

Board of Trustees

2023
Information
Packet



▲ Wednesday, May 24, 2023
6:30pm | YDL-Michigan

Ypsilanti District Library
YDL Board Meeting, May 24, 2023 6:30 pm, YDL – Michigan Avenue
AGENDA

AGENDA ITEM	Information	Discussion	Action
Call to Order	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
*Roll Call Brian Steimel <input type="checkbox"/> Terrence Williams <input type="checkbox"/> Jean Winborn <input type="checkbox"/> Patricia Horne McGee <input type="checkbox"/> Theresa M. Maddix <input type="checkbox"/> Bethany Kennedy <input type="checkbox"/> Kristy Cooper <input type="checkbox"/>			
Approval of the Agenda	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Public Comment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Introduction of New Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Presentation: Project STEM@YDL sponsored by Toyota – Kelly Pedersen Scott	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Consent Agenda			
A. Proposed Minutes from April 19, 2023 Regular Meeting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B. April 2023 Financials & Check Registers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Communications	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Committee Reports			
A. Finance Committee	<input type="checkbox"/>	<input type="checkbox"/>	
B. Policy Committee	<input type="checkbox"/>	<input type="checkbox"/>	
C. FOL Library Report	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
D. Fundraising Committee	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
E. Superior Township Planning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
F. Facilities	<input type="checkbox"/>	<input type="checkbox"/>	
G. Strategic Planning	<input type="checkbox"/>	<input type="checkbox"/>	
Director's Report			
A. Operational Update	<input checked="" type="checkbox"/>		
B. Performance Indicators	<input checked="" type="checkbox"/>		
C. Departmental Reports	<input checked="" type="checkbox"/>		
D. Significant Library News	<input checked="" type="checkbox"/>		
New Business			
A. Approval of 2023 Tax Rate Request forms	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Board Member Comments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adjournment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Minutes of Previous Meeting

Ypsilanti District Library
Board of Trustees Meeting
Minutes, April 19, 2023 (Unapproved)

CALL TO ORDER

President Patricia Horne McGee called the Regular Meeting to order at 6:30 p.m.

Attendance

Trustees Present: Patricia Horne McGee, Theresa M. Maddix, Jean Winborn, Terrence Williams, and Bethany Kennedy formed a quorum. Trustees Kristy Cooper and Brian Steimel were absent.

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, as well as Community Relations Coordinator Sam Killian and Michigan Avenue Clerk Venus Tarpeh.

APPROVAL OF THE AGENDA

Trustee Maddix moved to approve the agenda and Trustee Kennedy supported this motion.

Vote: Ayes: 5
Nays: 0
Motion: Passed
Absent: 2

PUBLIC COMMENT

None

Introduction of New Staff

Director Hoenig introduced Venus Tarpeh to the board members. Ms. Tarpeh started at a moment of upheaval with retirements and vacations at her branch, however she came through her test of fire and is doing very well. Ms. Tarpeh spoke to her enjoyment of the position and the duties.

Presentation: YDL 2022 Annual Report – Sam Killian, Community Relations Coordinator

Sam Killian provided a walk-thru of the 2022 Annual Report. He stated this was an easy and fun project this year as so many items of note have occurred. Primarily, he wanted the publication to reflect the amazing community connection staff and patrons felt with this year's events. Mr. Killian also reviewed that most of the pages have quotes from patrons and members of the community. No surprise that the new branch library was the top capstone item of the year.

Consent Agenda

Trustee Winborn moved to approve consent agenda (March 22, 2023 Regular meeting and March 2023 Financials and Check Registers). Trustee Williams supported this motion.

Vote: Ayes: 5
Nays: 0
Motion: Passed
Absent: 2

Communication

Director Hoenig first briefly discussed the impact of Senate Bill 12, which repeals a section of the law regarding 3rd graders being prevented from promotion if they did not meet one specific benchmark. She

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also discussed the upcoming trauma training for staff. President Patricia Horne McGee and Trustee Kennedy asked several questions regarding the social work program, digging deeper into the data and source material.

Committee Reports

DTE has confirmed that on May 1st, 2023, they will turn off power to the Superior Location. This will allow several of the last large construction items to be completed. These three items are the power switch installation, some egress lighting that needs to be installed/moved, as well as completion of boiler room items. The ground mural at Superior happens in May, and excitement is building for that event. Director Hoenig also discussed the budget and Capital Campaign, answering the questions posed by President Horne McGee. Finally, Director Hoenig discussed the recent check fraud issues and our mitigation strategies.

Report of the Library Director

Director Hoenig advised that the Sycamore Meadows Tenants Association, which formed at the fire station library location, will meet on 4/20 for the first time since the pandemic. She also discussed the changes to the Statistical Dashboard, coming soon to the report, as well as the new Development Dashboard that is now in the packets. She is requesting board feedback on these dashboards. Director Hoenig discussed the impacts of the server failure from April 18th, and the current state of affairs with that interruption. Finally, Director Hoenig invited board members to share in the Annual Volunteer Pot-Luck lunch, served from 12-2pm on April 25, 2023, in the Community Room.

Old Business

None

New Business

- A. Consideration of a resolution to purchase a new library vehicle

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-15

April 19, 2023

RESOLUTION TO AUTHORIZE THE LIBRARY DIRECTOR TO PURCHASE A NEW
LIBRARY VEHICLE

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Library Director is hereby authorized to approve the purchase of a new library vehicle for an amount not-to-exceed \$35,000.

OFFERED BY: Trustee Kennedy
SUPPORTED BY: Trustee Winborn

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YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

- B. Approval of a proposal to preemptively replace aging HVAC gaskets at Whittaker

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-16

April 19, 2023

RESOLUTION TO AUTHORIZE HVAC REPAIRS AT WHITTAKER ROAD

Whereas, the Whittaker Road heating, ventilating and air conditioning system is 20 years old and its aging gaskets are beginning to fail, and

Whereas, with each gasket failure YDL risks damage to materials and equipment as leaks occur, and

Whereas, Campbell, Inc. has provided a proposal to preemptively replace the remaining gaskets and prevent future leaks of this nature, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The attached work authorization agreement from Campbell, Inc. to replace the gaskets the HVAC system at Whittaker Road at a cost of \$39,358 is approved.

BE IT FURTHER RESOLVED that:

The Capital Asset Replacement Fund will be used for this project.

OFFERED BY: Trustee Maddix

SUPPORTED BY: Trustee Kennedy

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

- C. Approval of a proposal to seal the remaining curtain wall window bays at Whittaker

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-17

April 19, 2023

RESOLUTION TO AUTHORIZE THE COMMENCEMENT OF PHASE THREE WHITTAKER
CURTAIN WALL WINDOW REMEDIATION WORK AND USE OF CAPITAL ASSET
REPLACEMENT FUND MONIES FOR THE PROJECT

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Whereas, the Library maintains a Capital Asset Replacement Fund to provide for higher-cost building maintenance and repairs necessary from time to time, and

Whereas, the Whittaker Road Library windows have leaked since the building opened, and

Whereas, a consulting team assembled by Architect Betsy Baird of O’Neal Construction investigated the cause in 2019 and proposed several options to remedy this problem, and

Whereas, the YDL Board considered options and preferred a phased approach to repairs, and

Whereas, using design specifications prepared by Terracon, Inc., O’Neal Construction solicited bids from qualified subcontractors of various trades to perform phase one of the work in 2020, and

Whereas, phase two was completed in 2021, with Glasco successfully sealing two of the curtain wall bays, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The Library Director is authorized to engage O’Neal Construction, Inc. for project management services, including administering the Glasco subcontract, and Terracon, Inc. for building enclosure consulting services, as detailed on the attached proposals.

BE IT FURTHER RESOLVED that

An amount not to exceed \$280,000 from the Capital Asset Replacement Fund shall be allocated to this phase of the project.

OFFERED BY: Trustee Winborn

SUPPORTED BY: Trustee Williams

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

D. Consideration of the purchase of new wooden chairs for the Whittaker Youth Department

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-18

April 19, 2023

RESOLUTION TO PURCHASE NEW WOODEN CHAIRS FOR THE WHITTAKER YOUTH
DEPARTMENT

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Whereas, the Ypsilanti District Library strives to provide welcoming and functional facilities for its patrons to use, and

Whereas, the wooden chairs in the Whittaker youth area are original to the building, and since many have broken, more are needed, and

Whereas, the Library budgeted to replace the chairs this fiscal year, and

Whereas, the Library Director and Head of Youth Services reviewed replacement options, tried samples, and selected the TMC Plover chair in two sizes and an assortment of colors, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD to waive the bid process and acquire the chairs specified on the attached quote from Omni Tech Spaces for an amount not-to-exceed \$8,658.

OFFERED BY: Trustee Williams

SUPPORTED BY: Trustee Maddix

YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

- E. Approval of a proposal to replace pendant and stack lighting at Whittaker

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-19

April 19, 2023

RESOLUTION TO UPGRADE THE WHITTAKER STACK AND PENDANT LIGHTING

Whereas, the Ypsilanti District Library is committed to being fiscally responsible with public resources, and LED upgrades will result in a long-term cost savings, and

Whereas, the Library budgeted to upgrade the Whittaker stack and pendant lighting to LED this fiscal year, and

Whereas, the lighting solutions Enlighten has proposed to date have delivered exceptional results, Now Therefore,

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IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD to waive the bid process and engage Enlighten to upgrade the Whittaker stack and pendant lights as outlined in the attached proposal for a total cost of \$32,541.

OFFERED BY: Trustee Kennedy
SUPPORTED BY: Trustee Winborn
YES: 5 NO: 0 ABSENT: 2 VOTE: 5-0

BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	Absent
Trustee Steimel	Absent
Trustee Winborn	Thanked the library staff for allowing her genealogy group to utilize the Superior Library branch for the recent filming for "Finding Your Roots." The video can still be found on YouTube.
Trustee Maddix	No Comment
Trustee Williams	Thanked the library staff for the efforts. He has enjoyed coming into events and meeting the staff and seeing the work they accomplish.
Trustee Kennedy	Excited about the Language of Art booklet that lays out the artwork in the library.
Trustee Horne McGee	No Comment

Adjournment

Trustee Kennedy moved to adjourn at 7:40 p.m. Trustee Winborn seconded this motion.

Vote: Ayes: 5
Nays: 0
Motion: Passed
Absent: 2

Financial Report

**Ypsilanti District Library
Balance Sheet
April 30, 2023
General Fund**

	FYE 11/30/18 ACTUAL	FYE 11/30/19 ACTUAL	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FYTD 4/30/2023	Current FYTD Variance from 11/30/22
Assets:							
Total Cash & Cash Equivalents	2,377,714	2,596,924	2,940,888	3,413,908	3,497,836	4,155,221	657,386
Receivables & Other assets	49,282	98,153	84,370	108,670	132,113	102,416	(29,697)
Total Assets	2,426,996	2,695,077	3,025,258	3,522,578	3,629,949	4,257,638	627,689
Liabilities	145,758	85,577	313,638	344,511	215,952	81,322	(134,630)
Composition of Fund Balance							
Reserved:							
Yoder Memorial	3,252	3,252	3,252	3,252	3,252	3,252	0
Current YTD						-	
Yates Memorial	3,357	3,357	3,357	3,357	3,357	3,357	0
Current YTD						-	
Designated:							
Improvement Fund	1,102,434	352,434	352,434	352,434	352,434	-	(352,434)
Current YTD--net of revenues						-	
Working Capital	500,000	500,000	500,000	500,000	500,000	500,000	0
Current YTD						-	
Designated: MTT settlements							
Designated: TEEN ZONE							
Current YTD							
Unreserved/Undesignated	696,080	272,195	1,753,090	1,852,576	2,319,024	2,554,955	235,931
Current YTD	(23,885)	1,478,262	99,487	466,448	235,931	1,114,753	878,822
Total Fund Balance	2,281,238	2,609,500	2,711,620	3,178,067	3,413,998	4,176,316	762,318
Total Liabilities & Fund Balance	2,426,996	2,695,077	3,025,258	3,522,578	3,629,950	4,257,638	627,688

Ypsilanti District Library
Period Ending 4/30/23 (41.7% of Year)
General Fund

ACCT #	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	REMAINING BUDGET	YTD AS A % OF BUDGET
Total Revenues	5,568,866	5,918,352	6,086,564	6,211,643	4,540,944	1,670,699	73.1%
Expenditures							
Dept 100 Administrative	2,163,719	2,132,617	2,357,850	2,872,651	1,141,729	1,730,922	39.7%
Dept 200 Michigan Ave.	555,976	542,948	619,718	741,220	291,628	449,592	39.3%
Dept 300 Outreach/bookmobile	82,140	92,558	103,158	306,297	140,688	165,609	45.9%
Dept 400 Outreach/Superior Township	158,483	162,269	230,011	484,343	174,829	309,514	36.1%
Dept 500 Whittaker Rd	1,089,344	1,080,805	1,156,233	1,240,401	451,759	788,642	36.4%
Dept 600 Donations	12,312	21,629	52,305	-	65,504	(65,504)	NA
Dept 700 Grants	7,405	19,079	31,359	-	7,620	(7,620)	
Total	4,069,379	4,051,904	4,550,633	5,644,912	2,273,757	3,371,155	40.3%
Net Revenue Over Expenditures	1,499,486	1,866,447	1,535,931	566,731	2,267,187		
Sale of Assets	-	-	-		-		
Board Designation of Funds	(1,150,000)	(1,400,000)	(1,400,000)		(1,152,434)		
Fund balance - beginning of period	2,652,675	3,002,161	3,468,609	3,604,539	3,604,539		
Fund Balance - end of period	3,002,161	3,468,609	3,604,539	4,171,270	4,719,292		

**Ypsilanti District Library
General Fund
Period Ending 4/30/2023
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	YTD AS A % OF BUDGET
Revenue							
403.000	Superior Township Tax Levy	885,210	939,410	998,342	1,066,617	870,310	81.6%
425.000	City of Ypsilanti Tax Levy	836,671	866,352	889,936	928,809	282,352	30.4%
425.075	PPT Reimbursement	16,119	22,407	27,533	20,000	0	0.0%
440.000	Ypsilanti Township Tax Levy	3,486,095	3,653,122	3,707,057	3,869,999	3,228,474	83.4%
441.000	Renaissance Zone Reimb	66,633	68,165	67,905	65,000	0	0.0%
443.000	State Aid Direct	32,931	35,678	43,256	45,084	22,158	49.1%
447.000	State Aid Indirect	33,497	36,286	43,254	45,084	22,158	49.1%
500.500	Operational Grant Revenue					30,500	
500.600	Talk Grant Revenue	30,629	47,787	41,774	35,000	0	0.0%
657.000	Lost Books/Misc.	22,485	7,187	6,777	6,000	3,000	50.0%
657.100	Smart Cards - Printing & Copies	11,776	8,765	22,883	20,000	12,654	63.3%
657.600	Proctor Fees	429	263	574	0	15	
661.000	Penal Fines County	84,478	113,205	83,080	83,000	0	0.0%
662.100	Community room rentals	575	0	1,250	2,500	1,025	41.0%
679.000	Donations/Misc.	1,063	1,360	2,045	2,500	1,658	66.3%
681.000	Donations Designated	5,100	0	0	0	0	0.0%
681.080	Donations/Memorials	4,555	7,170	7,736	600	1,933	322.2%
687.000	Interest/Checking	1,037	457	1,383	950	4,283	450.8%
687.010	Interest/Savings	6,175	5,226	3,154	6,500	18,966	291.8%
688.000	Interest/Endowment	0	6,227	0	0	0	
689.000	Dividends-MML	4,219	4,312	7,460	6,000	6,490	108.2%
690.000	Dividend Revenue Endowment	7,220	9,045	8,161	8,000	13,252	165.7%
691.000	CARES act Credit	0	6,400	0	0	0	
Total Revenue		5,536,898	5,838,824	5,963,558	6,211,643	4,519,229	72.8%

Ypsilanti District Library
General Fund
Period Ending 4/30/2023
(41.7% of Year)

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	YTD AS A % OF BUDGET
Expenditures							
Dept 100 Administrative							
702.000	Salary Wages	657,068	685,029	758,009	839,879	343,725	40.9%
702.100	Professional/Accounting	5,080	7,445	8,700	9,000	4,040	44.9%
702.150	Bank Fees	3,176	1,888	2,494	5,400	943	17.5%
702.900	Salary/Subs	3,327	1,571	5,987	15,600	6,207	39.8%
705.000	Employee Recognition Awards	336	804	689	750	104	13.8%
710.000	Paychex Payroll Service	11,166	12,115	13,050	14,800	10,994	74.3%
715.000	Employer Payroll Tax	144,791	148,792	164,634	205,360	82,058	40.0%
715.100	ACA Taxes Paid by employer	295	331	555	740	185	25.0%
718.000	MERS Defined Contribution	90,691	91,780	99,768	126,306	36,634	29.0%
719.000	FSA Admin Fee	707	729	624	758	250	33.0%
727.000	Office Supplies	26,412	24,088	38,242	32,400	20,606	63.6%
727.050	CARES act Exp	95	6,305	0			
727.200	Supplies-Facility	13,820	12,957	18,696	31,900	7,957	24.9%
752.000	MML/Building Insurance	64,450	66,589	74,515	78,986	77,332	97.9%
753.000	MML/Workers Comp	7,204	9,744	10,202	10,875	3,061	28.1%
754.000	Health Insurance	361,059	394,266	380,631	470,886	191,352	40.6%
756.000	Delta Dental	34,311	34,322	32,832	36,383	14,514	39.9%
757.000	Employee Assistance Program	579	0	0	0	0	
758.000	Life Insurance	3,969	4,316	4,061	4,183	2,002	47.9%
759.000	Vision Service Plan	8,856	9,074	8,907	8,963	4,923	54.9%
762.000	STD/LTD (Disability Insurance)	11,403	10,594	12,301	14,235	8,311	58.4%
769.000	Printing & Publishing	12,840	18,325	18,779	20,900	4,269	20.4%
769.050	Classified Advertising	460	432	733	1,000	170	17.0%
774.050	Digital Collection	175,379	209,154	246,754	294,765	87,132	29.6%
774.100	Data Bases	21,988	24,948	28,073	50,000	23,198	46.4%
774.800	System Wide DVDs	2,959	493	61	500	53	10.6%
774.900	All Materials Processing	15,899	21,270	25,603	35,000	10,189	29.1%
774.950	Play Kits	1,447	2,590	2,975	5,000	508	10.2%
774.975	Library of Things	0	2,876	8,799	13,000	710	5.5%
801.000	Major Events	6,768	2,805	9,143	17,390	3,606	20.7%
801.500	Learning Never Gets Old	2,246	1,999	2,999	0	0	
802.000	Mileage/Travel Reimbursement	289	775	4,754	5,000	2,751	55.0%
804.000	Workshops/Training	4,148	2,422	3,613	4,500	970	21.6%
805.000	Memberships & Dues	5,675	5,685	5,603	6,750	4,657	69.0%
806.000	Talk Grant Expenses	24,342	23,383	40,362	35,000	6,642	19.0%
807.000	Operational Grant Expenditure					0	
810.000	Capital Outlay - Buildings	600	5,197	650	5,000	0	0.0%
810.100	Capital Outlay - Improvements	1,300	3,500	0	2,400	0	0.0%
811.100	Capital Outlay - Technology	0	0	0	120,000	0	0.0%
812.000	Capital Outlay - Furnishings	0	268	1,100	5,000	1,831	36.6%
840.000	Repair & Main Bldg		0	-5,825	0	0	WH Flood
850.000	Automation - Technology	183,693	128,433	110,254	139,395	58,457	41.9%
850.100	Telecommunications	-19,543	6,243	7,003	7,983	14,458	181.1%
850.200	ILS Contract	62,573	59,088	64,631	64,630	63,125	97.7%
850.500	Software Subscription	14,762	21,823	35,693	35,722	24,635	69.0%
890.000	The Library Network	2,796	2,796	2,796	4,500	0	0.0%
928.000	Postage	19,334	20,112	18,912	22,447	4,865	21.7%
965.000	Auditing Service	7,425	7,875	8,100	8,325	8,325	100.0%
975.000	Legal	6,422	5,280	11,191	10,000	162	1.6%
975.500	Legal - Negotiations	0	0	7,620	0	0	
980.000	Professional/Contractual	154,793	27,087	54,649	27,740	2,012	7.3%
980.500	Branding Costs	1,188	2,201	894	2,500	1,694	67.8%
981.500	Lost Book Expense	3,749	1,094	1,646	6,300	695	11.0%
982.000	MTT Charge Back City	208	471	48	2,000	291	14.6%
983.000	MTT Charge Back TWP	200	1,070	3,873	7,500	878	11.7%
983.100	MTT Charge Back-Superior Twp	985	184	1,467	5,000	0	0.0%
984.050	Contributions/Endowment	0				250	
Total		2,163,719	2,132,617	2,357,850	2,872,651	1,141,729	39.7%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2023
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	YTD AS A % OF BUDGET
Dept 200 Michigan Ave.							
702.000	Salaries	396,590	402,866	423,056	506,014	201,459	39.8%
702.800	Salaries-Pages	4,044	3,463	4,784	9,360	2,094	22.4%
771.000	Adult Books & Processing	25,084	22,288	18,713	22,100	7,000	31.7%
772.000	Youth Books & Processing	14,651	13,282	16,552	15,200	5,270	34.7%
776.000	Periodicals - Adult	2,979	2,802	4,395	3,000	294	9.8%
776.050	Periodicals - Youth	0	0	0	100	0	0.0%
778.000	Adult Audio/Visual	6,153	5,441	4,852	5,600	1,352	24.1%
779.000	Youth Audio/Visual	2,993	2,413	2,743	2,050	448	21.8%
801.500	Learning Never Gets Old	0	0	0	1,250	76	6.1%
802.200	Parking	3,600	3,600	3,600	3,900	3,600	92.3%
810.000	Capital Outlay - Buildings	18,869	10,000	68,081	29,000	9,179	31.7%
812.000	Capital Outlay - Furnishings	6,992	3,384	0	4,000	0	0.0%
840.000	Repair & Maintenance - Building	13,803	16,584	17,990	20,000	20,246	101.2%
840.025	Campbell Maint Contract	18,754	12,672	12,672	14,172	6,336	44.7%
840.050	Snow Removal/ Lawn Care	6,078	7,259	7,778	11,335	4,085	36.0%
900.000	Programs-Adult	1,625	1,462	1,772	3,000	51	1.7%
901.000	Programs-Youth	2,659	1,762	606	2,500	2,212	88.5%
940.000	Phone	4,535	4,553	2,631	4,695	967	20.6%
943.000	Natural Gas	3,624	3,946	4,838	5,777	2,496	43.2%
947.000	DTE - Electric	15,236	18,309	18,797	20,437	6,507	31.8%
949.000	Ypsilanti Comm Utilities Auth	7,707	6,864	5,858	7,290	1,460	20.0%
980.000	Professional Contractual (Security)	0	0	0	50,440	16,496	32.7%
Total		555,976	542,948	619,718	741,220	291,628	39.3%
Dept 300 Outreach/bookmobile							
702.000	Salaries	69,159	70,870	77,276	244,241	101,042	41.4%
775.000	Library Materials	5,303	5,084	5,857	5,250	501	9.6%
801.500	Learning Never Gets Old	0	0	0	3,000	748	24.9%
811.000	Capital Outlay Vehicle	0	0	0	35,000	35,000	100.0%
840.000	Repair & Maintenance	6,017	14,636	13,986	11,993	2,118	17.7%
943.000	Fuel	1,661	1,967	6,040	6,813	1,278	18.8%
Total		82,140	92,558	103,158	306,297	140,688	45.9%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2023
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	YTD AS A % OF BUDGET
Dept 400 Superior Township							
702.000	Salaries	146,792	149,424	211,331	358,053	141,802	39.6%
702.800	Salary/Pages	0	0	0	9,360	682	7.3%
771.000	Adult Books & Processing	0	0	0	15,550	2,361	15.2%
772.000	Youth Books & Processing	0	0	0	12,400	1,466	11.8%
775.000	Library Materials	5,842	6,553	7,388	0	0	
776.000	Periodicals	0	0	0	500	75	15.0%
778.000	Audio/Visual	0	0	0	1,550	481	31.0%
801.500	Learning Never Gets Old	0	0	0	750	100	13.3%
810.000	Cap Outlay Building		0	0	3,000	1,795	59.8%
810.100	Cap Outlay Improvements		0	0		0	
840.000	Repair & Maintenance	1,007	1,179	2,603	5,000	1,368	27.4%
840.025	Campbell Maint Contract	0	0	0	6,600	3,322	50.3%
840.050	Snow Removal & Lawn Care	980	980	2,980	14,000	8,000	57.1%
900.000	Programs - adult	543	580	267	600	204	33.9%
901.000	Programs - Youth	468	624	655	600	539	89.9%
940.000	Phone	1,134	1,138	782	4,156	851	20.5%
943.000	Natural Gas	659	650	1,097	11,636	1,844	15.8%
947.000	DTE - Electric	960	1,044	1,299	10,061	1,807	18.0%
949.000	Ypsilanti Comm Utilities Auth	98	97	1,609	5,527	213	3.8%
980.000	Professional/Contractual	0	0	0	25,000	7,920	31.7%
Total		158,483	162,269	230,011	484,343	174,829	36.1%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2023
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	Original FY 2022-2023 BUDGET	YTD 4/30/23 ACTUAL	YTD AS A % OF BUDGET
DEPT 500 WHITTAKER RD							
702.000	Salaries	701,249	722,800	749,625	782,222	307,052	39.3%
702.800	Salaries-Pages	15,483	19,698	28,923	37,440	13,467	36.0%
771.000	Adult Books	41,293	41,604	44,654	41,400	17,480	42.2%
772.000	Youth Books	23,641	27,802	29,974	29,000	10,941	37.7%
776.000	Periodicals - Adult	5,239	4,405	5,717	5,000	821	16.4%
776.050	Periodicals - Youth	759	745	617	800	0	0.0%
778.000	Adult Audio/Visual	15,746	10,284	8,739	10,700	2,299	21.5%
779.000	Youth Audio/Visual	4,159	4,236	4,157	3,300	799	24.2%
810.000	Cap Outlay Building	3,880	12,515	22,620	59,245	13,694	23.1%
810.100	Cap Outlay Improvements		0	0	0	0	0.0%
840.000	Repair & Maintenance - Building	39,729	22,271	54,658	27,300	8,406	30.8%
840.025	Campbell Maint Contract	42,797	42,797	41,649	43,705	19,103	43.7%
840.050	Snow Removal/Lawn Care	16,241	16,199	18,348	25,600	8,900	34.8%
900.000	Programs - Adult	4,206	3,765	2,382	4,200	1,466	34.9%
901.000	Programs - Youth	5,697	6,659	6,647	13,000	5,105	39.3%
903.000	Equipment Maintenance	820	1,564	0	3,000	0	0.0%
940.000	Phone	9,070	9,105	5,277	10,063	2,051	20.4%
943.000	Natural Gas	24,227	30,040	31,451	31,680	12,412	39.2%
947.000	DTE - Electric	92,512	99,414	96,182	105,364	26,644	25.3%
949.000	Ypsilanti Comm Utilities Auth	4,596	4,902	4,612	7,382	1,119	15.2%
980.000	Professional/Contractual	38,000			0		NA
Total		1,089,344	1,080,805	1,156,233	1,240,401	451,759	36.4%
Dept 600 Donations							
Revenue:							
	Total Revenue	18,888	37,195				
	Total Donated revenue	18,888	37,195	106,336		3,715	NA
Expenditures:							
	Total Expenditures	12,312	21,629				
	Total Expenditures	12,312	21,629	52,305		65,504	NA
Dept 700 Grants							
Revenue							
	Total Grant Revenue	13,080	42,333				
	Total Revenue	13,080	42,333	16,670		18,000	NA
Expenditures							
	Total Expenditures	7,405	19,079				
	Total Expenditures	7,405	19,079	31,359		7,620	NA
Total	Net -- restricted for future	5,675	23,254	-14,689		10,380	NA
IMPROVEMENTS/Asset Sales							
685.000	Sale of assets					0	NA
810.100	Approved projects-Improvements fund						NA
850.100	Technology improvements						NA
Total Other Revenue		0	0	0		0	NA
Total Revenue		5,568,866	5,918,352	6,086,564	6,211,643	4,540,944	
Total Expenditures		4,069,379	4,051,904	4,550,633	5,644,912	2,273,757	40.3%
	Net Revenue Over Expenditures	1,499,486	1,866,447	1,535,931	566,731	2,267,187	
	Fund Balance Beginning of Year	2,652,675	2,752,161	3,218,609	3,454,539	3,454,539	
	Board Designation	-1,400,000	-1,400,000	-1,300,000	0	-1,152,434	
Ending Fund Balance		2,752,161	3,218,609	3,454,539	4,021,270	4,569,292	

**Ypsilanti District Library
Balance Sheet
April 30, 2023
Capital Asset Replacement Fund**

	FYE 11/30/18 ACTUAL	FYE 11/30/19 ACTUAL	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FYTD 4/30/2023	Current FYTD Variance from 11/30/22
Assets:							
Cash and Current Assets	399,522	1,481,745	2,807,370	3,503,051	1,356,163	1,778,450	422,288
Total Assets	399,522	1,481,745	2,807,370	3,503,051	1,356,163	1,778,450	422,288
Liabilities	-	-	-	13,454	468,231	320,000	(148,231)
Fund Balance	399,522	1,478,745	2,665,015	3,489,597	887,932	1,458,450	570,519
Total Liabilities & Fund Balance	399,522	1,478,745	2,665,015	3,503,051	1,356,163	1,778,450	422,288

Ypsilanti District Library
Capital Expenses
Period Ending 4/30/23 (41.7% of Year)

ACCT #	ACCOUNT NAME	FY 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	YTD 4/30/23 ACTUAL
Revenue					
Dept 400 Superior Construction					
683.800	Superior Library Designated	54,603	857,193	450,871	29,617
688.000	Interest	4,986	1,181	97	3,368
Other departments		-	-		-
Total		59,589	858,374	450,968	32,985
Transfer from Operating Fund		1,400,000	1,400,000	1,300,000	1,504,868
Expenditures					
Dept 200 Michigan Avenue Projects					
980.000	Prof/Contractual		16,860	97,989	18,655
Subtotal		-	16,860	97,989	18,655
Dept 400 Superior Construction					
702.150	Bank Fees	-	620	1,503	343
752.500	Insurance - Bldrs Rsk			8,564	-
780.000	Opening Day Collection			194,247	9,768
801.000	Major Events		3,544	7,744	2,191
812.000	Capital Outlay - Eq/Furn			208,175	33,612
850.000	Automation - Technology			91,123	11,345
910.000	Site Development	106,263	32,064	-	-
943.000	Fuel/Natural Gas			1,482	-
975.000	Legal/Attorney	10,944	16,797	720	-
980.000	Prof/Contractual	12,709	21,763	-	-
981.000	Architect Fees	93,110	275,895	142,813	3,412
955.100	General Contractor	46,274	655,988	3,167,412	844,450
985.300	Outside Contract Expense	-		42,875	42,357
Subtotal		269,300	1,006,671	3,866,658	947,479
Dept 500 Whittaker Projects					
980.000	Prof/Contractual	-	410,262	387,987	1,201
Subtotal		-	410,262	387,987	1,201
TOTAL Capital Expenditures		269,300	1,433,793	4,352,633	967,335
Total Revenue Over Expenditures		1,190,289	824,581	(2,601,665)	570,519
Beginning Fund Balance		1,474,716	2,665,005	3,489,586	887,932
Ending Fund Balance		2,665,005	3,489,586	887,930	1,458,450

Capital Asset Replacement Fund
Composition of Fund Balance

		Superior Project	Other	Total
2019	opening balance 11/30/18	0	399,522	
Board Assigned	1/23/2019	1,150,000		
Balance	11/30/2019	1,150,000	331,745	1,481,745
2020				
Board Assigned	1/22/2020	1,150,000	250,000	
Capital Campaign & Int prior to 11/30/20		66,110		
Expenses Paid prior to 11/30/20		-269,300	-13,540	
Balance	11/30/2020	2,096,810	568,205	2,665,015
2021				
Board Assigned	1/27/2021	1,200,000	200,000	
Capital Campaign & Int	11/30/2021	858,374		
YTD Expenditures	11/30/2021	-1,006,670	-427,122	
Balance	11/30/2021	3,148,514	341,083	3,489,597

	Project Summary Through:	
	4/30/2023	4/30/2023
	Superior	Other
Board	4,852,434	2,234,179
Capital Campaign	1,408,437	
Expense	-6,090,107	-946,493
	170,764	1,287,686

Check Register Report

Date: 05/19/2023

Time: 9:25 am

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Ypsilanti District Library

BANK: ANN ARBOR

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
ANN ARBOR Checks								
75602	04/06/23	Printed			ALER	ALERUS FINANCIAL	YDL contrib Mar 2023	28,060.21
75603	04/06/23	Printed			AWS	ALLIED WASTE SYSTEMS #241	Superior April 2023 service	133.55
75604	04/06/23	Printed			AALLC	ALLSTAR ALARM LLC	Superior 5/1-7/31/23 service	138.00
75605	04/06/23	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	Sales renewal 4/30/23	59.00
75606	04/06/23	Printed			ARBORVACU	ARBOR VACUUM	Riccar Ultralight upright	370.96
75607	04/06/23	Printed			A15	BP PRODUCTS OF NORTH AMERICA	st 4/6/2023	250.67
75608	04/06/23	Printed			CDW	CDW GOVERNMENT, INC.	mount f/video bar	343.03
75609	04/06/23	Printed			CIT	CIT TECHNOLOGY FIN SERV INC.	due 4/19/23 lease	2,297.95
75610	04/06/23	Printed			MBP	DOWNRIVER BUS REPAIR, INC.	battery replacement	441.49
75611	04/06/23	Printed			DTE ENERGY	DTE ENERGY	whit street March 2023	49.01
75612	04/06/23	Printed			DTE ENERGY	DTE ENERGY	MA 3/1-3/29/23 service	1,624.40
75613	04/06/23	Printed			CJH	COREY HASELHUHN	Fly-tying wksp	100.00
75614	04/06/23	Printed			IMPDA	IMPERIAL DADE	towel/tissue/brag box	596.49
75615	04/06/23	Printed			IPS	INSIGHT PUBLIC SECTOR, INC.	freight credit	583.66
75616	04/06/23	Printed			LIBRARY DE	LIBRARY DESIGN ASSOCIATES	mat/lab shades-ref area	1,295.00
75617	04/06/23	Printed			0000000051	THE LIBRARY NETWORK	tele comm 1/23-3/2023	7,115.06
75618	04/06/23	Printed			LFC	LIFESTYLE FITNESS COACH-LLC	5/18/23 LNGO program	180.00
75619	04/06/23	Printed			MIDWESTTAP	MIDWEST TAPE LLC	503508430/29/28/26.....	345.27
75620	04/06/23	Printed			OTS	OMNI TECH SPACES	task chairs-50%	1,830.50
75621	04/06/23	Printed			OSTB	SCOTT OSTBY	install/study rooms	148.68
75622	04/06/23	Printed			PW	PLANTWISE	whit 3/30/23 burn	900.00
75623	04/06/23	Printed			SPS	SECURITY & PROTECTIVE SERVICES	March 2023 Superior coverage	4,352.88
75624	04/06/23	Printed			STAPAD	STAPLES ADVANTAGE	03/25/23 statement	2,301.41
75625	04/06/23	Printed			A4	WASTE MANAGEMENT OF MICHIGAN	MA April 2023 service	395.50
75626	04/06/23	Printed			YPSIHARD	YPSILANTI ACE HARDWARE	closing 3/31/23	19.82
75628	04/20/23	Printed			AMCASE	AMAZON CAPITAL SERVICES	4/1/23 statement	2,959.03
75629	04/20/23	Printed			AATECH	AMERICAN ACCESSIBILITY	MA repair 11/28/22	3,650.00
75630	04/20/23	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	Palazzolo renew 6/30/23	155.00
75631	04/20/23	Printed			AASO	ANN ARBOR SYMPHONY ORCHESTRA	May 2023 kinderconcert	320.00
75632	04/20/23	Printed			0000000559	ASSOCIATED PLUMBING & SEWER	MA men's room	372.00
75633	04/20/23	Printed			BAKTAY	BAKER & TAYLOR INC 4108472	statement 3/31/23	236.52
75634	04/20/23	Printed			BK1092	BAKER & TAYLOR INC 4421092	statement 3/31/23	119.08
75635	04/20/23	Printed			BK7742	BAKER & TAYLOR INC. 4387742	statement 3/31/23	368.75
75636	04/20/23	Printed			BK7752	BAKER & TAYLOR INC. 4387752	statement 3/31/23	116.54
75637	04/20/23	Printed			BK7762	BAKER & TAYLOR INC. 4387762	statement 3/31/23	520.65
75638	04/20/23	Printed			BK7772	BAKER & TAYLOR INC. 4387772	statement 3/31/23	136.33
75639	04/20/23	Printed			BK7792	BAKER & TAYLOR INC. 4387792	statement 3/31/23	290.08
75640	04/20/23	Printed			0000573063	BAKER & TAYLOR, INC. 573063	statement 3/31/23	3,882.40
75641	04/20/23	Printed			0000573097	BAKER & TAYLOR, INC. 573097	statement 3/31/23	991.19
75642	04/20/23	Printed			0000573121	BAKER & TAYLOR, INC. 573121	statement 3/31/23	2,598.53
75643	04/20/23	Printed			0000573139	BAKER & TAYLOR, INC. 573139	statement 3/31/23	1,518.33
75644	04/20/23	Printed			BAA	BANK OF ANN ARBOR	closing 3/31/23 #0667	349.09

Check Register Report

Date: 05/19/2023

Time: 9:25 am

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Ypsilanti District Library

BANK: ANN ARBOR

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
ANN ARBOR Checks								
75645	04/20/23	Printed			BAA	BANK OF ANN ARBOR	closing 3/31/23 #4396	3,289.83
75647	04/20/23	Printed			BAA	BANK OF ANN ARBOR	closing 3/31/23 #4669	1,601.30
75648	04/20/23	Printed			BASIC	BASIC	April 2023 admin fee	50.00
75649	04/20/23	Printed			BA	BLACKSTONE PUBLISHING	storm watch	137.87
75650	04/20/23	Printed			BCN	BLUE CARE NETWORK OF MI	May 2023 coverage	46,889.87
75651	04/20/23	Printed			A15	BP PRODUCTS OF NORTH AMERICA	3/6-4/5/23 billing-shortage	14.51
75652	04/20/23	Printed			BROWNINDU	BROWN INDUSTRIES	40 yr pins	53.00
75653	04/20/23	Printed			CDW	CDW GOVERNMENT, INC.	wall bracket	113.70
75654	04/20/23	Printed			CLHI	CLARK HILL	Mar 2023 service	49.00
75655	04/20/23	Printed			C&C	COMFY & COLORFUL	4/29/23 Ebru Marbling	258.00
75656	04/20/23	Printed			CONSTELL	CONSTELLATION NEWENERGY-	Mar 2023 service -all	2,658.65
75657	04/20/23	Printed			0000000027	DELTA DENTAL PLAN OF MICHIGAN	May 2023 coverage	2,899.24
75658	04/20/23	Printed			0000000039	DEMCO, INC.	laminate	272.07
75659	04/20/23	Printed			KADI	KAYLA DILLON	5/6/23 wksp Heritage month	150.00
75660	04/20/23	Printed			MBP	DOWNRIVER BUS REPAIR, INC.	generator work 4/10/23	778.92
75661	04/20/23	Printed			DTE ENERGY	DTE ENERGY	Superior 12/23/22-1/24/23	584.73
75662	04/20/23	Printed			ELM	ELM USA INC.	disc cleaning supplies	98.74
75663	04/20/23	Printed			ENZ	ENZOS CATERING	2023 in-service 6/2/23	500.00
75664	04/20/23	Printed			FST	FIRST BOOK	#7000826593	270.90
75665	04/20/23	Printed			HOME	HOME DEPOT CREDIT SERVICES	statement 4/13/23	2,088.18
75666	04/20/23	Printed			IPS	INSIGHT PUBLIC SECTOR, INC.	CMR projector	2,925.63
75667	04/20/23	Printed			KANO	KANOPY INC.	265 credits	515.10
75668	04/20/23	Printed			LLLLL	LANGUAGE LIZARD, LLC	brown bear	97.99
75669	04/20/23	Printed			LSC	LIGHTING SUPPLY CO.	70 bulbs	419.69
75670	04/20/23	Printed			MEC	MADISON ELECTRIC COMPANY	12 - 39w/835 bulbs	105.53
75671	04/20/23	Printed			MNL	MADISON NATIONAL LIFE INS CO	May 2023 coverage	1,790.08
75672	04/20/23	Printed			MBM	MBM TECHNOLOGY SOLUTIONS	whit 3/15-4/14/23 usage	863.87
75673	04/20/23	Printed			SUMC	SUSAN MCDOWELL	Leader Dogs program	150.00
75674	04/20/23	Printed			AFSCME	MICHIGAN AFSCME	April 2023 dues	706.05
75675	04/20/23	Printed			MITT	MICHIGAN IT TECHNICIANS LLC	3/8 & 3/24/23 service	797.86
75676	04/20/23	Printed			MICHLIB	MICHIGAN LIBRARY ASSOCIATION	YDL mem renewal 6/30/24	2,688.00
75677	04/20/23	Printed			MIDWESTTAP	MIDWEST TAPE LLC	503568286/503568287.....	488.83
75678	04/20/23	Printed			MIDWESTTAP	MIDWEST TAPE LLC	hoopla ending 3/31/23	17,711.70
75679	04/20/23	Printed			MY FAVORIT	MY FAVORITE PLANT COMPANY	April 2023	128.00
75680	04/20/23	Printed			REAL	REALLIGHTING INC.	2 cases - 39 watt T5	712.00
75681	04/20/23	Printed			SHOW	SHOWCASES	100 single CD cases	289.44
75682	04/20/23	Printed			STUD	SUPERIOR TOWNSHIP UTILITY DEPT	March 2023 service	39.23
75683	04/20/23	Printed			TDSM	TDS	4/22-5/21/23 service	769.73
75684	04/20/23	Printed			UMSI	UNIQUE MANAGEMENT SERVICES,	April 2023 fee	90.00
75685	04/20/23	Printed			VERIZON	VERIZON WIRELESS	3/10-4/9/2023 service	384.44
75686	04/20/23	Printed			VGK	VGKIDS	ground mural t-shirts	426.49
75687	04/20/23	Printed			0000000030	VISION SERVICE PLAN - MI	May 2023 coverage	839.70
75688	04/20/23	Printed			ZOZO	ZOHO CORPORATION	4/2023-4/2024 service	4,832.00
75689	04/25/23	Printed			0000000589	GENE BUTMAN FORD	2020 Explorer	35,000.00

Total Checks: 86

Checks Total (excluding void checks):

208,045.93

Total Payments: 86

Bank Total (excluding void checks):

208,045.93

Check Register Report

Date: 05/19/2023

Time: 9:25 am

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Ypsilanti District Library

BANK: FIFTH THIRD BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
FIFTH THIRD BANK Checks								
2087	04/14/23	Printed			BAKTAYLOR	BAKER & TAYLOR INC 4420962	statement 3/31/23	5.79
2088	04/14/23	Printed			DAZ	DANIELS & ZERMACK ARCHITECTS	Superior final bulling 3/13/23	1,113.68
2089	04/14/23	Printed			TAKE	TAKEFORM	Superior-tree signs	4,339.94
Total Checks: 3							Checks Total (excluding void checks):	5,459.41
Total Payments: 3							Bank Total (excluding void checks):	5,459.41
Total Payments: 89							Grand Total (excluding void checks):	213,505.34

Communications



Michigan LSTA Fact Sheet 2022

LSTA and Other Federal Funds in Michigan Serving All Michigan Residents

State Fiscal Year 2022/Federal Fiscal Year 2021
(10/1/2021 – 9/30/2022)

The Institute of Museum and Library Services (IMLS) provides funds through the Museum and Library Services Act of 2018, including the Library Services & Technology subchapter (LSTA) to the states. In Michigan, the Library of Michigan receives the funds to improve library services to state residents. LM funds projects based on the goals of the LSTA legislation and the goals of Michigan's IMLS approved Five-Year Plan. The LSTA legislation and the current Five-Year Plan are at www.michigan.gov/lsta. LM also received funds through the American Rescue Plan Act (ARPA).

How are LSTA and ARPA funds used?

In accordance with the legislative priorities of ARPA, LM completed distribution of \$4,004,730 in funds to libraries through grants. The LM APRA grant program included both 21 equipment grants and 3 capacity grants. The equipment grants helped grantee libraries safely provide services and content to community members. The capacity grants both increased the capacity of public libraries to provide internet access and virtual services and increased the capacity of public and academic libraries to provide virtual content to their communities.

LM uses our annual allotment of LSTA funds primarily for statewide resources programs that benefit school, public, and academic library users, and Michigan residents directly. The federal FY 2021 allotment was \$4,603,447. The premier statewide program is the Michigan eLibrary (MeL), a virtual library available at www.mel.org, anytime, anywhere to all Michigan residents. MeL, other major statewide programs, and grants include the following.

Michigan eLibrary (MeL)

Databases – The MeL databases contain hundreds of thousands of subscription magazine and newspaper articles, reference book articles, art images, eBooks, historical documents and images, and other full-text materials. Content ranges from PreK-12 levels to professional and research levels in science, medicine, education, technology, humanities, arts, social sciences, law, and genealogy. Spanish language materials are available for PreK-12 students and translation is available in magazine and newspaper databases to support learners who are learning or speak other languages. State funds also support early literacy resources.

MeLCat – The statewide library catalog and resource-sharing network. Users can search the catalog from www.MeL.org/melcat or directly from their participating local library catalog. Michigan residents are using MeLCat to easily identify and request convenient, quick, and free delivery of materials from other participating Michigan libraries to their own library for pick up.

eBooks – A collection of thousands of non-fiction and reference electronic books for K-12 students and teachers, college-level academics, and professionals. Topics include science, computers, business, education, and humanities among others.

Tests, Tutorials & Workforce Development – A comprehensive, interactive site with occupational, licensing, and academic practice tests and tutorials for K-16 and job seekers, from the GED to the GRE.

Training and Support - A robust collection of materials designed to support easier independent use of MeL eResources in two ways. First, engagement specialists connect with Public Library Staff and Educators for training sessions. Second, content is created to support self-directed learning, practical applications, and promotion of eResources.

Other Major Statewide Programs

Continuing Education for Librarians & Trustees – LM supports training both by LM staff and partner organizations, such as conferences, workshops, topical learning cohorts, and webinars. LM provides a range of online continuing education resources for librarians and trustees, as well as continuing education stipends, giving library staff the opportunity to learn new techniques and methods to reach underserved residents. LM maintains a Library Science collection for use by the Michigan library community and provides law, trustee, and financial manuals for libraries.

Early Literacy Support – High-quality, resource-filled summer reading manuals from the Collaborative Summer Library Program are provided to public libraries, saving the libraries both staff time and money. Support for the Ready to Read early literacy program also helped provide quality early literacy programming and training to children's librarians as they work with families in their communities.

Digitization Support – LM participates in statewide digitization efforts such as the Michigan Digital Preservation Network, Michigan newspaper digitization work at CMU's Clarke Historical Library, support for Making of Modern Michigan and Michigan Memories projects, and grants funding local history and special collections work.

Grants – LSTA funds several grant programs. The Public Library Services grants are small summer programming grants for public libraries in the areas of technology, children & teen programs, and literacy. The Improving Access to Information grants are one-year grants for public and academic libraries to increase capacity to provide access to library collections and information.

Technology Support – Michigan participates in Ploud, a nation-wide collaborative to provide high quality, easy to use web sites for public libraries, giving their communities online access to statewide resources. LM also provides consulting support for public libraries to participate in the federal E-Rate program.

How does Michigan receive LSTA funds?

Congress funds the Library Services & Technology Act annually through an appropriation to the Institute of Museum and Library Services. IMLS then allocates the funds through a formula with a base amount per state plus a per capita amount. To receive LSTA funds, the State of Michigan must both match the federal funds and maintain a level of effort through state or private funds.

Matching funds may be state or private and must equal approximately 50% of the federal allotment. States must meet the matching requirement to receive the allotment.

Maintenance of effort is determined by a three-year average of state funds appropriated to the State Library. These funds must be spent on libraries in a way that supports the purpose of the LSTA Act. In Michigan, that funding is primarily state aid to public libraries. If the three-year average of funding eligible as maintenance of effort falls, the LSTA allotment amount falls by the same percentage.

What is the impact on community members in Michigan?

LSTA and ARPA funding have a profound impact on improving outcomes in Michigan for students, professionals, and lifelong learners as the comments the Library of Michigan receives attest to.

Continuing Education for Librarians

"It was so helpful of Ann to share her in depth knowledge and point out little tricks she has learned. Everything presented was valuable and you were able to cover both elementary and secondary resources. Thank you for accommodating us! I am particularly excited to check out the free publications you shared with us. I had no idea of the expansive breadth of publications offered! Amazing!"

"The training was wonderful and informative to be a part of Leap into Science. I am grateful to be a part of it. Feel more confident as I start the journey with a coworker to implement the workshops."

"Trainings like this are great! Regardless of how many times I've attended ECRR workshops, I always feel inspired afterward. There's always a new idea, takeaway, perspective, and confidence boost. Pamela Martin-Diaz was such a joy! She created a super welcoming environment to talk, learn, and grow together. "

MeLCat

"No library has the budget to buy everything, so sharing is the solution. MeLCat enriches what all of us, large or small, can offer our readers."

"I hear from many college students at my public library in West Michigan who are struggling to afford textbooks. They report being so thankful for being able to complete their assignments and reading by borrowing their textbooks and required reading from libraries around the state that participate with MeLCat."

MeL

"During the pandemic, the MeL eResources were a lifesaver for our summer reading program. I used Hobbies & Crafts Reference Center to find craft kit ideas. The eBooks in the eBook K-8 Collection were used as part of our virtual story time. World Book Kids helped with content for research topics and learning activities, and I used the World Book Early Learning Print and Do activities for grab and go activities. Along with crafts, I included a link for a reading list each week featuring downloadable eBooks from the eBook K-8 Collection."

"I learned MEL provides these services for free. I immediately utilized the services as I was planning to spend \$1500 to purchase a mailing list and utilized the A-to-Z database instead. Secondly, I utilized the Gale database to insert market size for a pitch competition. Lastly, I believe librarians are the greatest resource and asset of the library. Our presenter was phenomenal."

Technology Support

"Overall, this service (Ploud) is an amazing offering to tiny libraries. It not only addresses a critical need, it also provides an uplifting learning opportunity. Sonya was an inspiring teacher because her passion for the subject and her desire to teach it were evident. I enjoyed her sessions thoroughly."



Comparing Southeast Michigan to Statewide Library Survey Results

The Library Network service area in Southeast Michigan (Region 9) covers Wayne County (minus Detroit), and Oakland, Livingston, Washtenaw and St. Clair Counties, with an N=251 sample points represented in the statewide survey.

A 71% majority of all respondents in the statewide poll offered a positive rating for the job being done by local public libraries providing programs, services and a diverse, quality collection of books and other materials for their library patrons. In Region 9, a 70% to 5% majority of respondents offered the same response.

An 83% majority of all respondents statewide would support state legislation that would protect the right of the public to read what they wish to read in local public libraries and not have books banned. In Region 9, an 86% to 9% majority of respondents offered the same response.

A 90% majority of all respondents statewide said that “descriptions and depictions of slavery should never be banned.” In Region 9, a 92% majority of respondents agreed.

An 89% majority of all respondents statewide said that “discussions about race” should never be banned. In Region 9, 90% of respondents agreed.

An 88% majority of all respondents statewide said “criticisms of people and events in U.S. history” should never be banned. In Region 9, 90% of respondents agreed.

An 87% majority of all respondents statewide said “political ideas you disagree with” should never be banned. In Region 9, 88% of respondents agreed.

Opposition to book banning about “books with discussions about sex, gender identity or sexual orientation” was not as strong, but it was still opposed by two-thirds of Michigan voters. A 67% majority of all respondents statewide said that “books with discussions about sex, gender identity or sexual orientation” should never be banned, with 21% saying they should “sometimes be banned” and only 9% saying they should “always be banned.” In Region 9, a 70% majority of respondents agreed that such books should never be banned.

Groups and elected leaders and candidates who claim that “anyone who opposes removing objectionable material is just pushing a woke ideology that is trying to indoctrinate our children with ideas about LGBTQ, transgender youth and promoting lifestyles that they should not be exposed to,” were only supported by 15% of the statewide electorate (12% in Region 9).

A 77% solid majority of all respondents statewide said that they instead support a statement saying that “local public libraries should have a diverse collection of books and reading materials that represents the community and the world around them.” In Region 9, 78% of respondents agreed.

An 80% majority of all respondents statewide said they agree more with the statement that said, “individual parents can set rules for their own children, but they do not have the right to decide for other parents what books are available to their children.” Only 15% agreed with the statement that “parents have a right NOT to have their children exposed to objectionable books at the library and should be able to join with other parents to have those books removed from the library.” In Region 9, 83% of respondents agreed that a few parents should not be able to decide for all parents and everyone else.

A 75% majority of all respondents statewide agreed with a statement saying that “we need to protect the ability of young people to have access to books from which they can learn about and understand different perspectives and help them grow into adults who can think for themselves.” Only 17% agreed with the statement that “we need to protect young people from books that they might find upsetting or that reflect ideologies and lifestyles that are outside of the mainstream.” In Region 9, 76% of respondents agreed with the first statement, with 17% agreeing with the second.

A 74% majority of all respondents statewide agreed the most with the statement that “books that contain sexual content or discuss issues like gender identity and sexual orientation are tools for understanding complex issues, and young people should have access to them, but at an age-appropriate level.” Another 21% said they agreed more with the statement that “books that contain sexual content or discuss issues like gender identity and sexual orientation should NOT be in local public libraries where young people can access them against their parents’ wishes.” In Region 9, 76% of respondents agreed more with the first statement, while 18% agreed with the second.

A 71% majority of all respondents statewide said, “book banning is un-American, infringes on our freedoms, and harms our democracy.” Another 21% said they most agree with the statement that says “books that are anti-American, anti-police, or hostile to basic family values do not belong on the shelves of our local public libraries. In Region 9, 73% of respondents said book banning is un-American, with only 20% saying that books critical of American ways should be removed.

If members of Congress, State Senators or State Representatives vote in favor of book banning legislation, a 57% majority of all respondents statewide said they would be less likely to

vote for that person (38% much less likely), 29% said it would not influence them one way or the other, with only 9% saying they would be more likely to vote for that person. In Region 9, a 62% majority of respondents said they would be less likely to vote for a legislator who supports book banning (43% much less likely), with only 7% saying they would be more likely to vote for that legislator.

A 60% majority of all respondents statewide said that “local library boards” (33%) or “librarians” (27%) should be making the decisions about which books and other reading materials should be included in public library collections. Another 9% said members of the local community should make the decisions, 7% said state legislators and other elected officials should decide, with 10% undecided and 14% citing other groups. In Region 9, 61% of respondents said, “local library boards” (30%) or “librarians” (31%) should make decisions about books to keep or ban.

A 70% majority of all respondents statewide said librarians are very capable (33%) or mostly capable (37%) of deciding which books and reading materials should be included in library collections. In Region 9, an identical 70% of respondents said librarians are very capable (31%) or mostly capable (39%) of deciding which books to keep or ban.

A 70% majority of all respondents statewide said they had seen, heard or read “a lot” (38%) or “some” (32%) about book banning efforts, with 29% saying they heard “only a little” (16%) or “nothing at all” (13%). In Region 9, 71% of respondents said they had seen, heard or read “a lot” (38%) or “some” (33%) about book banning efforts, with 28% saying they heard “only a little” (14%) or “nothing at all” (14%).

A 42% plurality of all respondents statewide said that there is “absolutely no time when a book should be banned from local public libraries,” with another 45% plurality saying, “there are rare times when it may be appropriate to ban books from public libraries,” and only 9% saying “there are many inappropriate books that should be banned from local public libraries.” In Region 9, 45% of respondents said there is no time when books should be banned, 46% said there are rare times, with 5% saying there are many inappropriate books that should be removed.

Statewide, 39% of all respondents said they use programs or services a few times a month or more often, while in Region 9, an identical 39% of respondents offered a similar response.

In other survey results, a 46% plurality of all respondents statewide said Michigan is “headed in the right direction,” 37% said things have “pretty seriously gotten off on the wrong track,” with 17% “undecided.” In Region 9, 50% of respondents said Michigan is headed in the right direction with 34% saying it was off on the wrong track.

A 51% to 39% narrow majority of all respondents statewide said they had an unfavorable opinion of Joe Biden, while a 63% to 33% solid majority gave Biden a negative job rating as

President. In Region 9, a 47% to 41% plurality had an unfavorable opinion of Joe Biden, and a 62% to 34% majority offered a negative job rating for Biden.

A 54% to 37% majority of all respondents statewide had a favorable opinion of Gretchen Whitmer, with a 52% to 44% majority offering a positive job rating for her. In Region 9, a 59% to 33% solid majority had a favorable opinion of her, and a 54% to 41% majority offered a positive rating for Whitmer.

A 58% to 32% solid majority of all respondents statewide had an unfavorable opinion of Donald Trump, including 49% very unfavorable. In Region 9, a 60% to 30% majority of respondents had an unfavorable opinion of Trump.

A 42% to 33% plurality of all respondents statewide had an unfavorable opinion of State Legislative Republicans, while a 42% to 36% plurality had a favorable opinion of State legislative Democrats. In Region 9, a 41% to 32% plurality had an unfavorable opinion of State Legislative Republicans, while a 45% to 33% plurality had a favorable opinion of State Legislative Democrats.

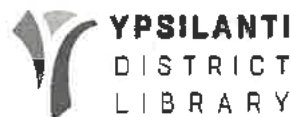
Finally, a 33% to 19% plurality of all respondents statewide had a favorable opinion of community activist groups in general, with 42% undecided. In Region 9, a 33% to 17% plurality of respondents had a favorable opinion of Community Activist Groups, with 43% undecided.

Statewide, 41% of all respondents identified as Democrats, 39% as Republicans, with 20% Independents or other parties. In Region 9, 42% of respondents identified as Democrats, 35% as Republicans, with 23% Independents or other parties.



View Full Survey Results and Information [MiLibraries.org](https://www.milibraries.org):

<https://www.milibraries.org/statewide-survey-on-library-issues>



Lisa Hoenig <lisa@ypsilibrary.org>

AAACF Notification of ACH Payment

1 message

donotreply@aaacf.org <donotreply@aaacf.org>

Wed, Apr 26, 2023 at 11:08 AM

To: lisa@ypsilibrary.org

RE: Grant #175740

To whom it may concern,

The Ypsilanti Area Community Fund, an affiliate of the Ann Arbor Area Community Foundation, is pleased to present Ypsilanti District Library with this payment in the amount of \$18,432.54. This ACH payment has been sent as of 4/25/2023. You should receive the funds within three to five business days. The purpose of these funds can be found in the table below:

Account	Amount	Application ID	Grant Purpose
James W. and Marla J. Gousseff Fund for the Ypsilanti District Library	\$9,077.42	N/A	general operating support <i>2023 distribution earmarked for Superior Art fund.</i>
Ypsilanti District Library Endowment Fund	\$7,858.61	N/A	to support the library's mission to enrich life, stimulate intellectual curiosity, foster literacy, and encourage an informed citizenry
Ypsilanti District Library Endowment Fund-agency	\$1,496.51	N/A	to support the library's mission to enrich life, stimulate intellectual curiosity, foster literacy, and encourage an informed citizenry

For questions on competitive or directed grants, please contact the appropriate Community Investment staff member: Jillian Rosen (jrosen@aaacf.org), Christopher Lemon (clemon@aaacf.org), Amina Iqbal (aiqbal@aaacf.org), or Maryellen Ferro (mferro@aaacf.org). For donor-advised fund grants and nonprofit endowment funds, please contact Karen Shellie (kshellie@aaacf.org) and Patrick Naswell (pnaswell@aaacf.org).

Your acceptance of this payment will certify that no individual associated with this charitable fund will receive any goods or services as a result of our grant, and that our grant will not be used to satisfy any legally binding pledge.

On behalf of the Board of Trustees, we wish you continued success in your efforts.

Sincerely,
AAACF Team

Committee Reports

To: YDL Board of Trustees
From: Lisa Hoenig, Library Director
Date: 5/18/2023
Re: Superior Planning Committee report

Mary and I attended an on-site construction meeting on 4/21. On 5/1 the Superior branch was closed for the day to replace the temporary electrical equipment with our permanent switchgear. At the same time a number of other projects were undertaken. Project status:

- The Township Building Official reviewed the new exterior egress lights and permanent switchgear. He is satisfied but has asked for a breaker lock on the exterior signage; this is scheduled for next week. Once complete we will receive an unconditional Certificate of Occupancy.
- Fireplace wireless module remains finicky; we have ordered a more sophisticated wireless remote that we hope will perform better. Fireplace currently off since weather is nice.
- Boiler room exhaust fan was installed 5/1 and keeping temperatures down.
- Boiler room white noise in Women's restroom – plumber reconfigured Unistrut supporting the pump that contributed the most vibration on 5/1.
- OHM Punchlist – Diversified has us on the schedule for 5/19 to finalize the last OHM punchlist items. Surveys have been completed to get the grading certificate.
- Walkway plantings were installed on 5/1 when the library was closed. The garden fence is scheduled for installation the week of 5/29.
- Irrigation start-up and training is complete.
- Exterior punchlist is complete other than an area of EIFS refinishing. O'Neal has turned up the pressure on the subcontractor and is holding their money until it's complete.

TelSystems completed the majority of the A/V installation and programming. Some handheld microphones are backordered, and they still need to adjust the speaker volume throughout the building.

Garden beds are complete; Margolis Nursery donated 8 cubic yards of topsoil. Planting day is 5/20!

Recognition plaques for sponsored trees await installation by Facilities staff.

We have ordered two additional bulletin boards for the hallway by the restrooms; one for community events and one for use by the Committee to Promote Superior Township.

The ground mural design with the "snake" theme was painted as a community art project on Saturday, May 13, and looks AMAZING!



Director's Report and attachments

Library Director's Report

May 24, 2023

Modernizing HR

YDL has used PayChex for payroll processing since before I was hired in 2015. We wanted to upgrade to a new system to give staff greater access to their data, improve efficiency, and reduce paper. We explored a variety of products, including PayChex's latest and greatest, but in the end decided to switch to Zenefits. Not only does Zenefits offer modern conveniences for staff including an app, it also provides digital tools for onboarding, document sharing, and PTO tracking. We are very excited to make this transition. The first payroll scheduled with Zenefits is 7/6, to start in a fresh quarter of tax reporting. We are currently paying both companies while setting up the Zenefits platform for YDL, but moving forward this change provides a cost savings.

Facilities:

- The after-hours lockers were installed in Library Plaza on 5/17. We'll publicize this broadly following a brief period of staff training. All outstanding electrical work in the Plaza is complete.
- We reupholstered 4 more adult lounge chairs at Michigan Avenue; all existing pieces have been done.
- The Whittaker curtain wall window project will commence on 6/5 following window washing.
- We took possession of our new 2020 Ford Explorer on 4/25; staff are enjoying having a vehicle to do book delivery and errands with again. I am working on a YDL wrap with Butman Ford which I hope to show off in the 4th of July parade.
- I approved a number of landscaping improvements at Whittaker and Michigan Avenue; things are looking nicer already. Thank you to Theresa for planting flowers in the containers at Whittaker's entrance!

Personnel:

- Katie Page will start as YDL's new Head of Acquisitions on 6/1. Katie comes from Plymouth District Library, and has a wealth of experience including ILS administration and migration projects. We are delighted to have her join our team. We have delayed the final evaluation of ILS proposals so she can weigh in.
- Full-time Outreach Librarian Kristin Stiger accepted a position closer to home; she resigned effective 5/5. Part-time Outreach Librarian Kaitlyn Johnson was promoted to full-time, and the PT position posted.
- We are finalizing the hire of the 2023 summer youth interns who help run Lunch & Listen.

Side Notes:

- The Song Family Foundation has pledged \$25,000 to the Next Chapter capital campaign as a matching grant. If we can secure the match we will eclipse our goal; we will do our best to leverage this opportunity!
- Outreach staff took the bookmobile to Lansing for Library Advocacy Day on 4/26. They met with legislators and helped educate them on the vital work Michigan's libraries do.
- With the approval of our TALK budget revision, we planned a bulk distribution of promotional materials to all Michigan public and tribal libraries, and to subscribing Indiana libraries. The materials have been printed and packaged, and should be delivered to their destinations soon.
- The Superior Art Committee met on 5/3. A call to artists for submissions will be open 6/12-9/15.

Announcements:

- Director Vacation: I will be traveling out of the country May 27-June 12.

YDL Dashboards

YDL Performance Dashboard - March 2023

	March-23		2023 to date	
Circulation				
Whittaker Rd.		32,058		89,980
Michigan Ave.		11,820		34,265
Superior		5,867		15,871
Outreach/BKM		781		2,581
eProducts		15,919		46,758
TOTAL		66,445		189,455
MeLCat Interlibrary Loans				
Loaned		947		3,197
Borrowed		1,016		2,661
New Cards				
Whittaker		346		977
Michigan		69		206
Superior		99		297
Outreach/BKM		1		24
TOTAL New Cards		515		1,504
Reference				
Whittaker Rd.		2,834		8,100
Michigan Ave.		3,192		8,524
Superior		1,509		3,610
Outreach/BKM		29		165
TOTAL		7,564		20,399
Program Attendance	Programs	Attendees	Programs	Attendees
Whittaker - Adult	41	307	101	1,188
Whittaker - Youth - 5	18	565	61	2,147
Whittaker - Youth 6-11	27	666	60	1,525
Whittaker - Teen	6	72	18	205
Whittaker - Virtual	0	0	0	0
Michigan - Adult	25	314	54	630
Michigan - Youth - 5	7	66	28	229
Michigan - Youth 6-11	19	245	43	506
Michigan - Teen	4	18	12	54
Michigan - Virtual	0	0	0	0
Superior - Adult	25	236	71	647
Superior - Youth - 5	12	118	37	409
Superior - Youth 6-11	10	70	19	146
Superior - Teen	3	11	6	19
Superior Virtual	0	0	0	0
Outreach/BKM - Adult	3	70	9	150
Outreach/BKM - Youth - 5	0	0	0	0
Outreach/BKM - Youth 6-11	3	349	6	488
Outreach/BKM - Teen	0	0	0	0
Outreach/BKM - Virtual	0	0	1	31
General	0	0	0	0
TOTAL	203	3,107	526	8,374
Computer Usage	Hours	Sessions	Hours	Sessions
Whittaker Rd.	1,556	1,779	1,556	5,139
Michigan Ave.	1,049	1,288	1,049	3,676
Superior	451	347	451	914
Wireless		7,688	0	7,688
TOTAL	3,056	11,102	3,056	17,417
Door Count				
Whittaker Rd.		10,955		32,985
Michigan Ave.		4,921		15,020
Superior		3,204		10,276
Outreach/BKM		94		558
TOTAL		19,174		58,839
Collection				
Physical Items Added		2,375		6,577
Items Cataloged		257		785
TOTAL Collection		2,632		7,362
Electronic Services				
Website visits		109,983		324,069
Podcast		3,369		9,915
App Users		1,525		4,369

YDL Performance Dashboard - January 2023

	January-23		2023 to date	
Circulation				
Whittaker Rd.		28,988		28,988
Michigan Ave.		11,390		11,390
Superior		5,355		5,355
Outreach/BKM		854		854
eProducts		16,133		16,133
TOTAL		62,720		62,720
MeLCat Interlibrary Loans				
Loaned		1,198		1,198
Borrowed		826		826
New Cards				
Whittaker		376		376
Michigan		69		69
Superior		124		124
Outreach/BKM		7		7
TOTAL New Cards		576		576
Reference				
Whittaker Rd.		2,665		2,665
Michigan Ave.		2,452		2,452
Superior		1,075		1,075
Outreach/BKM		48		48
TOTAL		6,240		6,240
Program Attendance	<i>Programs</i>	<i>Attendees</i>	<i>Programs</i>	<i>Attendees</i>
Whittaker - Adult	27	377	27	377
Whittaker - Youth - 5	23	891	23	891
Whittaker - Youth 6-11	14	426	14	426
Whittaker - Teen	6	83	6	83
Whittaker - Virtual	0	0	0	0
Michigan - Adult	13	110	13	110
Michigan - Youth - 5	11	95	11	95
Michigan - Youth 6-11	15	240	15	240
Michigan - Teen	4	14	4	14
Michigan - Virtual	0	0	0	0
Superior - Adult	25	263	25	263
Superior - Youth - 5	17	172	17	172
Superior - Youth 6-11	8	75	8	75
Superior - Teen	2	6	2	6
Superior Virtual	0	0	0	0
Outreach/BKM - Adult	4	28	4	28
Outreach/BKM - Youth - 5	0	0	0	0
Outreach/BKM - Youth 6-11	3	139	3	139
Outreach/BKM - Teen	0	0	0	0
Outreach/BKM - Virtual	1	31	1	31
General	0	0	0	0
TOTAL	173	2,950	173	2,950
Computer Usage	<i>Hours</i>	<i>Sessions</i>	<i>Hours</i>	<i>Sessions</i>
Whittaker Rd.	0	1,608	0	1,608
Michigan Ave.	0	1,254	0	1,254
Superior	0	245	0	245
Wireless	0	0	0	0
TOTAL	0	3,107	0	3,107
Door Count				
Whittaker Rd.		11,075		11,075
Michigan Ave.		5,178		5,178
Superior		3,868		3,868
Outreach/BKM		203		203
TOTAL		20,324		20,324
Collection				
Physical Items Added		2,313		2,313
Items Cataloged		291		291
TOTAL Collection		2,604		2,604
Electronic Services				
Website visits		115,031		115,031
Podcast		3,242		3,242
App Users		1,475		1,475

YDL Performance Dashboard - February 2023

	February-23		2023 to date	
Circulation				
Whittaker Rd.		28,934		57,922
Michigan Ave.		11,055		22,445
Superior		4,649		10,004
Outreach/BKM		946		1,800
eProducts		14,706		30,839
TOTAL		60,290		123,010
MeLCat Interlibrary Loans				
Loaned		1,052		2,250
Borrowed		819		1,645
New Cards				
Whittaker		255		631
Michigan		68		137
Superior		74		198
Outreach/BKM		16		23
TOTAL New Cards		413		989
Reference				
Whittaker Rd.		2,601		5,266
Michigan Ave.		2,880		5,332
Superior		1,026		2,101
Outreach/BKM		88		136
TOTAL		6,595		12,835
Program Attendance	<i>Programs</i>	<i>Attendees</i>	<i>Programs</i>	<i>Attendees</i>
Whittaker - Adult	33	504	60	881
Whittaker - Youth - 5	20	691	43	1,582
Whittaker - Youth 6-11	19	433	33	859
Whittaker - Teen	6	50	12	133
Whittaker - Virtual	0	0	0	0
Michigan - Adult	16	206	29	316
Michigan - Youth - 5	10	68	21	163
Michigan - Youth 6-11	9	21	24	261
Michigan - Teen	4	22	8	36
Michigan - Virtual	0	0	0	0
Superior - Adult	21	148	46	411
Superior - Youth - 5	8	119	25	291
Superior - Youth 6-11	1	1	9	76
Superior - Teen	1	2	3	8
Superior Virtual	0	0	0	0
Outreach/BKM - Adult	2	52	6	80
Outreach/BKM - Youth - 5	0	0	0	0
Outreach/BKM - Youth 6-11	0	0	3	139
Outreach/BKM - Teen	0	0	0	0
Outreach/BKM - Virtual	0	0	1	31
General	0	0	0	0
TOTAL	150	2,317	323	5,267
Computer Usage	<i>Hours</i>	<i>Sessions</i>	<i>Hours</i>	<i>Sessions</i>
Whittaker Rd.	0	1,752	0	3,360
Michigan Ave.	0	1,134	0	2,388
Superior	0	322	0	567
Wireless	0	0	0	0
TOTAL	0	3,208	0	6,315
Door Count				
Whittaker Rd.		10,955		22,030
Michigan Ave.		4,921		10,099
Superior		3,204		7,072
Outreach/BKM		261		464
TOTAL		19,341		39,665
Collection				
Physical Items Added		1,889		4,202
Items Cataloged		237		528
TOTAL Collection		2,126		4,730
Electronic Services				
Website visits		99,055		214,086
Podcast		3,304		6,546
App Users		1,369		2,844

Department Reports

Community Relations

Monthly report: May, 2023

Major print/design pieces produced:

- The Summer Loop issue has been sent to the printer and should hit mailboxes before June 1. This issue covers our June through August events and focuses on the Summer Challenge, with information about summer lunches, the Bookmobile visit to Lansing, and other community info.



Promotions

- **Summer Challenge:** The Summer Challenge starts next month, so we'll be busy with printing signs and banners, lots of social media and blog posts, and adding info to our homepage and regular emails. We will also have posters in the local buses advertising the free weekend bus rides.
- **Strategic Plan documents/web page:** We've updated the Strategic Plan page with documents showcasing our 2023-25 overview and new mission and vision statements. This will be rolled out with a blog post and social media mentions in June.
- **Website:** We've rolled out the Recite Me toolbar that should make all of our pages more accessible. It has language tools, page reading, rulers to isolate text on the page, the ability to change colors and contrasts on the page, and more.

Notable Media Mentions

- The Ann Arbor Independent published our story about the Toyota STEM Grant.
- A2Y Chamber posted our press release about the Toyota STEM grant as well as our press release about the Michigan Notable Authors visit next month.
- In a Click On Detroit article, we were mentioned as a resource for getting Narcan.
- Kallista Walker was featured in an Ear to the Ground interview on WEMU talking about her work on the Topaze Project and Our Community Reads.
- Concentrate and WEMU included the YpsiWrites mental health writing programming in their larger mental health pieces.
- Lots of YDL events/recognition were included in the May Ypsilanti City Newsletter.
- Eastern Echo included us in a write-up they did about the YCS F.A.C.E. conference.

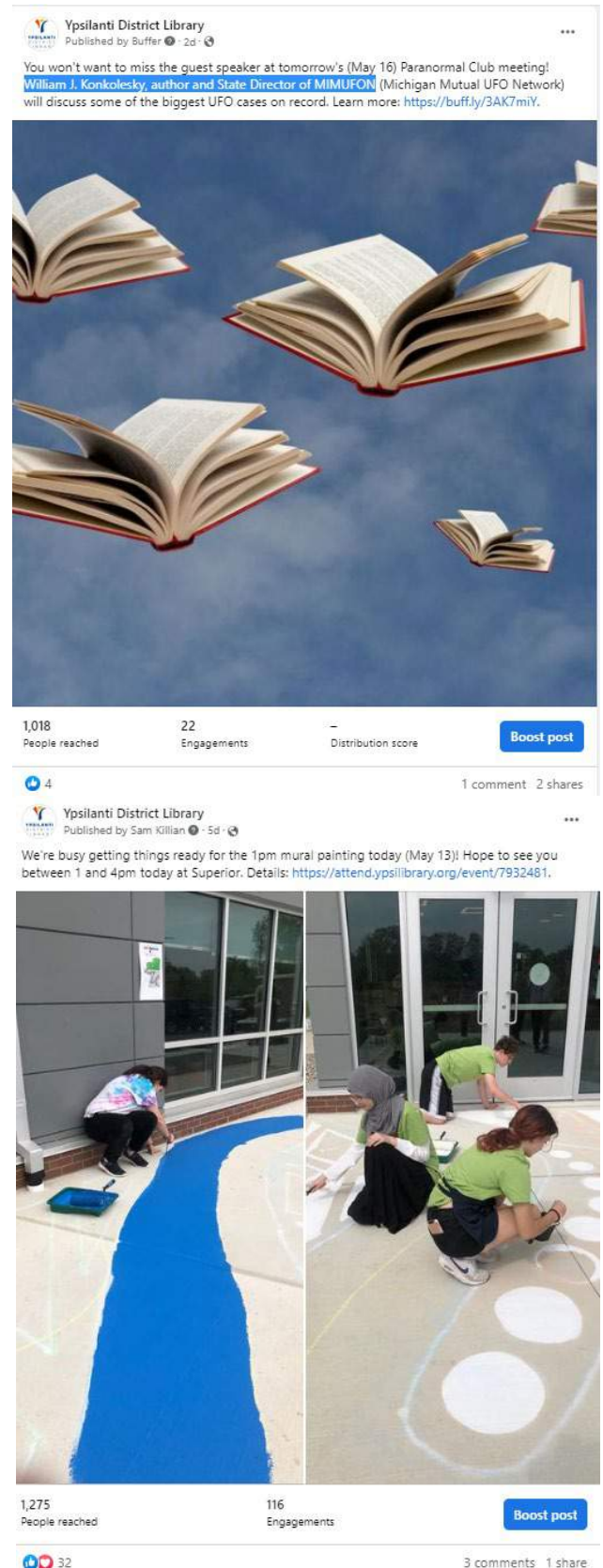
Community Relations

- Sam and Monica continue to attend Parkridge meetings and provide YDL updates.
- Sam is serving on the Communications subcommittee for the Ypsilanti Bicentennial celebration, working with other community professionals to help spread the word about Bicentennial activities.

Submitted by Sam Killian on May 18, 2023

Notable Social Media activity

- Our post about the special speaker visit (William J. Konkolesky, author and State Director of MIMUFON) at the May Paranormal Club meeting reached over 1,000 people with more than 20 engagements.
- Our post of pictures for the Community Mural painting at Superior reached nearly 1,300 people with 116 engagements, including more than 30 likes.
- One of our posts about the Friends of YDL Book Sale reached over 1,100 people with 114 engagements.
- Our post sharing the news about swim lessons at Rutherford Pool reached over 4,200 people with almost 150 engagements, showing our value as a partner organization connecting people with community information.
- Our call for teen volunteers reached over 2,600 people with 170 engagements.
- Our mural video on Instagram got 55 likes and was viewed 638 times.
- We're continually gaining followers on TikTok (up to 199) and have more than 2,700 video likes. We've published almost 70 videos so far.



Submitted by Sam Killian on May 18, 2023

Customer Services

Monthly report: May 2023

Circulation Stats

For the month of April, we checked out 44,941 items system wide.

Patrons also downloaded 14,810 digital items.

We also issued 393 new library cards.

The Whittaker Road library had 22 curbside appointments.

Fine Free

In April of 2022 we had 52 items age to “Lost” status.

In April of 2023 we had only 32 items become “Lost”.

Once again, going “Fine Free” has not had a large impact on items not being returned.

Submitted by *John Connaghan* on May 18, 2023

YDL DEVELOPMENT REPORT

May 2023

PROCESSES AND REPORTING

Lisa and Chris have started sharing responsibility for thank you letters. So far so good. Chris is working on a full acknowledgement and cultivation schedule for our various levels of donors. When a first draft is complete, she and Lisa will work on refining it before sharing with others for feedback.

PROGRAM GRANTS

In Process - Writing

Great Michigan Read 2023/24 – Author tour and supplies for this year's book, Firekeeper's Daughter by Angeline Boulley.

Michigan Arts & Culture Council New Leaders Grant (\$4,000) – Kelly Pedersen Scott is applying for a project grant to bring back Noise Permit for 2023 in collaboration with Ozone House.

Michigan Humanities Council – Request being developed in support of the Art Fund for Superior.

Fifth/Third Bank – Lisa and Chris will be preparing information to submit to our contact, Jerod Gigger, as a preliminary request for support for the new library most likely in support of the interactive play area.

Awarded

American Library Association Great Stories Club – \$500 for Michigan Ave.; reading and discussion program engaging teens who face difficult challenges.

Rotary Club of Ann Arbor – \$5,000 for free books for 2023 Summer Challenge.

Ypsilanti Downtown Development Authority – \$1,000 for 2023 in support of Halloween Downtown and the Downtown Tree Lighting

Toyota North America – The YDL team met with the Toyota team on May 8th and discussed Project STEM@YDL programming and where Toyota team members may be able to help support staff with program offerings. A listing of STEM offerings and programs at all three branches, including Outreach, was compiled by Mary, Jodi, Monica, Joy and Kelly outlining where Toyota team members' expertise and involvement would be helpful and welcomed. This was submitted to Toyota on May 12th. Another meeting with Toyota will be scheduled for May/June to review the list and solidify where Toyota team members will best fit into program and volunteer support. We are hoping to have them participate in the June 10th kick-off for the Summer Challenge.

Exploring

Ypsilanti Intergenerational Community Solutions Institute – we are currently working with Engage@EMU and the Institute to look into enhancing intergenerational programming. Funding is available through the Institute to support planning and envisioning possibilities for bolstering intergenerational projects. The Ypsilanti Senior Center is very interested in partnering with YDL on this.

Thanks to Andrew in the Business Office, a more streamlined process for tracking grant expenses has been developed to help program staff more easily record and keep track of where they are in spending down their grant allocations.

SUPERIOR CAPITAL CAMPAIGN

Funds Raised: \$1,959,381.76

Balance to Raise: \$40,618.24

Outreach continues with the following businesses and foundations:

Benard Maas Foundation – David Engelbert

Montague Foundation – Essel and Mennaka Bailey

Wadhams Family Foundation – Tim and Laurie Wadhams

Chris and Lisa continue scheduling VIP tours at the new library for major donors to the campaign, as well as prospects. Currently we are focusing on a small segment of our major donors and select prospects to tour the library and hopefully help us finish out the capital campaign by the end of the summer. Because the average length of a capital campaign is three to five years, YDL is right where we should be in terms of closing out the campaign and identifying stewardship activities and follow-up with our campaign donors.

We are also reaching out to early campaign donors with the capacity to help us finish out the campaign. In relation to this, Lisa has been communicating with Linh Song (Song Family Fund) who gave an earlier major gift toward the campaign. To that end, she has agreed to give an additional gift of \$25,000 which she would like us to match to close out the campaign. Lisa will continue conversations with Linh, whose funds will be transferred through the Ann Arbor Area Community Foundation.

ANNUAL REPORT UPDATE

The 2022 annual report was sent to 716 households in April. Gifts have started coming in both via the mail and online. Funds received, unless otherwise specified, will support the capital campaign for the new Superior library.

FUN FUNDRAISING FACT

Monthly donors give 42% more in one year than one-time donors, and 77% of nonprofits have a recurring/monthly giving program.

Facilities Department

Board Report: May 2023

Facilities has been busy! We finished building the raised garden boxes at Superior. When finished, Nicole and I hooked up the trailer to pick up some cattle fencing. Her and some volunteers made trellises, added soil. They are ready to begin their planting.



We delivered four chairs from Michigan Ave to be reupholstered by John's Upholstery. They re-covered them and returned them. They are looking nice now.

Hot dogs on the grill for the volunteer pot luck.



Patrick power washed the sidewalk in preparation for the artists to paint a mural on the Superior patio.



A careless driver hit a garden box at Michigan Ave damaging it. We picked up some L-shaped brackets, put it back together. It's like new again!



Before



After



We finished the closet, and cabinets in the meeting room at Michigan Ave. Now staff can get all their materials together, and fill up the much needed storage space.



Enlighten electricians installed power and data lines for the new after hour lockers. They also set up a cement pad for the unit to stand on. When all that was finished, Leid Products installed the new lockers.

Submitted by: Jim Reed

May 17, 2023



INFORMATION TECHNOLOGY SERVICES DEPARTMENT

May 2023

Status Report

- New self-check at Whittaker Rd – The new kiosk has been installed and serving the public. The location is where our original kiosk units were and we are pleased to see immediate usage.
- Superior – We continue to monitor our new location for real world functionality and livability tasks and are pleased to see the vast majority of systems working well.
- Virtual Meeting equipment – All systems are operational, we're also monitoring for real world feedback as this now impacts the majority of our meeting rooms across all locations. This was a great accomplishment and has been appreciated by YDL and outside partners through a number of events so far.
- New servers – 2023 will continue the process of system upgrades. Newly acquired hardware/virtual software provides us with a platform to grow and refresh almost every one of our in-house systems. I've added the Virtual hosts to their new home, updated backup infrastructure, and brought a few critical/new systems online.
- Zoho Management– We've ordered this exciting new management product and are currently testing and configuring. We'll finish this in the next few months and rollout late spring/summer.
- Spring/Summer Cleaning – I've been working on some of our data closets to re-organize and give the infrastructure a re-organization. Years of dust and day to day living has accumulated and I'll be working to get these vital backend areas a once or twice over likely through the summer as time allows.

Overall System Status

- We're currently focused on rolling out new equipment and look forward to reviewing our systems as a whole to determine additional points of improvement through-out 2023.

New or Upcoming Items

- New ILS System – We look forward to taking part in the selection and implementation process for an exciting new ILS system.

Michigan Avenue Board Report: May 2023

Programs

It's been another busy month at Mich Ave. Sometimes it's not clear who is doing what when it comes to programs so let me give credit to Michigan Ave's great staff and their hard work!

- Aaron brought 3 poets together for his Mothering Earth Poetry Gathering and brought local authors Christine Hume and Aisha Sabatini Sloan for a conversation.
- Scott had 2 great paranormal club meetings including bringing in the president of the Michigan UFO Network. His Guitar Club is rehearsing every week for the performance at the Ypsi Ale House on June 15th, 7pm. Hope you can come!
- Kathryn led another full Queer Book Club. The group has already become friends and are now also meeting at the Corner Brewery to socialize.
- Joy led the Safely Talk about Racism series which showed an interview with activist Tim Wise on CRT. This was held in the board room using the new tech setup. Thanks to Scott and Chris, all tech worked very smoothly. Joy also led Crafternooners in making Japanese bound booklets. The Knitting group and ESL Book Club meeting at Mich Ave and she makes sure things going smoothly.
- Joy and Charline worked closely with Jean Winborn and Cheryl Garnett to celebrate the Washtenaw African-American Genealogical Society's 10th anniversary. Three of their members made presentations, many members created displays of their searches, we gave away genealogy-related books and other door prizes, and fed them lunch. It was a very successful event.
- Maddy taught her ever-popular Family Painting program class to paint sunsets.
- Stephanie led gardening programs to plan the pollinator garden and a plant swap. She also led the Little Ones Storytime, First Friday Storytimes, and Saturday Storytime this month.
- Kelly led teens in creating Marbled Trinket Dishes. She also took her TAG kids to Ozone House and they created another great display in the Teen Zone.
- Jenny brought in Melissa Louise of Comfy and Colorful Studio to run 4 back-to-back sessions of Ebru Marbling. It was a truly intergenerational program. She also organized the Dungeons and Dragons Drop-in and led the Family Maker group in dying with indigo Dyeing.
- Pat led her Kids and Tween Book Clubs, Read to Dog program, and organized a highly attended Bird Walk with Audubon Society members.

Staff

Joy went to an Intergenerational programming meeting at the Ypsilanti Senior Center in April, Aaron will attend today. We are looking at ways we can work with the senior center and create more intergen programming. Charline and Maddy attended the staff Ancestry training. Shoshanna, Kathryn, and Pat



attended Ryan Dowd training on handling feelings around negative interactions with troubled patrons. Kelly applied and received a \$1000 grant from ALA's Great Stories. She also met with Ozone House to discuss Great Stories programming and perhaps having 18-24 yr. old Workzone interns this summer. Joy applied and received a \$1000 event sponsorship from the Ypsilanti DDA. Former employee, Susan Brown, also donated \$300 toward the Safely Talk about Racism series. Joy was elected as president of Kiwanis of Ypsilanti for the next year. She also helped Kiwanis with their first pancake breakfast since the pandemic. It was very well attended.

Building

We're excited that Jim and Ron have finished installing more cabinets and a closet in the Program Room so we can finally keep things more organized and the room will look less messy. Lisa arranged reupholstering of the last 4 of our original worn and ugly cushy chairs. They look fantastic! She also arranged for after-hours lockers to be installed in the plaza and circ staff are excited to start using it.

Joy Cichewicz
May 19, 2023



Outreach Board Report - May 2023

BOOKMOBILE

- Kaitlyn Johnson, Part Time Outreach Librarian has been promoted to Full Time Librarian
- **Asian American Heritage Month**
 - Celebrating Asian American Heritage month with resources.
- **Monthly Scavenger Hunts**
 - There are themed scavenger hunts for the youth on the Bookmobile. This month the theme is STEM (Science, Technology, Engineering, Math). The youth have to find anything related to Astronomy.
- Due to Memorial Day, the Bookmobile will be off the road, Monday, May 29, 2023.

SCHOOL VISITS

- **Bookmobile**
 - **Scheduled visit Ford Learning Center**
 - **Tuesday, May 23, 2023**
 - Ken MacGregor, Outreach Para-professional and Kaitlyn Johnson, Outreach Librarian will be present at the school.
 - There will be four classes: Kindergarten - 1st grade
 - There will be a themed STEM story time and the students will check out books.
 - **Visit to Eastern Michigan University Children's Institute**
 - **Thursday, May 25, 2023**
 - Ken MacGregor, Outreach Paraprofessional and Kaitlyn Johnson, Outreach Librarian will be present at the school.
 - This visit will include 4 classes - 2 1/2 -4-year old's
 - There will be story time

OUTREACH COMMUNITY EVENTS

- **Early Learning Literacy Fair, May 6, 2023**
 - **In partnership with National Academies Schools**
 - Monica Porter, Head of Outreach Services tabled at the event sharing information about the resources for the Little Ones with teachers and families
 - There were giveaways of free books.
 - There were 20 people that visited our table.



- **Ypsilanti Community Schools F.A.C.E. Youth Mental Health Awareness Fair, Saturday, May 20, 2023 at Prospect Park 12:00 PM - 3:00 PM.**
 - Bookmobile will be in attendance
 - Team: Khi Brennan, Outreach Paraprofessional, Susan Adame-Goff, Outreach Paraprofessional and Monica Porter Head of Outreach Services.
 - Will be sharing mental health resources, bringing outdoor games and library card signup.
- **Diversity Day! At Gallup Park, Sunday, May 21,2023, 11am-3pm**
 - Book Trike will be in attendance with many books on cultural diversity
 - Team: Kaitlyn Johnson, Outreach Librarian and Jonathan Lee - Outreach Paraprofessional
 - Sharing resources, outdoor games and having giveaways.

Community Event at Whittaker Branch

- In partnership with the Cultural Arts Program at Washtenaw Intermediate School District, we had a Spring Celebration where the theme was flowers. We had four craft stations: 3D Pens, Watercolor painting, Styrofoam pot making and a puzzle table. It was very successful and we had 17 people turn out.

Superior Board Report May 2023

Programs & Events

- For Asian American and Pacific Islander Heritage Month, we offered both a book display, created by Monique, and a presentation about American Samoan culture from Kayla Dillon.
- The current storytime session wraps up today. We continue to have high numbers of attendees, generally between 25-40 people each week. With the end of this session, we are closing out the Rotary grant of providing a free book to each child at storytime. This opportunity has been a huge bonus for families in building their own book collections and a draw to visit the library – exactly what we hoped for!
- SCRAP Creative reuse offered a diorama program at the end of April.
- In preparation for the ground mural painting Saturday 5/13, Yen Azzaro and I held orientation meetings with our six teen student artists. They will be in charge of various sections of the mural and will help guide activities during the painting event. We are crossing our fingers for good weather this weekend!
- We welcomed the Sycamore Meadows Tenants Association for their first meeting in the new space. We are working on developing a biweekly schedule for future meetings.
- Representative Jimmie Wilson, Jr. held a coffee hour in the meeting room on a Saturday morning.

Building

- TelSystems, our AV vendor, finished programming the front camera in the meeting room. We are now able to offer patrons full use of the videoconferencing equipment. A few items are outstanding: portable microphones, a floor box insert, configuration of the rear camera, and tweaks to the outdoor speaker.
- Jim and Patrick did a beautiful job building the raised beds for our learning garden. Nicole, with the help of our Graham Scholars interns, installed trellises and bed liners before filling with soil. We are ready for planting on May 20! Nicole has asked staff to decorate tiles for the garden path. Coronda has revealed her artistic skills and has decorated many beautiful tiles. Her latest creations incorporate the library's new mission and core values.



- The newly-formed Superior Art Committee had its first meeting. The group is working to launch a submission website by June 12.

Staffing:

- Kallista, Sienna, and Monique attended a training at Whittaker for library staff about using ancestry.com.
- Our yearly staff evaluation process is complete. In our individual conversations, I was excited to talk about goals for the coming year with staff to deepen their learning and refine/expand our services at Superior.

Submitted by Mary Garboden,
May 11, 2023

Whittaker Road-Adult Services Board Report: May 2023

Here is a listing of May programs:

- Microsoft Publisher – Basics
- Microsoft Word – Basics
- Best/Worst/Forgotten Movies Series - Forest Whitaker - Panic Room
- Small Business Savvy: - The 22 Immutable Laws of Marketing: Updated
- Thursday Morning Book Group
- Microsoft Excel – Basics
- Gmail - Basics
- Science Fiction Book Club
- Microsoft Word – Intermediate
- Microsoft Excel – Intermediate
- The Way We Were: - Ypsilanti history in "Time Capsule" by Greg Fournier
- Google Docs for Beginners (Adult-Virtual)
- Mother's Day Cards/Crafts
- Microsoft PowerPoint – Basics
- Google Sheets for Beginners (Adult-Virtual)
- Flower Gardening 101
- Small Business Savvy: - Staging Your Products for Online Sales
- Microsoft Excel – Pivot Tables (Intermediate)
- Life Lines
- Google Sheets Tips & Tricks (Adult-Virtual)
- How to Host a Zoom Meeting (Adult-Virtual)
- Google Slides for Beginners (Adult-Virtual)
- Garden questions? Ask the Master Gardener!
- Google Docs Tips & Tricks (Adult-Virtual)
- Google Drive - Basics
- Virtual African American Authors Book Discussion Group
- Virtual Mystery Lover's Book Group
- Google Calendar – Basics

We counted 238 vehicles that drove up/dropped off electronics for recycling during our ecycle event last month; we got great feedback from those who came and did some additional marketing for our August document shredding; people were happy to hear that we will have that event as well. Robert got over 40 attendees for his Mother's Day card program on May 12th that was done together with Youth Department staff. We're all getting ready for the upcoming Summer Challenge; staff will attend a refresher on this summer-long event as needed so we are ready to go. Sheila will help at the kickoff event over at YDL-Superior on June 10th.

Robert, Paula, Christy and Brenda are taking care of the remaining LOT items that were not yet added to the library's collection when Sarah left. Look for guitars and Remali action cameras to be added soon! Thanks to Julie for ordering needed items and taking care of the item/MARC records. Recently added items include a pulse oximeter, several new games, a Dremel, a set of trigger clamps and a document

reader. Most of our gardening items are currently checked out and interest in the giant outdoor games is growing again now that warmer weather is here. Other popular items include our mini projector, our sewing machine, our radon detector, and our Cricut machine. All of these have multiple requests on them. We've already purchased a second projector and will look at ordering duplicates of other popular items soon.

Paula has worked with Bernadette Skodack from the Ann Arbor Alumnae Chapter of Sigma Alpha Iota International Music Fraternity to facilitate the donation of a guitar for YDL-Superior. The group held a fundraiser and will soon be bringing a guitar with a bag, extra strings, and a tuner. Once we catalog and process these items, YDL will have a guitar available for checkout at all 3 YDL locations.

All staff is weeding in their collection areas in preparation for a new ILS. It's good to make space for new items and to make it easier for patrons to find what they DO want by weeding out what they DON'T want.

Submitted by Paula Drummond May 17th, 2023

Whittaker Youth Services Board Report May 2023

Programs

Little Ones

Storytimes Immediately following the last board report, the weather turned cold again and attendance numbers returned to usual. 719 people attended 25 storytimes in April. During the 8 week spring session 1503 people attended 48 storytimes, averaging 31 per program, which is slightly lower than the winter session.

Tummy Times and Sensory Stations All four sessions for pre-walkers and older little ones were popular. 32 people attended Psyche's Tummy Times where parents made sensory bags and 98 people attended Ulana's pond themed Sensory Stations.

Big Events for Little Ones In May, 150 parents and little ones moved to tuba and piano music at the KinderConcert. In April, 76 people met mammals from the Leslie Science and Nature Center.

Kids

STEMfest UM's Scientist Spotlight was popular, with 134 people enjoying 2 hours of hands-on science stations featuring new discoveries by UM students.

Chess Tournament After school programs and the afternoon homeschool meetup concluded the first week of May. To cap off this year's chess club, our volunteer Jenny Smith coordinated a tournament. 24 youth played chess for several hours on a Sunday while their families watched. Jenny had clocks on hand and used official chess tournament software to track winners, but because we didn't require membership in the US Chess Federation, it was a casual tournament. Pizza and ice cream were served and first and second place winners got to pick a book to keep.

Mother's Day Marlena helped Robert with a popular Mother's Day cards and crafts program.

Teens I've been working with Sam to promote summer volunteering opportunities. Kelly, Liz, Kallista and I are hoping for a good turnout to help with lunches and reading buddies at all locations. TAG worked on the details of their summer after hours and used Canva to make flyers.

Other Work

Books and Displays Liz created a project where kids can make bees and tape them to the display. Marlena's art cart has flower making supplies. Emma created an Asian and Pacific Island author book display for heritage month. We're taking advantage of the programming break to weed.

Play Spaces Jaclyn turned the Lego area into a build-a-train area with paper tracks on the ground. Liz turned the pretend play space into a Homestead with chickens, foraging, and gardening toys. Marlena turned the fine motor skills play space into an area all about robots. Before Covid, we changed out the themes every three months, but so many people are using the library to play, items become dirty and in disrepair quickly, so we are doing this every two months now.

Tours In April and May we'll host four 5th grades, three 2nd grades, and a small group of online learners from YCS. Although we haven't ironed out a permanent plan on how to create student cards, our workaround plan using our MOU with the district and access to student data allows us to create regular YDL library cards. A teacher sends a class list that Monica uses to pull data, then John makes the cards and everyone on the tours gets to check out a book.

Interns We look forward to working with two interns in the Youth Department this summer. Both come to us with experience in customer service and working with children and are excited to learn about working at a library. Michael Spaeth just completed his first year in Wayne State's MLIS program and previously worked at 826Michigan. Audrey Whitton just graduated from ECA and has been accepted to start UM's SI program for undergraduates next year.

TALK I made two presentations about TALK with our HighScope evaluator Madeline Chimka, one at the Michigan Association for the Education of Young Children conference and one as a member of a panel at the HighScope International Conference where I met the education coordinator for the DIA who has developed a program using art to help HeadStart families build language skills at the museum. I look forward to talking to her more about how we might use her curriculum or supplies at the library. Sam ordered TALK materials for Michigan public libraries and participating Indiana Libraries. Lisa has coordinated deliveries with the help of LM and TLN.

Submitted by Jodi Krahnke May 18, 2023



New Business

To: YDL Board of Trustees
From: Lisa Hoenig, Library Director
Date: 5/18/2023
Re: Approval of 2023 L-4029 Tax Rate Request Forms

Each June YDL must submit L-4029 forms to the Washtenaw County Clerk's Office to request the appropriate tax be levied by each of the municipalities in the library district. The signatures of the Board President and Secretary are required on the approved forms.

Accountant Jim Carey prepares these forms based on figures from the County Equalization Department. For the first time in 8 years, the operating millage tax rates are not being rolled back by Headlee. This is largely due to inflation. Our millage rates are not being reduced, so we will see more revenue. However, because everything is more expensive, our money isn't going as far.

YDL's operating millages are authorized by approval of these forms.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2023-20

May 24, 2023

RESOLUTION TO APPROVE L-4029 TAX RATE REQUEST FORMS FOR 2022

Whereas the Ypsilanti District Library receives the bulk of its revenue from dedicated millages approved by the voters of the City of Ypsilanti, Ypsilanti Township, and Superior Township, and

Whereas L-4029 Tax Rate Request forms are required each year to authorize the collection of these taxes,

Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

The 2023 L-4029 Tax Rate Request forms are approved as presented.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

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

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 460,900,158
Local Government Unit Requesting Millage Levy Ypsilanti District Library/Charter Township of Superior	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

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

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headfee"	(6) 2023 Current Year "Headfee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headfee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CA24' 89'	Oper.	93 & 98	1.6000	1.4294	1.0000	1.4294	1.0000	1.4294		1.4294	N/A
CA24' 89'	Oper.	11/2/10	.3800	.3600	1.0000	.3600	1.0000	.3600	.3600		N/A
Voted	Oper.	11/6/18	.7000	.6739	1.0000	.6739	1.0000	.6739		.6739	12/31/29

Prepared by Lisa Hoenig	Telephone Number (734) 879-1300	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Brian Steimel	
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		Patricia Horne McGee	

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

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

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

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

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

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 407,249,485
Local Government Unit Requesting Millage Levy Ypsilanti District Library/City of Ypsilanti	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

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

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CA24' 89'	Oper.	93 & 98	1.6000	1.4294	1.0000	1.4294	1.0000	1.4294	1.4294		N/A
CA24' 89'	Oper.	11/2/10	.3800	.3600	1.0000	.3600	1.0000	.3600	.3600		N/A
Voled	Oper.	11/8/18	.7000	.6739	1.0000	.6739	1.0000	.6739		.6739	12/31/29

Prepared by Lisa Hoenig	Telephone Number (734) 879-1300	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☐ Clerk
☒ Secretary

Signature	Print Name Brian Steimel	Date
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☐ Chairperson
☒ President

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

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

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

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

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

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2023 Taxable Value of ALL Properties in the Unit as of 5-22-2023 1,677,692,621
Local Government Unit Requesting Millage Levy Ypsilanti District Library/Charter Township of Ypsilanti	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

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

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2023 Current Year "Headlee" Millage Reduction Fraction	(7) 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CA24' 89'	Oper.	93 & 98	1.6000	1.4294	1.0000	1.4294	1.0000	1.4294		1.4294	N/A
CA24' 89'	Oper.	11/2/10	.3800	.3600	1.0000	.3600	1.0000	.3600	.3600		N/A
Voted	Oper.	11/6/18	.7000	.6739	1.0000	.6739	1.0000	.6739		.6739	12/31/29

Prepared by Lisa Hoenig	Telephone Number (734) 879-1300	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		Brian Steimel	
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		Patricia Horne McGee	

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

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

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