

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.

July 8, 2025 – 7 p.m.

Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Presentation from HGA regarding the Library Journal Design Institute charette with RHPL
- IV. Approval of the Agenda
- V. Minutes of regular meeting on June 10, 2025
- VI. Treasurer's Report for June 2025
- VII. Monthly bills for June 2025 in the amount of \$427,060.12
- VIII. Communications
 - a. Customer Comments
 - b. Press Coverage
- IX. Reports
 - a. Library Director
 - b. Statistical Report
 - c. 2025 Mid-Year Strategic Plan Update
- X. Committee Updates
 - a. Finance
 - i. Presentation of two versions of the 2026 RHPL Budget Plan
- XI. Other Business
 - a. Discuss the long-term contract for library services between the City of Rochester and the Rochester Hills Public Library
- XII. Board Comments
- XIII. Questions and Comments from the Liaisons
- XIV. Adjournment

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

Minutes



**Rochester Hills Public Library
Board of Trustees Meeting
June 10, 2025**

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Tuesday, June 10, 2025. The President called the meeting to order at 7:00 pm in the boardroom of the library. The presiding officer was Bob Bonam.

A quorum of the board included Melinda Deel, Anne Kucher, Madge Lawson, Julianne Reyes and Harper West.

Guests included Library Director Julianne Morian, Oakland Township Library Board Liaison Jim Kiefer, and City of Rochester Liaison Lauren Coleman.

Two members of the public were present.

II. Public Comments

- A. Chuck Jacobs, a resident of Rochester Hills, asked about expenses at grocery stores and restaurants on the credit card statement for the month.
- B. Mr. Bonam directed Ms. Morian to provide any additional details in response to public comments. Ms. Morian stated that some expenses were related to food, beverages, and flowers purchased for the Volunteer Recognition held at the library on May 16th. Other expenses were related to working lunches conducted as part of the interview process for the prospective Head of Adult Services. Each of the four candidates interviewed were asked to join senior leadership for lunch (paid for by RHPL) and evaluating a candidate's interpersonal skills for a senior leadership role was a necessary and reasonable expense. Ms. Morian also shared that this part of the RHPL budget is underwritten donations from the Friends of the RHPL as part of their designation of funds.

III. Approval of the Agenda

- A. On a motion by Ms. Lawson, which Ms. Kucher seconded, the board discussed the agenda as presented. Ms. West suggested that under "Other business" the wording change from "Approve language in a new contract" to "Discussion of a proposed contract between RHPL and City of Rochester." Ms. Lawson amended her motion to include the change and the board unanimously approved the agenda as amended with no additional changes.

IV. Minutes

- A. On a motion by Ms. West, which Ms. Deel seconded, the board unanimously approved the meeting minutes from May 13, 2025 with no changes or additional discussion.

V. The Treasurer's Report was reviewed and filed.

VI. Monthly Bills

- A. On a motion by Ms. Deel, which Ms. Kucher seconded, the board discussed approving monthly bills in the amount of \$714,257.52.

1. Mr. Bonam asked for more details on why the bills were higher for May.
 2. Ms. Morian relayed that May had three pay periods that month, which was atypical (usually there are only two), and there was a single expense for the balance due on the new early literacy bus.
- B. Mr. Bonam ended discussion of the bills and called for a vote which the board unanimously approved paying the monthly bills for May in the amount of \$714,257.52.

VII. Communications

- A. The board reviewed and filed the communications with no major discussion.

VIII. Reports

- A. The board reviewed and filed the director's report and the statistical report.
1. Ms. Morian provided a review of the furniture that has been identified for replacement as part of the Phase II refresh of the Adult Services area. The board supported the plan but provided feedback that it may be prudent to refrain from remodeling the adult services' desk at this juncture and wait until an architect can provide consultation for long-term space planning needs.
 2. Ms. Morian presented on key dates over the next two months and recommended that the board consider a date change for their August meeting since the Oakland Township ballot proposal on Tuesday, August 5th will impact RHPL.
 - a. On a motion from Ms. Deel, seconded by Ms. Reyes, the board unanimously approved moving the date of the August board meeting to Wednesday, August 6th at 7:00pm.
 3. Ms. Deel asked about the attendance drop for teen programs in May and Ms. Morian said she would look into it and provide additional details.

IX. Committee Reports - none

- A. Ms. Morian stated that committees should convene soon – the Finance committee will need to review a draft of the 2026 budget before the end of June and the Policy committee should convene to review some policies related to library card policy and professional development.

X. Other Business

- A. Ms. Morian presented the short term contract that RHPL could present to the City of Rochester that provides continuation of service until the end of 2025 so that the details of the long-term contract are finalized. Ms. Morian said that this approach was consistent with the short-term agreement presented to Oakland Township. It aligns the long-term agreement to commence on January 1, 2026 for both contract communities, which was one of the stated goals of initiating new contracts as well.
1. Discussion ensued on broad points in the long-term agreement so that Ms. Morian could work with the library's attorney to finalize terms and present the long-term contract for approval by the RHPL board at the July 8th meeting.
- B. On a motion by Ms. Kucher that was seconded by Ms. Lawson, the board unanimously approved the short-term contract for continuation of old contract terms with the City of Rochester with no further discussion (contract is attached at the end of the minutes.)

XI. Board Comments

- A. Ms. Reyes apologized for missing the last board meeting and the Volunteer Recognition on May 16th. She inquired about how the Volunteer Recognition went. The general consensus of board members was to continue with a similar event for next year, however it was suggested that having a program with semi-formal remarks as opposed to an open-house style of event would be a positive change. Ms. Morian said they would plan on that enhancement for 2026. Ms. Reyes also asked about the Facilities Condition Assessment and discussion around unisex bathrooms as opposed to traditional communal (gendered) restrooms. Discussion ensued and the group felt that an architect would be necessary for an expert recommendation.
- B. Ms. Deel commented that the Volunteer Recognition was lovely and agreed with the comments around the success of the event and plans to make it even better next year. Ms. Deel also mentioned that she attended the Afterhours Library and considered it a delightful event, stating that partnering with Dessert Oasis for coffee was a nice touch, and thanked the staff for their effort in making it possible.
 - 1. Ms. Morian said that RHPL will offer another Afterhours Library in fall and added that not only does it fulfill a programming goal it is a way to evaluate self-service hours where staffing levels are lighter than the traditional open hours, which could lead to creative staffing options in the future (opening earlier or staying open later).
- C. Ms. Kucher stated that she also attended the Volunteer Recognition and shared high praise for including the Friends of RHPL in the volunteer recognition and wanted to see that continue. She felt the catering was nicely done and should continue.

XII. Questions and Comments from the Liaisons

- A. Ms. Coleman commented that she was happy to see things progress with contract negotiations with the city of Rochester. She also thanked Ms. Morian for shepherding the negotiation process and felt it would result in a win-win for all parties.
- B. Mr. Kiefer commented that things are progressing with the ballot proposal for Oakland Township residents. He said that Oakland Township Library board plans to send out a mailer to residents sharing information about the two propositions – a renewal of existing millage and an additional millage. Ms. Morian stated that RHPL had developed a webpage to answer questions that may arise regarding the millage proposal in Oakland Township and/or questions from City of Rochester residents regarding their contract.

XIII. The regular meeting adjourned at 8:26 pm.

Julianne Reyes, Secretary

**ADDENDUM TO THE CONTRACT FOR LIBRARY SERVICES
BY AND BETWEEN
THE ROCHESTER HILLS PUBLIC LIBRARY
AND
THE CITY OF ROCHESTER**

THIS ADDENDUM to the Contract for Library Services By and Between the ROCHESTER HILLS PUBLIC LIBRARY, located at 500 Olde Towne Road, Rochester, MI, 48307 and the CITY OF ROCHESTER, a Michigan municipal corporation with its township offices located at 400 Sixth Street, Rochester, Michigan 48307 , dated June 10, 1985, does hereby amend its contract (Attachment "A"), to extend the term and all provisions, including its contract fees until December 31, 2025. The contract fees expected for the remainder of 2025 for CITY OF ROCHESTER is as follows: \$317,856.30 billed in two (2) equal installments (due on August 1 and October 1).

All other provisions of the Contract for Library Services by and between the ROCHESTER HILLS PUBLIC LIBRARY, and the CITY OF ROCHESTER dated June 10, 1985 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement by their respective officials thereunto duly authorized, the date and year hereinafter written.

CITY OF ROCHESTER

Dated: _____

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

**BOARD OF DIRECTORS
ROCHESTER HILLS PUBLIC LIBRARY**

Dated: _____

By: Robert Bonam

Its: Board President

Dated: _____

By: Julianne Reyes

Its: Board Secretary

ATTACHMENT A

CONTRACT FOR LIBRARY SERVICES

THIS AGREEMENT made and entered into this 10th day of June, 1985, between the Rochester Hills Public Library (hereinafter referred to as "Library") and the City of Rochester, a Michigan municipal corporation (hereinafter referred to as "City").

WHEREAS, the Library is an independent municipal body corporate, having responsibility for the control and operation of all public library services for the use and benefit of the inhabitants of the City of Rochester Hills; and,

WHEREAS, the Library is located within the corporate limits of the City and, prior to its incorporation, the area now covered by the City of Rochester was included within the service jurisdiction of the Library; and,

WHEREAS, as a consequence of the incorporation of the City of Rochester, it became necessary for the City to contract with the Library to provide library services for the inhabitants of the City; and,

WHEREAS, it is the desire of the Library and the City to continue to provide full library services to the residents of the City, in accordance with the terms and conditions set forth below.

NOW, THEREFORE, by virtue of powers granted by Act 92 of the Public Acts of Michigan for 1952, as amended, the parties hereto agree as follows:

1. Commencing on the first day of July, 1985, and continuing on a yearly basis thereafter, except as provided in the section on termination, the Library agrees to permit all residents of the City to use the facilities, book collection and other services of the Rochester Hills Public Library on the same basis as residents of Rochester Hills.

2. Upon application and proper identification, residents of the City shall be issued library cards and shall be entitled to the same rights and privileges as are residents of Rochester Hills.

3. The amounts paid for library services are based on a commitment by the City to pay one (1) mill for library services but shall reflect the impact of Article IX, Sections 6 and 25 through 34 of the Michigan Constitution, hereinafter referred to as the Headlee Amendment.

4. In consideration of the foregoing, the City shall pay to the Library (in addition to any and all funds received for library services from state penal fines and state aid with respect to the residents of the City) the following sum:

- a. For each year of this contract, commencing July 1, 1985, an amount equal to \$.001 (1 mill) for each dollar of the total state equalized assessed valuation for all real and personal property in the City of Rochester, excluding the Downtown Development Authority's captured value for tax increment financing. For purposes of this Agreement, the valuation represented by Industrial Facilities Exemption Certificates and Commercial Facilities Exemption Certificates shall be included in the computation for payment based upon the State Statute which provides for a formula of full value for rehabilitation and one-half (1/2) of the rate for new construction.
- b. Said amount shall be payable in three (3) equal installments on July 1, October 1, and January 1 during the term of this contract.

5. If during the term of the contract the Rochester Hills Public Library Board should voluntarily reduce the operating millage rate levied on Rochester Hills, the appropriate percentage reduction will also apply to the one (1) mill contracted by the City of Rochester to the Library.

6. This Contract shall not be terminated except by mutual agreement of the parties, as set forth below, and all rights and responsibilities hereunder shall inure to the benefits of the parties hereto, their successors and assigns.

7. Either party may terminate said contract as of 11:59 p.m. June 30th of a given year, provided the party wishing to terminate said contract provides written notification of the termination to the other party on or before January 1 of the year in which the termination is to be effective.

8. The Library shall provide the City with a copy of the final financial audit of the library operating accounts as soon as possible after it has been certified by its independent accountants after the close of the fiscal year of the Library during the term of this Contract. The Library shall also furnish at the close of the Library's fiscal year during the term of this Contract the annual report which includes circulation usage data for the City of Rochester.

IN WITNESS WHEREOF, this contract has been formally approved and executed on behalf of each of the parties hereto by their duly authorized representatives on the day and year above first written.

IN THE PRESENCE OF:

Margaret S. Christina
Robert J. O'Brien

ROCHESTER HILLS PUBLIC LIBRARY

BY: Linnella A. Kildum
President

BY: Jan Kwiechowski
Secretary

IN THE PRESENCE OF:

Mary Lynne McCrindle

Mary Lynne McCrindle

Judith A. Cook

Judith A. Cook

CITY OF ROCHESTER, a Municipal Corporation

BY: Roger L. Knapp
Roger L. Knapp, Mayor

BY: Maxine Ross
Maxine Ross, Clerk

Treasurer's Report



ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
June 30, 2025

ASSETS

Current Assets

Circ Registers/Coin	\$ 2,020.00
Payroll - PNC	16,669.23
Operating - PNC	30,822.45
MI Class - Operating Fund	1,087,711.36
Operating - UBS	5,161,343.57
Plant - UBS	690,398.08
Self-Insurance - UBS	8,040.72
Vanguard	16,317.26

Total Current Assets		7,013,322.67
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Other Current Assets

Oper Fund Accrued Interest	3,503.77
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Total Other Current Assets		3,503.77
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TOTAL ASSETS		\$ 7,016,826.44
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LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$ 20.94
Deferred Comp W/H Payable	7,051.68
Flexible Spending W/H Payable	510.71
Supplemental Ins W/H Payable	530.16
Deferred Grant Income	7,500.00

Total Current Liabilities		15,613.49
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Fund Balance

Fund Balance-Unrestricted	2,394,916.53
Fund Balance - Assigned	675,000.00
Current Year Operations	3,931,296.42

Total Fund Balance		7,001,212.95
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TOTAL LIABILITIES & FUND BALANCE		\$ 7,016,826.44
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Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2025 through June 30, 2025

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	0	5,280,907	2,633,750	2,647,157	5,267,500
City of Rochester	0	304,770	304,770	0	609,540
Oakland Twp	277,942	815,647	546,668	268,979	1,093,336
State Aid	0	79,207	77,450	1,757	154,900
OTBS	0	160,026	80,000	80,026	160,000
Penal Fines	0	0	72,750	(72,750)	145,500
Fines and Fees	5,497	34,397	21,000	13,397	42,000
Interest	22,009	124,421	27,550	96,871	55,100
Gains/Losses	2,616	13,443	0	13,443	0
Designated Gifts	600	4,055	5,000	(945)	10,000
Undesignated Gifts	1,401	4,580	17,500	(12,920)	35,000
Undesignated Gifts-Friends	0	0	95,000	(95,000)	190,000
Grants	0	0	1,250	(1,250)	2,500
Miscellaneous Revenue	0	9,138	7,500	1,638	15,000
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	310,065	6,830,591	3,890,188	2,940,403	7,780,376
Expenditures					
Payroll	208,755	1,263,591	1,392,200	(128,609)	2,784,400
Employee Benefits	54,905	308,516	330,550	(22,034)	661,100
Books	41,750	182,355	207,050	(24,695)	414,100
Print Subscriptions	160	1,469	8,000	(6,531)	16,000
Electronic Materials	35,174	265,706	326,000	(60,294)	652,000
Innovative Items	2,381	10,944	11,500	(556)	23,000
Audiovisual	6,354	27,617	47,450	(19,833)	94,900
Bookmobile Operation	827	10,515	8,750	1,765	17,500
OTBS	0	2,246	3,250	(1,004)	6,500
Voice and Data Services	1,504	24,489	13,000	11,489	26,000
Utilities	13,366	96,795	87,500	9,295	175,000
Insurance	0	2,552	10,000	(7,448)	20,000
Professional/Contract Services	10,934	62,379	58,800	3,579	102,800
Supplies	3,103	18,779	16,100	2,679	32,200
Promotion and Printing	1,444	28,848	33,670	(4,822)	67,340
Mileage	386	1,745	1,500	245	3,000
Postage	486	18,483	11,000	7,483	22,000
Staff Development/Membership	1,473	18,042	19,600	(1,558)	39,200
Programs	6,813	28,913	37,500	(8,587)	75,000
Facilities Maintenance	21,704	109,729	123,250	(13,521)	246,500
IT Maintenance	20,519	150,897	69,000	81,897	138,000
Staff/Volunteer Recognition	0	4,974	3,000	1,974	6,000
Gift and Grant Expense	56	4,371	0	4,371	0
Tax Tribunal Refunds	0	0	250	(250)	500
Equipment/Fixed Assets	0	32,898	13,500	19,398	27,000
Bookmobile Improvements	0	200,305	150,000	50,305	300,000
Building Improvements	0	22,139	819,000	(796,861)	1,069,000
Contingency	0	0	50,000	(50,000)	100,000
Total Expenditures	432,094	2,899,297	3,851,420	(952,123)	7,119,040
Revenue Over Expenditures	(122,029)	3,931,294	38,768	3,892,526	661,336

Monthly Bills



ROCHESTER HILLS
PUBLIC LIBRARY



Payment Information

Payment Due Date
Jul 11, 2025

For online and phone payments, the deadline is 8pm ET.

New Balance
\$5,748.27

Minimum Payment Due
\$57.00

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 33.65%.

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:

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	26 Years	\$17,679
\$229	3 Years	\$8,254
Estimated savings if balance is paid off in about 3 years: \$9,425		

If you would like information about credit counseling services, call 888-326-8055.

Account Summary

Previous Balance	\$10,159.24
Payments	- \$10,159.24
Other Credits	\$0.00
Transactions	+ \$5,748.27
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$5,748.27
Credit Limit	\$30,000.00
Available Credit (as of Jun 16, 2025)	\$24,251.73
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary

Rewards as of: 06/16/2025

Rewards Balance
\$739.22

Track and redeem your rewards with our mobile app or on capitalone.com

Previous Balance	Earned This Period	Redeemed this period
\$650.38	\$88.84	\$0.00

Account Notifications



Please visit capitalone.com for your most current Rewards Program Terms and Conditions. You can also find changes to your Rewards by logging into your account and navigating to the Rewards FAQ section.

Pay or manage your account at capitalone.com

Customer Service: 800-867-0904

See reverse for Important Information



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



Payment Due Date: **Jul 11, 2025**

Account ending in 9289

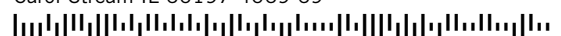
New Balance
\$5,748.27

Minimum Payment Due
\$57.00

Amount Enclosed
\$ _____

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.

Capital One
P.O. Box 4069
Carol Stream IL 60197-4069-69



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 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.

ac63faf6-8c62-45c9-a4e2-d051d27a1393

Transactions

Visit capitalone.com to see detailed transactions.

JULIANE T MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
May 20	May 20	CAPITAL ONE ONLINE PYMTAuthDate 20-May	- \$10,159.24

JULIANE T MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
May 20	May 21	Staples Incstaples.comMA	\$42.04
May 24	May 26	DISPLAYS2GO401-247-0333MA	\$187.59
May 28	May 28	BRODART SUPPLIES570-326-2461PA	\$43.02
Jun 2	Jun 3	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$81.00
Jun 10	Jun 11	PAPA JOES OAKLAND, LLCROCHESTER HILMI	\$21.97
Jun 11	Jun 13	DEMCO INC800-9624463WI	\$20.94

JULIANE T MORIAN #9289: Total Transactions **\$396.56**

CELIA MULDER #3762: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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CELIA MULDER #3762: Transactions

Trans Date	Post Date	Description	Amount
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ALLISON SARTWELL #6129: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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ALLISON SARTWELL #6129: Transactions

Trans Date	Post Date	Description	Amount
May 21	May 22	Hotmart111-1111111DE	\$15.00
May 28	May 29	CUTTLE.XYZCUTTLE.XYZCA	\$144.00
May 28	May 29	SP HABBI HABBIHABBIHABBI.COCA	\$1,305.00
May 29	May 30	THENOUNPROJECT.COMTHENOUNPROJECCA	\$39.99
Jun 1	Jun 2	DM STASHPARKWOOD	\$12.99
Jun 3	Jun 4	SP AMERICAN BUTTON MAMERICANBUTTOTX	\$73.26
Jun 7	Jun 9	GFS STORE #0947ROCHESTER HILMI	\$19.99
Jun 10	Jun 11	LP*anycubic.comHK	\$18.05

ALLISON SARTWELL #6129: Total Transactions **\$1,628.28**

Transactions (Continued)

MARY DAVIS #9241: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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MARY DAVIS #9241: Transactions

Trans Date	Post Date	Description	Amount
May 31	Jun 2	LOWES #01604*SOUTHFIELDMI	\$27.48
Jun 5	Jun 6	CALENDLYCALENDLY.COMGA	\$12.00

MARY DAVIS #9241: Total Transactions **\$39.48**

WENDY LEHMAN #9147: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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WENDY LEHMAN #9147: Transactions

Trans Date	Post Date	Description	Amount
Jun 14	Jun 16	Spotify USA877-7781161NY	\$19.99

WENDY LEHMAN #9147: Total Transactions **\$19.99**

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
Jun 6	Jun 9	U-HAUL MOVING & STORAGE OROCHESTER HMI	\$46.74
Jun 11	Jun 12	AMAZON MKTPL*NH3GS3QI1Amzn.com/biliWA	\$49.47

STEVEN CLEMENT #7892: Total Transactions **\$96.21**

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
May 29	May 30	SQ *DOCR ROCHESTERRochesterMI	\$31.80
May 29	May 31	GFS STORE #0947ROCHESTER HILMI	\$8.00
Jun 3	Jun 4	ADOBE *ADOBE408-536-6000CA	\$31.80

Additional Information on the next page

Transactions (Continued)

Trans Date	Post Date	Description	Amount
Jun 4	Jun 5	FASTSIGNS 381201248-6023702MI	\$185.62
Jun 9	Jun 10	4IMPRINT, INC4IMPRINT.COMWI	\$640.94
Jun 11	Jun 12	FASTSIGNS 381201248-6023702MI	\$185.62
ELIZABETH RACZKOWSKI #9004: Total Transactions			\$1,083.78

DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
May 18	May 19	SOCKETLABS484-418-1285PA	\$63.96
May 23	May 24	UPS*1885742286502-485-2222KY	\$46.71
May 23	May 24	USPS PO 2580700308ROCHESTERMI	\$5.70
May 29	May 30	USPS STAMPS ENDICIA888-434-0055DC	\$100.00
May 30	May 31	SP DEF CON MERCHANDISHOP.DEFCON.OWA	\$560.00
Jun 2	Jun 3	STAMPS.COM855-608-2677TX	\$20.99
Jun 3	Jun 4	NATURALREADERS.COMRICHMONDBC	\$20.90
Jun 4	Jun 5	USPS STAMPS ENDICIA888-434-0055DC	\$50.00
Jun 5	Jun 6	USPS STAMPS ENDICIA888-434-0055DC	\$200.00
Jun 8	Jun 9	DNH*GODADDY#3776319489480-5058855AZ	\$359.88
Jun 9	Jun 11	HILTON ADVPURCH8002367113MEMPHISTN	\$485.95
Jun 13	Jun 14	USPS STAMPS ENDICIA888-434-0055DC	\$100.00
Jun 13	Jun 14	DNH*GODADDY#3782326548https://www.gAZ	\$419.88
Jun 14	Jun 16	OPENAI *CHATGPT SUBSCROPENAI.COMCA	\$20.00
Jun 15	Jun 16	Adobe Inc800-8336687CA	\$30.00
DEREK BROWN #8061: Total Transactions			\$2,483.97


Total Transactions for This Period **\$5,748.27**

Fees

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

Transactions (Continued)	
Interest Charged	
Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$0.00
Totals Year-to-Date	
Total Fees charged	\$0.00
Total Interest charged	\$0.00

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	25.24% P	\$0.00	\$0.00
Cash Advances	27.24% 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		



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ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Jun 1, 2025 to Jun 30, 2025

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
6/5/25	74188	5807-00 1123-00	Office Supplies Operating - PNC	Invoice: 060525 SANDRA ZAHODNIK	350.00	350.00
6/10/25	74189	5401-10 1123-00	Internet Connection Operating - PNC	Invoice: 697487 123.NET, LLC	1,244.30	1,244.30
6/10/25	74190	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: S2505040136 DIALPAD, INC.	179.00	179.00
6/10/25	74191	5930-00 1123-00	General Printing Operating - PNC	Invoice: 050225 FEDEX OFFICE	129.40	129.40
6/10/25	74192	6506-00 1123-00	Software Support/Mai Operating - PNC	Invoice: 2464554027426 KASEYA US, LLC	16.77	16.77
6/10/25	74193	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 1125 MDS LANDSCAPE MAINTENANCE LLC	4,225.00	4,225.00
6/10/25	74194	6403-00 1123-00	Misc Repairs Operating - PNC	Invoice: 51652WD25 ROCHESTER PLUMBING & HEATING	333.00	333.00
6/10/25	74195	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 6114660488 VERIZON WIRELESS	247.74	247.74
6/16/25	74196	6200-50 1123-00	Systemwide Program Operating - PNC	Invoice: 8516 MEADOWBROOK ICE CREAM CO.	1,928.00	1,928.00
6/23/25	74196V	6200-50 1123-00	Systemwide Program Operating - PNC	Invoice: 8516 MEADOWBROOK ICE CREAM CO.	1,928.00	1,928.00
6/16/25	74197	6200-60 1123-00	Makerspace Program Operating - PNC	Invoice: 061125 JONATHAN RHODES	60.00	60.00
6/30/25	74198	5301-10 5301-50 5301-10 5301-50 1123-00	Adult Books Materials Processing Adult Books Materials Processing Operating - PNC	ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	1,038.93 67.71 4,074.81 346.50	5,527.95

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6/30/25	74199	5301-30	Outreach Books	ACT #L449673	346.82	
		5301-50	Materials Processing	PROCESSING	31.92	
		5301-30	Outreach Books	ACT #L534941	415.61	
		5301-50	Materials Processing	PROCESSING	29.07	
		5301-30	Outreach Books	ACT #L395513	2,004.32	
		5301-50	Materials Processing	PROCESSING	211.59	
		5301-30	Outreach Books	ACT #L449672	512.40	
		5301-50	Materials Processing	PROCESSING	29.97	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		3,581.70
6/30/25	74200	5301-20	Youth Books	ACT #L554618	3,088.93	
		5301-50	Materials Processing	PROCESSING	225.24	
		5303-20	Youth Audio	ACT #L554618	53.96	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		3,368.13
6/30/25	74201	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	2,562.12	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	245.81	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	942.80	
		5301-50	Materials Processing	PROCESSING	723.51	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	104.94	
		5301-50	Materials Processing	PROCESSING	28.74	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	698.77	
		5301-50	Materials Processing	PROCESSING	185.08	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		5,491.77
6/30/25	74202	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	326.86	
		5301-50	Materials Processing	PROCESSING	38.01	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	154.43	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		519.30
6/30/25	74203	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	640.26	
		5303-20	Youth Audio	CUSTOMER #2000005837-AUDIO	52.99	
		5301-50	Materials Processing	PROCESSING	128.75	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		822.00

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				LLC		
6/30/25	74204	6200-30 1123-00	Outreach Programs Operating - PNC	Invoice: 4256460 A RIFKIN COMPANY	958.62	958.62
6/30/25	74205	5702-00 1123-00	Audit Operating - PNC	Invoice: 224729 ANDREWS HOOPER & PAVLIK P.L.C.	4,800.00	4,800.00
6/30/25	74206	6200-20 1123-00	Youth Programs Operating - PNC	Invoice: 236235 ALL ABOUT BOOKS	497.70	497.70
6/30/25	74207	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 45597 AQUARIUM DESIGN & MAINTENANCE	320.00	320.00
6/30/25	74208	5301-10 1123-00	Adult Books Operating - PNC	Invoice: IN2504259548 BLUE 360 MEDIA, LLC	94.95	94.95
6/30/25	74209	5301-20 5301-20 1123-00	Youth Books Youth Books Operating - PNC	Invoice: ERG15202 Invoice: ERG15203 BOOK FARM LLC	4,528.96 1,045.61	5,574.57
6/30/25	74210	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: CINV21595 CANDID	2,995.00	2,995.00
6/30/25	74211	5301-20 1123-00	Youth Books Operating - PNC	Invoice: CAL351659I CAVENDISH SQUARE	372.06	372.06
6/30/25	74212	5301-30 1123-00	Outreach Books Operating - PNC	Invoice: 2172113 CENTER POINT LARGE PRINT	686.16	686.16
6/30/25	74213	5306-82 1123-00	Oakland Talking Boo Operating - PNC	Invoice: 740263652 CENTURY LINK	0.47	0.47
6/30/25	74214	5502-00 1123-00	Gas Operating - PNC	Invoice: 061625 CONSUMERS ENERGY	664.25	664.25
6/30/25	74215	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 061725 CULLIGAN OF ROMEO	214.24	214.24

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
6/30/25	74216	5202-40	Other Dental	Invoice: 1,725.27		
		1123-00	Operating - PNC	RIS0006441125 DELTA DENTAL PLAN OF MICHIGAN		1,725.27
6/30/25	74217	5401-00	Basic Phone	Invoice: 9.00		
		1123-00	Operating - PNC	S2506040137 DIALPAD, INC.		9.00
6/30/25	74218	5503-00	Electric	Invoice: 062025 12,701.61		
		1123-00	Operating - PNC	DTE ENERGY		12,701.61
6/30/25	74219	5302-13	Electronic Materials	Invoice: 3,578.00		
		5302-00	Periodical/PrintSubs	91011024362 Invoice: 1762109 160.00		
		1123-00	Operating - PNC	EBSCO INFORMATION SERVICES		3,738.00
6/30/25	74220	5708-00	Other Professional F	Invoice: 3517 400.00		
		1123-00	Operating - PNC	ELITE FUND INC.		400.00
6/30/25	74221	5301-30	Outreach Books	Invoice: 118.37		
		5301-30	Outreach Books	999100462930 Invoice: 259.93		
		5301-30	Outreach Books	999100462932 Invoice: 243.14		
		5301-30	Outreach Books	999100481860 Invoice: 1,596.21		
		5301-30	Outreach Books	999300000555 Invoice: 339.91		
		5301-30	Outreach Books	999100514912 Invoice: 516.67		
		5301-30	Outreach Books	999100511945 Invoice: 250.33		
		5301-30	Outreach Books	999100514914 Invoice: 362.31		
		5301-30	Outreach Books	999100538058 Invoice: 67.18		
		1123-00	Operating - PNC	999100551652 GALE/CENGAGE LEARNING		3,754.05
6/30/25	74222	5207-50	Legal Plan Benefit	Invoice: 611.80		
		1123-00	Operating - PNC	31714AG20250701 GIS BENEFITS		611.80
6/30/25	74223	6401-00	Service Contracts	Invoice: 69700403 461.98		

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	Operating - PNC	GREEN FOR LIFE ENVIRONMENTAL		461.98
6/30/25	74224	5201-40	Other Medical	Invoice: 100011702760	21,411.45	
		1123-00	Operating - PNC	HEALTH ALLIANCE PLAN		21,411.45
6/30/25	74225	5201-40	Other Medical	Invoice: 100011703319	3,772.55	
		1123-00	Operating - PNC	ALLIANCE HEALTH AND LIFE		3,772.55
6/30/25	74226	6405-00	Maintenance	Invoice: 061925	189.69	
		1123-00	Operating - PNC	HOME DEPOT CREDIT SERVICES		189.69
6/30/25	74227	5302-13	Electronic Materials	Invoice: 454644-PPU	612.00	
		1123-00	Operating - PNC	KANOPY INC.		612.00
6/30/25	74228	6506-00	Software Support/Mai	Invoice: 2464553789072	4,510.00	
		6506-00	Software Support/Mai	Invoice: 2464554284025	30.00	
		1123-00	Operating - PNC	KASEYA US, LLC		4,540.00
6/30/25	74229	6403-00	Misc Repairs	Invoice: 296270	217.50	
		1123-00	Operating - PNC	KVM DOOR SYSTEMS INC.		217.50
6/30/25	74230	6200-10	Adult Programs	Invoice: 75986	1,072.00	
		6200-20	Youth Programs	Invoice: 75986	1,072.00	
		1123-00	Operating - PNC	THE LIBRARY NETWORK		2,144.00
6/30/25	74231	5301-80	Interlibrary Loan (ILL)	Invoice: AR-135009	5,618.80	
		6100-50	Professional Member	Invoice: AR-135673	250.00	
		1123-00	Operating - PNC	MCLS		5,868.80
6/30/25	74232	6200-20	Youth Programs	Invoice: 071625	500.00	
		1123-00	Operating - PNC	BEVERLY MEYER		500.00
6/30/25	74233	5302-13	Electronic Materials	Invoice: 507257335	15,823.98	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		15,823.98
6/30/25	74234	5302-13	Electronic Materials	Invoice: 721MA25170624	2,110.36	

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		5302-13	Electronic Materials	Invoice: 721MA25175304	9,824.94	
		5302-13	Electronic Materials	Invoice: 721SV25173096	17.94	
		1123-00	Operating - PNC	OVERDRIVE INC		11,953.24
6/30/25	74235	6200-40	Community Programs	Invoice: 072425	450.00	
		1123-00	Operating - PNC	PLANET ANT		450.00
6/30/25	74236	6200-40	Community Programs	Invoice: 072225	500.00	
		1123-00	Operating - PNC	JENNIFER REED		500.00
6/30/25	74237	5950-00	Promotion	Invoice: 1138	674.00	
		1123-00	Operating - PNC	ROBERT DITOMMASO PHOTOGRAPHY LLC		674.00
6/30/25	74238	5306-80	Bookmobile Operatio	Invoice: 060225	677.08	
		1123-00	Operating - PNC	CITY OF ROCHESTER HILLS DPS		677.08
6/30/25	74239	5709-00	Consultants	Invoice: 6531	2,313.50	
		1123-00	Operating - PNC	SYNERGY CONSULTING ENGINEERS INC.		2,313.50
6/30/25	74240	6509-00	Automated Mtls. Han	Invoice: INV21003049	15,048.02	
		1123-00	Operating - PNC	TECH LOGIC CORP		15,048.02
6/30/25	74241	5701-30	Collection Agency	Invoice: 6140221	325.05	
		5701-30	Collection Agency	Invoice: 6140230	78.00	
		1123-00	Operating - PNC	UNIQUE MANAGEMENT SERVICES INC		403.05
6/30/25	74242	5206-40	Other LTD Insurance	Invoice: 061925	515.47	
		2168-00	Supplemental Ins W/	Invoice: 061925	42.51	
		1123-00	Operating - PNC	UNUM LIFE INSURANCE CO OF AMERICA		557.98
6/30/25	74243	6401-00	Service Contracts	Invoice: 95392	2,795.00	
		6402-10	Maintenance Supplie	Invoice: 95385	996.04	
		6401-00	Service Contracts	Invoice: 95418	3,900.00	
		6401-00	Service Contracts	Invoice: 95745	7,955.00	

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		1123-00	Operating - PNC	VANGUARD CLEANING SYSTEMS		15,646.04
6/30/25	74244	5207-30 1123-00	Vision Insurance Operating - PNC	Invoice: 823070227 VISION SERVICE PLAN	279.78	279.78
6/30/25	74245	5807-00 1123-00	Office Supplies Operating - PNC	Invoice: 10160 WOODLANDS LIBRARY COOPERATIVE	30.00	30.00
6/30/25	74246	5301-20 5301-20 5301-20 1123-00	Youth Books Youth Books Youth Books Operating - PNC	Invoice: AR10008857 Invoice: AR10008890 Invoice: ARI0009455 WORLD BOOK INCORPORATED	547.00 4,657.60 279.20	5,483.80
6/30/25	74247	5301-50 1123-00	Materials Processing Operating - PNC	Invoice: 7661221 DEMCO INC	728.82	728.82
6/30/25	74248	5301-30	Outreach Books	Invoice: 999100574204	115.16	
		5301-30	Outreach Books	Invoice: 999100577837	115.17	
		5301-30	Outreach Books	Invoice: 999100579157	89.57	
		5301-30	Outreach Books	Invoice: 999100602649	615.84	
		5301-30	Outreach Books	Invoice: 999100604170	715.82	
		5301-30	Outreach Books	Invoice: 999100614718	226.34	
		1123-00	Operating - PNC	GALE/CENGAGE LEARNING		1,877.90
6/30/25	74249	5301-30 1123-00	Outreach Books Operating - PNC	Invoice: 503936 PLAYAWAY PRODUCTS	747.53	747.53
6/5/25	EFTAZ060525	5301-10 5805-00 5303-50 5306-80 5301-20 5807-00 5809-00	Adult Books IT Supplies Innovative Items Bookmobile Operatio Youth Books Office Supplies Marketing Supplies		2,890.34 1,646.83 1,075.94 122.35 449.01 108.24 112.90	

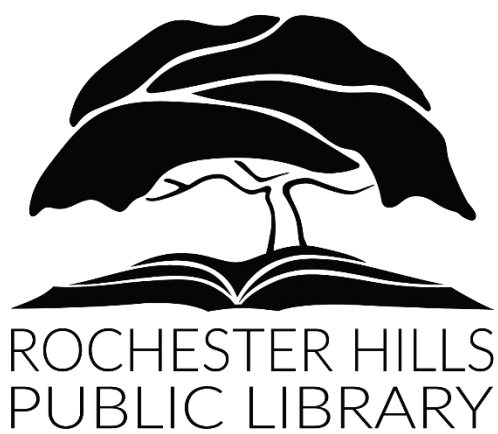
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		5303-30	Outreach Audio & Vid		178.16	
		5303-22	Youth Kits		7.98	
		6200-10	Adult Programs		71.57	
		5940-00	Makerspace Expense			2.25
		6200-50	Systemwide Program	SUMMER READING	974.17	
		5306-10	Adult DVDs		27.00	
		5802-00	Circulation Supplies		293.74	
		5306-13	Teen & Adult Video G		357.96	
		6200-20	Youth Programs		241.62	
		1123-00	Operating - PNC	AMAZON CAPITAL SERVICES		8,555.56
6/18/25	EFTVISA0618	6100-60	Workshops/Conferen		1,045.95	
		5302-13	Electronic Materials		211.98	
		6402-10	Maintenance Supplie		96.21	
		6200-20	Youth Programs		40.93	
		5805-00	IT Supplies		46.71	
		6506-00	Software Support/Mai		914.62	
		5940-00	Makerspace Expense		91.31	
		6100-50	Professional Member		81.00	
		5306-80	Bookmobile Operatio		27.48	
		5950-00	Promotion		640.94	
		5807-00	Office Supplies		371.24	
		6200-10	Adult Programs		230.61	
		5402-00	Postage/Shipping		476.69	
		5809-00	Marketing Supplies		31.80	
		6200-30	Outreach Programs		54.04	
		5303-50	Innovative Items		1,305.00	
		6200-40	Community Programs		39.80	
		6200-11	Teen Programs		19.99	
		5808-00	Board Room Supplie		21.97	
		1123-00	Operating - PNC	CAPITAL ONE BK(USA), NA		5,748.27
6/23/25	VOID8516	6200-50	Systemwide Program	Invoice: 8516	1,928.00	
		6200-50	Systemwide Program	Invoice: CM8516		1,928.00
		1123-00	Operating - PNC	MEADOWBROOK ICE CREAM CO.		
Total					199,216.58	199,216.58

Rochester Hills Public Library				
Supplemental Information				
June 2025				
Checks & EFT's - Operating Account***				193,430.33
Payroll Account - Net Payroll				155,870.09
Employee Benefit EFTs and Misc Debits -				
	Payroll Taxes		51,371.63	
	Employee FSA Debits - Wage Works		759.30	
	Employer Pension Contributions - MERS		9,367.55	
	Employee Deferred Contributions		13,244.54	
	Bank/Merchant Fees		397.97	
	ADP & WageWorks Fees		2,618.71	
	Other		-	
			TOTAL	77,759.70
		TOTAL CASH DISBURSEMENTS		\$ 427,060.12
		***Adjustments to Accts. Payable	5,786.25	
		Total Cash Disbursement Report	199,216.58	

Communications





Date: 6-11-25

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



During Covid the public bathroom doors were left open on the first floor. Why are they now being left open? It seems unnecessary. Can this be changed?

(Optional) Name:

Contact #:

Email:

For staff use only: called patron on 6/12 and explained that we have opted to mimic airport style restroom access for ease of use for people w/ mobility devices.



Date: 6-18-25

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



Jackie - librarian upstairs - helped me because I have difficulty walking. She went + got 3 graphic novels for me. I appreciate it.

(Optional) Name:

Contact #:

Email:

For staff use only:

I followed up with the patron directly by phone to discuss his feedback. Here's a summary of our conversation and the outcome:

- I explained that while we aim to keep patrons informed, sending daily due-date reminder emails may become intrusive.
- We discussed the possibility of adjusting the first overdue notice from three days after the due date to just one day. I let him know I would bring this forward to the management team for further consideration.
- Upon reviewing his account with him, we discovered the issue stemmed from his mobile email application truncating the automated "almost due" email due to its length (13 items). Only the first few items were visible, and he was unaware of how to expand the full message. I walked him through how to reveal the complete email content.
- As a courtesy, I waived the overdue fine and guided him through using the RHPL mobile app and the "My Account" feature on our website to help track items in real time.
- He was very appreciative of the follow-up, thanking the library repeatedly for the time and attention given to his comment.



Derek Brown
6/19/2025



ROCHESTER HILLS
PUBLIC LIBRARY

Date: June, 2025

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Hello Sir/Madam - I received overdue reminder three days after due date
Humble Suggestion:- Would it be possible to
remind by email on the day the book/item becomes
due. Also if it is possible to send daily email to patrons
~~when the~~ after the items due date.

(Optional) Name: _____ Contact #: _____ Email: _____

For staff use only:

pp 1 and 4a,

Library welcomes new literacy bookmobile and
year round Sunday Service hours "

by M.B. Almond.

Dear Library Director Moriam:

I was reading The above mentioned article
about The library and wondered about several points

A position was mentioned "head of the
library's communications and community
Engagement". Is This a board position,
volunteer staff position or a paid library
position? What are the educational requirements
for this position? What does this position pay (salary)?

Does your early literacy program for
pre-schoolers go to private day care centers?

If so do The private centers pay for The
service? If not, do you go to condos, apt
and community centers like The book mobiles?

You also stated The library is now open
an additional 70 hours/year. That equals
5 hours or 14 Sundays during The summer.
Were any hours cut back or re-computed to
cover additional pre-school hours? Do you get
any school funding?

Thank you for your reply
in advance.

Sincerely,

Rochester MI 48307-0021

I asked for your requirements to
qualify for The "Library's Non-Profit"

Day - No Reply.

May I have them for 2024?

Again, Thank you

Summer Reading Kickoff Party

Saturday
June 14, 2025
12:00 pm - 2:00 pm

Description

[Register for summer reading from the comfort of home.](#) and then come to RHPL for summer fun! Enjoy sweet treats and free family entertainment. Visit our non-profit fair to connect with local organizations that can help this summer and all year long. Take a part of RHPL home with you at our potting bench and bring your own propagated pals to swap with other plant parents.

Rochester Hills Public Library

500 Olde Towne Rd.
Rochester MI 48307

 [Google Map](#)

Macaroni KID, June 8, 2025

Oakland County community calendar June 8 and beyond

Rochester Hills Public Library's Summer Reading Challenge, kicks off on Saturday, June 14, from noon-2 p.m. with free activities, ice cream, inflatables, non-profit fair, and a potting bench offering propagated plants from the library. For more information about the Summer Reading Challenge which runs June 14-Aug. 9, visit rhpl.org or call [248-656-2900](tel:248-656-2900). Rochester Hills Public Library will continue to be open seven days a week through the summer, including 1-6 p.m. Sundays.

Oakland Press, June 8, 2025



Wendy and DB: Summer Series Family concert

Jun 18 at 6:00PM - 10:00PM

[Rochester Hills Public Library](#)

510 Dixie Township Rd
Rochester

Grammy Nominated and Award winning indie duo Wendy and DB have pioneered a blues inspired space in children's music. Through folklore, stories and song they explore themes of freedom, love, self worth, creativity and curiosity. Wendy and DB with their original songs, voices, ukulele, percussion and guitars bring high-energy music to every performance!

Livingston Daily, June 18, 2025



Pedal the Past



Tours leave at 6:00, 6:15, 6:30, and 6:45. Registration is required.

In partnership with the Rochester Hills Museum at Van Hoosen Farm. Meet at the Rochester Hills Public Library parking lot and enjoy a leisurely bike ride through Rochester's spectacular past. Riders will travel to Rochester's first 20th-century subdivision, enjoy an 89-year-old pine grove planted by a local Boy Scout Troop, discover a house built with brick from a failed sugar beet plant, and head below the bridge to explore milling history.

Rides are 1.5 hours long and cover 3 miles with frequent stops. Riders are encouraged to wear a mask and a helmet and bring a water bottle.

Rochester Regional Chamber, June 19, 2025



Local dignitaries and library staff cut the ribbon on the new "Big Blue Bus," which provides early literacy services to the community, June 14.

Photo provided by the Rochester Hills Public Library

Library welcomes new early literacy bookmobile, year-round Sunday service hours

By: Mary Beth Almond | Rochester Post | Published June 18, 2025

ROCHESTER HILLS — A new early literacy bookmobile and longer service hours have been added to the Rochester Hills Public Library's offerings this summer.

The additions, library officials said, were possible thanks to the new library millage approved by voters in August 2024.

The library's early literacy bus service began in 2012 with the purchase of a used 2001 Ford ELF with a bequest from the Doris & Charles Edie Estate. It originally visited eight child care centers and preschools in the library's service area.

Betsy Raczkowski, the head of the library's communications and community engagement, said that after 13 years of dedicated service, the bus was long overdue for an upgrade.

"It's past its useful life," she noted. "It's had so many repairs, and we've had to have it off the road — and every time we do that, preschoolers, teachers, they are all affected by it not being able to visit. By getting this brand-new bus, we'll be able to continue service without any interruptions. And, hopefully, we will be able to expand."

Today, the early literacy program visits preschools and child care centers in Rochester, Rochester Hills and Oakland Township, providing story times and a mobile book collection for newborns through 5-year-olds. The bus currently visits 17 facilities regularly, and in 2024, it served 26,527 children and teachers.

Local dignitaries and library staff cut the ribbon on the new "Big Blue Bus" June 14. Sporting an in-house design that emphasizes the five practices of early literacy, the custom Winnebago seamlessly takes over the schedule without disrupting service.

Aboard the bus, students can choose their own materials from a specialized collection for checkout, and teachers can select books to temporarily extend their classroom libraries. In the summer, the bus visits the Rochester Community Schools Summer Camp, extending its reach to school-aged kids and allowing the library to provide books and summer reading programs for those students who might not get to the library.

"With a more reliable program, we can expand where there is room and reach out to more preschools in our service area," Raczowski added.

Library Director Julianne Morian said the mobile preschool visits have strengthened the community bonds at each center and have given the library insight into how to perfect its service. This summer, be on the lookout for the bus and enjoy a game of "Eye Spy" as the bookmobile rolls through town, emblazoned with the alphabet, bright colors, and the library's mascot, Stretch the Giraffe.

"We want to thank our supporters for allowing us to grow," Morian said in a statement.

This summer, the library is also continuing Sunday hours into the summer months, keeping its doors open 1-6 p.m.

Bob Bonam, president of the Library Board of Trustees, said the library had previously eliminated Sunday hours from June to August as a cost-cutting measure, allowing the library to avoid limiting hours during the week.

"One of the promises made to voters last summer was that the library would add 70 operating hours annually by remaining open throughout the weekends, year-round, if the additional tax revenue was secured to fund the cost. We are pleased to deliver that promise to our dedicated patrons," Bonam said in a statement.

Morian said staying open throughout the summer is a goal the library has been working on for years.

"Part of being a public library means being there for patrons, and by adding five hours to every week this summer, we can continue to provide a community space seven days a week," she said.

The Rochester Hills Public Library's main branch is located at 500 Olde Towne Road.

For more information, visit www.rhpl.org or call (248) 650-7150.

C&G News, June 18, 2025



Improv for Everyone with Planet Ant

Registration is required.

Experience your own superpowers of communication with Improv! Seasoned instructors from Planet Ant will guide you through a fun-filled, high-energy two-hour workshop exploring the art of improv. You'll laugh, get a little silly, and discover the surprising ways improv helps us connect, listen, and think on our feet. Originally developed not just for comedy but as a tool for deeper human understanding, improv teaches skills that can change the way you see yourself and the world around you. Come play, explore, and unleash your creativity—no experience needed, just a willingness to have fun!

Please sign up for only one session. Duplicate registrations will be canceled.

Rochester Regional Chamber, June 20, 2025

Oakland County community calendar June 29 and beyond

Rochester Hills Public Library presents "The Enchanted Season: The Detroit Tigers and the World Series" at 7 p.m. July 8, at the library. This event is open to the public. Registration is required, at calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).

Oakland Press, July 29, 2025

Aug 5 Ballot: Oakland Township Has Two Proposals on the Ballot for Library Services

Oakland Township, MI –Oakland Township (OT) contracts with the Rochester Hills Public Library (RHPL) to provide library services. RHPL extended Oakland Township's current contract through this year to allow time for this special election. According to Friends of Oakland Township, "We need to renew part of our current millage (0.11334 mills) and approve a modest increase that RHPL requested last year but was not included on last November's ballot (0.1412 mills). Both the renewal and the new millage must pass this year to ensure the continuation of Oakland Twp residents' library services past December 31, 2025."

According to the Friends of Oakland Township, passing the millages will help fund an "increase in new materials with a renewed focus on more digital materials and shorter wait times, year-round Sunday hours, upgraded Bookmobile services, more programming, and additional delivery methods for patrons. Oakland Township and Rochester pay for services only. They do not pay for capital infrastructure."

The ballot language is as follows:

Township Oakland Library Millage Renewal Proposal

Shall the previously authorized increase in tax limitation on all taxable property in the Charter Township of Oakland, Oakland County, that expires in 2025 be renewed and the Township be authorized to levy annually an amount not to exceed .1134 mill (\$0.1134 per each \$1,000 of taxable value) against all taxable property in the Township for a period of four (4) years, 2026 through 2029, inclusive, to provide funds for providing library service for the residents of the Charter Township of Oakland as authorized by the Oakland Township Library Board and for all other library purposes authorized by law? The estimate of the revenue the Township will collect if the millage is approved and levied in the first year of levy (2026) is approximately \$235,000. Revenue from this millage levy may be distributed to the Rochester Hills Public Library pursuant to contract.

Library Millage Proposal

Shall the tax limitation on all taxable property within the Charter Township of Oakland, Oakland County, Michigan, be increased and the Township be authorized to levy annually a new additional millage in an amount not to exceed .1412 mill (\$0.1412 per each \$1,000 of taxable value) against all taxable property in the Township for a period of five (5) years, 2025 through 2029, inclusive, to provide funds for providing library service for the residents of the Charter Township of Oakland as authorized by the Oakland Township Library Board and for all other library purposes authorized by law? The estimate of the revenue the Township will collect if the millage is approved and levied in the first year of levy (2025) is approximately \$289,000. Revenue from this millage levy may be distributed to the Rochester Hills Public Library pursuant to contract.

Oakland County Times, June 29, 2025

July 22 – Rochester Hills Library Presents Evening with Still Running Band

Rochester Hills Public Library welcomes the band Still Running on July 22 at 6 p.m. Still Running is an experienced acoustic-based band known for their harmonies, timeless cover selections, unique arrangements, and thought-provoking and entertaining original music. Their repertoire reflects hits by such artists as The Beatles, Richard Thompson, Emmylou Harris, and the Avett Brothers. They've been playing music throughout the Thumb area and southeastern Michigan for the past 19 years.

This concert will be held outside on the Library's West Lawn. Bring a blanket or a lawn chair to enjoy! Regular chairs available upon request (limited quantities available – first come first serve). In the event of inclement weather, the concert will take place in the Library's Multipurpose Room.

This event is open to RHPL cardholders. Registration is required. To register, visit calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).

Oakland County Times, July 29, 2025

Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

July 8, 2025

1. Early Literacy Bus ribbon cutting and Summer Reading Kickoff

RHPL welcomed nearly 700 community members to the library on Saturday, June 14th for a variety of events: the ribbon cutting for the new early literacy bookmobile, the summer reading program kick-off, and the non-profit fair. Local dignitaries attended to congratulate the library on the new bookmobile and board members were present to thank the citizens for their support of the 2024 millage, which was crucial for funding for the new bookmobile. Board members from the Friends of RHPL were also present to join in the summer reading kickoff as their organization sponsors the day's festivities. Inside the library, Betsy Raczkowski, Head of Communications and Community Engagement worked with the Rochester Regional Chamber's Nonprofit Peer Solution group to host a non-profit fair and capitalize on the crowds present that day. It was a grand celebration of community and partnership. The new early literacy bus was put into service on June 16, 2025 with weekly visits to local preschools and daycares and it made an appearance at the Festival of the Hills fireworks on June 25, 2025. The old early literacy bus was officially sold at auction for \$14,700.

2. Update on City of Rochester contract

The City of Rochester approved the short-term extension of the old contract at their meeting on June 23, 2025. This ensures no disruption of library service to residents of the City of Rochester while the long-term contract is finalized. The RHPL Board of Trustees discussed broad terms of the new contract at the board meeting in June and I worked with our attorney to translate those terms into updated contract language for board review.

3. Elevator Modernization

The elevator modernization bid closed on July 26th. There were a variety of consultants that attended the optional informational meeting on June 10th and three bids were ultimately received. The bids ranged in price from the lowest bid of \$81,8788 (however, it excluded additional subcontractor electrical upgrades that are critical to the project) to \$159,360 (comprehensive work, including electrical). Bids are still being reviewed and I plan to make a recommendation in August.

4. Master Plan for Building Updates

RHPL has been working toward the goal of developing a master plan to define the scope and sequence of building projects that will be addressed in the coming years. To that end, I have been researching and meeting with prospective building consultants. The two candidates that I interviewed have experience in working with library buildings that are commensurate with RHPL; estimates for their consulting expertise that are similarly priced. Synergy was the engineering firm that completed the Facilities Condition Assessment for the library and also may be utilized as the commissioning agent for building upgrades that are strictly technical (such as HVAC or a full-building generator).

5. Exhibition Space with Paint a Miracle Art Studio

I met with the Executive Director of Paint a Miracle Art Studio to explore the feasibility of the library hosting an art exhibit on our second floor empty wall space. Paint a Miracle is a Rochester-based non-profit that provides accessible art instruction, equipment, and resources for individuals living with a disability. They have partnered with RHPL in the past and are eager to renew a collaboration. Additionally, we discussed ways to expand a partnership with Paint a Miracle for off-site programs with our Oakland Talking Book Patrons for unique art programs.

6. Website Update and Library App Launch

The PR team is working on a website refresh and launch of the library app in August. The featured article for the Fall News & Views newsletter will detail any changes in the layout and explain the amount of user testing that informed the updates. The new website is built on a platform that will allow for greater integration of the online catalog and patron account in the public website. The library app had been released for public download since May, but because the team wanted to make sure the website and app complemented one another in look and feel, the PR team plans to announce the launch of both in August.

7. Out of Office

I will be out of the office from August 11th - August 15th. Staff members in charge are:

- Monday, August 11, 2025 - Allison Sartwell, Head of Digital Services
- Tuesday, August 12, 2025 - Wendy Lehman, Head of Youth Services
- Wednesday, August 13, 2025 - Betsy Razckowski, Head of Communications
- Thursday, August 14, 2025 - Derek Brown, Director of IT
- Friday, August 15, 2025 - Jenny Doestch, Cataloging Manager

8. Upcoming Events

July 23rd - July 27th, 2025	Friends of RHPL Used Book Sale
July 27th - August 4th	RHPL services as an early voting site for residents in Oakland Township
August 6, 2025	RHPL Board of Trustees Meeting, 7pm (public hearing on the FY 2026 budget)
August 8, 2025	End of summer reading program, "RHPL Block Party" at 6pm in the west parking lot.
August 26, 2025	Friends of RHPL board meeting, 7pm
August 30th - September 1, 2025	Library is closed in observance of Labor Day
September 9, 2025	RHPL Board of Trustees meeting, 7pm



Statistical Report - Usage for the month of June 2025

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Checkouts	49,391	48,237	-2.3%	263,182	255,175	-3.0%
Renewals	47,667	44,959	-5.7%	294,060	281,563	-4.2%
e-Materials	29,019	31,997	10.3%	177,912	196,891	10.7%
Bookmobile	3,018	3,462	14.7%	23,500	25,180	7.1%
Mini-Branch	1,421	1,302	-8.4%	8,754	7,876	-10.0%
OTBS Circ	5,997	4,665	-22.2%	34,065	27,601	-19.0%
MeLCat Borrowed	1,308	1,224	-6.4%	8,356	7,791	-6.8%
MeLCat Loaned	1,277	1,311	2.7%	8,355	8,137	-2.6%
Total Circulation	139,098	137,157	-1.4%	818,430	810,395	-1.0%

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	36,335	38,985	7.3%	232,295	220,521	-5.1%
Room Reservations	874	925	5.8%	5,819	5,884	1.1%
Adult Programs	53	36	-32.1%	271	256	-5.5%
--Attendance	1,391	1,092	-21.5%	5,063	3,729	-26.3%
Teen Programs	3	4	33.3%	26	34	30.8%
--Attendance	14	19	35.7%	144	176	22.2%
Youth Programs	20	28	40.0%	133	205	54.1%
--Attendance	871	1,880	115.8%	5,616	8,261	47.1%
Outreach Attendance	688	772	12.2%	1664	2027	21.8%
Makerspace Use	0	397	∞	1879	2588	37.7%
Computer Use	1,479	1,757	18.8%	9,629	9,612	-0.2%
Wireless Use	5,603	6,778	21.0%	35,531	36,541	2.8%
Database Use	5,762	7,375	28.0%	37,480	45,311	20.9%
Volunteer Hours	275	333	21.1%	1,791	1,857	3.7%

Number of Library Card Holders

<i>Municipality</i>	LY Month	Month	% Total
Rochester Hills	44,517	44,827	57.4%
Rochester	10,028	11,035	14.1%
Oakland	8,987	9,295	11.9%
Non-residents	4,461	5,437	7.0%
Virtual Students	7,195	7,519	9.6%
Total Card	75,188	78,113	100%

Number of Items

<i>Type</i>	LY Month	Month
Print	275,695	294,182
Audio	19,479	19,898
Video	48,061	49,573
Other	440	479
E-Material	27,542	32,500
Total	371,217	396,632

RHPL Strategic Plan: 2025 Midyear Update

Inspire Lifelong Learners

Encourage reading, listening, and viewing opportunities that match an individual's personal taste and preferences.

Update the digital collections pages on the website and app to make them easier to navigate.	DS	Started	New website with these features will be launched in 2025.
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Provide easy access to materials that support reading as a hobby and habit.

Increase the number of OTBS patrons using BARD by 5% annually.	OTBS	Started	BARD stats from January - May 2025 are lower than the same time last year. OTBS staff continue to promote the service and will work with the PR team to discuss how to market it more.
Automate the process of recommending titles based on reading history data (while maintaining patron privacy)	IT	Progressing	IT has had a discussion with software company, Clarivate, to include this in Vega Promote/Vega Discover Premium.
Redesign the information architecture/navigation of the website to streamline content	PR	Progressing	New design to be released to the public by the end of August.
Re-evaluate and refresh the collection of low-vision aids for improved circulation and relevance to patron needs.	OS	Started	The OTBS librarian is exploring new ways to re-classify the low vision aids collection as well as acquiring new products in 2025.
Acquire a new bookmobile vehicle for visits to preschools and daycares.	Director	Completed	The board approved a new vehicle in January of 2025; the new bookmobile was acquired in June 2025.

Create opportunities to experience, discuss, and reflect on stories that enhance self-awareness and broaden perspectives.

Reflect major cultural community events in a program calendar and acknowledge/celebrate diversity of cultural traditions.	PR	Progressing	Updated social media campaign for Explore topics, PR continues to book lectures to coincide with commemorative months.
Use the rotunda wall space or footprint in AS (outside of elevators) as an exhibit space.	PR	Progressing	The Library Director is researching an art exhibit for the second floor; YS and AS are partnering on a program in the fall that will encourage families to research their genealogy and make a family tree that will be on display in the rotunda.
Explore ways to expand programming that appeals to young(ish) adults.	AS	Progressing	The community relations team hosted the first after hours program targeted at 20-30 year olds with an introverted reading party, coffee bar, and IIC tech bar. 70 people attended. Hosting 3 Improv workshops with Planet Ant this summer, partnering with OU center for public humanities on programming and discussing Jane Austen party with dress up events as well as readings and lectures
Launch a community art project that is specifically geared towards teens (or coming of age) that can be hung in the teen section of the library.	PR	Started	Staff is brainstorming ways to attract teen volunteers to create woven panels- this will be a continuous project and needs enough supervision to make an appealing installation.
Promote GetSetUp online classes for older adults (free through MDHHS).	DS	Started	The Head of Digital Services is researching ways to package training on this free resource into a program for senior adults.

Develop a roadmap based on the newsletter cycles, to restructure the Programming Committee to create a more cohesive, building-wide approach to programming.	PR	Progressing	Outlines for best practices for the newsletter and program descriptions, event calendar instructions, marketing plans, style sheets, blog posts, and program ideas boards have all been disbursed to staff via department managers.
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Acquire materials in a variety of formats and in sufficient quantities to meet demand.

Review e-content collections quarterly and create e-content bibliographies.	DS	Progressing	eMaterials are reviewed on a monthly basis and recommended titles are routinely updated on the website.
Evaluate the materials budget annually to determine the number of copies to purchase according to the patron material holds ratio.	Director	Progressing	The new Head of Adult Services will develop reports to help with managing the holds queue and effectively meet demand. Staff are evaluating how to use the Library IQ data to better inform collection development reports.
Develop a service for patrons to resurface old DVDs/CDs in order to preserve their format preference.	AS	Started	Library staff who maintain the resurfacer machine are researching the feasibility of taking requests from the public to repair discs, developing a protocol/turnaround time, and a pricing plan.
Increase the number of holds to allow patrons to communicate more items they wish to see added to the collection	DS	Started	The Library Director is working with the Head of Digital Services and the Circulation Manager to evaluate the pros and cons of adjusting the total number of holds. The cap (currently set to 20).
Update hold ratios for various material types in accordance with the increased materials budget.	Director	Started	This is dependent on data analysis first. The holds cap is enshrined in policy, so there would need to be board action to increase the cap (currently set to 20).

Offer experience-based opportunities, equipment, and technologies that foster productivity or creative self-expression.

Explore the feasibility and popularity of hosting a Makerspace (Un)Conference at RHPL.	DS	Progressing	GOLMCon (Guild of Library Makers) is planned for September 12, 2025
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Provide programs that facilitate learning and discussion about popular interest topics and foster various literacies (reading literacy, digital literacy, financial literacy, health literacy, etc.)

Create and upload YouTube video tutorials of the library's digital services, such as searching the catalog, using MeLCat, and accessing OverDrive and Hoopla.	DS	Progressing	Digital Services librarian, Emily West, has added recorded programs as well as tutorials on the RHPL YouTube channel.
Prioritize and promote popular databases.	DS	Progressing	Digital Services librarian Emily West has done monthly programs on databases and other digital services, including Libby, Hoopla, Pronunciator, online learning resources, and digital news and magazines.
Continue Try it Out Tuesdays for demonstrating innovative items available for loan and to pique interest in borrowing them.	AS	Progressing	July 2025 will add Saturdays to the Try It Out schedule.
Expand the service for patrons to sign up for one-on-one technology help with digital services librarian	DS	Progressing	As of June 30, 104 one-on-one appointments have taken place.

Provide programs that facilitate learning and discussion about popular interest topics and foster various literacies (reading literacy, digital literacy, financial literacy, health literacy, environmental literacy etc.)

Develop organization-wide programming goals and objectives based on community survey feedback and forecasting into future trends and topics that traditionally dominated news and culture.	PR	Progressing	The programming committee meets quarterly (more frequently during marquee program planning phases) to discuss programming trends.
Hold more cross-departmental programs in order to highlight different digital databases, apps, and websites to meet different patron needs. For example, a collaboration with the youth department that demonstrates how the library's various databases can support students and teachers in the classroom.	DS	Progressing	Digital Services librarian, Emily West, has held programs with the teen librarian and makerspace manager and more are planned for fall of 2025.

Provide formal skill-building opportunities with an emphasis on those that support career and life-readiness.

Reenvision OTBS small tech groups to a general support that could include broader discussions on tech (BARD)	OS	Progressing	Dial in Discussions have included Meta Smart Glasses, Hadley Low Vision Resources, the Detroit Institute of Ophthalmology, and more.
In collaboration with all managers, create a consistent and comprehensive onboarding experience for newly hired staff.	CS	Started	Circulation Manager, Brittany Christofel, has added content to the Onboard tutorial on Niche Academy. The Library Director added content as it relates to community organizations (also used in the staff training session in June).

Build a communication procedure for staff to communicate needs and CR to communicate schedule of completion for public-facing marketing needs	PR	Progressing	PR created a marking plan shared with department heads and updated the intranet page to reflect current programs/projects and upcoming deadlines. Confirmed with department heads that they will pass information to frontline staff.
Research and implement new financial software; offer dynamic reports on demand for managers	HR		The Library Director has gathered a list of vendors to pursue based on what fellow libraries and local municipalities use.
Form Green Committee of staff in order to coordinate new initiatives that maximize environmentally conscious options in the library.	Director	Started	The Library Director put out the call for new volunteers to join this committee in June 2025.
Update emergency manual content and choose a format that is efficient and easy to update (for future revisions)	CS	Started	The Library Director is evaluating examples from other libraries based on comments from fellow library directors on what has worked well for their organization.

Nurture Developing Minds

Engage parents, caregivers, and educators about techniques for building literacy skills.

Offer programming aligned with Family Place philosophies and under the guidance of our Early Childhood Specialist	YS	Progressing	The Youth Services team hosted a 5-week Parent Child Workshop in March 2025. At the midyear point of the year, there were 68 early literacy programs logged at RHPL.
Promote the online tracking program for use with Summer Reading or other reading challenges to parents of young children.	YS	Progressing	At the midyear point, there were 1,596 registrations for the summer reading program, of that amount 224 were registered for the birth - 5 year old category.
Provide targeted messages to Summer Reading patrons at the midpoint of SRP	PR	Started	Midpoint of Summer reading will take place in July.

Provide access to circulating materials, including play-based learning collections, for use outside of the library.

Establish a relationship with OU's communication and deaf studies program in order to offer sign language interpretation at programs	OS	Finalizing	RHPL has researched an alternate database of ASL interpreters through RID.org that can be utilized on demand for an accommodation request. PR will be adding language to the newsletter, monthly e-newsletter, and online events to promote the fact that RHPL will provide ASL accommodation to patrons who request it.
Add a circulating toy collection to support early literacy reading skills as defined by the ECRR program.	YS	Progressing	Youth Services developed a plan to revamp story kits to "Read & Play With Me" kits-kits with themed books and 1-2 educational toys, plan to have this completed by the end of 2025.

Create inclusive environments to enable developing minds to find stimulating materials and services that match their interest and practice social interaction.

Continue to make programs & public spaces more accessible for those with differing needs and plan for renovation of physical space.	YS	Started	The Head of Youth Services is researching options for a consistent ASL interpreter for the Summer Storytime in the Park series.
Reevaluate collections, including placement of books within certain collections and IL/RLs	YS		

Advocate Critical Thinking

Teach individuals how to evaluate information based on currency, accuracy, authority, reliability, and purpose.

Prioritize programs that foster personal expressions such as writing, art creation, video, and audio production.	Program Committee	Completed	RHPL offered 66 personal expression programs in 2024 that ranged from patrons exploring their own writing, art, and music.
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Teach individuals how to evaluate information based on currency, accuracy, authority, reliability, and purpose.

Provide tips for patrons using the SMELL test principle (Source, Motivation, Evidence, Logic, (what is) Left out)	AS		
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Provide outreach to local schools and develop services that support student activities and research needs.

Explore the feasibility of reinstating a school outreach librarian as a part of the YS team for increased student use of the library.	Director	Started	The Library Director and Head of Youth Services have discussed this and are evaluating the budget for a possible Fall 2025 or Jan 2026 start.
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Provide library services and programs that stimulate connections between history and contemporary life at the local, regional, state, and world level.

Provide programs on history in the region, or personal family histories to create connections between the past and present.	AS	Progressing	At the midyear point, there were 7 programs offered on genealogy or local history.
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Motivate STEAM (Science, Technology, Engineering, Arts, Math)-based learning and computational thinking.

Develop new programs for makerspace and collaborate with YS, AS on experience-based learning programs.	DS	Progressing	Planned an intro to the makerspace for family historians in April (it was canceled for unexpected medical leave & staffing reasons, but 6 people had signed up); June Summer Creative Writing Extravaganza held a session in the makerspace.
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Foster Community Collaboration

Cultivate partnerships to advance the library's mission.

Choose 1-2 need-based organizations to partner with throughout the year.	PR	Progressing	RHPL has consistently partnered with Neighborhood House, but is also pursuing a staff-only donation drive for Haven.
Develop new community partnerships for programming and workshops	PR	Progressing	Partnering with Novel bookstore and OU Center for Public Humanities on programming. The first author event with Novel has 200 people signed up and 70 on the waitlist. Partnering on two lecture programs in the fall with OU - one at RHPL, one at OU - and planning on a humanities panel as well as Jane Austen program series. Working with Henry Ford Health this summer for safety series - bike helmet giveaway and carseat checks. Preliminary stages of informational panel with Henry Ford Health
Engage with entities that can serve as "Certifying Authorities" who can then authorize people up to receive OTBS	OS	Progressing	Rebecca and Caitlin have compiled an extensive list and are poised to start an emailing campaign to reach the various categories of professionals who qualify as a certifying authority.

Promote convenient access to the library by meeting customers where they are.

Increase BoB (Community Bookmobile) attendance by 5%	Outreach		The 2025 attendance at the mid-year mark is already on track to exceed 5% over 2024 numbers.
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Develop concrete policies about minibranches, so our partnership with the organizations is clear.	OS	Progressing	Memos of Understanding (MOUs) were finalized and signed by four of the five mini-branch locations in June of 2025. The fifth mini-branch location is currently closed for remodeling and may opt to transition to a bookmobile site. The team is prepared for that possibility and may add a different mini-branch location in its place.
Strengthen our partnership with Rochester Community Schools by enhancing the shared student database for long-term sustainability and exploring additional technology solutions to support this collaboration.	IT	Progressing	In April of 2025 key staff met with stakeholders at RCS to discuss a memo of understanding regarding virtual student cards and develop a new upload process for RCS integrated students.
Explore the option of "Waiting Room Readers" program where RHPL provides mini-collections to local businesses that may have children in the waiting rooms (doctors, dentists, therapists, laundromats, etc)	YS	Finalizing	Youth Services librarian, Kimberlee Gardner developed a plan, designed brochures and welcome letters for businesses with waiting rooms in our service area, and plans to roll out the program in the Fall 2025.

Expand the presence of the library outward in the community to improve engagement and use of library services and materials.

Maintain a schedule for pop-up library presence (in addition to the bookmobile and book bike)	Outreach	Progressing	Summer 2025 planned events include Festival of the Hills and Brooklands Neighborhood Block Party. The Book Peddler (bike) attended the Farmer's Market in late May.
Develop a library pop-up evaluation form (completed by staff) to assess the visit	Outreach	Progressing	

Develop an in-house display table with perennial literature or pop-up banners to display in the lobby during key events such as early voting.	PR	Progressing	PR has the elements assembled and ready for display when needed.
Finalize new contracts with City of Rochester and Oakland Township Library Board	Director	Finalizing	Long-term contract language has been circulated to both contract communities and need formal approval from their respective governing bodies. Short-term contract extensions were granted to both communities through the end of 2025.
Design and launch an RHPL mobile app that prioritizes contemporary online activity such as catalog search, event registration, digital downloads, and online meeting room reservations.	PR/IT	Finalizing	IT has begun working towards deployment of Promote Web which will leverage many features of mobile app design built into the web browser. Ease of account access from rhpl.org as well as at a glance account info on the home screen. PR - App will be released with a new website using Solus.
Re-establish relationship with RH Television and have some library programs or promotional commercials run on the community television station.	PR	Started	Reached out to RH TV, will send promo videos beginning in fall.

Encourage good citizenship and respectful discourse through active and passive programming.

Continue offering "office hours" meeting space to local and state representatives.	PR	Finalizing	Representative Mark Tisdell has used the RHPL community conference room 6 times by the midyear point of the year.
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Plan programs for adults that promote social connections between patrons and build empathy with patrons that are similar and different from one another.	AS	Progressing	Intergenerational Book Club April 2024 had lowish attendance but good discussion; ongoing Speed Friending programs encourage patrons to meet new people; Reading Rainbow book club invites LGBTQIA+ people and allies to join in discussions.
Host a League of Women voters forum for library board candidates in fall of 2025	Director	Progressing	There are only two candidates running for the library board in fall of 2025, so there is no need to host the League for this event. The library director has approved hosting Rank Mi Vote informational sessions at the library to help educate patrons on voting and civics.

Create mutually beneficial volunteer opportunities for individual community members who can support the library's mission.

Encourage RHPL employees to volunteer in the community as ambassadors on boards, commissions, and cultural organizations	Director	Finalizing	PR has joined the Rochester Regional Chamber's Nonprofit Peer Solution Group.
Develop permanent volunteer jobs for groups like New Horizons and RCS/ACSC	CS	Finalizing	RHPL has added new volunteers who support the library on a regular basis: 2.5 hours/week for general library assistance, and three 3 hours/week volunteers with a focus on circulation services; all three are graduates of RCS Adult education program and previously volunteered as part of school, now they are on their own. RHPL added a temporary project volunteer from New Horizons 2.5 hour shift to help prepare materials for outreach events such as for Festival of the Hills.

Provide a Welcoming Space for Enjoyment and Discovery

Provide sufficient space that allows individuals to be productive in their work, study, and hobby pursuits.

Work with interior designers to improve furniture and decor in the library.	Director	Finalizing	Working with Library Design Associates, Phase 2 refresh of the Adult Services area is nearing completion with remaining old furniture changed out for new furnishings, new lighting will be added to the fireplace lounge, and rotating art will be added to the Teen wall.
Assess makerspace usage to match equipment to patron demand of RHPL residents.	DS	Started	The Head of Digital Services is working with the Makerspace Manager to assess utilization of the makerspace (beyond a count of appointments, trying to assess available appointments for booking and how well those were utilized).
Update the recycling options on each floor with clear signage directing patrons to those options.	Facilities	Started	The Library Director and Facilities Manager are researching options and with the goal of using the Green Committee members for added input.

Create a usable, accessible online library experience that provides easy access to digital materials and online resources.

Ensure digital services librarian is well versed on current resources and watch for trending ones by having her attend one professional development conference and join the Metro Net Electronic Services group.	DS	Progressing	Emily West, Digital Services Librarian, will be attending Overdrive's Digipalooza conference in August 2025.
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Leverage new web design/Clarivate features to enhance communications with public and personalize promotions and keep digital content current	PR	Progressing	PR is implementing new marketing plan (fall 2025) and new website features such as blogs to target new audiences and provide content and promotions in multiple ways.
Enhance library website to streamline access to information	PR	Progressing	Target release date for the updated website is August 2025.
Designate a Youth Librarian to keep "Online Resources" links, reading lists (showcases), and the rest of the youth page, including the Kids Catalog, up to date and relevant	YS	Started	YS is waiting for the roll out of the new website, and plans to start working on this once the requirements for updating the site are better understood.

Create inclusive, barrier-free facilities that maximize independent use of the library regardless of ability.

Complete a capital project timeline and establish funding goals for major projects prior to the annual budget process.	Director/Facilities	Finalizing	The library director coordinated a Facilities Condition Assessment in May 2025 and is working with building consultants to develop a master plan of building updates for the next 1-8 years.
In conjunction with PR, develop an updated tri-fold brochure to help educate new patrons on library offerings and procedures.	CS/PR	Finalizing	The PR team created a post card for distribution and the library has contracted with Unique Management Services to send out a welcome postcard to all families that recently moved into the service area.
Rearrange computers to create an "assistive tech" corner (for the JAWS computer and the Optelec).	OS	Progressing	In April 2025, there was some reorganization of the Outreach room and a new copier was added to the space. Additional changes will take place in subsequent years as the budget permits.

Provide spaces and self-service opportunities that reflect a modern library facility.

Improve the signage in Outreach Services to maximize use for unique equipment within.	PR		
Enhance self-service options at the self-checkout, adding value (such as programming information or mini-surveys); adding in user testing and one round of iterative design.	IT	Progressing	6-11-25: Waiting for Clarivate to complete custom fields for RHPL to upload our programming onto the web version of Express Check. Adult Express Check launched with the web version and is being tested for stability.
Offer notary services to patrons	OS	Started	Sara Pinkham-Jones is a notary, but the library director needs to evaluate the logistics around offering a notary.
Review and improve signage & wayfinding on the second floor, adding digital signage where needed	PR	Started	Additional signage was approved for the local history workstation in May 2025.

Provide programming and services that help new citizens navigate the community.

Overhaul Youth World Language collection - analyze data provided by IT to inform updated and improved collection offerings	YS	Progressing	Include promotion that MeL.org can translate into 100 different languages; Youth Services team received access to Lote4Kids in June, an ePictureBook database for libraries with books in over 90 languages, considering this as an addition to our World Language collection.
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Provide touchpoints for unexpected delight.

Create an interactive display for library patrons to engage with during each visit.	YS	Progressing	The Youth Services team has devised a variety of passive programming for patrons to interact with inside the YS room.
Reintroduce new and early literacy focused writing center	YS	Started	YS has some tentative plans, but put this idea on hold until we decide if we will be remodeling the youth room, currently have a passive writing/coloring area at one of the public tables in youth.
Create a "Caregiver Corner" near the Explore Zone to provide resources to parents/caregivers of young children on popular parenting topics, including early literacy	YS	Started	Head of YS, Wendy Lehman, and a fellow youth services librarian have begun working on this resource.
Conduct community-driven feedback on new things to see in the library (low-tech voting)	PR	Started	PR will take the lead with this kind of survey of the public in Fall of 2025. Information gleaned from this process will inform some of the questions on the 2026 biennial community survey.
Offer intergenerational storytime hour to combat the pandemic of loneliness and build empathy.	OS	Progressing	Wendy reported several residents from River Oaks, formerly Sunrise, attended the first storytime in Lion's Rotary Park in June 2025.

Provide outstanding return on investment of taxpayer dollars

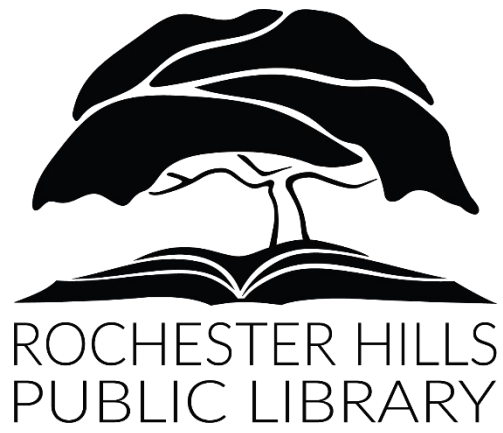
Revamp existing monthly and annual reporting processes to deliver clear, visually engaging, and data-driven insights for the Board and the public, enhancing transparency and decision-making.	IT	Progressing	IT has begun importing report data into Google Lookerstudio: Example for programming attendance
Host a ribbon cutting celebration with the community to celebrate major project completion due to new millage funding.	Director	Completed	The library hosted a ribbon cutting for a new early literacy bookmobile on June 14th. The press release and event focused on the fact RHPL was able to acquire the new vehicle because of the support of citizens in the 2024 millage.

Submitted by: Juliane Morian, Library Director

Committee Updates



Other Business



LIBRARY SERVICES AGREEMENT FOR THE CITY OF ROCHESTER

THIS LIBRARY SERVICES AGREEMENT (“Agreement”) dated January 1, 2026, between the ROCHESTER HILLS PUBLIC LIBRARY BOARD, located at 500 Olde Towne Road, Rochester, Michigan 48307 (hereinafter called the “Library”) and the CITY OF ROCHESTER, with its offices located at 400 Sixth Street, Rochester, Michigan 48307 (hereinafter called “Rochester”). WHEREAS, Rochester desires to provide library service to its residents and is authorized by law to do so;

WHEREAS, Library operates an established public library and Library or its predecessor has provided library services to residents of Rochester since 1967 and, most recently, through the Contract for Library Services agreement between the parties dated June 10, 1985, effective July 1, 1985;

WHEREAS, the 1985 Contract was extended on June 23, 2025;

WHEREAS, the 1985 Contract will terminate effective December 31, 2025; and

WHEREAS, the Library and Rochester desire to enter into a new agreement under which Library will continue to make full library services available to residents of the City of Rochester in accordance with the terms and conditions set forth in this Agreement, and is authorized by Michigan Public Act 92 of 1952, as amended, and Public Act 164 of 1877 to do so.

NOW THEREFORE, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree as follows:

1. Commencing on January 1, 2026, and continuing until this Agreement terminates as provided herein, the Library agrees to make available to all residents of Rochester the facilities, physical and electronic collections and all other programs and services of the Library

on the same basis and in the same manner as the residents of the City of Rochester Hills, and subject to the same Library rules, policies and regulations, as the residents of the City of Rochester Hills.

2. Upon application and proper identification, residents of Rochester will be issued library cards entitling them the same Library services as residents of the City of Rochester Hills. As used in the Agreement, the term “residents” shall include all persons residing within or owning real property within Rochester and all persons employed and working at an established location of employment within Rochester.

3. This Agreement shall become effective on January 1, 2026 for a term of 3 years which shall be automatically renewed on an annual basis for one year terms, for an indefinite period of time after the expiration of the initial 3-year period as required in Public Act 164 of 1877, Sec. 14(2), MCL § 397.214(2). This Agreement may be amended only by execution of a written amendment signed by duly authorized representatives of the parties. Either party may terminate this Agreement after the initial term of 3 years by providing written notice of termination to the other party at least 6 months prior to the date of termination.

4. In consideration for the library services to be furnished to the residents of Rochester by Library as set forth above and below, for each year of this Agreement, Rochester agrees to pay to the Library .8850 mills of the taxable valuation of real and personal property in Rochester, excluding any tax increment financing district, tax abatement district, or other mechanism that reduces or captures taxable value within the City of Rochester, as authorized under Michigan law.

**(City of Rochester Taxable Value – Captured/Abated Value) × 0.8850 ÷ 1,000 =
Annual Library Contribution.**

The millage rate is fixed and not subject to the Headlee Act or any other mechanism for millage rate reduction during the period of this Agreement. The funds to pay Library may be obtained as Rochester determines; payment is due irrespective of the enactment, or lack thereof, a specific library millage. Rochester's contribution for each calendar year shall be calculated using the final taxable value as certified by Oakland County following the annual equalization and settlement process. Any adjustment (positive or negative) shall be reflected in the final quarterly payment of the calendar year in which services were provided.

5. The payments of each term in this agreement will be four equal installments. The first payment of each term of this agreement will be invoiced on January 1 and payable before February 15. The remaining three (3) payments in each term will be payable April 1, July 1 and October 1.

6. All payments from Rochester to Rochester Hills Public Library Board will be used for operation expenditures only. The Library's operating expenditures are, including, but not necessarily limited to, the ongoing costs required to maintain the Library's day-to-day functions and services such as salaries and benefits for staff, utilities and facility maintenance including heating, air conditioning, cleaning services, building repairs, security services, maintenance, maintenance for normal wear and tear, materials for circulation, online databases, licensee fees for software, catalog system, technology and office supplies, programming and outreach, administrative and professional fees. Monies received from Rochester will not be used towards capital expenditures for purchasing additional land, buildings, renovating or expanding the Library, or the physical infrastructure.

7. Rochester Hills Public Library Board grants that Rochester may have a designated representative, referred to as a "Liaison" who may attend and participate in all Rochester Hills Public Library Board public meetings. This Liaison will not have the power to make a motion,

second a motion, or vote on any motions in the Rochester Public Library Board public meetings. The Rochester Hills Public Library Board president may choose, at their sole discretion, to invite the Liaison to participate in committees.

8. If during the term of this Agreement the Rochester Hills Public Library Board should voluntarily reduce the Library operating millage rate levied on Rochester Hills, separate from Headlee Act mandated reductions, the same percentage reduction may be applied to the Library millage rate in Rochester, by a written executed addendum to this Agreement.

9. In addition to the aforementioned sums, all penal fines and state aid to libraries to which Rochester is entitled shall be certified by the Library of Michigan and paid to the Library, and Library is entitled to collect and retain all book fines or other charges or fees (per Library's "Fines & Fees Schedule" as approved by the Public Library Board from time to time) collected by Library with respect to the residents of Rochester.

10. This Agreement provides access to the services, facilities, and collections of the Rochester Hills Public Library only. It does not extend to or guarantee access to the services, materials, or privileges of any other public or private library not governed by the Rochester Hills Public Library Board.

11. The Library shall provide Rochester with a copy of the final financial audit of the Library operating accounts as soon as possible after the close of the fiscal year of the Library during the term of this Agreement. The Library shall also furnish at the close of the Library's fiscal year during the term of this Agreement the annual report.

12. Each party shall be responsible for all claims made against that party and for the acts of its employees or agents. In any claims that may arise from the performance of this Contract, each party shall seek its own legal representative, and bear the cost associated with such representation, including any attorney fees. Except as otherwise provided in this Contract,

neither party shall have any right under any legal principle to be indemnified by the other party, and any of its employees or agents in connection with any claim. This Contract does not, and is not intended to, impair, divest, delegate, or contravene any constitutional, statutory and/or any other legal right, privilege, power, obligation, duty or immunity of the parties. Nothing in this Contract shall be construed as a waiver of governmental immunity.

13. In the unlikely event any controversy or claim arising out of or relating to this Agreement, or the breach thereof, said controversy or claim shall be settled either by commencement of a suit in Oakland County Circuit Court, the 52nd 3rd District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators, in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 52nd 3rd District Court.

14. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The parties agree to perform all their obligations provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

15. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

16. Library agrees to provide to Rochester on a quarterly basis a statistical report which shall include circulation information pertaining to the checking out of physical and electronic collections and other materials. In addition, said statistical report shall include the number of Rochester's cardholders. Provided, however, no private information of individual cardholders shall be disclosed.

IN WITNESS WHEREOF, the parties have executed this Agreement by their respective officials thereunto duly authorized, the date and year hereinafter written.

BOARD OF DIRECTORS
ROCHESTER HILLS PUBLIC LIBRARY

Dated: _____

By:
Its:

By:
Its:

CITY OF ROCHESTER

Dated: _____

By:
Its:

By:
Its: