is the process librarians use to make these decisions when they purchase materials for the library.

Libraries have policies that provide guidelines for collection development, and librarians who have a master's degree study collection development in graduate school. Collection development often involves reading reviews in professional periodicals (such as *School Library Journal*, *Booklist*, *Kirkus*, and *The Horn Book*) to assess quality.

Librarians who do collection development consider how their choices affect the intellectual freedom of their communities when they select materials.

Q: What is censorship?

A: Censorship is the suppression of ideas or information because a particular person or group of people does not like the idea in question. Censors believe that because they find a particular idea objectionable, no one should have access to information about that idea. Censors often try to use political power to enforce censorship.

Q: What is a book challenge?

A: A book challenge (or a material challenge, because not every piece of media that gets challenged is a book) is when requests or demands that one or more items in the library collection be removed from that collection.

Q: Why are materials challenged?

A: Materials are usually challenged because a person does not agree with the content or ideas the material presents, or because they believe the material is located in an age-inappropriate section of the library.

Q: Is a challenge the same as a ban?

A: No. A challenge is a request or a demand that a book be removed. It is not the act of removal itself. An example of a ban would be a book being removed from a library or a book that has been banned from being used in the classroom for any reason.

Q: Is restricting access to material better than removing it entirely?

A: No. Restriction still infringes upon the intellectual freedom rights of community members and is often done based on age. All people have the right to intellectual freedom, *including minors*. When materials are restricted, children and teenagers are being denied their rights on the basis of age.

Q: What is the impact of materials being removed or restricted?

A: The removal or restriction of materials infringes upon the intellectual freedom rights of community members. In the case of nonfiction, removal and restriction of materials makes it difficult for people to locate reliable, factual information from a variety of viewpoints on a variety of subjects. In the case of fiction or other artistic expression (such as music and film), removal and restriction makes it difficult for people to engage with a wide variety of media that may reflect their own experiences or the condition of the wider world. Curtailing this access is often the explicit goal of censors.

Q: What about sexual content?

A: When censors discover library materials that include sexual content, they often rush to claim that librarians are peddling pornography. It is important to know that pornography is *not* a legal term and has no legal criteria, which is why censors like to use it to describe everything from developmentally appropriate sex education books for children to books that include depictions or discussions of queer sexualities.

Every person has the right to moderate their own engagement with sexual content in media. Parents may guide their children's media consumption based on what they feel comfortable with, but they are responsible *only for their own children* and may not dictate what other children and adult community members can access.

Q: What is obscenity?

A: Sometimes censors cite obscenity laws in their efforts to have materials removed. Unlike pornography, obscenity *is* a legal term and is determined using a three-pronged test known as the

Miller Test (named after the 1973 Supreme Court case *Miller v. California*). In order to be classified as obscene, material must meet *all three* of the following criteria:

1. Whether the average person, applying contemporary adult community standards, finds that the matter, taken as a whole, appeals to prurient interests
2. Whether the average person, applying contemporary adult community standards, finds that the matter depicts or describes sexual conduct in a patently offensive way
3. Whether a reasonable person finds that the matter, taken as a whole, lacks serious literary, artistic, political, or scientific value.

Remember that the work must be evaluated as a whole (not based on a single scene or comic panel), and that library collection development policies exist to ensure that librarians are acquiring material that *does* have literary, artistic, political, and scientific value.

In Michigan specifically, librarians and teachers are exempt from a state law prohibiting dissemination of sexually explicit material to minors ([source](#)) because this dissemination is part of their jobs as educators and upholders of intellectual freedom.

Q: How is the First Amendment involved?

A: The First Amendment guarantees freedom of expression, including freedom of speech and freedom of the press, both of which are vital to a citizen's ability to exercise their intellectual freedom. In the case of public schools, the Supreme Court ruled in the 1982 case *Island Trees School District v. Pico* that public school library books cannot be removed or restricted based on their content, because such a removal would be a violation of the First Amendment rights of students.

Further resources:

[American Library Association Intellectual Freedom and Censorship Q & A](#)

[Intellectual Freedom information guide from Wayne State University](#)

[What are Obscenity Laws?](#) by Kelly Jensen (Jensen's censorship coverage at BookRiot has been consistently thorough and excellent.)

[Island Trees School District v. Pico at Oyez.org](#)

*Special thanks to MLA Intellectual Freedom Task Force member,
Mary Grahame Hunter for compiling these answers.*



BOOK CHALLENGES, CENSORSHIP, AND MICHIGAN PUBLIC LIBRARIES

This information sheet is intended as a tool to assist in clarification and decision making for Public Library Directors and Boards. It is not intended as legal advice. Library Boards and Directors should consult with their library attorneys when determining a plan or policy for their libraries.

December 6, 2021

Background on the Right to Information

The first amendment of the U.S Constitution secures the right of free speech for every person in the United States. In 1947, the Supreme Court of the United States confirmed in Martin v. City of Struthers, Ohio, (319 U.S. 141, 63 S. Ct. 862, 87 L. Ed. 1313 (1943)), that the framers of the constitution intended that freedom of speech under the first amendment right of freedom of speech included the right to receive information:

“The authors of the First Amendment knew that novel and unconventional ideas might disturb the complacent, but they chose to encourage a freedom which they believed essential if vigorous enlightenment was ever to triumph over slothful ignorance. This freedom embraces the right to distribute literature, Lovell v. Griffin, 303 U.S. 444, 452, 58 S.Ct. 666, 669, 82 L.Ed. 949, and necessarily protects the right to receive it.”

The Martin case involved a municipal ordinance that prevented a religious group from distributing pamphlets door to door, but it is the first case to establish a right to receive information under the first amendment. There have been several cases and opinions after Martin which follow the right to receive information, and some of those connect the exercise of this right to public library access:

“At the threshold, however, this right, first recognized in Martin and refined in later First Amendment jurisprudence, includes the right to some level of access to a public library, the quintessential locus of the receipt of information.” Kreimer v. Bureau of Police for Town of Morristown, 958 F.2d 1242 (1992) (Case involved Library policies that restricted the use of the library by homeless man).

Kreiner is a federal court of appeals case from the third circuit. Its analysis of the proximity of public libraries to the right to receive information has been widely accepted legal precedent.

In other words, people in the United States have a constitutional right to information and a fundamental way to exercise that right is through a public library.

Therefore, removing materials from a library simply because some members of the community object to the content, is censorship, which is a violation of the First Amendment.

“[T]he State may not, consistently with the spirit of the First Amendment, contract the spectrum of available knowledge. The right of freedom of speech and press includes not only the right to utter or to print, but the right to distribute, the right to receive, the right to read ...and freedom of inquiry, freedom of thought, and freedom to teach....Without those peripheral rights the specific rights would be less secure.” Griswold v. Connecticut, 381 US 479 (1965). (Case involved a state law prohibiting the distribution of information about contraceptives to women without the permission of their husbands).

Even though schools have some latitude with which to restrict materials to those which support a prescribed curriculum, the Supreme Court in Pico still determined that content-based removal of certain books from the

school library was a violation of students' first amendment rights. Bring this analysis to a public library situation (where there is little recognized authority to restrict access to information) and the bar against content-based removal is even more obvious.

"We hold that local school boards may not remove books from school library shelves simply because they dislike the ideas contained in those books and seek by their removal to "prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion." West Virginia Board of Education v. Barnette, 319 U.S., at 642, 63S.Ct., at 1187. Such purposes stand inescapably condemned." Bd. of Educ., Island Trees Union Free Sch. Dist. No. 26 v. Pico, 457 U.S. 853, 102 S. Ct. 2799, 73 L. Ed. 2d 435 (1982)

Q. Don't public libraries restrict access to information simply by choosing to purchase some materials over others? Isn't that censorship?

A. Public libraries, and indeed all libraries, by necessity, must have comprehensive policies and procedures for determining what materials their collections should contain. No library, save the Library of Congress, has the space and resources to acquire and circulate every publication on every topic. Libraries make decisions according to objective criteria that considers, among other factors, their budget, the demographics of their community, the current circulation habits and demands of their patrons, contemporary societal issues and events, the literary or entertainment quality of the material (as considered by objective professional reviews, author reputation and experience, etc.), public libraries' through their collections, must anticipate the information that will be in demand and of use by their patrons, and must represent a broad representation within that information.

This detailed vetting process is called a library's collection development policy, and this policy details how materials are selected for inclusion into the collection.

So, while it is true that librarians do make choices between materials and between subject matter, the mission of most public libraries is to provide a well-rounded collection that represents multiple perspectives as well as the facts connected to a certain topic.

"To fulfill their traditional missions, public libraries must have broad discretion to decide what material to provide to their patrons. Although they seek to provide a wide array of information, their goal has never been to provide "universal coverage." Id., at 421. Instead, public libraries seek to provide materials "that would be of the greatest direct benefit or interest to the community." Ibid. To this end, libraries collect only those materials deemed to have "requisite and appropriate quality." Ibid. See W. Katz, Collection Development: The Selection of Materials for Libraries 6 (1980) ("The librarian's responsibility ... is to separate out the gold from the garbage, not to preserve everything"); F. Drury, Book Selection xi (1930) ("[I]t is the aim of the selector to give the public, not everything it wants, but the best that it will read or use to advantage"); App. 636 (Rebuttal Expert Report of Donald G. Davis, Jr.) ("A hypothetical collection of everything that has been produced is not only of dubious value, but actually detrimental to users trying to find what they want to find and really need")."

United States v. Am. Libr. Ass'n, Inc., 539 U.S. 194, 123 S. Ct. 2297, 156 L. Ed. 2d 221 (2003) (case involving the constitutionality of CIPA and forced library filtering).

IN other words, selecting materials for a public library using a professional process involving objective criteria is very different from removing material because the remover dislikes, or is made uncomfortable by the content. One is collection development, one is censorship.

Collection development information can be found:

https://www.michigan.gov/libraryofmichigan/0,9327,7-381-88855_89735_89759-492769--,00.html

Q. But every right – including speech- has limits. Aren't there limits or exceptions to this idea of "right to information?" What if the information desired or available could cause harm, or does not align with "community standards," or reflects opinions and values that are objectionable?

As with most of our constitutional rights, freedom of speech and the right to information that flows from it are not absolute. There are circumstances under which information can be restricted, such as when part of a public school classroom curriculum (because a school has specific educational and curricular requirements that may necessarily involve the inclusion of some topics and not others, and a school can require students to read about specific topics and opinions), or in a private library or business (because private entities are not bound by the first amendment when offering information), or within a religious organization. The only speech that can be restricted by content is speech that is found to be:

Defamatory – Speech or information that is false and could harm the reputation of the individual discussed (especially if the speaker (or writer) knew the information was false).

True Threats - Speech that promises a crime will be committed (“I am going to kill you if you don’t give me your money”).

Fighting Words – Face to face Speech that when said, has a high probability of provoking a physical fight or violence between parties. *Chaplinsky v. New Hampshire* (1942)

Inciting Words – Speech that is made in order to inspire “imminent lawless action,” **and** is likely to actually cause the lawless action. (Such as a speaker deliberately rallying a crowd to riot or commit another unlawful act, in a situation where the crowd was already excited and rowdy and likely to riot). *Brandenburg v. Ohio*

Obscenity – Probably one of the most misunderstood exemptions. The definition of “obscenity” as determined by the supreme court in Miller, is a vague one that is only really applicable to a court (since only a court can truly label content as “obscene.”).

In Miller, the Supreme Court’s test defining obscenity is:

- (a) whether ‘the average person, applying contemporary community standards’ would find that the work, taken as a whole, appeals to the prurient interest, (“Prurient” = arouses sexual desire).
- (b) whether the work depicts or describes, in a patently offensive way, sexual conduct specifically defined by the applicable state law; and
- (c) whether the work, taken as a whole, lacks serious literary, artistic, political, or scientific value.

Miller v. California, 413 U.S. 15, 24, 93 S. Ct. 2607, 2615, 37 L. Ed. 2d 419 (1973)

Generally, the label of obscenity seems to be applied to extreme representations of sexually explicit material, such as child pornography, bestiality, and other activities rejected on a societal level. It does not generally seem to apply to legal adult pornography or sexual content in literature – even age-appropriate content in literature aimed at younger readers. Material is not obscene simply because it is depicting activity that is controversial or non-conforming to what is considered “normal.” The label seems to be intended by the court to be applied to “hard core” sexual content:

“Under the holdings announced today, no one will be subject to prosecution for the sale or exposure of obscene materials unless these materials depict or describe patently offensive ‘hard core’ sexual conduct. “Miller v. California, 413 U.S. 15, 27, 93 S. Ct. 2607, 2616, 37 L. Ed. 2d 419 (1973)

Now, Michigan has a law that restricts the dissemination of sexually explicit materials to minors. The Disseminating, Exhibiting, or Displaying Sexually Explicit Matter to Minors Act, 1978 PA 33, MCL 722.671 et. Seq. <http://legislature.mi.gov/doc.aspx?mcl-33-1978-l>. The first part of this act provides criminal penalties for the dissemination of sexually explicit content to minors. The second part of this act restricts the sale of violent videogames to minors. Although amendments to the statute have been struck down by courts as unconstitutional, a more recent amendment to MCL 722.673 et seq. reworded the law and is currently in effect.

The law specifically exempts teachers and librarians from prosecution for disseminating sexually explicit materials as a part of their employment (checking books out, buying books or using books as part of an approved curriculum) (see Section 6(d), MCL 722.676(d) <http://legislature.mi.gov/doc.aspx?mcl-722-676> .

The second part to the law, which restricts videogames, was also struck down as unconstitutional, and is not currently in effect. The restrictions centered on violence.

For additional information on restrictions beyond content based restrictions, see

<https://constitutioncenter.org/interactive-constitution/interpretation/amendment-i/interps/266> (National Constitution Center)

The right to receive information is not absolute, but neither is it a right that is easily negated.

Q. I am hearing of librarians being accused of providing sexual content to minors. Can I be criminally liable if a patron or board member feels a title is “sexual content,” or inappropriate?

Unless you are providing minors with sexual content with the intention of receiving or experiencing gratification or sexual activity, it is unlikely. The Michigan law expressly exempts librarians and teachers providing materials in the context of their employment. (See discussion in previous question, above). MCL 722.676(d) <http://legislature.mi.gov/doc.aspx?mcl-722-676> .

Libraries and librarians concerned about any type of legal liability should always consult their library attorney, and or their personal attorney.

Q. Don’t library boards and library directors have a responsibility to protect their community (especially children) from materials that expose patrons to inappropriate and harmful topics? If these boards and librarians wouldn’t let their own kids watch or read this material, why permit any other child to?

A. The issue here is who decides what is “inappropriate” and “harmful?” Who gets to decide what topics or types of material everyone else is allowed to see/view/read/hear? Just because one portion of the community is uncomfortable with a topic, or has a religious or other objection, is not sufficient grounds to deny the rest of the community access to that material, to those ideas. The law already accounts for truly harmful content. The rest is a matter of personal and familial choice and culture. Public libraries do not stand in the shoes of parents with regards to the welfare of their children. They are not a school, or a childcare center. They are public spaces that welcome people of all ages and types with the mission of providing the information, or the means and expertise to locate the information that each individual wish to have. Parents and guardians bear the responsibility and the right only to determine the materials they and their children can access.

“If there is any fixed star in our constitutional constellation, it is that no official, high or petty, can prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion If there are any circumstances which permit an exception, they do not now occur to us.” 319 U.S., at 642, 63 S.Ct., at 1187. Bd. of Educ., Island Trees Union Free Sch. Dist. No. 26 v. Pico, 457 U.S. 853, 102 S. Ct. 2799, 73 L. Ed. 2d 435 (1982)

Q. Can a library governing board dictate the content-based removal of library materials?

A. This is a tricky question. In Michigan, most establishment types authorize the governing board of a library to be the legal representatives of the library. The governing board has the authority to make (among other decisions) policy, financial, personnel, and facilities decisions. However, as they say, “With great power comes great responsibility.” An illegal, thoughtless or ill-conceived decision could result in the board being on the wrong side of a lawsuit, which can be very costly in money, community goodwill towards the library, and damage to the board’s reputation. In reality, the issues surrounding content-based censorship and book removal are so divisive in U.S. culture that even if there is no lawsuit brought, the damage to the library’s reputation with the community it serves (and is funded by) could cause years of bad feelings, as well as catastrophic losses in funding if the fallout includes the defeat of a millage. The question for the board becomes not “can you?” but “should you?” Is the content of the material so damaging that it is worth the potential ramifications involved in removing it- especially when the action could end up being temporary since the materials could be easily re-instated upon the arrival of new terms and new board members?

“If a Democratic school board, motivated by party affiliation, ordered the removal of all books written by or in favor of Republicans, few would doubt that the order violated the constitutional rights of the students denied access to those books. The same conclusion would surely apply if an all-white school board, motivated by racial animus, decided to remove all books authored by blacks or advocating racial equality and integration. Our Constitution does not permit the official suppression of ideas. Thus, whether petitioners' removal of books from their school libraries denied respondents their First Amendment rights depends upon the motivation behind petitioners' actions. If petitioners intended by their removal decision to deny respondents access to ideas with which petitioners disagreed, and if this intent was the decisive factor in petitioners' decision, then petitioners have exercised their discretion in violation of the Constitution.”
Bd. of Educ., Island Trees Union Free Sch. Dist. No. 26 v. Pico, 457 U.S. 853, 102 S. Ct. 2799, 73 L. Ed. 2d 435 (1982)

Q. Help! Our library is experiencing a book challenge. Where can I obtain more information and resources?

There are several good resources listed below. In addition, don't forget to reach out for help if you need it. You are not alone!

Contact your cooperative director. Chances are they have been through a challenge and can offer suggestions and support.

Contact the Library of Michigan Library Development team. We can offer information and support.
Contact ALA's Office of Intellectual Freedom (ALA OIF). They have legal and library professionals who can advise you on managing the challenge. You do not have to be an ALA member to call!

Resources:

<https://www.ala.org/tools/challengesupport> - ALA Office of Intellectual Freedom (OIF) website for managing and reporting book challenges. One of the most comprehensive sites on materials challenges.

https://www.webjunction.org/documents/webjunction/Book_Censorship_in_Schools_A_Toolkit.html - Webjunction materials from National Coalition Against Censorship (NCAC) Sample letters and tips on a book challenge process. Aimed at school libraries but contains information of use to public libraries too.

<https://www.ala.org/tools/challengesupport/selectionpolicytoolkit> - ALA OIF Toolkit for challenges, reconsideration policies, and book selection policies- includes separate information aimed at public and school libraries.

<https://ckls.libguides.com/c.php?g=833878&p=5954448> Central Kansas Library system – Book Challenges resources site. Contains sample reconsideration policies and letters as well as tips on handling a reconsideration request.

<http://cblfdf.org/2017/06/librarian-offers-tips-for-handling-ugly-book-challenges/> - (Comic Book Legal Defense Fund, CBLDF) Article with suggestions by a librarian who survived a contentious book challenge.

<https://jaslarue.blogspot.com/2008/07/uncle-bobbys-wedding.html> - Excellent example of a well-crafted letter responding to a book challenge by well known speaker and former library director, Jamie LaRue.

<https://bannedbooksweek.org/banned-books-week-handling-challenges/> - Another site managed by the ALA OIF. Focuses on banned books and banned books week. This page contains a summary of tips for handling book challenges.

<http://cbldf.org/2021/10/comics-challenges-return/> - Website of the Comic Book Legal Defense Fund, which advocates for intellectual freedom protections for comic book (including Anime and Manga) works. Advises libraries and book sellers as well as artists and authors on handling challenges of comics and sequential art titles.

Clare D. Membiela
Library of Michigan
Library Law Consultant

POLICY

- Make sure your library has a Collection Development Policy that details the material selection process, includes information on the steps for requesting the reevaluation of materials, and reaffirms the library's commitment to the freedom to read.
- Your library should also have a Request For Reevaluation of Materials Form that gives patrons an opportunity to formally request the removal of an item or resource.

PROACTIVE GOVERNANCE

- Your library or school board needs to be prepared to run a meeting that keeps governance on track. Make sure the board chair has a deep understanding of Michigan's Open Meetings Act, Robert's Rules of Order, and up-to-date bylaws that dictate how meetings are run. The board should be well versed in running a meeting, even in the presence of disruptive attendees.
- Your Library Director or School Librarian should take the proactive steps to educate their board and other stakeholders on the library's commitment to a broad selection of reading materials for everyone. Explain the importance of a good collection development policy, the need for trained and professional librarians to oversee this process, and the legal precedent for retaining materials that some may find objectionable.
- Your governing board may also need an overview of their role and responsibilities, and the delegation of duties to library staff, especially concerning collection development and the material reevaluation process.

LOCAL & COALITION SUPPORT

- Your local Friends group or other volunteers should work to identify intellectual freedom advocates in your community, and prepare them to respond when a politically motivated material challenge surfaces.
- Visit the Mi Right to Read website to request direct support from the Michigan Library Association and your Library Cooperative. Make sure to join the Mi Right to Read coalition to stay up to date on information, resources and other support you can use to defend intellectual freedom.



Treasurer's Report August 2023 Board Meeting

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

Current General Fund checking balance – \$1,258,441.22

Current Debt Service Fund balance – \$94,083.92

Current General Operations Fund Investments

<u>Amount</u>	<u>Institution</u>	<u>Maturity</u>	<u>Type</u>	<u>Account</u>
\$266,026.95	Flagstar (1)	8/23/2023	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
\$262,600.82	Northstar	8/15/2023	CD	109
\$268,526.45	Huntington (2)	12/14/2023	CD	110
\$235,382.52	Flagstar (2)	9/19/2023	CD	112
\$1,966,416.46	Michigan CLASS	N/A	Investment	120

2) Review of paid bills in July 2023 – **action item**

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

1) Allocate \$6,000.00 of unallocated income over expenses to line 101-901-971 – Capital Repairs Annual, increasing that line's budgeted balance from \$6,300.00 to a new balance of \$12,300.00.

2) Allocate \$9,000.00 of unallocated income over expenses to line 101-901-972 – Capital Replacement, increasing that line's budgeted balance from \$13,570.00 to a new balance of \$22,570.00. Remaining income over expenditure will be a positive amount of \$5,730.00

4) Reimbursements – none

Notes:

The payroll and A/P check through the check run of issued on June 28, 2023 represents the 22nd of 26 check runs or 85% of expenditures through the fiscal year.

The Michigan CLASS investment fund continues to outpace CD investments, returning a dividend rate of 5.3830% as of July 31, 2023.

The Board should make a final decision regarding positive pay. The annual cost will run \$900.00 per year at current rates. The initial information from both MyPay and WSR accountants is that the proper electronic files can be generated for transmission to Chelsea State Bank.

Check Register notes:

The vast majority of checks issued during the month were either to recurring vendors or for single event program presenters.

Leafs of Three – check #26779 – poison ivy control

Michigan Municipal League – check #26780 – refund of excess payment for broken window insurance claim

Sandhill Glass – check #26784 – replacement of broken windows

Tel Systems – check #26790 – payment for equipment purchased for lower level meeting room replacement

		Target
General Operations - all cash assets	\$4,961,595	
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	(\$600,000)	
Unassigned Fund Balance	\$343,628	
Total	\$4,961,595	

DEXTER DISTRICT LIBRARY-GENERAL FUND

A/P CHECK REGISTER

July 1 through August 7, 2023

Type	Date	Num	Split	Debit	Credit	Amount
ABSOLUTELY BAFFLING MAGIC						
Bill	07/11/2023	JULY 21 SHOW	101-790-742 PROGRAMMING		450.00	-450.00
Bill Pmt -Check	07/11/2023	26758	101-000-202 ACCOUNTS PAYABLE		450.00	-450.00
ALLIANCE ENTERTAINMENT LLC						
Bill	07/11/2023	PLS73774963	-SPLIT-		217.57	-217.57
Bill Pmt -Check	07/11/2023	26759	101-000-202 ACCOUNTS PAYABLE		217.57	-217.57
AMAZON CAPITAL SERVICES						
Bill	07/11/2023	1N9X-WXKY-L7DJ	101-790-729 BUILDING SUPPLIES	8.39		-8.39
Bill	07/11/2023	1GP1-PP1W-L7MV	101-790-727 LIBRARY SUPPLIES	233.94		-233.94
Bill	07/11/2023	1HWL-K73M-KRQ6	101-790-742 PROGRAMMING	126.65		-126.65
Bill	07/11/2023	1JQ6-H4CD-KWVN	101-790-742 PROGRAMMING	106.54		-106.54
Bill	07/11/2023	1691-M13H-LNY3	101-790-747 DVD-ADULT	59.32		-59.32
Bill	07/11/2023	1CPH-Q3TR-LPGL	101-790-742 PROGRAMMING	213.92		-213.92
Bill	07/11/2023	1N9X-WXKY-M1RM	101-790-742 PROGRAMMING	13.78		-13.78
Bill	07/11/2023	1691-M13H-MQH1	101-790-742 PROGRAMMING	17.19		-17.19
Bill	07/11/2023	19WJ-TNKY-MGNH	101-790-742 PROGRAMMING	129.06		-129.06
Bill	07/11/2023	113N-WKP3-N94X	101-790-729 BUILDING SUPPLIES	16.99		-16.99
Bill	07/11/2023	1N7V-GQ1D-MRP6	101-790-742 PROGRAMMING	22.98		-22.98
Bill	07/11/2023	1KYD-K9YW-N37K	101-790-729 BUILDING SUPPLIES	182.92		-182.92
Bill	07/11/2023	1GP1-PP1W-NMN7	101-790-754 NON-TRAD COLLECTION	19.80		-19.80
Bill	07/11/2023	1MJ7-L4QF-NJMG	101-790-740 ADULT BOOKS	16.00		-16.00
Bill	07/11/2023	1KYD-K9YW-MG4H	101-790-729 BUILDING SUPPLIES	261.66		-261.66
Bill	07/11/2023	14LF-1QXJ-NRTR	101-790-742 PROGRAMMING	106.78		-106.78
Bill Pmt -Check	07/11/2023	26760	101-000-202 ACCOUNTS PAYABLE	1,535.92		-1,535.92
APPLIED CAPITAL LLC						
Bill	07/25/2023	34471996	101-790-940 EQUIPMENT LEASE	717.21		-717.21
Bill Pmt -Check	07/25/2023	26793	101-000-202 ACCOUNTS PAYABLE	717.21		-717.21
AT&T MOBILITY						
Bill	07/25/2023	07182023	101-790-754 NON-TRAD COLLECTION	129.69		-129.69
Bill Pmt -Check	07/25/2023	26794	101-000-202 ACCOUNTS PAYABLE	129.69		-129.69
BAKER & TAYLOR						
Bill	07/11/2023	2037607162	101-790-740 ADULT BOOKS	18.43		-18.43
Bill	07/11/2023	203579547	101-790-740 ADULT BOOKS	685.23		-685.23
Bill Pmt -Check	07/11/2023	26761	101-000-202 ACCOUNTS PAYABLE	703.66		-703.66
BLACKSTONE PUBLISHING						
Bill	07/11/2023	2108587	101-790-745 BOOKS ON CD-ADULT	73.89		-73.89
Bill	07/11/2023	2107167	101-790-745 BOOKS ON CD-ADULT	100.60		-100.60
Bill	07/11/2023	2107173	101-790-745 BOOKS ON CD-ADULT	77.89		-77.89
Bill	07/11/2023	2106809	101-790-746 BOOKS ON CD CHILD	453.34		-453.34
Bill Pmt -Check	07/11/2023	26762	101-000-202 ACCOUNTS PAYABLE	705.72		-705.72
Bill	07/25/2023	2108762	101-790-746 BOOKS ON CD CHILD	157.39		-157.39
Bill Pmt -Check	07/25/2023	26795	101-000-202 ACCOUNTS PAYABLE	157.39		-157.39
BUSCH'S INC						
Bill	07/11/2023	67-492884	101-790-742 PROGRAMMING	526.83		-526.83
Bill Pmt -Check	07/11/2023	26763	101-000-202 ACCOUNTS PAYABLE	526.83		-526.83
CALLHARBOR						
Bill	07/11/2023	28256	101-790-851 TELEPHONE	446.90		-446.90
Bill Pmt -Check	07/11/2023	26764	101-000-202 ACCOUNTS PAYABLE	446.90		-446.90
CHASE CARD SERVICES						
Bill	07/25/2023	07142023	-SPLIT-		332.79	-332.79
Bill Pmt -Check	07/25/2023	26796	101-000-202 ACCOUNTS PAYABLE	332.79		-332.79
CINTAS CORPORATION-300						
Bill	07/11/2023	14204261	101-790-930 BLDING MAINTENANCE	280.65		-280.65
Bill Pmt -Check	07/11/2023	26765	101-000-202 ACCOUNTS PAYABLE	280.65		-280.65
CITY OF DEXTER						
Bill	07/25/2023	06-30-2023 BILL	101-790-920 UTILITIES	985.52		-985.52
Bill Pmt -Check	07/25/2023	26797	101-000-202 ACCOUNTS PAYABLE	985.52		-985.52
CRYSTERRA WELLNESS						
Bill	07/25/2023	JUNE & JULY YOGA	101-790-742 PROGRAMMING	525.00		-525.00
Bill Pmt -Check	07/25/2023	26798	101-000-202 ACCOUNTS PAYABLE	525.00		-525.00
DEMCO						
Bill	07/11/2023	7329060	101-790-727 LIBRARY SUPPLIES	304.84		-304.84
Bill Pmt -Check	07/11/2023	26766	101-000-202 ACCOUNTS PAYABLE	304.84		-304.84
DEXTER COMMUNITY PLAYERS						
Bill	07/11/2023	2023-24 ADVERTIZING	101-790-880 ADVERTISING	150.00		-150.00
Bill Pmt -Check	07/11/2023	26767	101-000-202 ACCOUNTS PAYABLE	150.00		-150.00
DISTINCT DESIGN INC						
Bill	07/25/2023	4128	101-790-801 PROF SERVICES	1,593.95		-1,593.95
Bill Pmt -Check	07/25/2023	26799	101-000-202 ACCOUNTS PAYABLE	1,593.95		-1,593.95
DTE ENERGY						
Bill	07/11/2023	JUNE BILL	101-790-920 UTILITIES	5,372.21		-5,372.21
Bill Pmt -Check	07/11/2023	26768	101-000-202 ACCOUNTS PAYABLE	5,372.21		-5,372.21
EHIM						
Bill	07/25/2023	ADM00030537	101-790-716 MEDICAL	2.40		-2.40
Bill Pmt -Check	07/25/2023	26800	101-000-202 ACCOUNTS PAYABLE	2.40		-2.40
EQUITABLE FINANCIAL						
Bill	07/11/2023	765461 000	-SPLIT-		2,918.49	-2,918.49
Bill Pmt -Check	07/11/2023	26769	101-000-202 ACCOUNTS PAYABLE	2,918.49		-2,918.49
Bill	07/25/2023	07-22-2023 STATEMENT	-SPLIT-		3,212.55	-3,212.55
Bill Pmt -Check	07/25/2023	26801	101-000-202 ACCOUNTS PAYABLE	3,212.55		-3,212.55
FUN EXPRESS, LLC						
Bill	07/11/2023	72512913501	101-790-742 PROGRAMMING	222.67		-222.67
Bill Pmt -Check	07/11/2023	26770	101-000-202 ACCOUNTS PAYABLE	222.67		-222.67
GENOT PINCOR						
Bill Pmt -Check	07/11/2023	26771	101-000-202 ACCOUNTS PAYABLE	100.00		-100.00
HACKNEY ACE HARDWARE						
Bill	07/11/2023	148147	101-790-729 BUILDING SUPPLIES	145.86		-145.86
Bill Pmt -Check	07/11/2023	26772	101-000-202 ACCOUNTS PAYABLE	145.86		-145.86

DEXTER DISTRICT LIBRARY-GENERAL FUND

A/P CHECK REGISTER

July 1 through August 7, 2023

Type	Date	Num	Split	Debit	Credit	Amount
IMPERIALDADE						
Bill	07/25/2023	90013174-00	101-790-727 LIBRARY SUPPLIES		459.10	-459.10
Bill Pmt -Check	07/25/2023	26802	101-000-202 ACCOUNTS PAYABLE		459.10	-459.10
INGRAM LIBRARY SERVICES						
Bill	07/11/2023	2083960	-SPLIT-		8,032.59	-8,032.59
Bill Pmt -Check	07/11/2023	26773	101-000-202 ACCOUNTS PAYABLE		8,032.59	-8,032.59
JAMES N CRAFT						
Bill	07/11/2023	CHAUTAUQUA MOVEMENT	101-790-742 PROGRAMMING		200.00	-200.00
Bill Pmt -Check	07/11/2023	26774	101-000-202 ACCOUNTS PAYABLE		200.00	-200.00
JESSICA BEEMSTERBOER						
Bill	07/11/2023	DECLUTTERING WRKSHOP	101-790-742 PROGRAMMING		200.00	-200.00
Bill Pmt -Check	07/11/2023	26775	101-000-202 ACCOUNTS PAYABLE		200.00	-200.00
KANOPY INC						
Bill	07/11/2023	354632	101-790-751 E-BOOKS/AUDIO		455.60	-455.60
Bill Pmt -Check	07/11/2023	26776	101-000-202 ACCOUNTS PAYABLE		455.60	-455.60
KATHERINE R. WILLSON						
Bill	07/11/2023	AUG 8 CLASS	101-790-742 PROGRAMMING		165.00	-165.00
Bill	07/11/2023	AUG 9 CLASS	101-790-742 PROGRAMMING		165.00	-165.00
Bill Pmt -Check	07/11/2023	26777	101-000-202 ACCOUNTS PAYABLE		330.00	-330.00
KEVIN S. DEVINE						
Bill	07/11/2023	073491-DDL	101-790-742 PROGRAMMING		400.00	-400.00
Bill Pmt -Check	07/11/2023	26778	101-000-202 ACCOUNTS PAYABLE		400.00	-400.00
LEAFS OF THREE						
Bill	07/11/2023	WEED TREATMENT	101-790-936 GROUNDS KEEPING		300.00	-300.00
Bill Pmt -Check	07/11/2023	26779	101-000-202 ACCOUNTS PAYABLE		300.00	-300.00
MICHIGAN MUNICIPAL LEAGUE						
Bill	07/11/2023	100PR2300311	101-000-673 OTHER MISC INCOME		1,150.00	-1,150.00
Bill Pmt -Check	07/11/2023	26780	101-000-202 ACCOUNTS PAYABLE		1,150.00	-1,150.00
MIDWEST TAPE, LLC						
Bill	07/11/2023	504011803	101-790-751 E-BOOKS/AUDIO		4,431.58	-4,431.58
Bill Pmt -Check	07/11/2023	26781	101-000-202 ACCOUNTS PAYABLE		4,431.58	-4,431.58
MOLLIE HALL						
Bill	07/25/2023	REIMBURSEMENT	101-790-742 PROGRAMMING		97.59	-97.59
Bill Pmt -Check	07/25/2023	26803	101-000-202 ACCOUNTS PAYABLE		97.59	-97.59
PAUL MCCANN						
Bill	07/25/2023	REIMBURSEMENT	101-790-742 PROGRAMMING		77.40	-77.40
Bill	07/25/2023	PETTY CASH	-SPLIT-		45.23	-45.23
Bill Pmt -Check	07/25/2023	26804	101-000-202 ACCOUNTS PAYABLE		77.40	-77.40
Bill Pmt -Check	07/25/2023	26805	101-000-202 ACCOUNTS PAYABLE		45.23	-45.23
PHYLLIS M WONG						
Bill	07/11/2023	GOSSARD GIRLS	101-790-742 PROGRAMMING		610.22	-610.22
Bill Pmt -Check	07/11/2023	26782	101-000-202 ACCOUNTS PAYABLE		610.22	-610.22
QUADIENT FINANCE USA, INC.						
Bill	07/25/2023	07-09-2023 STATEMENT	101-790-728 POSTAGE		273.00	-273.00
Bill Pmt -Check	07/25/2023	26806	101-000-202 ACCOUNTS PAYABLE		273.00	-273.00
QUADIENT INC						
Bill	07/11/2023	60262506	101-790-728 POSTAGE		63.42	-63.42
Bill Pmt -Check	07/11/2023	26783	101-000-202 ACCOUNTS PAYABLE		63.42	-63.42
SANDHILL GLASS CO						
Bill	07/11/2023	232663INV	101-901-971 CAPITAL REPAIRS-ANN		5,330.00	-5,330.00
Bill Pmt -Check	07/11/2023	26784	101-000-202 ACCOUNTS PAYABLE		5,330.00	-5,330.00
SBIS						
Bill	07/11/2023	115972	-SPLIT-		5,407.70	-5,407.70
Bill Pmt -Check	07/11/2023	26785	101-000-202 ACCOUNTS PAYABLE		5,407.70	-5,407.70
SCIENCE ALIVE						
Bill	07/11/2023	JULY 26	101-790-742 PROGRAMMING		351.00	-351.00
Bill Pmt -Check	07/11/2023	26786	101-000-202 ACCOUNTS PAYABLE		351.00	-351.00
STAPLES BUSINESS ADVANTAGE						
Bill	07/11/2023	3541835719	101-790-742 PROGRAMMING		37.11	-37.11
Bill	07/11/2023	3541244134	101-790-727 LIBRARY SUPPLIES		216.25	-216.25
Bill	07/11/2023	3539932861	101-790-727 LIBRARY SUPPLIES		244.85	-244.85
Bill	07/11/2023	3541302377	101-790-727 LIBRARY SUPPLIES		97.18	-97.18
Bill Pmt -Check	07/11/2023	26787	101-000-202 ACCOUNTS PAYABLE		595.39	-595.39
Bill	07/25/2023	3542471502	101-790-727 LIBRARY SUPPLIES		153.66	-153.66
Bill Pmt -Check	07/25/2023	26807	101-000-202 ACCOUNTS PAYABLE		153.66	-153.66
T-MOBILE						
Bill	07/11/2023	966192749	101-790-754 NON-TRAD COLLECTION		89.25	-89.25
Bill Pmt -Check	07/11/2023	26788	101-000-202 ACCOUNTS PAYABLE		89.25	-89.25
TALEWISE						
Bill	07/11/2023	SAVING EARTH	101-790-742 PROGRAMMING		375.00	-375.00
Bill Pmt -Check	07/11/2023	26789	101-000-202 ACCOUNTS PAYABLE		375.00	-375.00
TEL SYSTEMS						
Bill	07/11/2023	16368	101-901-972 CAPITAL REPLACEMENT		4,875.01	-4,875.01
Bill Pmt -Check	07/11/2023	26790	101-000-202 ACCOUNTS PAYABLE		4,875.01	-4,875.01
THE LIBRARY NETWORK						
Bill	07/25/2023	72113	101-790-800 COOPERATIVE FEES		1,461.41	-1,461.41
Bill Pmt -Check	07/25/2023	26808	101-000-202 ACCOUNTS PAYABLE		1,461.41	-1,461.41
VERIZON WIRELESS						
Bill	07/11/2023	9938431838	101-790-754 NON-TRAD COLLECTION		135.03	-135.03
Bill Pmt -Check	07/11/2023	26791	101-000-202 ACCOUNTS PAYABLE		135.03	-135.03
WHITE PINE LIBRARY COOPERATIVE						
Bill	07/25/2023	987	101-790-740 ADULT BOOKS		38.50	-38.50
Bill Pmt -Check	07/25/2023	26809	101-000-202 ACCOUNTS PAYABLE		38.50	-38.50
WSR CERTIFIED PUBLIC ACCOUNTANTS						
Bill	07/11/2023	36082	101-790-803 BOOKKEEPING SERV		475.00	-475.00
Bill Pmt -Check	07/11/2023	26792	101-000-202 ACCOUNTS PAYABLE		475.00	-475.00

Dexter District Library
Strategic Planning Process Timeline

July 20, 2023

<u>What</u>	<u>Who</u>	<u>When</u>
PHASE I: LEARN		
Planning Team Kick-Off Meeting <ul style="list-style-type: none"> • 90-minutes via Zoom • Finalize process plan/timeline • Discuss community survey 	Amanda, Cindy, and Laura with Planning Team	August 2023
Community Survey	Amanda and Laura with Planning Team assistance	September 2023
Board Kick Off Session <ul style="list-style-type: none"> • 90-minutes (in-person) • Process orientation • Environmental Scan • SOAR analysis 	Cindy with Board	September or October 2023
Staff Kick Off Session <ul style="list-style-type: none"> • 60-minutes (in-person – multiple sessions) • Process orientation • Environmental Scan • SOAR analysis 	Cindy with Staff	September or October 2023
Board and Staff Survey	Amanda and Laura	October 2023
Community Needs Assessment Focus Groups and Interviews <ul style="list-style-type: none"> • 5 focus group sessions, one-hour each, in-person and virtual • Up to 8 interviews, 15 minute each (phone) 	Cindy with Planning Team assistance	September or October 2023
Benchmarking	Laura	September or October 2023
Learning Report	Amanda, Cindy, and Laura with assistance from the Planning Team	November 2023



PHASE II: DREAM		
Planning Team Meeting: Learning Report and Retreat Prep (1 hour via Zoom) <ul style="list-style-type: none"> • 60-minutes via Zoom • High-level review of Learning Report • Review retreat session agendas 	Planning Team with Amanda	November 2023
Staff Retreat Session <ul style="list-style-type: none"> • 3 staff sessions, 90-minutes each • Input into plan goals, activities, and evaluation metrics 	Amanda with Staff	(TBD) December 4, 2023
Board Retreat Session <ul style="list-style-type: none"> • 3-hours, in-person • Input into vision, mission, strategic directions, and goals 	Amanda with Board	(TBD) December 4, 2023
Planning Team Meeting: Review Strategic Plan Outline <ul style="list-style-type: none"> • 60-minutes via Zoom 	Planning Team with Amanda	December 2023
PHASE III: DO		
Develop Plan Documents	Amanda, Laura, Jennie, and Planning Team review/editing	January 2024
Presentation of Draft Plan to Board <ul style="list-style-type: none"> • Up to 60-minutes via Zoom 	Amanda and Planning Team with Board	January 8, 2024
Board Approves Plan Documents	Board	January or February 2024
Implementation Meeting: Activity Plan and Evaluation Framework <ul style="list-style-type: none"> • 60-minutes via Zoom • Review draft activity plan and evaluation framework 	Amanda and Director/Staff/Planning Team	February 2024





**LIBRARY
DESIGN
ASSOCIATES
INC.**

1149 South Main Street
Plymouth, Michigan 48170-2213

Telephone: (734) 489-8000

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.

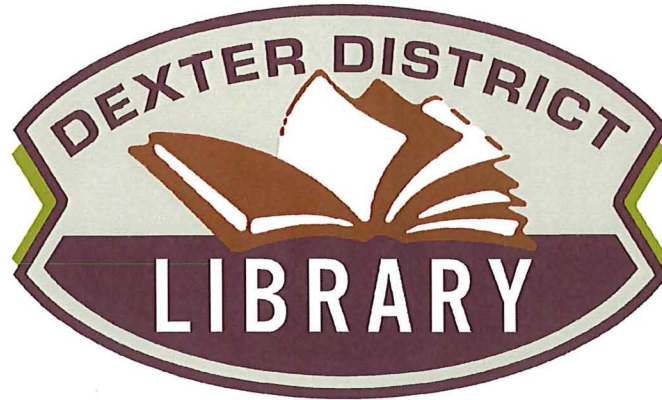
Delivery F.O.B.

By Library Design Associates, Inc.

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

Accepted by/Title/Date

50



Fiscal Year
2023 – 2024
Preliminary Budget

August 8, 2023

Greetings Members of the Public,

Please find attached to this letter, information regarding the Dexter District Library's proposed budget for the fiscal year running from October 1, 2023 through September 30, 2024. The Library's Finance Committee has recommended this budget to the Library Board and the Library Board gave preliminary approval to this budget at its August 7, 2023 regular meeting.

The Library's general operations and debt service budgets are included in this packet. The general operations budget provides for the daily operation of the Library. The income portion shows the sources of funds for Library support. The expense portion outlines the amounts budgeted to cover staff wages and benefits, expenses for books and other Library materials as well as the variety of infrastructure costs to operate and maintain the building and support the staff functions. The general operations budget shows a surplus budget of \$9,027. This budget increases the Library's current spending on Capital Outlay due to the aging of the building, fixtures and furniture. Library infrastructure maintenance expenses are projected within historical trends. The Headlee Amendment did not reduce this year's millage rate. Total operational millage rate will remain at 1.0788 mills.

The debt service budget covers the current year's debt obligation with a deficit of \$3,414, which will help reduce carryover balance for the following year. This year, the millage rate for debt service has been reduced from the 2023 rate of 0.36 mills to a new rate of 0.34 mills. The Library will complete the building construction debt service payments on May 1, 2025.

Drafts of the Library's L-4029 millage rate request forms follow the budget. These forms outline the millage levy that will generate the income outlined in the preliminary budget. To date, Headlee roll backs have reduced the Library's operational levying capacity by a total of 0.1212 mills from the originally approved, combined 1.2000 operating millages.

This packet contains several items. The public notice for the budget will be run in the legal notice section of the Sun Times newspaper in the August 16, 2023 and August 23, 2023 issues. The budget is presented to the public for consideration. The Library Board will take comments from the public at a public hearing on the budget on Monday, September 11, 2023 at 6:30 pm. The public is welcome to attend and provide comment on the budget. After the public hearing, the Board will adopt, amend and adopt, or reject the budget during its regularly scheduled meeting beginning at 7:00 pm. All Library Board meetings are currently held in-person at the Library.

Questions regarding the budget may be directed to the Library Director, Paul McCann, at the Library or via e-mail at pmccann@dexter.lib.mi.us.

Sincerely,

Paul McCann
Library Director, Dexter District Library

**DEXTER DISTRICT LIBRARY - Itemized Budget Lines
FISCAL YEAR 2023-24**

General Operating Revenue - Account Group 101

Acc#	Agency	Proposed Income 2023-24
000-400	City of Dexter	303388
000-401	Dexter Township	329331
000-402	Freedom Township	1165
000-403	Hamburg Township	94235
000-404	Lima Township	130984
000-405	Lodi Township	10630
000-406	Northfield Township	3027
000-407	Scio Township	381913
000-408	Webster Township	542873
000-445	Delinquent Tax Collection	500
Total Millage		\$1,798,045

Other Local Income

000-507	Grant Income	100
000-573	Pers Prop Tax Reimb	25000
000-575	State Aid	20000
000-581	Livingston County Penal Fines	1250
000-582	Washtenaw County Penal Fines	17000
000-591	Friends of the Library Gifts	12000
000-592	Gifts/Memorials	7000
000-607	Fax Service	200
000-608	Purchases	100
000-609	Fines	9000
000-610	Non Resident Fees	600
000-627	Copier	3000
000-665	Interest Income	95000
000-666	Endowment Income	1500
000-667	Meeting Room Deposits	100
000-672	Rebates/Refunds	2000
000-673	Other Income	100
	Total Other local income	\$193,950
	Total Revenue	\$1,991,995

GENERAL OPERATING EXPENSES

Account Group 101

		Proposed Expenses 2023-24
790-702	Gross Wage	1050172
790-703	Longevity	8000
790-713	FSA	5000
790-714	FICA Employer share	80338
790-715	Medical Reimbursement	2400
790-716	Medical	70965
790-717	Life Insurance	2091

790-718	457 Annuity Contributions	30712
790-719	Short Term Disability	3690
790-723	Professional Development	2000
790-727	Library Supplies	13000
790-728	Postage	1200
790-729	Building Supplies	11000
790-740	Adult Books	54000
790-741	Children's Books	75000
790-742	Programming	50000
790-743	Electronic Resources	12000
790-744	Periodicals & Subscriptions	8500
790-745	Books on CD Adult	8000
790-746	Books on CD Child	4000
790-747	DVD Adult	8000
790-748	DVD Child	8000
790-749	Audio Materials -- Music Adult	2500
790-750	Audio Materials -- Music Childr	1000
790-751	E-books/audio	75500
790-752	Community Read	3000
790-753	Grant Programming	0
790-754	New/Non-traditional collections	20000
790-800	Cooperative Fees**	63000
790-801	Professional Services	18500
790-802	Attorneys Fees	3000
790-803	Bookkeeping Services	11500
790-818	Institution Dues & Fees	1500
790-851	Telephone	5500
790-860	Transportation	1000
790-880	Advertising	2000
790-882	Newsletter	35000
790-910	Insurance	25000
790-920	Utilities	60000
790-930	Building Maintenance	64000
790-932	Building Repair	16000
790-934	Equipment Repair	3000
790-936	Groundskeeping	7500
790-940	Equipment Lease	7800
790-942	Meeting Room Refunds	100
790-956	Miscellaneous	500
790-958	SEV Adjustments	3000
901-970	Capital Outlay	45000
901-971	Capital Repairs Annual*	0
901-972	Capital Replacement*	0
	Total Expenses	\$1,982,968
	Total Income	\$1,991,995
	Ending Balance	\$9,027

* To be funded from excess revenue over expenses or fund balance as necessary

Debt Retirement - Account Group 301

Debt Retirement Income

Acc#	Agency	Proposed Income 2023-24
000-400	City of Dexter	99796
000-401	Dexter Township	103794
000-402	Freedom Township	367
000-403	Hamburg Township	29699
000-404	Lima Township	41282
000-405	Lodi Township	3350
000-406	Northfield Township	954
000-407	Scio Township	126020
000-408	Webster Township	171094
000-445	Delinquent	500
000-573	Pers Prop Tax Reimb	\$5,000
000-665	Interest Income	\$4,000
Total		\$585,856

Debt Retirement Expenses

Acc#	Agency	Proposed Expenses 2023-24
906-801	Professional Services (Paying A;	\$250
906-956	Miscellaneous	\$120
906-990	Debt Retirement	\$588,900
Total		\$589,270
	Total Income	\$585,856
	Ending Balance*	(\$3,414)

* Slight deficit to be covered by existing fund balance



August 8, 2023

The Sun Times News

Hi Chuck,

Please run the following advertisement in the Public Notice section of the Sun Times News. We will need this to appear in the August 16 and August 23, 2023 PRINT issues of the Sun Times News legal notice section. If there are any problems getting this ad run in those issues, please let me know. Additional online publication is also welcome, but our legal requirement is to publish in a print newspaper of record. Please note, the typeface for the print edition needs to be 11 pt. or greater and the text in bold needs to be in bold in the print notice. Please call with any questions. Thanks in advance! ~ Paul McCann

**NOTICE OF BUDGET HEARING
DEXTER DISTRICT LIBRARY**

The Board of Trustees of the Dexter District Library will hold a public hearing on the proposed Library budget for the fiscal year October 1, 2023 to September 30, 2024 on Monday, September 11, 2023 at 6:30 p.m. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. The debt service millage rate proposed to be levied will also be a subject of this hearing.** A copy of the budget is available for public inspection through the Library's web site at www.dexter.lib.mi.us.

The Library Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon 5 days' notice to the Library Board. Individuals with disabilities requiring auxiliary aids or services should contact the Library in writing or by contacting the following: Paul McCann, Library Director, Dexter District Library, 3255 Alpine St., Dexter, MI 48130; phone (734) 426-4477, e-mail pmccann@dexter.lib.mi.us.

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**BOARD OF TRUSTEES
DEXTER DISTRICT LIBRARY**

**RESOLUTION TO ADOPT BUDGET
(GENERAL APPROPRIATIONS ACT)**

At the regular meeting of the Board of Trustees of the Dexter District Library, County of Washtenaw, held in the Library on the 11th day of September, 2023, at 7:00 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the District Library is established under the District Library Establishment Act, 1989 PA 24 ("DLEA");

WHEREAS, pursuant to Section 12 of the DLEA, the District Library Board is responsible for the expenditure of Dexter District Library funds;

WHEREAS, the Dexter District Library Board desires to adopt the budget according to the provisions of the Michigan Uniform Budgeting and Account Act 1968 PA 2; and

WHEREAS, the Dexter District Library Board has determined to hold a public hearing and to adopt the budget for the Dexter District Library for the October 1, 2023 to September 30, 2024 fiscal year.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1: Title

This resolution shall be known as the Dexter District Library General Appropriations Act.

Section 2: Chief Administrative Officer

The Library Director shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Treasurer (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Public Hearings on the Budget

Pursuant to MCLA 141.412, notice of a public hearing on the proposed budget was published in a newspaper of general circulation (The Sun Times News) on August 16 and August 23, 2023, and a public hearing on the proposed budget was held on September 11, 2023.

Section 5: Estimated Revenues

Estimated Library Operational Fund revenues for the fiscal year October 1, 2023 to September 30, 2024, including a voter-authorized millage of 1.0788 mills and various miscellaneous revenues, shall total \$1,991,995. The Library shall also levy an additional 0.34 mills for debt service, generating an additional \$585,856.

Section 6: Millage Levy

The Dexter District Library Board shall levy and collect the general property tax on all real and personal property within the Dexter District Library district upon the current tax roll an amount equal to 1.4188 mills as authorized under state law and approved by the electorate. The purpose of such millage levy is for all district library purposes authorized by law.

Section 7: Estimated Expenditures

Estimated Library fund expenditures for fiscal year October 1, 2023 to September 30, 2024 for the various Library activities (line-items) are as follows: \$1,982,968 for operational purposes and \$589,270 for debt service.

Section 8: Adoption of Budget by Reference

The general fund budget of the Dexter District Library is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this act (See attached Exhibit A).

Section 9: Adoption of Budget by Line Item

The Board of Trustees of the Dexter District Library adopts the fiscal year fund budget by line item. Library officials responsible for the expenditures authorized in the budget may expend funds up to, but not to exceed, the total appropriation authorized for each line item. No transfers of line item appropriations shall be made without prior board approval by budget amendment.

Section 9(a): Transfer Authority

The Chief Administrative Officer shall have the authority to make transfers among the various line items without prior board approval, if the amount to be transferred does not exceed \$5,000 or 10% of the appropriation item from which the transfer is to be made, whichever is less. The Board shall be notified at its next meeting of any such transfers made and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

Section 10: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

Section 11: Periodic Fiscal Reports

The fiscal officer shall transmit to the board at the end of each of the first three quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations.

Section 12: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 13: Budget Monitoring

Whenever it appears to the Chief Administrative Officer or the Library Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Library Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 14: Violations of This Act

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978 and any policy that may apply to any responsible employee.

Section 15: Board Adoption

Motion made by _____, seconded by _____ to adopt the foregoing resolution. Upon roll call vote, the following voted aye: _____

_____ The following voted nay: _____.

_____ declared the motion carried and the resolution duly adopted on the 11th day of September 2023.

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
)
COUNTY OF WASHTENAW)

I, the undersigned, the duly qualified and acting Secretary of the Dexter District Library, Washtenaw County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Library Board at a special meeting held on the ____ day of September, 2023 at _____ p.m.

Secretary

Dexter District Library
Exhibit A
Official Budget 2023-24

General Operating

Millage Income Revenue	\$1,798,045
Other Income	\$34,200
Other Misc Revenue	\$141,500
Penal Fines Revenue	\$18,250
Total	\$1,991,995

Operating Expense

Library Materials	\$329,500
Capital Outlay	\$45,000
General Operations	\$355,100
Wages and Benefits	\$1,253,368
Total	\$1,982,968
Ending Balance	\$9,027

Debt Service

Debt Income	\$585,856
Debt Expense	\$589,270
Total*	(\$3,414)

* Slight deficit to be covered by existing fund balance

2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 1,607,814,550
Local Government Unit Requesting Millage Levy Dexter District Library	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	6/1994	0.5	0.4168	1.0000	0.4168	N/A	0.4168		0.4168	N/A
Voted	Operating	11/2022	0.7	0.6620	1.0000	0.6620	N/A	0.6620		0.6620	1/2029
Voted	Debt	11/2005	Unlimited	N/A	N/A	N/A	N/A	Unlimited		0.3400	0.3400

Prepared by Paul McCann	Telephone Number (734) 426-4477	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Barbara Davenport	
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		Rochelle Vrsek	

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

2023 Tax Rate Request (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes Livingston	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 88,591,586
Local Government Unit Requesting Millage Levy Dexter District Library	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2023 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	6/1994	0.5	0.4168	1.0000	0.4168	N/A	0.4168		0.4168	N/A
Voted	Operating	11/2022	0.7	0.6620	1.0000	0.6620	N/A	0.6620		0.6620	1/2029
Voted	Debt	11/2005	Unlimited	N/A	N/A	N/A	N/A	Unlimited		0.3400	0.3400

Prepared by Paul McCann	Telephone Number (734) 426-4477	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

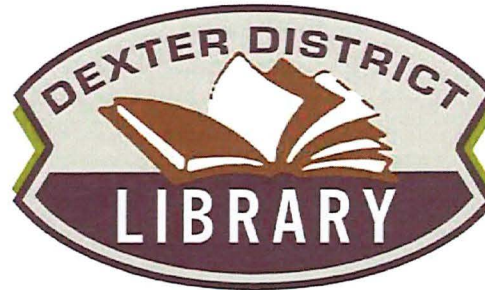
<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Barbara Davenport	
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		Rochelle Vrsek	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Budget Hearing



Will hold its
Annual Budget Hearing

Monday, September 11, 2023 at 6:30 pm

The meeting will be held in person at the Library

Copies of the budget are available for review at
the Library's reference desks and through the
web site at www.dexter.lib.mi.us

HOPP ELECTRIC

A LAKE ERIE ELECTRIC COMPANY

MI Lic. #6113246

720 W. Industrial Drive, Suite 100, Chelsea, Michigan 48118 | Phone: 734-475-6480

Proposal

Customer: Dexter District Library

Date: July 28, 2023

Attn: Paul McCann

Project: Inverter Battery Replacement

Hopp Electric, Inc. is pleased to provide you with a price for the above-mentioned project, per the discussion during our July 28th site visit and our phone conversations.

Scope:

Furnish and install replacement batteries for the Inverter.

Includes:

- Furnishing and installing (6) East Penn Deka 12AVR100ET Batteries in the inverter.
- Disposal of existing inverter batteries.

Notes:

- This price excludes electrical permit and inspection fees. *Should not require permit or inspection.*
- Work is expected to be done on weekdays between the hours of 7am to 3:30pm.

The total cost of the work proposed above will be: \$5,500.00

This proposal may be withdrawn if not accepted within 30 days.
Submitted by: David George

I authorize Hopp Electric, Inc. to perform the work as described above.

Authorizing Signature: _____ Date: _____

Dexter District Library Adult Programs

August 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 9:00 AM 	2 The Chautauqua Movement: Its Origins, National Significance, and Presence in Michigan 6:00 pm	3 6:00 PM  Gentle Restorative Yoga: 9:30 am Registration	4  Turn in your Adult Summer Reading Program packet by Sunday, Aug. 6 th	5
6	7  Library Board Meeting 7:00 pm Open to the public	8 Card-making with Katherine Willson Choose a session: August 8 at 9:30 AM August 9 at 6:00 PM Materials supplied. Registration required.	9  Blood Drive: 10 – 4 redcross.org	10	11  Used Book Sale: Fri. 12 – 6 / Sat. 9 – 3	12
13	14  Book Club, 7:00 pm	15	16 Decluttering (For the Rest of Us) Methods, resources, and motivation to help you get started. 6:00 pm Registration 	17 Gentle Restorative Yoga: 9:30 am Registration Better Off Read Book Club 1pm	Friday, August 18 at 1:00 pm Afternoon Movie for Adults: JERRY & MARGE GO LARGE Starring: Bryan Cranston, Annette Bening and Rainn Wilson 	
20	21	22	23	24 Gentle Restorative Yoga: 9:30 am Registration	25	26
27	28 Reel Talk Discussion of: BEL CANTO 7:00 pm on Zoom Registration	29	30 What Should I Bring? Potluck Ideas with Mary Spencer  7:00 pm on Zoom	31 Gentle Restorative Yoga: 9:30 am Registration	The Library will be closed on Sunday, September 3 and Monday, September 4 for the Labor Day holiday.	



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

 Computer Class:
Registration Required

Free Technology Classes



One-on-One Technology Help

1:00-3:00 PM Thursday, Jun. 29

6:00-8:00 PM Thursday, Jun. 29

1:00-3:00 PM Thursday, Jul. 27

6:00-8:00 PM Thursday, Jul. 27

1:00-3:00 PM Thursday, Aug. 31

6:00-8:00 PM Thursday, Aug. 31



Downloadable Library Content

9:00 AM Tuesday, Jun. 13

6:00 PM Thursday, Jun. 15



iPhone, iPad, and Apple Watch

9:00 AM Tuesday, Jun. 20

6:00 PM Thursday, Jun. 22



Android Phones and Tablets

9:00 AM Tuesday, Jul. 11

6:00 PM Thursday, Jul. 13



Getting the Most out of Your Smart Phone

9:00 AM Tuesday, Aug. 1













6:00 PM Thursday, Aug. 3



Registration is required for all these events.

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

AUGUST 2023 - YOUTH & TEEN PROGRAMS

SUN	MON	TUE	WED	THU	FRI	SAT
		<p>1 Drop-In Enchanted Forest Crafts All Ages 11:00 am - 12:00 pm</p> <p>Drop-In Lego Club Grades K-8 4:30 - 5:30 pm</p> 	<p>2 Drop-In Children's Movie & Popcorn <i>Mitchells vs the Machines</i> (PG) All Ages 10:00 am - 12:00 pm</p>  <p>Chocolympics Grades 5 - 12 3:00 - 4:00 pm Registration Required</p> 	<p>3 Drop-In Story Time Ages 5 & under 10:30 am - 11:00 am Outside</p> <p>Bad Art Night Grades 5 - 12 7:00 - 8:15 pm Registration Required</p>	<p>4 Drop-In Talewise STEM Performance Grades K-4 11:00 am - 12:00 pm</p>	<p>5</p> 
6	7	<p>8 Don't forget to complete your Reading Log by August 13 to be entered into the Final Prize Drawing!</p>	9	<p>10</p> 	11	12
13	<p>14</p> 	15	<p>16  AUGUST 16 IS TELL A JOKE DAY!</p>	17	<p>18</p> 	19
20	21	<p>22</p> <p>If you've completed your Reading Log, be sure to pick up your Goody Bag by the end of August.</p>	23	<p>24</p>	<p>25 AUGUST 25 IS NATIONAL BANANA SPLIT DAY!</p>	<p>26</p> 
27	<p>28</p> <p>Registration for Fall Toddler & Preschool Story Time Begins Monday, August 28</p>	<p>29</p> 	<p>30  AUGUST 30 IS NATIONAL SLINKY DAY!</p>	<p>31</p> <p>In-Person Programs May Require Registration Check Our Website Calendar Of Events</p> <p>Dexter District Library * 3255 Alpine Street * Dexter MI 48130 (734) 426-4477 * dexter.lib.mi.us</p>		

2023 Summer Reading Sponsors

THANKS FOR HELPING OUR PATRONS UNITE FOR SUMMER READING!

Major Donors:

Friends of the Dexter District Library

Erratic Ale ~ Dexter Lions Club

A & W Root Beer Drive In
aciskedesign

Ann Arbor Art Center

Arbor Brewing Company "Corner Brewery"

Body Wisdom Massage Therapy

Burger King

Busch's

Chipotle Mexican Grill

Dancer's Edge

Detroit Pistons: Pistons Performace Center

Detroit Zoo

Dexter American Legion Post 557

Dexter Lion's Club

Dexter Rotary Club

Dexter Wellness Center

Dexter's Pub

EMU Athletics

Encompass USA, LLC

English Gardens

Fillmore Bar & Grill

Grohnert & Grohnert

Healing Arts Center for Massage & Wellness

Joe and Rosie Coffee and Tea

Main Street Optometry

Motawi Tileworks

Pearl Planning

Photo Systems, Inc.

Planet Rock

Purple Rose Theatre Company

Robin Reed Barbering

Saline Community Fair

Taco Bell (Landers & Partners)

The Cedars of Dexter, UMRC

Thrive Chiropractic

Trader Joe's

University Musical Society

Wolverine Glass

Zingerman's Community Giving