

Rochester Hills Public Library
500 Olde Towne Road, Rochester, MI

Mission:

Rochester Hills Public Library empowers people to explore and create with resources that enlighten, educate, entertain, and inform.

October 9, 2023 – 7 p.m.

Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Minutes of regular meeting on September 11, 2023
- IV. Treasurer’s Report for September 2023
- V. Monthly bills for September 2023 in the amount of \$353,800.68
- VI. Communications
 - a. Email response to a patron commenting on the president of the American Library Association’s personal views
 - b. Email response to on comment card regarding DVD lighting
 - c. Email response to a patron who praised the League of Women Voters forum at RHPL
 - d. Email response to a patron who praised the customer service at the library
 - e. Customer Comments
 - f. Opinion editorial in the Detroit News on Right to Read Week by Juliane Morian
 - g. Press Coverage
- VII. Reports
 - a. Library Director
 - b. Statistical Report
- VIII. Committee Updates
 - a. Centennial Celebration
 - b. Director’s Evaluation
 - c. Finance
 - d. Policy Committee
 - i. PAY-4 Holiday Pay Policy (second reading)

*Each individual shall state their name, municipality, and will be permitted 3 minutes of comment time.

ii. MGT-18 Fund Balance Policy (second reading)

IX. Other Business

a. Discussion on capital projects renovation options for FY 2024

X. Board Comments

XI. Questions from the Liaisons

XII. Adjournment

*Each individual shall state their name, municipality, and will be permitted 3 minutes of comment time.

Minutes



ROCHESTER HILLS
PUBLIC LIBRARY

**Rochester Hills Public Library
Board of Trustees Meeting**

September 11, 2023

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Monday, September 11, 2023. The President called the meeting to order at 7:01 pm in the boardroom of the library. The presiding officer was Madge Lawson.

A quorum of the board was present including Melinda Deel, Anne Kucher, Julianne Reyes, and Chuck Stouffer. Bob Bonam was absent with prior notice given.

Guests included Library Director Juliane Morian and Oakland Township Library President, Michael Tyler. Alice Moo, City of Rochester liaison was absent with prior notice given.

Four members of the public were present.

- II. Public Comments

- A. Harper West introduced herself to the board as a candidate running for library trustee. She commented that she had been on the campaign trail and spoke to many residents who shared positive sentiments about the library. She added some details about herself and stated that she was a clinical psychologist with a private practice in Clarkston, MI. She serves presently on the Michigan Board of Psychologists, is a published author, and has a love of reading, writing, and the library.
- B. Pamela Olesen said that she had a question about where she could find more details about an event on September 28th that was billed as an informational meeting on groups that ban books in libraries.
- C. Terry Hetrick introduced herself and stated that she was running for library trustee.

- III. Minutes

- A. Mr. Stouffer made a motion to approve the agenda and strike the phrase “and excused” from 1.B that stated Bob Bonam and Alice Moo were “absent and excused.” That motion failed to obtain a second motion of support.
- B. On a motion by Ms. Kucher, which Ms. Deel seconded, the board unanimously approved the regular meeting minutes from August 21, 2023 amending the statement about “absent and excused” to read “absent with prior notice given.”

- IV. Treasurer’s Report was reviewed and filed.

- V. Monthly Bills

- A. On a motion by Ms. Reyes, which Ms. Deel seconded, the board unanimously approved the monthly bills for August 2023, which totaled \$376,849.86 with minor discussion.
 1. Mr. Stouffer questioned why Voice and Data Services seemed to be an underspent line item on the Budget vs. Actual report. Ms. Morian stated she would look into it and provide details.

2. Ms. Stouffer also requested that the line that reads, "Bookmobile" be amended to read, "Capital Expense – bookmobile."

VI. Communications

A. The board reviewed and filed the communications.

VII. Director's Report and Statistical Report

A. The board reviewed and filed the director's and statistical report with minor discussion on benefits for staff.

B. Ms. Morian indicated that the statistical report for OTBS was inaccurate because staff was waiting on the Braille and Talking Book Library in Lansing to report their circulation for OTBS patrons. Once that figure is updated, Ms. Morian will share an updated statistical report with the board and archive the accurate statistics.

VIII. Committee Reports

A. Centennial Celebration Committee – Ms. Morian stated that the committee did not meet in person this past month but that the library staff was working hard behind the scenes to implement planned events that the committee had brainstormed.

B. Policy Committee

1. First reading of "MGT-18 – Fund Balance Policy" was completed, with some discussion on the importance of having the Finance Committee evaluate the wording before the board adopts the policy after a second reading.

2. First reading of "Pay 4 – Holiday Pay Policy" was completed.

C. Director's Evaluation Committee – no major update, though work continues.

IX. Other Business - none

X. Board Comments

A. Ms. Deel stated that she attended the Great British Baking Show presentation on Zoom that RHPL offered. She said that the presenter was lovely and she was so proud of how RHPL led a collaboration with other libraries in the area to make this program possible.

B. Ms. Deel shared that she was recently in the library and was so impressed with staff thoroughness and attentiveness in tracking down a book she needed for her child. She characterized the effort as going above and beyond.

C. Ms. Lawson said she was interested in attending a symposium on the right to read that was being held in conjunction with the University of Michigan.

D. Ms. Kucher commented that she was proud of all the work that the Centennial Celebration Committee was doing in advance of 2024 and complimented President Madge Lawson on writing the foreword in the RHPL history book that is to be published.

XI. Questions from the Liaisons

A. Mr. Tyler stated that the Oakland Township Library Board approved an annual budget that does not include a separate allocation for a capital projects, as he had originally proposed. He stated that the Oakland Township board could be approached in the

future for contribution to a project or library service that had explicit benefits to Oakland Township residents.

- B. Mr. Tyler also shared that the Oakland Township Library board voted to appoint Shirley Frazier to their board to fill a vacant seat. Ms. Frazier will serve out the term that ends in November of 2024.

XII. The regular meeting adjourned at 8:16 pm.

Anne Kucher, Secretary

Treasurer's Report



ROCHESTER HILLS
PUBLIC LIBRARY

ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
September 30, 2023

ASSETS

Current Assets

Circ Registers/Coin	\$	2,020.00
PNC		
Payroll		300.00
New Operating Fund PNC		469,154.91
UBS		
Operating - UBS		3,037,474.96
OTBS		0.00
Plant		107,417.02
Roof		427,574.35
Self-Insurance		7,683.67
Vanguard		15,871.36

Total Current Assets		4,067,496.27
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Other Current Assets

Total Other Current Assets		0.00
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TOTAL ASSETS	\$	4,067,496.27
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LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$	122.10
Flexible Spending W/H Payable		(580.22)
Supplemental Ins W/H Payable		520.35
Deferred Income - Rochester		95,917.18
Deferred Income - Oakland Twp		241,078.63

Total Current Liabilities		337,058.04
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Fund Balance

Prior Years' Balance		1,883,356.60
Current Year Operations		1,847,081.63

Total Fund Balance		3,730,438.23
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TOTAL LIABILITIES & FUND BALANCE	\$	4,067,496.27
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Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2023 through September 30, 2023

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	0	3,075,561	3,037,230	38,331	3,037,230
City of Rochester	95,917	556,593	446,812	109,781	537,680
Oakland Twp	80,360	953,832	884,948	68,884	966,100
State Aid	0	152,014	147,800	4,214	147,800
OTBS	0	150,480	150,000	480	150,000
Penal Fines	0	146,748	153,100	(6,352)	153,100
Fines and Fees	4,794	45,661	37,500	8,161	50,000
Interest	1,578	17,253	1,500	15,753	2,000
Gains/Losses	4,817	66,807	0	66,807	0
Designated Gifts	150	4,465	7,500	(3,035)	10,000
Undesignated Gifts	1,308	9,127	0	9,127	37,800
Undesignated Gifts-Friends	0	0	0	0	171,000
Grants	0	0	3,000	(3,000)	4,000
Miscellaneous Revenue	1,715	47,464	3,143	44,321	4,190
Transfer-ReservedOTBS	0	0	0	0	0
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	190,639	5,226,005	4,872,533	353,472	5,270,900
Expenditures					
Payroll	178,540	1,693,715	1,918,349	(224,634)	2,557,800
Employee Benefits	46,407	395,949	434,025	(38,076)	578,700
Books	26,608	212,290	270,000	(57,710)	360,000
Print Subscriptions	38	13,433	11,250	2,183	15,000
Electronic Materials	31,177	215,355	239,325	(23,970)	319,100
Innovative Items	0	14,519	19,500	(4,981)	26,000
Audiovisual	7,994	53,512	89,925	(36,413)	119,900
Bookmobile Operation	461	9,843	18,750	(8,907)	25,000
OTBS	1,091	4,279	4,875	(596)	6,500
Voice and Data Services	5,529	9,837	19,500	(9,663)	26,000
Utilities	15,513	130,200	123,000	7,200	164,000
Insurance	14,339	16,443	14,250	2,193	19,000
Professional/Contract Services	2,864	46,398	56,250	(9,852)	70,000
Supplies	1,476	17,374	21,375	(4,001)	28,500
Promotion and Printing	558	37,285	38,100	(815)	50,800
Mileage	32	614	3,750	(3,136)	5,000
Postage	520	14,762	15,750	(988)	21,000
Staff Development/Membership Programs	2,103	22,507	26,625	(4,118)	35,500
Facilities Maintenance	2,645	30,915	39,750	(8,835)	53,000
IT Maintenance	14,355	166,776	173,250	(6,474)	231,000
IT Maintenance	424	90,866	71,250	19,616	95,000
Staff/Volunteer Recognition	211	3,570	7,625	(4,055)	8,500
Gift and Grant Expense	799	10,192	0	10,192	0
Tax Tribunal Refunds	0	0	375	(375)	500
Equipment/Fixed Assets	0	76,569	64,875	11,694	86,500
Furnishings	0	0	9,600	(9,600)	12,800
Bookmobile Improvements	0	19,677	135,000	(115,323)	180,000
Capital Improvements	0	72,045	56,850	15,195	75,800
Contingency	0	0	75,000	(75,000)	100,000
Total Expenditures	353,684	3,378,925	3,958,174	(579,249)	5,270,900
Revenue Over Expenditures	(163,045)	1,847,080	914,359	932,721	0

Monthly Bills



ROCHESTER HILLS
PUBLIC LIBRARY

Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Oct 11, 2023		
New Balance	Minimum Payment Due	
\$4,607.37	\$46.00	
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 34.40%.</p> <p>MINIMUM PAYMENT WARNING: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:</p>		
If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Minimum Payment	24 Years	\$14,362
\$186	3 Years	\$6,682
Estimated savings if balance is paid off in about 3 years: \$7,680		
If you would like information about credit counseling services, call 1-888-326-8055.		

Account Summary	
Previous Balance	\$7,730.00
Payments	- \$7,730.00
Other Credits	- \$124.15
Transactions	+ \$4,731.52
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$4,607.37
Credit Limit	\$30,000.00
Available Credit (as of Sep 16, 2023)	\$25,392.63
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary		Rewards as of: 09/15/2023	
Rewards Balance	\$613.88	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$543.76	\$70.12	\$0.00	

Account Notifications

Welcome to your account notifications. Check back here each month for important updates about your account.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



JULIANE MORIAN
 ROCHESTER HILLS PUBLIC LIBRARY
 500 OLDE TOWNE RD
 ROCHESTER, MI 48307-2043



Save time, stay informed. Discover new features with the Capital One Mobile app.

Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

Payment Due Date: **Oct 11, 2023**

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
\$4,607.37	\$46.00	\$ _____

Capital One
 P.O. Box 4069
 Carol Stream IL 60197-4069

Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.



1 4154177803049289 16 4607377730000046004

How can I Avoid Paying Interest Charges? If you pay your New Balance in full by the due date **each month**, we will not charge interest on new transactions that post to the purchase balance. If you have been paying in full **without** Interest Charges, but fail to pay your next New Balance in full, we will charge interest on the unpaid balance. Interest Charges on Cash Advances and Special Transfers start on the transaction date. Promotional offers may allow you to pay less than the total New Balance and avoid paying interest on new transactions that post to your purchase balance. See the front of your statement for additional information.

How is the Interest Charge Determined? Interest Charges accrue from the date of the transaction, date the transaction is processed or the first day of the Billing Cycle. Interest accrues daily on every unpaid amount until it is paid in full. Interest accrued during a Billing Cycle posts to your account at the end of the Billing cycle and appears on your next statement. You may owe Interest Charges even if you pay the entire New Balance one month, but did not do so the prior month. Once you start accruing Interest Charges, you generally must pay your New Balance in full two consecutive Billing Cycles before Interest Charges stop being posted to your Statement. Interest Charges are added to the corresponding segment of your account.

Do you assess a Minimum Interest Charge? We may assess a minimum Interest Charge of \$0.00 for each Billing Cycle if your account is subject to an Interest Charge.

How do you Calculate the Interest Charge? We use a method called Average Daily Balance (including new transactions).

1. First, for each segment we take the beginning balance each day and add in new transactions and the periodic Interest Charge on the previous day's balance. Then we subtract any payments and credits for that segment as of that day. The result is the daily balance for each segment. However, if your previous statement balance was zero or a credit amount, new transactions which post to your purchase segment are not added to the daily balance.

2. Next, for each segment, we add the daily balances together and divide the sum by the number of days in the Billing Cycle. The result is the Average Daily Balance for each segment.

3. At the end of each Billing Cycle, we multiply your Average Daily Balance for each segment by the daily periodic rate (APR divided by 365) for that segment, and then we multiply the result by the number of days in the Billing Cycle. We add the Interest Charges for all segments together. The result is your total Interest Charge for the Billing Cycle.

The Average Daily Balance is referred to as the Balance Subject to Interest Rate in the Interest Charge Calculation section of this Statement.

NOTE: Due to rounding or a minimum Interest Charge, this calculation may vary slightly from the Interest Charge actually assessed.

How can I Avoid Membership Fees? If a Renewal Notice is printed on this statement, you may avoid paying an annual membership Fee by contacting Customer Service fewer than 40 days after the annual membership Fee was assessed to request that we close your account. To avoid paying a monthly membership Fee, close your account and we will stop assessing your monthly membership Fee.

How can I Close My Account? You can contact Customer Service anytime to request that we close your account.

How do you Process Payments? When you make a payment, you authorize us to initiate an ACH or electronic payment that will be debited from your bank account or other related account. When you provide a check or check information to make a payment, you authorize us to use information from the check to make a one-time ACH or other electronic transfer from your bank account. We may also process it as a check transaction. Funds may be withdrawn from your bank account as soon as the same day we process your payment.

How do you Apply My Payment? We generally apply payments up to your Minimum Payment first to the balance with the lowest APR (including 0% APR), and then to balances with higher APRs. We apply any part of your payment exceeding your Minimum Payment to the balance with the highest APR, and then to balances with lower APRs.

Billing Rights Summary (Does not Apply to Small Business Accounts)

What To Do If You Think You Find A Mistake On Your Statement: If you think there is an error on your statement, write to us at:
P.O. Box 30285, Salt Lake City, UT 84130-0285.

In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us or notify us electronically, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. We will notify you in writing within 30 days of our receipt of your letter. While we investigate whether or not there has been an error, the following are true:
 - We cannot try to collect the amount in question, or report you as delinquent on that amount. The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - While you do not have to pay the amount in question until we send you a notice about the outcome of our investigation, you are responsible for the remainder of your balance.
 - We can apply any unpaid amount against your credit limit. Within 90 days of our receipt of your letter, we will send you a written notice explaining either that we corrected the error (to appear on your next statement) or the reasons we believe the bill is correct.

Your Rights If You Are Dissatisfied With Your Purchase: If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, the following must be true:

- 1) You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify; and
- 2) You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: P.O. Box 30285, Salt Lake City, UT 84130-0285. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

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ETC-08 07/13/2023



Pay online at capitalone.com



Pay using the Capital One mobile app



Customer Service 1-800-867-0904

Changing your mailing address?

You can change your address by signing into your account online or by calling Customer Service.

Any written request on this form will not be honored.

How do I Make Payments? You may make your payment in several ways:

1. Online Banking by logging into your account;
2. Capital One Mobile Banking app for approved electronic devices;
3. Calling the telephone number listed on the front of this statement and providing the required payment information;
4. Sending mail payments to the address on the front of this statement with the payment coupon or your account information.

When will you Credit My Payment?

- ◆ For mobile, online or over the phone, as of the business day we receive it, as long as it is made **by 8 p.m. ET**.
- ◆ For mail, as of the business day we receive it, as long as it is received **by 5 p.m. local time** at our processing center. You must send the bottom portion of this statement and your check to the payment address on the front of this statement. Please allow at least seven (7) business days for mail delivery. Mailed payments received by us at any other location or payments in any other form may not be credited as of the day we receive them.

Transactions

Visit capitalone.com to see detailed transactions.

JULIANE MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Aug 23	Aug 23	CAPITAL ONE ONLINE PYMTAuthDate 23-Aug	-\$7,730.00

JULIANE MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Aug 19	Aug 21	THINGLINK INCHTTPSWWW.THINCA	\$500.00
Aug 21	Aug 22	PAPA JOES OAKLAND, LLCROCHESTER HILMI	\$9.98
Aug 22	Aug 22	AMERLIBASSOC ECOMMERCE866-746-7252IL	\$306.00
Aug 22	Aug 23	AMZN MKTP US*TQ3A046Z0 AMAMZN.COM/BILLWA	\$66.30
Aug 31	Sep 1	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$95.00
Aug 31	Sep 2	STAPLES 00104059ROCHESTER HILMI	\$79.45
Sep 6	Sep 7	OAKLAND PRESS888-977-3677MI	\$12.00
Sep 7	Sep 8	ZOOM.US 888-799-9666WWW.ZOOM.USCA	\$115.20
Sep 9	Sep 11	SQ *BOY SCOUTS OF AMERICARochesterMI	\$16.80
Sep 10	Sep 11	AMZN Mktp US*TR58V71G0Amzn.com/billWA	\$35.99
Sep 13	Sep 13	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$345.00
Sep 13	Sep 15	BAYSCAN TECHNOLOGIES L000-00000000H	\$113.26
Sep 14	Sep 15	Staples Incstaples.comMA	\$41.99

JULIANE MORIAN #9289: Total Transactions **\$1,736.97**

WENDY LEHMAN #9147: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jul 28	Aug 22	PURCHASE ADJUSTMENT	-\$1.00

WENDY LEHMAN #9147: Transactions

Trans Date	Post Date	Description	Amount
Aug 24	Aug 25	DOMINO'S 1046734-930-3030MI	\$54.19
Sep 14	Sep 15	Spotify USA877-7781161NY	\$16.99

WENDY LEHMAN #9147: Total Transactions **\$71.18**

DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Sep 14	Sep 15	SP GREEN ELECTRICAL SP124-82769640MI	-\$123.15

Additional Information on the next page

Transactions (Continued)

DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
Aug 18	Aug 19	SOCKETLABS484-418-1285PA	\$63.96
Aug 18	Aug 19	USPS STAMPS ENDICIA888-434-0055DC	\$300.00
Aug 21	Aug 22	EB GRRCON 2023801-413-7200CA	\$161.90
Aug 21	Aug 23	CITY FLATS HOTEL GRAND RAZEELANDMI	\$310.84
Sep 2	Sep 4	STAMPS.COM855-608-2677TX	\$19.99
Sep 7	Sep 9	HYATT PLACE AUSTIN DTWNAUSTINTX	\$538.68
Sep 12	Sep 13	SP GREEN ELECTRICAL SP124-82769640MI	\$164.20
Sep 12	Sep 13	ADOBE *CREATIVE CLOUD408-536-6000CA	\$359.88
Sep 13	Sep 14	SP GREEN ELECTRICAL SP124-82769640MI	\$48.54
Sep 14	Sep 15	USPS STAMPS ENDICIA888-434-0055DC	\$200.00
DEREK BROWN #8061: Total Transactions			\$2,167.99

ALLISON SARTWELL #6129: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
ALLISON SARTWELL #6129: Transactions			
Aug 17	Aug 18	AMAZON.COM*TQ4KX4ZH2 AMZNAMZN.COM/BILLWA	\$53.32
Aug 24	Aug 25	SP AMERICAN BUTTON MAMERICANBUTTOTX	\$96.34
Sep 9	Sep 11	Amazon.com*TR4PQ7062Amzn.com/billWA	\$30.00
Sep 9	Sep 11	GFS STORE #0947ROCHESTER HILMI	\$30.46
Sep 11	Sep 12	CITY OF ROCHESTER PARKINGROCHESTERMI	\$4.25
ALLISON SARTWELL #6129: Total Transactions			\$214.37

MARY DAVIS #9241: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
MARY DAVIS #9241: Transactions			
Aug 24	Aug 26	THE HOME DEPOT #2727ROCHESTERMI	\$95.01
Sep 6	Sep 7	COSTICKFARMINGTON HIMI	\$100.00
Sep 9	Sep 9	AMERLIBASSOC ECOMMERCE866-746-7252IL	\$247.00
Sep 13	Sep 14	ABOS800-8438482MO	\$99.00
MARY DAVIS #9241: Total Transactions			\$541.01

Additional Information on the next page

Transactions (Continued)

CAMILLE WESTMORE #4614: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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CAMILLE WESTMORE #4614: Transactions

Trans Date	Post Date	Description	Amount
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STEVEN CLEMENT #7892: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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STEVEN CLEMENT #7892: Transactions

Trans Date	Post Date	Description	Amount
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ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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ELIZABETH RACZKOWSKI #9004: Transactions

Trans Date	Post Date	Description	Amount
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Total Transactions for This Period			\$4,731.52
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Fees

Trans Date	Post Date	Description	Amount
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Total Fees for This Period			\$0.00
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Interest Charged

Interest Charge on Purchases	\$0.00
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Interest Charge on Cash Advances	\$0.00
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Interest Charge on Other Balances	\$0.00
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Total Interest for This Period	\$0.00
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Totals Year-to-Date

Total Fees charged	\$0.00
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Total Interest charged	\$0.00
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Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charged
Purchases	25.99% P	\$0.00	\$0.00
Cash Advances	27.99% P	\$0.00	\$0.00

Variable APRs: If you have a letter code displayed next to any of the above APRs, this means they are variable APRs. They may increase or decrease based on one of the following indices (reported in The Wall Street Journal) as described below.

Code next to your APR(s)	How do we calculate your APR(s)?	When your APR(s) will change
P	Prime Rate + margin	The first day of the Billing Cycles that end in Jan., April, July and Oct.
L	3 month LIBOR + margin	
D	Prime Rate + margin	The first day of each Billing Cycle
F	1 month LIBOR + margin	



Protect yourself from scams.

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530486-EN

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/27/23	72799V	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 090923 ARIFA JAVED	600.00	600.00
9/15/23	72814	5301-10 5301-10 5301-50 5301-10 5301-50 1123-00	Adult Books Adult Books Materials Processing Adult Books Materials Processing New Operating Fund	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	118.69 287.77 14.22 1,415.05 102.20	1,937.93
9/15/23	72815	5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 1123-00	Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing New Operating Fund	ACT #L449673 PROCESSING ACT #L395513 PROCESSING ACT #L449672 PROCESSING THE BAKER & TAYLOR COMPANY	117.81 9.43 1,530.64 24.90 421.41 21.33	2,125.52
9/15/23	72816	5301-20 5301-50 1123-00	Youth Books Materials Processing New Operating Fund	ACT #L554618 PROCESSING THE BAKER & TAYLOR COMPANY	3,060.57 170.42	3,230.99
9/15/23	72817	5306-10 5303-11 5303-10 5301-50 5306-10 5301-50 5306-10 5301-50 1123-00	Adult DVDs Adult Audio-Music Adult Audio-Books Materials Processing Adult DVDs Materials Processing Adult DVDs Materials Processing New Operating Fund	CUSTOMER #2000005835-DVD CUSTOMER #2000005835-MUSIC CUSTOMER #2000005835-AUDIO PROCESSING CUSTOMER #2000005843-DVD PROCESSING CUSTOMER #200014883-DVD PROCESSING MIDWEST TAPE LLC	565.25 62.95 557.86 249.01 124.03 23.95 186.69 45.26	1,815.00
9/15/23	72818	5306-30 5303-30 5301-50 1123-00	Outreach DVDs Outreach Audio & Vid Materials Processing New Operating Fund	CUSTOMER #2000005836-DVD CUSTOMER #2000005836-AUDIO PROCESSING MIDWEST TAPE LLC	98.96 84.98 25.14	209.08

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/15/23	72819	5306-20	Youth DVDs/Videos	CUSTOMER	76.45	
		5303-20	Youth Audio	#2000005837-DVD CUSTOMER	459.85	
		5301-50	Materials Processing	#2000005837-AUDIO PROCESSING	78.38	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		614.68
9/15/23	72820	6401-00	Service Contracts	Invoice: 43014	320.00	
		1123-00	New Operating Fund	AQUARIUM DESIGN & MAINTENANCE		320.00
9/15/23	72821	5703-00	Legal	Invoice: 12343-IN	184.60	
		1123-00	New Operating Fund	C & G NEWSPAPERS		184.60
9/15/23	72822	5306-82	Oakland Talking Boo	Invoice: 656374259	0.96	
		1123-00	New Operating Fund	CENTURY LINK		0.96
9/15/23	72823	5601-00	Workers Compensati	Invoice: 090123WC	1,057.00	
		1123-00	New Operating Fund	CHUBB		1,057.00
9/15/23	72824	5501-00	Water	Invoice: 083023	1,042.34	
		5501-00	Water	Invoice: 083023	180.45	
		1123-00	New Operating Fund	CITY OF ROCHESTER		1,222.79
9/15/23	72825	5301-50	Materials Processing	Invoice: 7360231	2,205.06	
		1123-00	New Operating Fund	DEMCO INC		2,205.06
9/15/23	72826	6401-00	Service Contracts	Invoice: 13112851	200.00	
		1123-00	New Operating Fund	ECOSHIELD PEST SOLUTIONS-DETRO IT		200.00
9/15/23	72827	5301-30	Outreach Books	Invoice: 81588890	30.39	
		5301-30	Outreach Books	Invoice: 82017601	99.20	
		5301-30	Outreach Books	Invoice: 82017702	108.80	
		5301-30	Outreach Books	Invoice: 82152382	96.00	
		1123-00	New Operating Fund	GALE/CENGAGE LEARNING		334.39
9/15/23	72828	5306-82	Oakland Talking Boo	Invoice: 2050	430.00	
		1123-00	New Operating Fund	JM DESIGN & PRINTING SERVICES LLC		430.00

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/15/23	72829	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 363700-PPU KANOPY INC.	665.55	665.55
9/15/23	72830	5303-20 1123-00	Youth Audio New Operating Fund	Invoice: 101526 LIBRARY IDEAS LLC	559.64	559.64
9/15/23	72831	5401-10 5401-10 1123-00	Internet Connection Internet Connection New Operating Fund	Invoice: 71779 Invoice: 72133 THE LIBRARY NETWORK	2,422.49 2,422.49	4,844.98
9/15/23	72832	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 504293994 MIDWEST TAPE LLC	10,713.10	10,713.10
9/15/23	72833	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 3666DB722335 NEW YORK TIMES	2,360.80	2,360.80
9/15/23	72834	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 552240 NEWSBANK INC.	6,571.00	6,571.00
9/15/23	72835	5302-13 5302-13 5302-13 1123-00	Electronic Materials Electronic Materials Electronic Materials New Operating Fund	Invoice: 721MA23304215 Invoice: 721SA23306665 Invoice: 721SV23306034 OVERDRIVE INC	1,401.60 7,223.48 11.96	8,637.04
9/15/23	72836	5301-80 5301-80 1123-00	Interlibrary Loan (ILL) Interlibrary Loan (ILL) New Operating Fund	Invoice: 2371 Invoice: 2372 PLYMOUTH DISTRICT LIBRARY	21.99 20.95	42.94
9/15/23	72837	6402-10 6401-00 6401-00 1123-00	Maintenance Supplie Service Contracts Service Contracts New Operating Fund	Invoice: 42861 Invoice: 42776 Invoice: 42776 SABER BUILDING SERVICES INC.	1,053.00 8,190.00 333.00	9,576.00
9/15/23	72838	5301-10 1123-00	Adult Books New Operating Fund	Invoice: IN001619 SAWA BOOKS	465.47	465.47
9/15/23	72839	5701-30 5701-30 1123-00	Collection Agency Collection Agency New Operating Fund	Invoice: 6116762 Invoice: 6116772 UNIQUE MANAGEMENT SERVICES INC	246.25 32.50	278.75

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				SERVICES INC		
9/15/23	72840	5401-00 1123-00	Basic Phone New Operating Fund	Invoice: 9943113939 VERIZON WIRELESS	266.56	266.56
9/15/23	72841	6401-00 1123-00	Service Contracts New Operating Fund	Invoice: 090123 WHITE BIRCH LANDSCAPE	2,715.00	2,715.00
9/15/23	72842	5302-00 1123-00	Periodical/PrintSubs New Operating Fund	Invoice: 3126898 WT.COX INFORMATION SERVICES	26.00	26.00
9/22/23	72843	7001-01 1123-00	Misc. Reimbursable New Operating Fund	Invoice: PAY092223 Zakariya R. Lacina	212.37	212.37
9/27/23	72844	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 090923 ARIFA JAVED	600.00	600.00
9/29/23	72845	5301-10 5301-10 5301-50 5301-10 5301-50 1123-00	Adult Books Adult Books Materials Processing Adult Books Materials Processing New Operating Fund	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	571.57 625.62 32.39 4,024.80 286.64	5,541.02
9/29/23	72846	5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 1123-00	Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing New Operating Fund	ACT #L449673 PROCESSING ACT #L534941 PROCESSING ACT #L449672 PROCESSING THE BAKER & TAYLOR COMPANY	435.57 32.24 118.37 7.85 173.87 3.95	771.85
9/29/23	72847	5301-20 5301-50 1123-00	Youth Books Materials Processing New Operating Fund	ACT #L554618 PROCESSING THE BAKER & TAYLOR COMPANY	4,627.49 343.78	4,971.27
9/29/23	72848	5306-10 5303-11 5303-10	Adult DVDs Adult Audio-Music Adult Audio-Books	CUSTOMER #2000005835-DVD CUSTOMER #2000005835-MUSIC CUSTOMER #2000005835-AUDIO	411.58 13.49 628.86	

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				#2000005835-AUDIO		
		5301-50	Materials Processing	PROCESSING	136.49	
		5306-10	Adult DVDs	CUSTOMER	716.75	
				#200014883-DVD		
		5301-50	Materials Processing	PROCESSING	175.66	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		2,082.83
9/29/23	72849	5306-30	Outreach DVDs	CUSTOMER	173.91	
				#2000005836-DVD		
		5303-30	Outreach Audio & Vid	CUSTOMER	119.97	
				#2000005836-AUDIO		
		5301-50	Materials Processing	PROCESSING	52.08	
		5306-30	Outreach DVDs	CUSTOMER	89.96	
				#2000005839-DVD		
		1123-00	New Operating Fund	MIDWEST TAPE LLC		435.92
9/29/23	72850	5306-20	Youth DVDs/Videos	CUSTOMER	996.34	
				#2000005837-DVD		
		5303-20	Youth Audio	CUSTOMER	515.87	
				#2000005837-AUDIO		
		5301-50	Materials Processing	PROCESSING	364.23	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		1,876.44
9/29/23	72851	5301-80	Interlibrary Loan (ILL)	Invoice: 091923	15.00	
		1123-00	New Operating Fund	ANN ARBOR DISTRICT LIBRARY		15.00
9/29/23	72852	5602-00	Building/Contents	Invoice: 092523	14,339.25	
		1123-00	New Operating Fund	AUTO-OWNERS INSURANCE		14,339.25
9/29/23	72853	6401-00	Service Contracts	Invoice: 4163746773	164.80	
		1123-00	New Operating Fund	CINTAS CORPORATION #354		164.80
9/29/23	72854	5502-00	Gas	Invoice: 091423	111.31	
		1123-00	New Operating Fund	CONSUMERS ENERGY		111.31
9/29/23	72855	6403-00	Misc Repairs	Invoice: 120089	930.00	
		1123-00	New Operating Fund	CULLIGAN OF ROMEO		930.00
9/29/23	72856	5202-40	Other Dental	Invoice:	1,940.16	
				RIS0005180182		

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	New Operating Fund	RIS0005180182 DELTA DENTAL PLAN OF MICHIGAN		1,940.16
9/29/23	72857	5301-50	Materials Processing	Invoice: 7365866	124.72	
		5301-50	Materials Processing	Invoice: 7368835	111.08	
		1123-00	New Operating Fund	DEMCO INC		235.80
9/29/23	72858	5503-00	Electric	Invoice: 092123	14,178.79	
		1123-00	New Operating Fund	DTE ENERGY		14,178.79
9/29/23	72859	6200-20	Youth Programs	Invoice: 093023	500.00	
		1123-00	New Operating Fund	SAADIA FARUQI		500.00
9/29/23	72860	5301-30	Outreach Books	Invoice: 82313270	111.97	
		5301-30	Outreach Books	Invoice: 82313897	298.32	
		5301-30	Outreach Books	Invoice: 82356507	52.78	
		5301-30	Outreach Books	Invoice: 82452884	102.40	
		5301-30	Outreach Books	Invoice: 82453603	1,190.10	
		5301-30	Outreach Books	Invoice: 82487662	93.58	
		5301-30	Outreach Books	Invoice: 82488008	305.52	
		1123-00	New Operating Fund	GALE/CENGAGE LEARNING		2,154.67
9/29/23	72861	6401-00	Service Contracts	Invoice: 62773293	358.80	
		1123-00	New Operating Fund	GREEN FOR LIFE ENVIRONMENTAL		358.80
9/29/23	72862	5201-40	Other Medical	Invoice: 100009982774	19,652.29	
		1123-00	New Operating Fund	HEALTH ALLIANCE PLAN		19,652.29
9/29/23	72863	5201-40	Other Medical	Invoice: 100009983777	4,743.03	
		1123-00	New Operating Fund	ALLIANCE HEALTH AND LIFE		4,743.03
9/29/23	72864	5930-00	General Printing	Invoice: 2054	57.50	
		5306-82	Oakland Talking Boo	Invoice: 2060	560.00	
		1123-00	New Operating Fund	JM DESIGN & PRINTING SERVICES LLC		617.50
9/29/23	72865	5401-00	Basic Phone	Invoice: 33564631	172.86	
		1123-00	New Operating Fund	LINGO COMMUNICATIONS		172.86

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/29/23	72866	5302-13	Electronic Materials	Invoice: 721SA23322726	2,229.08	
		1123-00	New Operating Fund	OVERDRIVE INC		2,229.08
9/29/23	72867	5303-30	Outreach Audio & Vid	Invoice: 441884	764.61	
		1123-00	New Operating Fund	PLAYAWAY PRODUCTS		764.61
9/29/23	72868	5806-00	Library Cards	Invoice: 160598	654.00	
		1123-00	New Operating Fund	RAINBOW PRINTING		654.00
9/29/23	72869	5306-80	Bookmobile Operatio	Invoice: 090723	342.06	
		1123-00	New Operating Fund	CITY OF ROCHESTER HILLS DPS		342.06
9/29/23	72870	5401-00	Basic Phone	Invoice: 23948	221.83	
		1123-00	New Operating Fund	TELNET WORLDWIDE		221.83
9/29/23	72871	5301-10	Adult Books	Invoice: 16232	364.08	
		5301-10	Adult Books	Invoice: 16252	44.80	
		1123-00	New Operating Fund	TSAI FONG BOOKS INC		408.88
9/29/23	72872	2168-00	Supplemental Ins W/	Invoice: 091923	42.51	
		1123-00	New Operating Fund	UNUM LIFE INSURANCE - SUPP		42.51
9/29/23	72873	5206-40	Other LTD Insurance	Invoice: 091923	460.39	
		1123-00	New Operating Fund	UNUM LIFE INSURANCE CO OF AMERICA		460.39
9/29/23	72874	5207-30	Vision Insurance	Invoice: 818807894	269.58	
		1123-00	New Operating Fund	VISION SERVICE PLAN		269.58
9/29/23	72875	6200-40	Community Programs	Invoice: 100823	475.00	
		1123-00	New Operating Fund	THE SQUIRREL HILLBILLIES		475.00
9/29/23	72876	6200-40	Community Programs	Invoice: 101523	300.00	
		1123-00	New Operating Fund	JEFF WHITBEY		300.00
9/7/23	EFTAZ090723	5301-10	Adult Books		521.45	
		5802-00	Circulation Supplies		49.57	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2023 to Sep 30, 2023

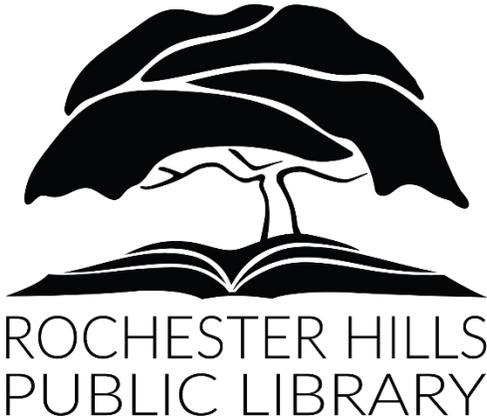
Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		5301-20	Youth Books		769.26	
		5301-30	Outreach Books		185.48	
		6200-10	Adult Programs		227.35	
		5306-80	Bookmobile Operatio		12.75	
		5306-13	Teen & Adult Video G		524.55	
		6200-50	Systemwide Program		299.00	
		6200-20	Youth Programs		117.91	
		5809-00	Marketing Supplies		44.99	
		5807-00	Office Supplies		67.96	
		5303-30	Outreach Audio & Vid		367.81	
		5805-00	IT Supplies		113.94	
		5801-00	Copier Toner		95.94	
		6200-40	Community Programs		403.87	
		5940-00	3D Printing/Makerspa		48.98	
		6200-30	Outreach Programs		41.98	
		6200-10	Adult Programs		5.99	
		1121-00	Operating - PNC	AMAZON CAPITAL SERVICES		3,898.78
9/19/23	EFTVISA0919	6100-60	Workshops/Conferen		1,455.42	
		6402-10	Maintenance Supplie		89.59	
		6200-20	Youth Programs		71.18	
		5301-50	Materials Processing		179.56	
		6506-00	Software Support/Mai		423.84	
		5940-00	3D Printing/Makerspa		96.34	
		6100-50	Professional Member		648.00	
		5306-80	Bookmobile Operatio		95.01	
		5950-00	Promotion		500.00	
		5807-00	Office Supplies		35.99	
		6200-10	Adult Programs		179.91	
		5402-00	Postage/Shipping		519.99	
		5802-00	Circulation Supplies		41.99	
		5809-00	Marketing Supplies		79.45	
		5301-10	Adult Books		53.32	
		5808-00	Board Room Supplie		26.78	
		7001-01	Misc. Reimburseable			1.00
		5302-00	Periodical/PrintSubs		12.00	
		5306-82	Oakland Talking Boo		100.00	
		1123-00	New Operating Fund	CAPITAL ONE BK(USA), NA		4,607.37
Total					155,491.88	155,491.88

**Rochester Hills Public Library
Supplemental Information
September 2023**

Checks & EFT's - Operating Account			154,290.88
Payroll Account - Net Payroll			131,469.35
Employee Benefit EFTs and Misc Debits -			
Payroll Taxes		43,625.01	
Employee FSA Debits - Wage Works		641.94	
Employer Pension Contributions - MERS		8,050.45	
Employee Deferred Contributions		13,323.50	
Bank/Merchant Fees		218.55	
ADP & WageWorks Fees		2,181.00	
NSF Checks		-	
		TOTAL	68,040.45
			\$ 353,800.68

Communications



Contact Library Board of Trustees [#60]

2 messages

MachForm <no-reply@rhpl.org>

Mon, Sep 11, 2023 at 1:17 PM

Reply-To: MachForm [REDACTED]

To: juliane.morian@rhpl.org

Name Margo Javelov**Email** [REDACTED]**Telephone Number** [REDACTED]**Message**

Hello! I wanted to make you aware of a statement by Emily Drabinski.

"The public school and the local library "needs to be a site of socialist organizing," said the head of the American Library Association (ALA) at a conference that advocated abolishing the family, replacing mothers and fathers with collective parenting, and forming a mass movement to protect children's "right" to engage in prostitution."

"Emily Drabinski, the president of the American Library Association who describes herself as a "Marxist lesbian," asked attendees of the Socialism 2023 conference in Chicago to turn schools and libraries into centers of radical agitation."

Please be aware of this threat to our Constitutional Republic, and the welfare of our schoolchildren.

Reported in The Washington Stand, September 11, 2023.

Thank you

Juliane Morian <juliane.morian@rhpl.org>

Tue, Sep 12, 2023 at 11:15 AM

To: MachForm [REDACTED]

Thank you for your message, it will be shared with the Board of Trustees at their next meeting.

RHPL does not have an organizational membership to the American Library Association (ALA). The ALA is a membership based association, meaning it is run by library professionals for fellow library professionals and some RHPL staff choose to have individual memberships to ALA. At different points in a person's career they could be more or less involved with the ALA depending on their continuing education needs.

Regardless of being an individual member of ALA or not, the library field looks to ALA for broad, best practices on library operations, which comes from the ALA Council. The ALA Council has 186 members voted by the membership base. It is mostly composed of at-large members followed by a broad array of Executive Officers, Chapter Councilors, Division Councilors, and Roundtable Councils.

It is worth noting that there are more public libraries in the United States than there are McDonald's restaurants or Starbucks coffee houses, which is both an amazing and daunting statistic at the same time. Unlike retail businesses with brand compliance and a uniform menu, each public library is unique and reflective of the communities they serve. ALA provides guidelines for library services but there is no universal compliance policy, and each public library is governed at the local level.

Thank you,

Juliane

Juliane Morian

Library Director, Rochester Hills Public Library
500 Olde Towne Road
Rochester, MI 48307-2043
248-650-7122

[Quoted text hidden]



Date: 9/19/2023

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



Just we have a fab library!!
 But lighting where the video's are is bad!! I'm
 not old but I have the start of cataracts, which
 makes it difficult to see in low light.
 also dont put the DVD'S so low, very tall, back back!!

(Optional) Name: [REDACTED] Contact #: [REDACTED] Email: [REDACTED]

For staff use only:

(see email response - Jm)



Juliane Morian <juliane.morian@rhpl.org>

Follow-up on comment card regarding DVD lighting

1 message

Juliane Morian <juliane.morian@rhpl.org>

Wed, Sep 20, 2023 at 9:23 AM

To: [REDACTED]

Thank you for taking the time to share your feedback regarding the lightning in the DVD section of the library and your wish to not shelf DVDs on the lowest shelf. We are aware of the fact that the lighting in that space needs to be improved for greater browsability; we anticipate making improvements to the lobby and first floor in 2024. Given the size of the DVD collection, it is unlikely we can avoid shelving items on the lowest row at this point in time. As the collection evolves and tastes change (moving away from physical DVDs) the low row of shelving will be the first place we shift to maximize your browsing needs.

Thanks and we look forward to seeing you at the library again soon,

Juliane

Juliane Morian
 Library Director, Rochester Hills Public Library
 500 Olde Towne Road
 Rochester, MI 48307-2043
 248-650-7122

Contact Library Board of Trustees [#61]

2 messages

MachForm <no-reply@rhpl.org>

Thu, Sep 21, 2023 at 7:17 AM

Reply-To: MachForm [REDACTED]

To: juliane.morian@rhpl.org

Name	Peg Christina
-------------	---------------

Email	[REDACTED]
--------------	------------

Telephone Number	[REDACTED]
-------------------------	------------

Message

In my opinion, last night's Meet the Candidates was calm, informative, and rational on the part of all candidates for the board.

Congratulations to all! I know why I love MY library.

Juliane Morian <juliane.morian@rhpl.org>

Thu, Sep 21, 2023 at 11:53 AM

To: MachForm [REDACTED]

Thank you for your message, Peg, it will be shared with the Board of Trustees at their next meeting.

Regards,

Juliane

Juliane Morian
Library Director, Rochester Hills Public Library
500 Olde Towne Road
Rochester, MI 48307-2043
248-650-7122

[Quoted text hidden]

Contact Library Director [#647]

2 messages

MachForm <no-reply@rhpl.org>

Tue, Oct 3, 2023 at 8:16 PM

Reply-To: MachForm [REDACTED]

To: juliane.morian@rhpl.org

Name

[REDACTED]

Email

[REDACTED]

Message

Hello and thank you for all you do. I am so thankful for our youth and IT department. She was quick, professional and resolved my issue. I am so excited it was a great conversation. And the youth services department was the reason. I did a live chat with youth services to fix the problem and they were able to identify that it was an IT issue. They said they would send to that department and I was happy to know that I would hear from them later. The later was less then 30 minutes!!! I received the call and was done in less then 5 minutes. That is just absolutely amazing!! I appreciate both departments and am so thankful for their knowledge, quick service and kindness!!

Juliane Morian <juliane.morian@rhpl.org>

Wed, Oct 4, 2023 at 9:25 AM

To: MachForm [REDACTED]

Hi [REDACTED]!

Thank you for your message and letting me know that both the Youth Services and IT Services department exceeded your expectations for customer service. Your note will be shared with the staff and I welcome the chance to send kudos to them.

Kind regards,

Juliane

Juliane Morian
Library Director, Rochester Hills Public Library
500 Olde Towne Road
Rochester, MI 48307-2043
248-650-7122

[Quoted text hidden]

left VM for patron thanking her for her positive comments and said we would be happy to learn how we can support homeschoolers more.
-Juliane



ROCHESTER HILLS PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 9/5/23

This Library Helps keep our
Homeschool FUN!

Optional: Name [REDACTED]

Contact No.

(Patron was in YS Dept) CS 9/5/23

Thanked patron for positive comments and card I would share with staff.
-Juliane



ROCHESTER HILLS PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 9-7-23

I volunteered to be a mystery reader for a class of 4 & 5 year olds. I was lost, I looked on Google, Amazon etc. when I realized I have a library right down the street! I walked in and Filippa was at the desk. I told her what I needed. She jumped up and showed me 4 books that she was sure the children would love. Thank you so so much!!!
Optional: Name [REDACTED] Contact No. She signed the back so I could remember"



ROCHESTER HILLS PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 9/14/23

DEAR DIRECTOR,
PLEASE PUT UP A SIGN FOR PRIBBLELES AT THE MENS URINAL FOR PEOPLE WHO DRIBBLE THEIR URINE ON THE TILE AND DON'T CLEAN IT UP. I'VE BEEN DOING IT FOR MONTHS NOW
Optional: Name [REDACTED] Contact No. [REDACTED]

Thanked patron for their comments, referred this back to programming team to consider re-booking in a future month.
Juliane



ROCHESTER HILLS
PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 9/19/23

This evening's program on Chinese teas was phenomenal. It was very informative and the presenters were delightful and very gracious. We even had performances from their children to entertain us while we ~~drank~~ tasted different teas. The tables set out for practicing calligraphy was also a big hit. Many thanks for a great program.

Optional: Name



Contact No.



RHPL, BOD, Adult Reference

Sept 06, 2023

Dear Board of Directors:

I'm sure I was just oversensitive over the lack of quality control over your book selections and your reluctance to be preachy over drug use even with minors (I'm sure the schools and parents do an adequate job) stats can't be trusted

Anyway - need I bother to say (preachy me) I don't believe in pre-school babies to children being separated from moms by work/career. I have literature on that too.

Anyway, again - They're saying the Internet & going on-line isn't so great for kids now. Either

I'd settle - for now - just for the

decriminalization of pot - Thank you for your support - I heard people are sick of the media black-out - POT KILLS 2 am NOT GOOD

It's a no brainer
Sincerely,

Kadir Cherus

FD Box 1135
Rochester, NY
14607-0001
Dept. of 2003

9/06/2023

Adult Reference Librarians:

Did you hear any mention of
drug use at Oxford on The news
Especially by The mental health
care professionals during The trial?
I didn't. What did I miss?

Thank you,
Nadia Cherry

Bright by Text free activities, games and resources for parents and caregivers of children prenatal to age 8

To: 274448
FAMILYPLACE
Sign up now!

Message and data rates apply.
Text STOP to 274448 to stop.
Text HELP to 274448 for help.

ROCHESTER HILLS PUBLIC LIBRARY

parental use only

OPINION *This piece expresses the views of its author(s), separate from those of this publication.*

Morian: Protecting the right to read in Michigan's public libraries

Juliane Morian The Detroit News

Published 8:00 p.m. ET Oct. 3, 2023 | Updated 8:00 p.m. ET Oct. 3, 2023

The first week of October is nationally observed as Banned Books Week, and here in Michigan, we're changing the narrative.

This week, we're celebrating Right to Read Week and urging residents to protect their First Amendment right to read by standing up against book banning and censorship efforts in their communities.

Librarians like me are tasked with duties that extend far beyond cataloging books and registering library cards. We're guardians of knowledge, and it is my privilege to safeguard the cornerstone of our democracy: the freedom to read.

In Michigan, we're proud of the work librarians do every day to curate book collections that encompass the unique backgrounds and interests of residents. However, like many other states, our libraries have seen recent challenges to the freedom to read with attempts to restrict access to certain books and ideas.

The First Amendment enshrines the right to free speech and expression, and this includes the freedom to read what we choose. Librarians select materials based on their educational value, literary quality, and relevance to our community's needs, not on any ideological or political agenda. Every public library's mission is to provide a safe space for the exploration of ideas, free from judgment or censorship.

Banning books not only violates the principles of intellectual freedom but also denies individuals — especially young people — the opportunity to think critically, develop empathy and expand imagination. We need to protect the ability of young people to learn and grow — not limit it.

Every time you visit a public library, you search for books that relate to your current interests and expand your mind. Librarians want to help find the best book for you, and that isn't going to be the same book for someone else. It should be up to each individual to determine what books they'd like to read — no one else should have the power to limit what is available.

Our communities are at their strongest when they encourage open dialogue, the exchange of ideas, and the perspectives of diverse voices. The majority of Michigianians support protecting the right of community members to read what they would like to in public libraries and for books to not be removed from shelves.

The fight to protect the right to read cannot be won by librarians alone. We're calling on community members to support their libraries and make their voice heard by joining the MI Right to Read coalition. By fighting for the freedom to read, we're cultivating a brighter future for Michigan, where residents of all ages can know that when they walk into their local public library, they have access to books that they see themselves in.

Juliane Morian is director of the Rochester Hills Public Library and chair of the Michigan Library Association Intellectual Freedom Task Force.

LOCAL NEWS

Candidate forums coming throughout Oakland County

The League of Women Voters Oakland Area is hosting candidate forums in multiple Oakland County Communities this fall. Candidates will answer questions submitted by the audience.

Forum Schedule:

•••

Rochester Hills Library Board

Sept. 20 at 7:00 p.m. Rochester Hills Public Library, 500 Olde Towne Road, Rochester.

Library Board Member Candidates: Terry Hetrick, Madge Lawson, Pamela Olesen, Chuck Stouffer, and Harper West.

Oakland Press, September 4, 2023

THINGS TO DO

Things to do in metro Detroit this weekend

- “Many Passages of Time: A Story of Indian Muslims in America” film screening: 7 p.m. Sept. 14, Rochester Hills Public Library, 500 Olde Towne Road, Rochester, This event is open to the public. Registration is required at calendar.rhpl.org or call 248-656-2900.

Oakland Press, September 7, 2024

LOCAL NEWS

Oakland County community calendar Sept. 17 and beyond

- “Yan’s Chinese Tea Ceremony” is 7 p.m. Sept. 19, at Rochester Hills Public Library, 500 Olde Towne Road in Rochester, traditional Chinese tea ceremony includes a tea tasting, open to the public. Registration is required at calendar.rhpl.org or call 248-656-2900. Space is limited.
- The Blue Water Ramblers in concert at 2 p.m. Sept. 24, at the Rochester Hills Public Library, 500 Olde Towne Road in Rochester. The concert is open to the public, registration is required at calendar.rhpl.org or call 248-656-2900.

Oakland Press, September 17, 2023

Rochester Hills to test election equipment

Public accuracy testing required by state law

The City of Rochester Hills will host a public accuracy test of election equipment on Friday, Sept. 29.

The test will be on tabulating equipment to be used for absentee voting and the Nov. 7 election, said City Clerk Leanne Scott.

The 4:30 p.m. test will be run at the Rochester Hills City Clerk's Office, 1000 Rochester Hills Drive in Rochester Hills. The testing session is open to the public.

She said voters have until 5 p.m. Friday, Nov. 3, to request an absentee ballot by mail for the Nov. 7 election. The clerk's office will be open from 8:30 a.m. to 4:30 pm. Saturday, Nov. 4, for qualified electors who want to get an absentee ballot.

Early voting starts for Rochester Hills and Oakland Township voters at 9 a.m. Saturday, Oct. 28, and continues daily through Sunday, Nov. 5, at the Rochester Hills Public Library, 500 Olde Towne Road in Rochester The complete schedule is online at

<https://www.rochesterhills.org/departments/clerk/elections/index.php>.

City of Rochester voters must go Rochester City Hall, 400 Sixth St. to vote early.

Polls on election day are open from 7 a.m. to 8 p.m.

People can learn more online at

<https://www.rochesterhills.org/departments/clerk/elections/index.php> or by calling the clerk's office, (248) 656-4630, or emailing clerksoffice@rochesterhills.org.

Oakland Press, September 28, 2023

Mrs. Woolsey's Kindergarten Blog

Meeting Author Saadia Faruqi

On Saturday, my Matthew and I were lucky enough to meet the author Saadia Faruqi at the Rochester Hills Public Library! She writes the popular beginner chapter books series, Yasmin. I always use a Yasmin book for a whole group read aloud in the spring as I introduce the concept of listening to chapter books, so I was really excited to meet her and get her autograph on our class copy of "Meet Yasmin!"

In the audience were a few other RCS teachers I've had the privilege to work with throughout my years in the district. One of the teachers asked for advice for the writers in her class. This is what Saadia said...

- It doesn't matter how old you are! Anyone can be a writer!
- Read a lot- if you want to be a writer you have to read a lot! That's how you learn what good writing is and it opens your imagination!
- Have a writing journal or notebook- make writing time for yourself. Even 10 minutes and don't give it up!
- Have **fun** with it! The more fun you have, the easier it will feel for you!

Keep these ideas in mind when writing at home with your child. I can't wait to share her encouraging words with our kindergarten authors at school on Monday!

Thank you to Mrs. Wendy, the head of youth services, and the [Rochester Hills Public Library](#) for this special event and for providing a free copy of Ali the Great for our classroom library!

Mrs. Woolsey's Kindergarten Blog, October 1, 2023

Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

October 9, 2023

1. Capital Projects Update

I have received estimates for capital improvements to the building in 2024. Plan A involves renovating the exterior sidewalks under the porticos, the lobby floor and ceiling, and first floor bathrooms. Plan B involves updating the dated furnishings on the second floor such as study tables, computer tables, task chairs, and soft seating (some of which dates back to the old library building and is more than 45 years old). Fund balance projections for FY 2024 are strong and can accommodate either project. Plan A would significantly impair access to the building (along with unsightly remodeling) during a celebration year and during a year in which we have committed the building for early voting use by Oakland County.

2. Early Voting at RHPL

RHPL entered into a formal agreement with Oakland County to serve as an early voting site for multiple municipalities in our area. Many of the details of the agreement have already been presented to the Board of Trustees, but it is worth noting that the library will receive \$100 for each election in which the property is used. Political signage is permitted on library property 100 feet away from public entrances, which translates to beyond the handicapped parking in the south lot and the first island on the parking lot in the west lot. Election inspectors shall be responsible for the enforcement of the 100-foot requirement.

3. Mini-Bookmobile Survey Results

RHPL conducted a mini-bookmobile satisfaction survey in digital and hardcopy form. There were two distinct types of surveys offered, mini-bookmobile users (those who used it in the past 6 months) and previous bookmobile users (those who used it in the past 3 years prior to the mini-bookmobile). 249 distinct emails were sent to patrons who used the mini-bookmobile in the past six months, and of that group, 46 answered the survey or 18%. Of the 1,158 individuals who previously used the older, larger bookmobile, only 37 respondents answered (3%). Those who used the old bookmobile but not the new stated that they did not know about it (9), found other ways to access materials (6), found the schedule to be inconvenient (4), viewed collection as too small (3). 85% of the new mini-bookmobile users reported being very or somewhat satisfied with the bookmobile experience, and the mini-bookmobile received a net-promoter score of 8 out of 10 in terms of likeliness to recommend. When asked about the scaled down collections on the mini-bookmobile, 69% state they are very or somewhat satisfied with the collections, 20% are neutral, and 10% are unsatisfied. Alternate service options were floated to both survey sets, ranging from expanding books by mail, a full-size vehicle returning to the fleet, a second mini-bookmobile with more stops, and lockers for 24/7 pickup of holds. Of all options presented, both books by mail and the full-size bookmobile received the highest rankings, with lockers receiving the least preference. In conclusion, the overall response rate was small and gauged experience over six months of warm Michigan weather, which is too imprecise to draw significant conclusions. There is an option to query the community at large about bookmobile use in the spring as part of the community survey. Additionally, staff will research ways to

increase marketing of the existing service and explore the feasibility of books by mail as a complementary type of service.

4. Minor vandalism

RHPL sustained minor vandalism to the men’s bathroom on the first and second floors in the last month. Surveillance footage was reviewed and staff were able to identify two male patrons that used the facilities around the time of the incident and act suspiciously. Images of the individuals were shared with staff to ascertain names, should they return to the library. Staff have also been asked to increase their monitoring of public restrooms to ensure there is no additional physical damage to the building. Our Facilities Manager was able to repair the damage and we are investigating a more durable partition to withstand vandalism attempts.

5. Non-profit Assistance Grant

The City of Rochester Hills has launched a Nonprofit Assistance Program as part of the American Rescue Plan Act (ARPA) funding. Local nonprofits and public agencies serving the Rochester Hills area will have the opportunity to apply for grant funding to support programs in four key areas: Food Assistance, Housing, Mental Health, and Education. The Nonprofit Assistance Program will provide funding ranging from a minimum of \$5,000 to a maximum of \$30,000, and RHPL is evaluating ways to apply. Applications are due October 31, 2023.

6. Out of the Office

I will be attending the Michigan Library Association Conference, October 18th – 20th in Kalamazoo, MI. While I will be reachable, Derek Brown, Director of IT will be the staff member in charge in the building if there are any emergencies.

7. Upcoming Events

October 24, 2023	Friends of RHPL board meeting, 7pm
October 26, 2023	Friends of RHPL Annual Meeting, 7pm
October 27, 2023 – November 5, 2023	Early voting site at RHPL
November 10, 2023	Library closed for RHPL Staff In-Service (all day)
November 13, 2023	RHPL Board of Trustees Meeting, 7pm
November 20, 2023	New terms start for library board trustees
December 10, 2023	Friends Event – Holiday Home Tour,
December 11, 2023	RHPL Board of Trustees Meeting, 7pm



Statistical Report - Usage for the month of September 2023

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Staff-Assisted	11,946	12,363	3.5%	118,635	117,882	-0.6%
Self Check	26,540	27,168	2.4%	270,462	274,500	1.5%
Renewals	51,103	46,532	-8.9%	459,713	449,427	-2.2%
e-Materials	20,157	24,453	21.3%	180,993	208,042	14.9%
Bookmobile	1,050	2,688	156.0%	30,617	29,229	-4.5%
Mini-Branch	1,480	1,472	-0.5%	13,449	13,744	2.2%
OTBS Circ	6,480	5,887	-9.2%	62,445	49,561	-20.6%
MeLCat Borrowed	1,536	1,229	-20.0%	13,660	12,334	-9.7%
MeLCat Loaned	2,091	1,379	-34.1%	19,374	15,206	-21.5%
Total Circulation	122,383	123,171	0.6%	1,170,049	1,170,459	0.0%

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	30,703	34,068	11.0%	264,938	322,273	21.6%
Meeting Rooms	28	54	92.9%	314	442	40.8%
Study Rooms	663	827	24.7%	5,532	6,784	22.6%
Adult Programs	19	17	-10.5%	125	143	14.4%
--Attendance	438	578	32.0%	2,992	3,479	16.3%
Teen Programs	3	3	0.0%	40	34	-15.0%
--Attendance	17	17	0.0%	169	168	-0.6%
Youth Programs	23	24	4.3%	97	179	84.5%
--Attendance	475	751	58.1%	4,586	9,077	97.9%
Computer Use	1,348	1,465	8.7%	11,874	14,777	24.4%
Wireless Use	4,951	5,628	13.7%	46,844	51,684	10.3%
Database Use	5,750	5,960	3.7%	50,811	52,637	3.6%
Volunteer Hours	336	249	-25.9%	3,381	2,696	-20.3%

Number of Library Card Holders

<i>Municipality</i>	LY Month	Month	% Total
Rochester Hills	47,534	46,737	59.6%
Rochester	10,157	10,240	13.1%
Oakland	10,285	9,572	12.2%
Non-residents	4,508	4,594	5.9%
Virtual Students	0	7,270	9.3%
Total Card	72,484	78,413	100%

Number of Items

<i>Type</i>	LY Month	Month
Print	245,376	262,984
Audio	18,415	19,033
Video	44,919	46,723
Other	427	441
E-Material	23,964	25,577
Total	333,101	354,758

Committee Updates



ROCHESTER HILLS
PUBLIC LIBRARY

Policy Statement

The Library compensates eligible employees for major holidays as a benefit in recruiting and retaining high quality employees.

Regulations

1. Regular full and part-time employees shall receive one (1) day¹ of holiday time for the pay period in which the following holidays occur:
 - A. New Year's Day
 - B. Memorial Day
 - C. Independence Day
 - D. Labor Day
 - E. Thanksgiving Day
 - F. Christmas Eve Day
 - G. Christmas Day
 - H. New Year's Eve Day
 - I. Personal Floating Holiday
 2. For holidays occurring on a Saturday or Sunday when an eligible employee is not scheduled on that day may take one (1) day² off within a time period set by the library director and as approved by the employee's immediate supervisor.
 3. Holidays occurring during the employee's vacation, sick or bereavement leave are not charged against the employee's accrued benefit time.
 4. Personal floating holidays will be scheduled considering both the wishes of the employee and the work load requirements at the library. Supervisors must approve scheduled absences in their department and the employee should request such with as much advance notice as possible. Employees receive their personal floating holiday bank on January 1st of the calendar year or on the first day of their employment. Unused personal floating holiday banks at the end of the calendar year are forfeited.
 5. Employees shall not receive holiday pay while on approved leave other than as set out in number 3 above.
 6. Provisional employees are not eligible for paid holidays.
-

Approved:

Rochester Hills Public Library Board of Trustees

¹ One day is the equivalent of 7.5 hours for regular full-time employees, 6 hours for 30-hour regular part-time employees and 4.5 hours for 22.5 hour regular part-time employees.

² Ibid.
Rochester Hills Public Library Policies

Fund Balance Policy

Purpose

The Library recognizes that the maintenance of a fund balance is essential to the preservation of the financial health of the Library. This policy provides guidance concerning the desired level of fund balance maintained by the Library to manage financial risk that can occur from unforeseen cash flow shortages, unanticipated expenditures, and provide a minimum level of cash flow reserves for day-to-day operations. This policy complies with Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Definitions.

Regulations

1. The library shall maintain a fund balance in order to:
 - A. Provide sufficient cash flow for daily financial needs.
 - B. Offset significant economic downturns or temporary revenue shortfalls.
 - C. Provide funds for unforeseen expenditures related to emergencies.
 - D. Accumulate sufficient funds for major future capital improvements.
2. The following definitions shall be used in reporting activity in governmental funds. The library may or may not report all fund types in any given reporting period, based on actual circumstances and activity.
 - A. General Fund - for all financial resources not accounted for and reported in another fund.
 - B. Special Revenue Fund - for proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.
 - C. Debt Service Fund - for all financial resources restricted, committed or assigned to expenditure for principal and interest.
 - D. Capital Projects/Bond Fund - for all financial resources restricted, committed or assigned to expenditure for the acquisition or construction of capital assets.
 - E. Permanent Fund - for resources restricted to the extent that only earnings, and not principal, may be used for purposes that support library purposes.
3. The fund balance will be reported in governmental funds under the following categories using the definitions provided by GASB Statement No. 54:
 - A. Non-spendable Fund Balance: resources that cannot be used to liquidate current liabilities because the related assets are either not in spendable form (e.g. prepaids, inventory, and long-term receivables) or because the

Fund Balance Policy

related assets are required to be maintained intact (e.g. the corpus of an endowment).

- B. Restricted Fund Balance: amount that is restricted to use for a specific purpose by externally imposed requirement or enable legislation.
 - C. Committed Fund Balance: amount that is designated to be used for specific purposes as determined by formal action of the library board. ~~Such action must occur prior to the end of the fiscal year for which such amounts are being reported.~~
 - D. Assigned Fund Balance: in the General Fund represents amounts that are intended to be used for specific purposes as designated by the library director and which may be subject to final approval by the library board.
 - E. Unrestricted Fund Balance: all residual amounts, after the assignment of all the foregoing categories, in the General Fund.
4. As required by GASB 54, the library board establishes that when multiple classifications are available and appropriate for particular expenditures, fund balance will be “spent” first from the most restrictive category working toward unassigned fund balance. Relative “restrictiveness” of fund balance shall proceed from most to least in order of the five classifications listed in this policy, from A to E above.
 5. The library will strive to maintain an Unrestricted Fund Balance that will be no less than ~~17%~~ 15% of the General Fund expenditures, except in the case of emergency or financial distress.
 6. The Library Director shall present the Library Board with a report on the fund balance in conjunction with the annual budget recommendation and in conjunction with the annual financial audit. Furthermore, at regular Board meetings, library staff will present a financial statement that shows fluctuations in fund balance during the fiscal year.

Approved:

Rochester Hills Public Library Board of Trustees

Other Business



ROCHESTER HILLS
PUBLIC LIBRARY