

BOARD OF TRUSTEES



YPSILANTI
DISTRICT
LIBRARY

2024 Information Packet

Wednesday, May 15, 2024
6:30pm | YDL-Whittaker

Ypsilanti District Library
YDL Board Meeting, May 15, 2024, 6:30 pm, YDL – Whittaker Rd. Boardroom
AGENDA

AGENDA ITEM	Information	Discussion	Action
Call to Order	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<p>*Roll Call Patricia Horne McGee <input type="checkbox"/> Theresa M. Maddix <input type="checkbox"/> Brian Steimel <input type="checkbox"/> Terrence Williams <input type="checkbox"/> Jean Winborn <input type="checkbox"/> Kristy Cooper <input type="checkbox"/> Bethany Kennedy <input type="checkbox"/></p>			
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"/>
Presentation: 2023 Annual Report, Sam Killian, Community Relations Coordinator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Presentation: University of Michigan School of Information (UMSI) student analysis of Michigan/Ypsi Room, Katie Page, Head, Acquisitions Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Presentation: Michigan Avenue vestibule options, Kyle Keaffaber, architect	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Consent Agenda	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> A. Proposed Minutes from March 27, 2024, Regular meeting B. March 2024 Financials and Check Register C. April 2024 Financials and Check Register 			
Communications	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Committee Reports			
D. Friends of the Library	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
E. Fundraising	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
F. Facilities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
G. Michigan Avenue Building	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Director's Report			
A. Monthly Report	<input checked="" type="checkbox"/>		
B. Quarterly Reports	<input checked="" type="checkbox"/>		
C. Dashboards	<input checked="" type="checkbox"/>		
D. Departmental Reports	<input checked="" type="checkbox"/>		
Old Business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Business			
A. Consideration of a proposal to replace two light poles at the entrance to Michigan Avenue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
B. Approval of quotations to purchase additional security camera equipment and contract for necessary cabling	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
C. Selection of Michigan Avenue vestibule change order options	<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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Minutes
of
Previous
Meeting**

Ypsilanti District Library
Board of Trustees Meeting
Minutes, March 27, 2024 (Unapproved)

Call to Order

President Bethany Kennedy called the Regular Meeting to order at 6:30 p.m.

Attendance

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

Also present: Director Lisa Hoenig, Assistant Director Julianne Smith, Business Office Manager Andrew Hamilton, as well as Head of Youth Services Jodi Krahnke.

Approval of the Agenda

Trustee Steimel asked to include a Friends of the Library Report in the Committee Reports section. With that addition, Trustee Winborn moved to approve the agenda and Trustee Williams supported this motion.

Vote: Ayes: 7
Nays: 0
Motion: Passed
Absent: 0

Public Comment

Mr. Chris Tebbens advised he had read the most recent article of the Loop and was excited to see Black Birders Week highlighted there. He is also really looking forward to that event. Secondly, he advised that the Washtenaw Audubon Society has officially changed its name to the Washtenaw Bird and Nature Alliance as it seeks to be more inclusive.

Mr. Derrick Jackson, Director of Community Engagement with Washtenaw County Sheriff's Office, spoke about a couple of items to the Board. He first thanked the library for their partnership last year during the 2023 Community Violence Intervention Summit in assisting with the distribution of books for that event. He also advised that this year's 2024 Community Violence Intervention Summit will be held on April 29, 2024, and he wanted to extend an invitation. The event will be held at the Morris J. Lawrence Building on the Washtenaw Community College campus. This year's author will be Shaka Senghor speaking on his book "Writing My Wrongs: Life, Death, and Redemption in an American Prison."

Presentation: Project STEM @ YDL report, Jodi Krahnke, Head of Youth Services

Jodi Krahnke, Head of Youth Services, provided an overview of the on-going grant sponsored by Toyota Motor North America, Inc. (TMNA). TMNA is using a strategic plan called "Driving Possibilities" in three communities across the USA: Plano, TX, Georgetown, KY, and Ypsilanti, MI. The goal of the program is to ensure that communities have the opportunity to access careers in the high growth industries. They believe the future of their company depends on having an educated workforce. Ms. Krahnke explained the model TMNA is using to focus the work on the community, and the library's role in this work. She also broke down the \$30,000 budget from 2023, the significant purchases, programs and impacts of the grant, as well as a preview of plans for the \$30,000 2024 grant budget.

Ypsilanti District Library
Board of Trustees Meeting
Minutes, March 27, 2024 (Unapproved)

Consent Agenda

Trustee Steimel asked about the attendance roll call on the February 2024 Board meeting minutes. After a brief discussion, the Board agreed to continue the practice of only designating attendance as present or absent. The February 2024 Board meeting minutes will be amended to remove the excused designation. Trustee Maddix moved to approve the consent agenda as amended (February 28, 2024, Regular meeting and February 28, 2024, Financials and Check Registers). Trustee Horne McGee supported this motion.

Vote: Ayes: 7
Nays: 0
Motion: Passed
Absent: 0

Communication

Director Hoenig attended the Superior Township Board Meeting on March 18, 2024. At the meeting, the Superior Township Board voted to approve the measure to effectively match the \$40,000.00 that Washtenaw County offered towards the Harris Road Widening Project. This will bring the total amount due for the project from the Library down to a figure very close the original budgeted amount. Director Hoenig reported that she was told that the April 15 Superior Township Board Meeting will include the actual repayment agreement to be voted on for approval. She thanked both the Superior Township Board as well as Washtenaw County for making this happen.

Committee Reports

Facilities Committee Report – Director Hoenig reported that the demolition has started downtown at the Michigan Avenue library. The additional archway in the youth department has been created, all the millwork for the teen zone, youth desk and computers have been removed to open up the space. Upstairs there has been work done to repair the sub-flooring to allow the new flooring to be installed. Director Hoenig advised the work on the vestibule has been a hold-up, as the company who originally accepted the bid for work has backed out. Sourcing a new company for the work has been a priority but is one of the reasons why the opening date will likely be pushed back somewhat. Director Hoenig stated that the target for substantial completion will now be July 12th, 2024. She also advised that during a recent windy day a light pole toppled over in front of the library, and that she is discussing replacement options with the Historical Commission. Trustee Maddix requested a review of the home page and more updates, if possible, on the pace of construction at the Michigan Avenue branch. Trustee Williams reported that at the Washtenaw County Board meetings there has been an increase in comments and conversations regarding the Michigan Avenue closure, specifically in regards to warming centers.

Fundraising Committee – Director Hoenig described events being planned in relation to the opening of Michigan Avenue. One event is a ticketed, sneak-peek of the library before opens. The tentative date is June 30. For the second event, a former Board member reached out and asked if they could do a neighborhood house-party for Michigan Avenue. This is an exciting possibility. Director Hoenig would like to convene the Fundraising Committee in the next several weeks to discuss the Board’s potential role in these events. Finally, Director Hoenig stated that a welcome-back-bash for the general public is planned for when the library reopens. The date for this event is August 3.

Ypsilanti District Library
Board of Trustees Meeting
Minutes, March 27, 2024 (Unapproved)

Michigan Avenue Building Committee – Director Hoenig shared that the Committee approved a study to be performed to detail whether insulation could and should be installed. The thought process is that insulation would save money for both the library and the insurance company, and make the building more resilient. It would also eliminate the need to add radiant heating on the first floor, a cost saving that would also allow for more collection space along the walls. The study was capped at a cost not to exceed \$5000.00. Director Hoenig is happy to report that the initial answer from the engineering firm confirms that insulation may be added. Now they are determining which type of insulation to use.

Friends of the Library - Trustee Steimel advised that a meeting of the group was held on Monday, March 25, 2024. Sales events were discussed, as the most recent pop-up sale continued the trend of performing better than the large sales. The group is also considering other ways to secure funding, including applying for grants. Recently the group applied for a grant to supply a truck for Michigan Avenue. He also discussed his ongoing research comparing local Friends of the Library groups, having identified 25 in southeastern Michigan to compare and contrast. One of the most prominent items he has noticed so far, is that our Friends of the Library group is not 501(c)(3) designated. He believes they might work towards this designation as a way to enhance donations, since the donations will then be tax-deductible. Trustee Steimel responded to several fellow Board member questions, and some time was spent on the dues structure and the comparisons between different groups. Trustee Steimel advised he plans to have a report for the Board at the next meeting.

Report of the Library Director

Director Hoenig shared that two EMU social worker student intern candidates were interviewed, accepted, and will begin their placements at the library in late August. Director Hoenig then polled the Board regarding the recent glass repair at Whittaker. The pane has been replaced by the color isn't a great match. The correct color is only produced once a year, and must be special ordered. The quote is over \$22,000. The Board agreed the cost is excessive. If insurance will not cover the replacement, we will stick with the color currently installed.

Trustee Maddix pointed out a correction to the performance Dashboard. The reissue of the recent Audit was also discussed, and Director Hoenig explained the discrepancy and the resolution.

Old Business

None

New Business

- A. Resolution to designate fund balance for capital improvements

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2024-12

March 27, 2024

RESOLUTION TO MODIFY FUND BALANCE DESIGNATIONS

Ypsilanti District Library
Board of Trustees Meeting
Minutes, March 27, 2024 (Unapproved)

Whereas the Ypsilanti District Library Board of Trustees has the authority to designate portions of the Library Fund Balance for specific uses, and

Whereas, the Library maintains a Capital Projects Fund, and

Whereas, the Library is committed to offering facilities where all feel welcome and secure, and uses the Capital Projects Fund to maintain them, and

Whereas, additional capital project expenses are anticipated in 2024, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that:

\$500,000 currently designated Unassigned are hereby designated as Committed funds for Capital Improvement.

OFFERED BY: Trustee Steimel

SUPPORTED BY: Trustee Winborn

YES: 6 NO: 0 ABSENT: 1 VOTE: 6-0 Passed

BOARD MEMBER COMMENTS

Trustee	Comment
Trustee Cooper	No Comment
Trustee Steimel	Provided positive feedback to Jodi Kranhke for her work on providing statistics comparing programming attendance and number of programs seasonally over time both before and after the Covid-19 pandemic.
Trustee Winborn	Wanted to thank the library staff for the work and efforts they make every day.
Trustee Maddix	Thanked the Library for co-sponsoring with the League of Women Voters the Precinct Three Candidate Forum. She was appreciative of the library providing materials, but wanted most to thank the staff who took the time to support the effort.
Trustee Williams	Removed himself from the meeting at 7:30pm.
Trustee Kennedy	Appreciative of the New Mover service that was initiated for the people who move into the area and receive the postcard detailing the Library's services available to them. She feels that is a great welcome and service to new residents. She also expressed gratitude for Jodi Kranhke's presentation on Project STEM with Toyota.
Trustee Horne McGee	No Comment

Adjournment

Trustee Winborn moved to adjourn at 7:35 p.m. Trustee Horne McGee seconded this motion.

Vote: Ayes: 6
Nays: 0
Motion: Passed
Absent: 1

Financial Report

**Ypsilanti District Library
Balance Sheet
April 30, 2024
General Fund**

	FYE 11/30/19 ACTUAL	FYE 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	FYTD 4/30/2024	Current FYTD Variance from 11/30/23
Assets:							
Total Cash & Cash Equivalents	2,596,924	2,940,888	3,413,908	3,497,836	4,132,884	5,940,572	1,807,687
Receivables & Other assets	49,282	98,153	84,370	108,670	89,635	62,944	(26,691)
Total Assets	2,646,206	3,039,041	3,498,278	3,606,506	4,222,520	6,003,516	1,780,996
Liabilities							
	145,758	85,577	313,638	344,511	1,160,956	98,120	(1,062,837)
Composition of Fund Balance							
Reserved:							
Yoder Memorial	3,252	3,252	3,252	3,252	3,252	3,252	0
Yates Memorial	3,357	3,357	3,357	3,357	3,357	3,357	0
Designated:							
Improvement Fund	1,102,434	352,434	352,434	352,434	-	-	0
Working Capital	500,000	500,000	500,000	500,000	500,000	500,000	0
Unreserved/Undesignated	696,080	272,195	1,753,090	1,852,576	2,907,407	2,554,937	(352,470)
Current YTD	(23,885)	1,478,262	99,487	466,448	(352,452)	2,843,850	3,196,303
Total Fund Balance	2,281,238	2,609,500	2,711,620	3,178,067	3,061,563	5,905,396	2,843,833
Total Liabilities & Fund Balance	2,426,996	2,695,077	3,025,258	3,522,578	4,222,520	6,003,516	1,780,996

Ypsilanti District Library
Period Ending 4/30/24 (41.7% of Year)
General Fund

ACCT #	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	REMAINING BUDGET	YTD AS A % OF BUDGET
Total Revenues	5,918,352	6,086,566	6,437,010	6,668,539	4,942,804	1,725,735	74.1%
Expenditures							
Dept 100 Administrative	2,132,618	2,357,850	2,799,845	3,054,582	599,277	2,455,305	19.6%
Dept 200 Michigan Ave.	542,950	619,718	679,655	755,436	208,823	546,613	27.6%
Dept 300 Outreach	92,557	103,159	285,464	265,708	113,608	152,100	42.8%
Dept 400 Superior Township	162,269	230,011	482,563	559,757	221,770	337,987	39.6%
Dept 500 Whittaker Rd	1,080,805	1,156,232	1,266,793	1,353,535	447,498	906,037	33.1%
Dept 600 Donations	21,629	52,305	79,576	-	6,831	(6,831)	NA
Dept 700 Grants	19,079	31,359	43,127	-	1,146	(1,146)	
Total	4,051,907	4,550,634	5,637,023	5,989,018	1,598,953	4,390,065	26.7%
Net Revenue Over Expenditures	1,866,445	1,535,932	799,987	679,521	3,343,850		
Sale of Assets	-	-	-	-	-		
Board Designation of Funds	(1,400,000)	(1,300,000)	(1,152,434)		(500,000)		
Fund balance - beginning of period	2,711,633	3,178,078	3,414,010	3,061,563	3,061,563		
Fund Balance - end of period	3,178,078	3,414,010	3,061,563	3,741,084	5,905,413		

**Ypsilanti District Library
General Fund
Period Ending 4/30/2024
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	YTD AS A % OF BUDGET
Revenue							
403.000	Superior Township Tax Levy	939,410	998,342	1,076,710	1,139,898	947,763	83.1%
425.000	City of Ypsilanti Tax Levy	866,352	889,936	944,675	1,003,630	303,337	30.2%
425.075	PPT Reimbursement	22,407	27,533	33,869	20,000	0	0.0%
440.000	Ypsilanti Township Tax Levy	3,653,122	3,707,057	3,862,384	4,149,269	3,438,361	82.9%
441.000	Renaissance Zone Reimb	68,165	67,905	66,774	65,000	0	0.0%
443.000	State Aid Direct	35,678	43,256	44,630	44,671	22,158	49.6%
447.000	State Aid Indirect	36,286	43,254	44,630	44,671	22,158	49.6%
500.500	Operational Grant Revenue			10,000		30,000	
500.600	Talk Grant Revenue	47,787	41,774	45,554	35,000	32,832	93.8%
657.000	Lost Books/Misc.	7,187	6,777	7,195	6,000	1,762	29.4%
657.100	Smart Cards - Printing & Copies	8,765	22,883	33,006	30,000	13,551	45.2%
657.600	Proctor Fees	263	574	60	0	45	
661.000	Penal Fines County	113,205	83,080	69,569	68,000	0	0.0%
662.100	Community room rentals	0	1,250	2,250	2,500	1,250	50.0%
679.000	Donations/Misc.	1,360	2,045	12,872	2,500	1,576	63.1%
681.000	Donations Designated	0	0	0	0	500	NA
681.080	Donations/Memorials	7,170	7,736	4,629	600	0	0.0%
687.000	Interest/Checking	457	1,383	6,705	4,800	4,284	89.2%
687.010	Interest/Savings	5,226	3,154	54,301	35,000	23,497	67.1%
687.121	MI Class value change	0	0	3,033	0	42,370	NA
688.000	Interest/Endowment	6,227	0	0	0	0	
689.000	Dividends-MML	4,312	7,460	6,490	6,000	6,675	111.3%
690.000	Dividend Revenue Endowment	9,045	8,161	12,595	11,000	12,421	112.9%
691.000	CARES act Credit	6,400	0	0	0	0	
Total Revenue		5,838,824	5,963,560	6,341,931	6,668,539	4,904,542	73.5%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2024
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	YTD AS A % OF BUDGET
Expenditures							
Dept 100 Administrative							
702.000	Salary Wages	685,029	758,009	860,334	981,124	401,862	41.0%
702.100	Professional/Accounting	7,445	8,700	10,340	10,800	5,150	47.7%
702.150	Bank Fees	1,888	2,494	2,807	3,630	1,917	52.8%
702.900	Salary/Subs	1,571	5,987	17,893	15,600	4,594	29.4%
705.000	Employee Recognition Awards	804	689	521	750	266	35.5%
710.000	Payroll Service	12,115	13,050	18,957	11,500	4,234	36.8%
715.000	Employer Payroll Tax	148,792	164,634	208,026	235,243	89,224	37.9%
715.100	ACA Taxes Paid by employer	331	555	644	1,190	0	0.0%
718.000	MERS Defined Contribution	91,780	99,768	108,527	143,055	42,361	29.6%
719.000	FSA Admin Fee	729	624	600	758	262	34.5%
727.000	Office Supplies	24,088	38,242	45,636	34,000	6,420	18.9%
727.050	CARES act Exp	6,305	0	0		0	
727.200	Supplies-Facility	12,957	18,696	22,127	32,000	8,516	26.6%
752.000	MML/Building Insurance	66,589	74,515	77,332	81,972	83,155	101.4%
753.000	MML/Workers Comp	9,744	10,202	12,633	15,050	11,880	78.9%
754.000	Health Insurance	394,266	380,631	456,375	489,783	220,580	45.0%
755.000	PT Telemedicine	0	0	0	4,131	1,160	28.1%
756.000	Delta Dental	34,322	32,832	34,625	35,589	14,517	40.8%
758.000	Life Insurance	4,316	4,061	4,708	4,728	1,932	40.9%
759.000	Vision Service Plan	9,074	8,907	9,340	9,420	4,351	46.2%
762.000	STD/LTD (Disability Insurance)	10,594	12,301	18,396	18,612	8,359	44.9%
769.000	Printing & Publishing	18,325	18,779	24,323	22,750	8,422	37.0%
769.050	Classified Advertising	432	733	312	1,000	-21	-2.1%
774.050	Digital Collection	209,154	246,754	315,437	296,050	115,376	39.0%
774.100	Data Bases	24,948	28,073	32,458	50,000	23,749	47.5%
774.800	System Wide DVDs	493	61	220	0	0	NA
774.900	All Materials Processing	21,270	25,603	28,394	35,000	7,834	22.4%
774.950	Play Kits	2,590	2,975	4,735	4,900	943	19.2%
774.975	Library of Things	2,876	8,799	12,379	14,000	628	4.5%
801.000	Major Events	2,805	9,143	14,259	23,325	2,704	11.6%
801.500	Learning Never Gets Old	1,999	2,999	0	0	0	
802.000	Mileage/Travel Reimbursement	775	4,754	6,936	6,000	2,617	43.6%
804.000	Workshops/Training	2,422	3,613	7,003	6,500	1,853	28.5%
805.000	Memberships & Dues	5,685	5,603	6,661	6,750	4,840	71.7%
806.000	Talk Grant Expenses	23,383	40,362	21,750	35,000	31,038	88.7%
807.000	Operational Grant Expenditure			12,389	0	8,372	NA
810.000	Capital Outlay - Buildings	5,197	650	4,880	5,000	766	15.3%
810.100	Capital Outlay - Improvements	3,500	0	2,261	6,000	0	0.0%
811.100	Capital Outlay - Technology	0	0	59,118	59,119	0	0.0%
812.000	Capital Outlay - Furnishings	268	1,100	5,735	5,000	0	0.0%
840.010	Insurance Claim In Progress		-5,825	138	0	-693,649	MA
850.000	Automation - Technology	128,433	110,254	134,299	133,395	55,488	41.6%
850.100	Telecommunications	6,243	7,003	11,111	8,241	13,976	169.6%
850.200	ILS Contract	59,088	64,631	63,125	50,400	47,867	95.0%
850.500	Software Subscription	21,823	35,693	42,936	44,983	23,966	53.3%
890.000	The Library Network	2,796	2,796	2,796	4,500	0	0.0%
928.000	Postage	20,112	18,912	20,240	23,569	5,962	25.3%
965.000	Auditing Service	7,875	8,100	8,325	8,550	8,550	100.0%
975.000	Legal	5,280	11,191	1,870	10,000	7,950	79.5%
975.500	Legal - Negotiations	0	7,620	0	0	0	
980.000	Professional/Contractual	27,087	54,649	37,007	40,815	6,284	15.4%
980.500	Branding Costs	2,201	894	3,195	4,000	1,494	37.3%
981.500	Lost Book Expense	1,094	1,646	3,431	6,300	620	9.8%
982.000	MTT Charge Back City	471	48	259	2,000	0	0.0%
983.000	MTT Charge Back TWP	1,070	3,873	878	7,500	910	12.1%
983.100	MTT Charge Back-Superior Twp	184	1,467	914	5,000	0	0.0%
984.050	Contributions/Endowment	0		250	0	0	NA
Total		2,132,618	2,357,850	2,799,845	3,054,582	599,277	19.6%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2024
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	YTD AS A % OF BUDGET
Dept 200 Michigan Ave.							
702.000	Salaries	402,866	423,056	473,988	500,515	175,893	35.1%
702.800	Salaries-Pages	3,463	4,784	6,611	4,680	3,939	84.2%
771.000	Adult Books & Processing	22,288	18,713	14,185	22,150	310	1.4%
772.000	Youth Books & Processing	13,282	16,552	11,280	14,800	22	0.1%
776.000	Periodicals - Adult	2,802	4,395	2,868	3,500	0	0.0%
776.050	Periodicals - Youth	0	0		100	0	0.0%
778.000	Adult Audio/Visual	5,441	4,852	3,481	6,600	141	2.1%
779.000	Youth Audio/Visual	2,413	2,743	901	2,050	0	0.0%
801.500	Learning Never Gets Old	0	0	1,250	1,250	610	48.8%
802.200	Parking	3,600	3,600	3,700	3,900	0	0.0%
810.000	Capital Outlay - Buildings	10,000	68,081	18,357	100,000	0	0.0%
812.000	Capital Outlay - Furnishings	3,384	0	4,510	0	0	NA
840.000	Repair & Maintenance - Building	16,584	17,990	32,249	22,900	5,467	23.9%
840.025	Campbell Maint Contract	12,672	12,672	13,204	14,800	7,400	50.0%
840.050	Snow Removal/ Lawn Care	7,259	7,778	12,097	13,400	3,300	24.6%
900.000	Programs-Adult	1,462	1,772	2,641	3,000	871	29.0%
901.000	Programs-Youth	1,762	606	2,531	2,500	517	20.7%
940.000	Phone	4,553	2,631	2,319	1,671	968	57.9%
943.000	Natural Gas	3,946	4,838	3,923	5,009	3,040	60.7%
947.000	DTE - Electric	18,309	18,797	20,935	25,321	5,096	20.1%
949.000	Ypsilanti Comm Utilities Auth	6,864	5,858	6,029	7,290	1,250	17.1%
980.000	Professional Contractual (Security)	0	0	42,596	0	0	NA
Total		542,950	619,718	679,655	755,436	208,823	27.6%
Dept 300 Outreach							
702.000	Salaries	70,870	77,276	233,500	236,142	104,261	44.2%
775.000	Library Materials	5,084	5,857	3,275	6,550	2,071	31.6%
801.500	Learning Never Gets Old	0	0	1,223	3,000	746	24.9%
811.000	Capital Outlay Vehicle	0	0	35,000	0	0	NA
840.000	Repair & Maintenance	14,636	13,986	8,376	12,130	3,941	32.5%
901.000	Programs	0			2,000	250	12.5%
943.000	Fuel	1,967	6,040	4,090	5,886	2,340	39.8%
Total		92,557	103,159	285,464	265,708	113,608	42.8%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2024
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	YTD AS A % OF BUDGET
Dept 400 Superior Township							
702.000	Salaries	149,424	211,331	353,232	367,003	150,402	41.0%
702.800	Salary/Pages	0	0	3,706	9,360	2,186	23.4%
771.000	Adult Books & Processing	0	0	14,935	18,000	4,108	22.8%
772.000	Youth Books & Processing	0	0	12,171	16,700	7,564	45.3%
775.000	Library Materials	6,553	7,388	0	0	0	
776.000	Periodicals	0	0	1,290	1,400	0	0.0%
778.000	Audio/Visual	0	0	1,276	2,300	762	33.1%
801.500	Learning Never Gets Old	0	0	748	1,000	400	40.0%
810.000	Cap Outlay Building	0	0	2,381	50,000	26,143	52.3%
812.000	Cap Outlay Furnishings	0	0	0	3,000	0	0.0%
840.000	Repair & Maintenance	1,179	2,603	5,503	5,000	2,213	44.3%
840.025	Campbell Maint Contract	0	0	7,108	8,500	4,250	50.0%
840.050	Snow Removal & Lawn Care	980	2,980	26,505	17,000	8,466	49.8%
900.000	Programs - adult	580	267	502	1,500	446	29.7%
901.000	Programs - Youth	624	655	547	2,500	822	32.9%
902.000	Art Purchases	0	0	8,683	9,000	210	2.3%
940.000	Phone	1,138	782	2,041	2,101	852	40.6%
943.000	Natural Gas	650	1,097	2,722	2,953	1,984	67.2%
947.000	DTE - Electric	1,044	1,299	8,772	9,240	4,722	51.1%
949.000	Ypsilanti Comm Utilities Auth	97	1,609	6,681	5,400	180	3.3%
980.000	Professional/Contractural	0	0	23,760	27,800	6,060	21.8%
Total		162,269	230,011	482,563	559,757	221,770	39.6%

**Ypsilanti District Library
General Fund
Period Ending 4/30/2024
(41.7% of Year)**

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	Approved FY 2023-2024 BUDGET	YTD 4/30/24 ACTUAL	YTD AS A % OF BUDGET
DEPT 500 WHITTAKER RD							
702.000	Salaries	722,800	749,625	798,216	902,601	306,891	34.0%
702.800	Salaries-Pages	19,698	28,923	31,782	37,440	11,164	29.8%
771.000	Adult Books	41,604	44,654	44,943	41,900	7,863	18.8%
772.000	Youth Books	27,802	29,974	29,767	38,200	10,108	26.5%
776.000	Periodicals - Adult	4,405	5,717	6,237	10,000	677	6.8%
776.050	Periodicals - Youth	745	617	722	800	2	0.2%
778.000	Adult Audio/Visual	10,284	8,739	7,498	10,200	2,234	21.9%
779.000	Youth Audio/Visual	4,236	4,157	3,081	3,800	399	10.5%
810.000	Cap Outlay Building	12,515	22,620	71,761	20,000	4,269	21.3%
810.100	Cap Outlay Improvements		0	0	0	0	0.0%
840.000	Repair & Maintenance - Building	22,271	54,658	36,176	27,300	14,476	53.0%
840.025	Campbell Maint Contract	42,797	41,649	41,379	50,900	25,450	50.0%
840.050	Snow Removal/Lawn Care	16,199	18,348	34,465	28,000	8,250	29.5%
900.000	Programs - Adult	3,765	2,382	3,196	4,200	724	17.2%
901.000	Programs - Youth	6,659	6,647	12,837	13,000	5,949	45.8%
903.000	Equipment Maintenance	1,564	0	1,702	3,000	234	7.8%
940.000	Phone	9,105	5,277	4,916	5,068	2,053	40.5%
943.000	Natural Gas	30,040	31,451	24,868	31,680	14,877	47.0%
947.000	DTE - Electric	99,414	96,182	106,775	117,955	30,553	25.9%
949.000	Ypsilanti Comm Utilities Auth	4,902	4,612	6,472	7,491	1,325	17.7%
980.000	Professional/Contractual	0			0		NA
Total		1,080,805	1,156,232	1,266,793	1,353,535	447,498	33.1%
Dept 600 Donations							
Revenue:							
	Total Revenue	37,195	106,336	46,229			
	Total Donated revenue	37,195	106,336	46,229		35,736	NA
Expenditures:							
	Total Expenditures	21,629	52,305	79,576			
	Total Expenditures	21,629	52,305	79,576		6,831	NA
Dept 700 Grants							
Revenue							
	Total Grant Revenue	42,333	16,670	48,850			
	Total Revenue	42,333	16,670	48,850		2,526	NA
Expenditures							
	Total Expenditures	19,079	31,359	43,127			
	Total Expenditures	19,079	31,359	43,127		1,146	NA
Total	Net -- restricted for future	23,254	-14,689	5,723		1,380	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		5,918,352	6,086,566	6,437,010	6,668,539	4,942,804	
Total Expenditures		4,051,907	4,550,634	5,637,023	5,989,018	1,598,953	26.7%
	Net Revenue Over Expenditures	1,866,445	1,535,932	799,987	679,521	3,343,850	
	Fund Balance Beginning of Year	2,711,633	3,178,078	3,414,010	3,061,563	3,061,563	
	Board Designation	-1,400,000	-1,300,000	-1,152,434	0	-500,000	
	Ending Fund Balance	3,178,078	3,414,010	3,061,563	3,741,084	5,905,413	

**Ypsilanti District Library
Balance Sheet
April 30, 2024
Capital Asset Replacement Fund**

	FYE 11/30/19 ACTUAL	FYE 11/30/20 ACTUAL	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	FYTD 4/30/2024	Current FYTD Variance from 11/30/23
Assets:							
Cash and Current Assets	1,481,745	2,807,370	3,503,051	1,356,163	914,194	1,353,238	439,044
Total Assets	1,481,745	2,807,370	3,503,051	1,356,163	914,194	1,353,238	439,044
Liabilities	-	-	-	468,231	542,328	542,328	0
Fund Balance	1,478,745	2,665,015	3,489,597	887,932	371,866	810,910	439,044
Total Liabilities & Fund Balance	1,478,745	2,665,015	3,489,597	1,356,163	914,194	1,353,238	439,044

Ypsilanti District Library
 Capital Expenses
 Period Ending 4/30/24 (41.7% of Year)

ACCT #	ACCOUNT NAME	FY 11/30/21 ACTUAL	FY 11/30/22 ACTUAL	FY 11/30/23 ACTUAL	YTD 4/30/24 ACTUAL
Revenue					
Dept 400 Superior Construction					
683.800	Superior Library Designated	857,193	450,871	166,970	8,893
688.000	Interest	1,181	97	7,230	-
Other departments		-	-	-	-
		-	-	-	2,184
Total		858,374	450,968	174,200	11,077
Transfer from Operating Fund		1,400,000	1,300,000	1,152,434	500,000
Expenditures					
Dept 200 Michigan Avenue Projects					
980.000	Prof/Contractual	16,860	97,989	66,927	19,290
Subtotal		16,860	97,989	66,927	19,290
Dept 400 Superior Construction					
702.150	Bank Fees	620	1,503	570	150
752.500	Insurance - Bldrs Rsk	-	8,564	-	-
780.000	Opening Day Collection	-	194,247	7,319	-
801.000	Major Events	3,544	7,744	2,191	-
812.000	Capital Outlay - Eq/Furn	-	208,175	36,712	-
850.000	Automation - Technology	-	91,123	26,562	-
910.000	Site Development	32,064	-	-	-
943.000	Fuel/Natural Gas	-	1,482	-	-
975.000	Legal/Attorney	16,797	720	-	-
980.000	Prof/Contractual	21,763	-	618	-
981.000	Architect Fees	275,895	142,813	(32,314)	-
955.100	General Contractor	655,988	3,167,412	1,367,136	1,500
985.300	Outside Contract Expense	-	42,875	58,545	-
Subtotal		1,006,671	3,866,658	1,467,340	1,650
Dept 500 Whittaker Projects					
980.000	Prof/Contractual	410,262	387,987	308,428	51,099
Subtotal		410,262	387,987	308,428	51,099
TOTAL Capital Expenditures		1,433,793	4,352,633	1,842,695	72,039
Total Revenue Over Expenditures		824,581	(2,601,665)	(516,060)	439,038
Beginning Fund Balance		2,665,015	3,489,596	887,930	371,871
Ending Fund Balance		3,489,596	887,930	371,870	810,910

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
2022				
Board Assigned	1/26/2022	1,000,000	300,000	
YTD Capital Campaign & Int	11/30/2022	450,968		
YTD Expenditures	11/30/2022	-3,866,658	-485,975	
Balance	11/30/2022	732,824	155,108	887,932
2023				
Board Assigned	2/1/2023	800,000	352,434	
YTD Capital Campaign & Int	11/30/2023	174,200		
YTD Expenditures	11/30/2023	-1,467,340	-375,355	
Balance	11/30/2023	239,685	132,187	371,872
2024				
Board Assigned	3/27/2024		500,000	
YTD Capital Campaign & Int	4/30/2024	0	11,077	
YTD Expenditures	4/30/2024	-1,650	-70,389	
Balance	4/30/2024	238,035	572,875	810,910
				240,000 future pledges
				1,050,910

	Project Summary Through:	
	4/30/2024	4/30/2024
	Superior	Other
Board	5,300,000	1,934,179
Capital Campaign	1,549,652	11,077
Future pledges	240,000	
Expense	-6,611,617	-1,372,381
	478,035	572,875

Check Register Report

Date: 04/01/2024

Time: 9:54 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								
76840	03/06/24	Printed			APBS	A PRODUCTION BUILDING SOLUTION	Jan 2024 service	1,980.00
76841	03/06/24	Printed			ALER	ALERUS FINANCIAL	YDL contribution 2/24	28,526.54
76842	03/06/24	Printed			AWS	ALLIED WASTE SYSTEMS #241	Whit Mar 2024 service	607.26
76844	03/06/24	Printed			AMCASE	AMAZON CAPITAL SERVICES	Feb 2024 billing	4,350.67
76845	03/06/24	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	Jetton renewal 3/31/24	123.00
76846	03/06/24	Printed			AIS	ARBOR INSPECTION SERVICES, LLC	MA backflow test 2/2024	400.00
76847	03/06/24	Printed			ABOS	ASSOCIATION OF BOOKMOBILE & BLOOM ROOFING SYSTEMS	MacGregor membership 2024	49.00
76848	03/06/24	Printed			BLOOM	MAREDDITH BYRD	whit re-detailing	2,392.00
76849	03/06/24	Printed			MABY	CAPITAL ONE	3/26/24 self portrait	300.00
76851	03/06/24	Printed			CAPONE	JAMES CAREY	1/25-2/22/24 statement	4,793.49
76852	03/06/24	Printed			JCARY	CDW GOVERNMENT, INC.	Feb 2024 services	900.00
76853	03/06/24	Printed			CDW	CENGAGE LEARNING	kensington pro fit	760.58
76854	03/06/24	Printed			CEN	JUDY CIESLAK	flames of wrath	50.23
76855	03/06/24	Printed			JUCE	CLARK SCHAEFER HACKETT	deposit-Cham Pony 6/15/24	110.00
76856	03/06/24	Printed			CSH	TONNA CLEMONS	completion audit 2024	8,550.00
76857	03/06/24	Printed			TOCL	COMMUNICO	3/29/24-Galaxy Art	300.00
76858	03/06/24	Printed			COMMU	TORYN CURRIE	3/31/24-3/30/25 subscription	8,000.00
76859	03/06/24	Printed			TOCU	DOODLES ACADEMY	Feb 2024 Steam Cafe intern	117.00
76860	03/06/24	Printed			DOO	DTE ENERGY	3/27/24 spring break art	250.00
76861	03/06/24	Printed			DTE ENERGY	DTE ENERGY	whit 1/24-2/22/24	7,403.37
76862	03/06/24	Printed			DTE ENERGY	DTE ENERGY	Superior 1/25-2/23/24	1,176.48
76863	03/06/24	Printed			DTE ENERGY	DTE ENERGY	whit street Feb 2024	55.63
76864	03/06/24	Printed			DTE ENERGY	DTE ENERGY	MA 1/30-2/28/24 coverage	1,194.32
76865	03/06/24	Printed			CLFI	CLARKE FIELDS	Feb 2024 Steam Cafe intern	130.00
76866	03/06/24	Printed			FCB	FIRST CITIZENS BANK	lease due 3/19/24	2,372.95
76867	03/06/24	Printed			GWP	GEORGE F. WILBUR, INC	whit washer/dryer hookup	1,243.00
76868	03/06/24	Printed			GLCO	GLASCO CORPORATION	whit youth glass pain	5,520.00
76869	03/06/24	Printed			GORDON	GORDON FOOD SERVICE, INC.	Mich Ave-Joy	95.82
76870	03/06/24	Printed			HEAL	HEALTHIEST YOU INC.	March 2024	293.25
76871	03/06/24	Printed			IMPDAD	IMPERIAL DADE	liner/bath & facial tissue	412.13
76872	03/06/24	Printed			IPS	INSIGHT PUBLIC SECTOR, INC.	Veeam Backup renewal	1,931.75
76873	03/06/24	Printed			LARD	LARDNER ELEVATOR COMPANY	whit-maint 2/2024	195.00
76874	03/06/24	Printed			0000000051	THE LIBRARY NETWORK	database tumble 2024	2,909.30
76875	03/06/24	Printed			REM	RUTH MELLA	Youth Poet Laureate	1,000.00
76876	03/06/24	Printed			A21	MICHIGAN MUNICIPAL	4/1/24-4/1/25 pool renewal	83,155.00
76877	03/06/24	Printed			MWP	MICHIGAN WEB PRESS	spring 2024 LOOP	4,935.85
76878	03/06/24	Printed			MAAA	MID-AMERICA ARTS ALLIANCE	deposit - The State of Water	1,175.00
76879	03/06/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	505083509.....	410.92
76880	03/06/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	hoopla Feb 2024	19,233.08
76881	03/06/24	Printed			NUTTY	NUTTY SCIENTISTS SE MICHIGAN	Murder Mystery teen band	350.00
76882	03/06/24	Printed			OV	OVERDRIVE, INC.	01576CO24052474.....	4,026.91
76883	03/06/24	Printed			PP	PROGRESSIVE PRINTING	YDL pocket folders-1,000	999.00
76884	03/06/24	Printed			QM	Q+M	Spring 2024 LOOP	2,000.00
76885	03/06/24	Printed			SCCRRE	SCRAP CREATIVE REUSE	3/28/24 upcycle program	100.00
76886	03/06/24	Printed			0000000136	STATE OF MICHIGAN	Detroit tax - February 2024	152.08
76887	03/06/24	Printed			THOM WEST	THOMSON REUTERS-WEST	MI rules of court 2024	332.00
76888	03/06/24	Printed			U	ULINE	Superior-6 x 10 mat	407.97
76889	03/06/24	Printed			WOOD	WOODLANDS LIBRARY COOPERATIVE	2024 labor law poster - 3	90.00
76890	03/06/24	Printed			0000000021	Y C U A	whit 1/20-2/19/24 service	663.93
76891	03/06/24	Printed			YPSIHARD	YPSILANTI ACE HARDWARE	closing 2/29/24	19.95

Check Register Report

Date: 04/01/2024

Time: 9:54 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								
76892	03/21/24	Printed			000000025	AFLAC	#6 of 13	113.80
76893	03/21/24	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	Connaghan renewal 2024	247.00
76894	03/21/24	Printed			BAKTAY	BAKER & TAYLOR INC 4108472	statement 02/29/24	64.44
76895	03/21/24	Printed			BAKL	BAKER & TAYLOR INC 4407662	statement 02/29/24	81.92
76896	03/21/24	Printed			BK1092	BAKER & TAYLOR INC 4421092	statement 02/29/24	66.33
76897	03/21/24	Printed			BK7742	BAKER & TAYLOR INC. 4387742	statement 02/29/24	1,392.47
76898	03/21/24	Printed			BK7752	BAKER & TAYLOR INC. 4387752	statement 02/29/24	1,170.06
76899	03/21/24	Printed			BK7762	BAKER & TAYLOR INC. 4387762	statement 02/29/24	116.36
76900	03/21/24	Printed			BK7772	BAKER & TAYLOR INC. 4387772	statement 02/29/24	67.08
76901	03/21/24	Printed			BK7792	BAKER & TAYLOR INC. 4387792	statement 02/29/24	631.48
76902	03/21/24	Printed			0000573063	BAKER & TAYLOR, INC. 573063	statement 02/29/24	1,707.11
76903	03/21/24	Printed			0000573097	BAKER & TAYLOR, INC. 573097	statement 02/29/24	132.23
76904	03/21/24	Printed			0000573121	BAKER & TAYLOR, INC. 573121	statement 02/29/24	2,165.31
76905	03/21/24	Printed			BASIC	BASIC	March Admin fee	52.93
76906	03/21/24	Printed			BECRAU	BECKETT & RAEDER	Entry Plaza Whit	960.00
76907	03/21/24	Printed			BENCH	BENCHMARK DESIGN STUDIO	YDL Digital bookmarks-10,000	282.00
76908	03/21/24	Printed			ANBL	ANN BLAKESLEE	YpsiWrites presenters-4	300.00
76909	03/21/24	Printed			BCN	BLUE CARE NETWORK OF MI	April 2024 coverage	49,415.29
76910	03/21/24	Printed			BOD	BODMAN PLC	Jan 2024 billing	1,440.00
76911	03/21/24	Printed			A15	BP PRODUCTS OF NORTH AMERICA	2/6-3/5/24 billing period	540.47
76912	03/21/24	Printed			CAMPINC	CAMPBELL, INC	whit 3/1-5/31/24 coverage	18,550.00
76913	03/21/24	Printed			CEN	CENGAGE LEARNING	The Woman in Me	188.18
76914	03/21/24	Printed			0000000567	CENTER POINT PUBLISHING	Unchartered Flight	147.42
76915	03/21/24	Printed			HFCL	CITY OF DEARBORN	lost ILL-Return to Love	20.99
76916	03/21/24	Printed			CLHI	CLARK HILL	Feb 2024 service	318.50
76917	03/21/24	Printed			COMMU	COMMUNICO	broadcast 2/29/24-2/27/25	318.22
76918	03/21/24	Printed			CONSTELL	CONSTELLATION NEWENERGY-	Feb 2024 service - all	4,889.54
76919	03/21/24	Printed			0000000027	DELTA DENTAL PLAN OF MICHIGAN	April 2024 coverage	2,864.73
76920	03/21/24	Printed			0000000398	DISCOUNT SCHOOL SUPPLY	whit youth supplies	26.94
76921	03/21/24	Printed			ENV	ENVISIONWARE INC.	6/1/24-5/31/25 renewal	10,200.35
76922	03/21/24	Printed			HOME	HOME DEPOT CREDIT SERVICES	statement 3/13/24	564.17
76923	03/21/24	Printed			HLD	HOWLETT LOCK & DOOR, INC.	Superior	213.00
76924	03/21/24	Printed			IUG	INNOVATIVE USERS GROUP	3/25-3/27/24 K.Page registr	525.00
76925	03/21/24	Printed			LFS	LIBERTY FINANCIAL SERVICES LLC	3/23/24-Fund your Dreams	150.00
76926	03/21/24	Printed			0000000051	THE LIBRARY NETWORK	3/14/23-3/14/25 #2 of 3	3,330.00
76927	03/21/24	Printed			MNL	MADISON NATIONAL LIFE INS CO	April 2024 coverage	1,838.52
76928	03/21/24	Printed			MBM	MBM TECHNOLOGY SOLUTIONS	Whit 2/15-3/14/24	741.71
76929	03/21/24	Printed			AFSCME	MICHIGAN AFSCME	March 2024 dues	782.00
76930	03/21/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	505125518.....	670.11
76931	03/21/24	Printed			MY FAVORIT	MY FAVORITE PLANT COMPANY	March 2024 lease	128.00
76932	03/21/24	Printed			OV	OVERDRIVE, INC.	Prisoner's Throne	100.00
76933	03/21/24	Printed			PATR	PATRON ACCOUNT	ILL lost - E is for Evidence	25.00
76934	03/21/24	Printed			0000000443	SHERWIN-WILLIAMS	whit lobby	40.31

Check Register Report

Date: 04/01/2024

Time: 9:54 am

Page: 3

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								
76935	03/21/24	Printed			SD	SIRSIDYNIX	BLUECloud 3/1-8/31/24	5,038.21
76936	03/21/24	Printed			STAPAD	STAPLES ADVANTAGE	statement 2/25/24	1,238.35
76937	03/21/24	Printed			STUD	SUPERIOR TOWNSHIP UTILITY DEPT	Feb 2024 service	49.04
76938	03/21/24	Printed			TDSM	TDS	3/22-4/21/24 coverage	774.77
76939	03/21/24	Printed			VERIZON	VERIZON WIRELESS	2/10-3/9/24 service	336.02
76940	03/28/24	Printed			APBS	A PRODUCTION BUILDING SOLUTION	Superior 3/2024 service	2,100.00
76941	03/28/24	Printed			SARAR	SARA ADDINGTON	Chair Yoga 4/12/24	200.00
76942	03/28/24	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	geiman renewal 5/31/24	162.00
76943	03/28/24	Printed			0000000003	ANN ARBOR NEWS	whit 6/29/24	126.71
76944	03/28/24	Printed			AVWB	AVERY WILLIAMSON LLC	Girl Scouts Beyond Bars 4/6/24	250.00
76945	03/28/24	Printed			BECRAU	BECKETT & RAEDER	Whit entry plaza thru 2/29/24	640.00
76946	03/28/24	Printed			BENCH	BENCHMARK DESIGN STUDIO	LOT bkmks-10,000	282.00
76947	03/28/24	Printed			BSB	BSB COMMUNICATIONS INC.	3/20-21/24 service	1,400.00
76949	03/28/24	Printed			CAPONE	CAPITAL ONE	2/23-3/24/24 billing	4,840.40
76950	03/28/24	Printed			CEN	CENGAGE LEARNING	Becoming Madam Secretary	113.21
76951	03/28/24	Printed			FDC	FABER DESIGN CO.	MA March design services	15,574.53
76952	03/28/24	Printed			GARB	MARY GARBODEN	STEAP tea tasting 3/9/24	200.00
76953	03/28/24	Printed			IMPDAD	IMPERIAL DADE	bath tissue	510.88
76954	03/28/24	Printed			LIBRARY DE	LIBRARY DESIGN ASSOCIATES	MA initial move stacks	4,948.00
76955	03/28/24	Printed			0000000051	THE LIBRARY NETWORK	telecom quarterly jan-mar 2024	6,962.36
76956	03/28/24	Printed			MENT	MENTOR2YOUTH, INC	Mar-May 2024 chess series	200.00
76957	03/28/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	505224089.....	353.73
76958	03/28/24	Printed			OTS	OMNI TECH SPACES	50%-Superior play area	26,143.05
76959	03/28/24	Printed			OV	OVERDRIVE, INC.	01576CO24087816.....	3,680.37
76960	03/28/24	Printed			PATR	PATRON ACCOUNT	return-Talented Clementine	25.00
76961	03/28/24	Printed			PP	PROGRESSIVE PRINTING	bkmk-4 photo-8,000	754.00
76962	03/28/24	Printed			0000000030	VISION SERVICE PLAN - MI	April 2024 coverage	715.34
76963	03/28/24	Printed			WRLROCK	WORLD OF ROCKS	microscope	116.96
76964	03/28/24	Printed			ZOZO	ZOHO CORPORATION	4/6/24-4/5/25 subscription	6,056.00

Total Checks: 122 **Checks Total (excluding void checks): 397,914.36**

Total Payments: 122 **Bank Total (excluding void checks): 397,914.36**

Total Payments: 122 **Grand Total (excluding void checks): 397,914.36**

Check Register Report

Date: 05/01/2024

Time: 2:23 pm

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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								
76965	04/09/24	Printed			KHAH	KHOLOUD AHMAD	5/4/24 Arabic storytime	100.00
76966	04/09/24	Printed			AWS	ALLIED WASTE SYSTEMS #241	MA April 2024 service	607.26
76967	04/09/24	Printed			AALLC	ALLSTAR ALARM LLC	Superior5/1-7/31/24 service	138.00
76969	04/09/24	Printed			AMCASE	AMAZON CAPITAL SERVICES	4/1/24 statement	2,645.15
76970	04/09/24	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	Sales renewal 4/30/24	62.00
76971	04/09/24	Printed			LOR	BAKER & TAYLOR 4108482	statement 3/31/24	276.02
76972	04/09/24	Printed			BAKTAY	BAKER & TAYLOR INC 4108472	statement 3/31/24	106.91
76973	04/09/24	Printed			BAKL	BAKER & TAYLOR INC 4407662	statement 3/31/24	32.25
76974	04/09/24	Printed			BK7742	BAKER & TAYLOR INC. 4387742	statement 3/31/24	1,511.93
76975	04/09/24	Printed			BK7752	BAKER & TAYLOR INC. 4387752	statement 3/31/24	997.43
76976	04/09/24	Printed			BK7792	BAKER & TAYLOR INC. 4387792	statement 3/31/24	34.48
76977	04/09/24	Printed			0000573063	BAKER & TAYLOR, INC. 573063	statement 3/31/24	861.47
76978	04/09/24	Printed			0000573097	BAKER & TAYLOR, INC. 573097	statement 3/31/24	108.84
76979	04/09/24	Printed			0000573766	BAKER & TAYLOR, INC. 573766	statement 3/31/24	461.30
76980	04/09/24	Printed			BENCH	BENCHMARK DESIGN STUDIO	Library week banners	300.00
76981	04/09/24	Printed			A15	BP PRODUCTS OF NORTH AMERICA	statement 4/6/24	462.81
76982	04/09/24	Printed			CAMPINC	CAMPBELL, INC	server room	347.88
76983	04/09/24	Printed			JCARY	JAMES CAREY	March 2024 service	700.00
76984	04/09/24	Printed			CEN	CENGAGE LEARNING	best that you can do	109.46
76985	04/09/24	Printed			DTE ENERGY	DTE ENERGY	MA 2/29-3/28/24 service	1,203.71
76986	04/09/24	Printed			DTE ENERGY	DTE ENERGY	whit 2/23-3/22/24 service	7,547.84
76987	04/09/24	Printed			DTE ENERGY	DTE ENERGY	superior 2/24-3/25 service	1,041.93
76988	04/09/24	Printed			DTE ENERGY	DTE ENERGY	whit street March 2024	55.23
76989	04/09/24	Printed			ELEM	ELEMENTONE CONSULTING, INC	pay structure update 2025	2,000.00
76990	04/09/24	Printed			FST	FIRST BOOK	whit-Fam Rd - #7001222787	459.80
76991	04/09/24	Printed			GRNG	GRAINGER	ballast	49.78
76992	04/09/24	Printed			HEAL	HEALTHIEST YOU INC.	April 2024 service	293.25
76993	04/09/24	Printed			0000000051	THE LIBRARY NETWORK	Acq services apr-jun 2024	2,014.29
76994	04/09/24	Printed			LFC	LIFESTYLE FITNESS COACH-LLC	spring series	180.00
76995	04/09/24	Printed			AFSCME	MICHIGAN AFSCME	April dues 2024	782.00
76996	04/09/24	Printed			MICHLIB	MICHIGAN LIBRARY ASSOCIATION	Org renewal 6/30/25	2,748.00
76997	04/09/24	Printed			MICHMUN	MICHIGAN MUNICIPAL LEAGUE	policy 7/1/24-7/1/25	4,576.00
76998	04/09/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	505224084.....	238.67
76999	04/09/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	hoopla march 2024	20,662.63
77000	04/09/24	Printed			MY FAVORIT	MY FAVORITE PLANT COMPANY	April 2024 lease	128.00
77001	04/09/24	Printed			OV	OVERDRIVE, INC.	01576CO24060060.....	7,079.62
77002	04/09/24	Printed			PW	PLANTWISE	whit burn 3/25/24	900.00
77003	04/09/24	Printed			PRESI	PRESIDIO NETWORKED SOLUTIONS	MA install	750.00
77004	04/09/24	Printed			PP	PROGRESSIVE PRINTING	Ypsi History-1,000 brochures	374.00
77005	04/09/24	Printed			JORE	JOSEPH REILLY	4/27 concert-Superior	500.00
77006	04/09/24	Printed			RLPG	ROWMAN LITTLEFIELD PUBLISHING	county/city 2023	238.10
77007	04/09/24	Printed			STAPAD	STAPLES ADVANTAGE	billing date 3/26/24	358.37
77008	04/09/24	Printed			0000000021	Y C U A	MA 2/20-3/20/24 bservice	644.77
77009	04/09/24	Printed			YPSIHARD	YPSILANTI ACE HARDWARE	closing 3/31/24	32.23
77010	04/23/24	Printed			0000000025	AFLAC	#7 of 13	113.80

Check Register Report

Date: 05/01/2024

Time: 2:23 pm

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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								
77011	04/23/24	Printed			ALER	ALERUS FINANCIAL	YDL employ contribution 3/24	19,773.25
77012	04/23/24	Printed			AMERICAN L	AMERICAN LIBRARY ASSOCIATION	pitcher renewal 3/31/24	123.00
77013	04/23/24	Printed			ANN ARBOR	ANN ARBOR HANDS ON MUSEUM	5/4/24 fun of flight	216.90
77014	04/23/24	Printed			AASO	ANN ARBOR SYMPHONY ORCHESTRA	5/13/24 kinderconcerts	320.00
77015	04/23/24	Printed			ANLI	ANOINTED LIVING LLC	Hip Hop workshop 5/18/24	100.00
77016	04/23/24	Printed			BK7762	BAKER & TAYLOR INC. 4387762	statement 3/31/24	495.19
77017	04/23/24	Printed			0000573121	BAKER & TAYLOR, INC. 573121	statement 3/31/24	3,930.02
77018	04/23/24	Printed			BASIC	BASIC	April 2024 admin fee	52.93
77019	04/23/24	Printed			BENCH	BENCHMARK DESIGN STUDIO	bus ads	165.00
77020	04/23/24	Printed			BBR	BLACK MEN READ	5/8/24 superior program	200.00
77021	04/23/24	Printed			BCN	BLUE CARE NETWORK OF MI	May 2024 coverage	50,249.44
77022	04/23/24	Printed			BOD	BODMAN PLC	feb 2024 services	5,886.00
77023	04/23/24	Printed			BSB	BSB COMMUNICATIONS INC.	4/9/24 remote call	87.50
77024	04/23/24	Printed			VIRCAR	VIRGINIA CARDWELL	5/2/24 wills/trusts/estate	100.00
77025	04/23/24	Printed			CEN	CENGAGE LEARNING	cemetery of untold stories	139.45
77026	04/23/24	Printed			0000000567	CENTER POINT PUBLISHING	silence in her eye	147.42
77027	04/23/24	Printed			CIDL	CLARKSTON INDEPENDENCE	lost ILL-Slap shot	13.24
77028	04/23/24	Printed			CONSTELL	CONSTELLATION NEWENERGY-	March 2024 service - all	4,080.65
77029	04/23/24	Printed			SUDA	SUHANI DALELA	Family STEM series	250.00
77030	04/23/24	Printed			0000000027	DELTA DENTAL PLAN OF MICHIGAN	May 2024 coverage	2,904.76
77031	04/23/24	Printed			KADI	KAYLA DILLON	5/11/24 storytime-Asian americ	150.00
77032	04/23/24	Printed			EMUF	EASTERN MICHIGAN UNIVERSITY	Forward2Future - family STEM	1,500.00
77033	04/23/24	Printed			ELPULI	ELSIE PUBLIC LIBRARY	lost ILL-old nursery rhymes	19.25
77034	04/23/24	Printed			FDC	FABER DESIGN CO.	Mich Ave 12/2023-3/2024	14,305.00
77035	04/23/24	Printed			FCB	FIRST CITIZENS BANK	due 4/19/24	2,372.95
77036	04/23/24	Printed			HOME	HOME DEPOT CREDIT SERVICES	4/12/24 statement	645.63
77037	04/23/24	Printed			IMPDAD	IMPERIAL DADE	supplies	695.32
77038	04/23/24	Printed			MNL	MADISON NATIONAL LIFE INS CO	May 2024 coverage	1,890.05
77039	04/23/24	Printed			MBM	MBM TECHNOLOGY SOLUTIONS	whit 3/15-4/14/24	667.48
77040	04/23/24	Printed			MIDWESTTAP	MIDWEST TAPE LLC	505253527.....	234.50
77041	04/23/24	Printed			OV	OVERDRIVE, INC.	things hoped for	7.99
77042	04/23/24	Printed			PALA	STACEY PALAZZOLO	PLA conference lodging	671.38
77043	04/23/24	Printed			PATR	PATRON ACCOUNT	return-See no Stranger	28.00
77044	04/23/24	Printed			ELIZ	ELIZABETH PITCHER	PLA conference lodging	785.49
77045	04/23/24	Printed			0000000318	PRINTING SYSTEMS	checks 2023	179.05
77046	04/23/24	Printed			PP	PROGRESSIVE PRINTING	YDL 2023 Ann Rpt-800	574.00
77047	04/23/24	Printed			ROWA	R&W CONSULTING LLC	hip hop workshop 5/18/24	100.00
77048	04/23/24	Printed			KARO	KAREN ROBINSON	WAAG presenter 4/20/24	100.00
77049	04/23/24	Printed			RDL	ROMEO DISTRICT LIBRARY	lost ILL-Axeman's Jazz	24.95
77050	04/23/24	Printed			JUL	JULIANNE SMITH	Volunteer Potluck 2024	178.96
77051	04/23/24	Printed			SUBSPR	SUBURBAN SPRINKLER SYSTEMS	whit start up 2024	934.65
77052	04/23/24	Printed			SLC	SUPERIOR LANDSCAPE COMPANIES	April 2024 service	1,681.25
77053	04/23/24	Printed			STUD	SUPERIOR TOWNSHIP UTILITY DEPT	March 2024 service	40.82
77054	04/23/24	Printed			TDSM	TDS	4/22-5/21/24 service	774.07
77055	04/23/24	Printed			TERM	TERMINIX COMMERCIAL	whit 3/28/24 dogs	766.00
77056	04/23/24	Printed			TCI	TERRACON CONSULTANTS, INC.	whit roof	2,270.00

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Date: 05/01/2024

Time: 2:23 pm

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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								
77057	04/23/24	Printed			TRENTON	TRENTON VETERANS MEMORIAL	lost ILL-Slice of Snow	2.95
77058	04/23/24	Printed			0000000316	U S POSTMASTER	Fee for PERMIT #658	320.00
77059	04/23/24	Printed			UMSI	UNIQUE MANAGEMENT SERVICES,	new mover fees	1,185.08
77060	04/23/24	Printed			VERIZON	VERIZON WIRELESS	3/10-4/9/24 service	335.98
77061	04/23/24	Printed			0000000030	VISION SERVICE PLAN - MI	May 2024 coverage	715.34
77062	04/23/24	Printed			VISION	VISIONS	4/29/24 Warrior Lawyers	500.00
77063	04/23/24	Printed			WT	WT COX INFORMATION SERVICES	Girls' Life	1.80

Total Checks: 98

Checks Total (excluding void checks): 188,727.90

Total Payments: 98

Bank Total (excluding void checks): 188,727.90

Total Payments: 98

Grand Total (excluding void checks): 188,727.90

Communications

Check Detail

Pay To Ypsilanti District
Library

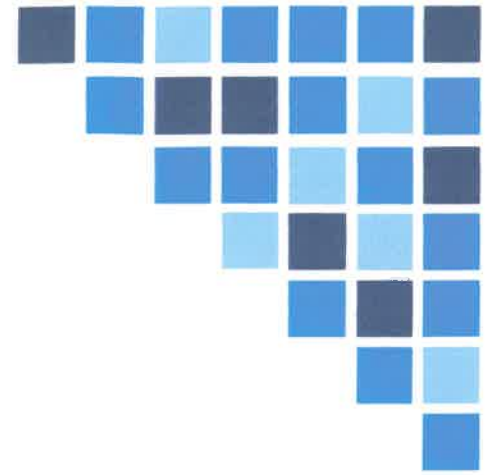
Check Date 04/17/2024

Check Amount 18,940.45

Grant 27116	General Operating Support	04/17/2024	8,892.95
	James W. and Marla J. Gousseff Fund for the Ypsilanti District Library		
Grant 27168	General Operating Support	04/17/2024	8,452.43
	Ypsilanti District Library Endowment Fund		
Grant 27169	General Operating Support	04/17/2024	1,595.07
	Ypsilanti District Library Endowment Fund-agency		



LEADERS IN EARLY CHILDHOOD EDUCATION



April 16, 2024

Jodi Krahnke
Head of Youth Services
Ypsilanti District Library
5577 Whittaker Rd.
Ypsilanti, MI 48197

We are excited to let you know that we were awarded funds through the Michigan Labor and Economic Opportunity Office to turn the old church on our campus into a community. **Your organization provided letters of support for our grant application, and we want to thank you for that assistance.**

The community center will provide a holistic approach to health and education for underserved families in the northeast Ypsilanti area in partnership with other service providers in the area such as mental health, physical health, disabilities support, family therapy and parent outreach, after-school activities, arts & culture activities, age-appropriate playgrounds, etc. The community center will be a place for residents to gather that will mitigate the effects of social isolation caused by COVID (using the renovated kitchen, cafeteria, classrooms, and other spaces) and offer a wide variety of services to the community. Aligned with the Michigan poverty task force goals, this project will serve over 6000 households.

For this project, there are three SMART goals:

- 1) Enhance resources for positive individual, family, and community growth including services for the elderly, handicapped and children and recreation opportunities by renovating an existing building within 3 years in northeast Ypsilanti.
- 2) Meet community development and wellbeing needs having a particular urgency created by the COVID-19 pandemic by renovating spaces where residents can gather therefore minimizing the effects of social isolation.
- 3) Benefit low and moderate income persons in Ypsilanti by creating spaces to house educational support, workforce development, recreational needs, mental/physical health support systems, etc.

The HighScope Educational Research Foundation is an independent, nonprofit organization committed to supporting the critical work of educators and caregivers in providing high-quality early childhood education to children from birth to age five. Founded in 1970 by psychologist Dr. David P. Weikart, HighScope is headquartered in Ypsilanti, Michigan and has institutes around the world.

Thank you again for assisting us with this grant.

Sincerely;

Alejandra Barraza



Libraries
Take
Action!

The State of
AMERICA'S
LIBRARIES
2024

TOP 10
Most Challenged
Books of 2023
PAGE 7

A report from **ALA** American
Library Association

From the Interim Executive Director

by LESLIE BURGER



Library workers never cease to amaze me, and that's saying something because I've been in the field for quite some time. Toward the end of 2023, I joined the American Library Association (ALA) in a new capacity, as interim executive director, at a time when book bans were plaguing school and public libraries and when library workers were being threatened and attacked for defending the First Amendment freedom to read. The first thing I noticed was that so many libraries across the country were bursting with new programs, new displays, new services, and new ways to serve their communities, whether patrons or students. In the face of adversity, library workers were taking action.

Let's look for a moment at the hot topic of artificial intelligence (AI) and libraries. Well over 1,000 people took advantage of ALA's continuing education sessions on AI in 2023. Library workers are learners, first and foremost. When something new looks to shake up library processes, our members eagerly search for answers. When it comes to AI, many library workers are fascinated by the possibilities and determined to avoid the pitfalls. In this edition of the State of America's Libraries, Leo S. Lo, dean and professor of the College of University Libraries and Learning Services at the University of New Mexico, talks about exciting advancements made possible by AI, such as automated cataloging and chatbots for user support.

Libraries found support at every level of government for efforts to increase access to high-speed internet connectivity. Tribal libraries took advantage of programs that offer deep discounts on broadband infrastructure. The Learn Without Limits proposal, introduced in 2023, offers library patrons and students access to hotspots off-premises. Libraries continue to serve as hubs for people living in areas that lack high-speed internet.

Partnerships with community organizations help put libraries at the center of their communities, and 2023 was full of fascinating examples. For instance, Cleveland Housing Court worked with Cleveland Public Library to open videoconferencing kiosks in four libraries to bring the court closer to the people. In Baltimore County Public Library, a Pop-Up Shops program for local vendors—from candle makers to photographers—provides free space and offers vendor-preparation classes for aspiring entrepreneurs. Schools innovate constantly, including one in El Cerrito, California, where librarians and teachers worked with students on an award-winning global human rights research project. Some librarians at universities, including University of Iowa and University of Puerto Mayagüez in Puerto Rico, help people apply for trademarks.

It's heartening to find library workers doing amazing work even as they face a barrage of challenges. Libraries have always been magical places, filled with stories, hopes, and dreams. Library workers are the magicians who create that magic.

Leslie Burger is interim executive director of the American Library Association.

The State of AMERICA'S LIBRARIES 2024

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- 2 From the Interim Executive Director
- 3 Introduction: These Are Not Ordinary Times
- 4 Libraries Take Action: Resisting Censorship, Fighting for the Freedom to Read
- 7 Top 10 Most Challenged Books of 2023
- 8 Censorship By the Numbers
- 9 A Year of Innovation
- 13 Leveraging Generative AI: A Proactive Approach for Future-Ready Libraries
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- 16 Obama Extends Support to American Librarians
- 17 About This Report
- 18 Unite Against Book Bans Book Résumés

INTRODUCTION

These Are Not Ordinary Times

by EMILY DRABINSKI



One Saturday afternoon this winter, I did what millions of Americans do each week: I went to the library. The Windsor Terrace branch of Brooklyn Public Library is just a 10-minute walk from my home, an anchor for my diverse community. As a couple of us browsed new fiction, two men played a tabletop card game while a couple of people tapped away at their laptops, drawing on the ample free Wi-Fi offered in the branches. Every seat in the computer lab was taken. A handful of children sat in a circle, chattering away in the brightly colored children's section. Just an ordinary day at the library.

But these are not ordinary times. The unprecedented wave of organized censorship intensifies, particularly in our public libraries. Adverse legislation that would undermine librarian agency and authority is getting a hearing in legislatures across the country. Climate change continues to impact libraries, damaging buildings in some areas and turning libraries into recovery centers in others. Budget cuts and staffing challenges undermine our ability to fulfill our missions. In these extraordinary times, libraries take action.

Libraries take action in urban centers like Brooklyn, New York, where branch manager Nicole Bryan celebrates local businesses and local moms with an annual Mother's Day celebration.

Libraries take action in rural communities like Donnelly, Idaho, 200 miles from the nearest fast-food restaurant, where Donnelly Public Library director Sherry Scheline supports local families with after-school programming.

Libraries take action in Fairfax, Virginia, where school librarian Maura Madigan at Springfield Elementary School leads students in fashion shows featuring recycled materials.

Libraries take action in Carlisle, Pennsylvania, where academic librarian Chulin Meng from Lehigh University integrates AI and large language models into library search and retrieval systems.

And when libraries take action, community members do, too. When school librarian Martha Hickson at North Hunterdon High School in Annandale, New Jersey, addressed concerns about one of her collection development decisions at a school board meeting, 400 community members showed

up to defend her expertise. In Danvers, Massachusetts, 350 people formed a Wall of Love around the library, preventing disruption of the library's Drag Queen Make-Up Hour outreach event. When legislators attempted to change the language of an Iowa law that would allow municipalities to defund their libraries, residents showed up, making calls and sending emails that led the proposed rule change to be pulled off the table.

As we continue to work together toward the better world we all know is possible, let's remember that we are all in this together. Across party lines and across the political spectrum, the vast majority of people love their libraries for the ordinary and extraordinary work we do each day: connecting people to reading and resources, building businesses and communities, expanding literacy across

the lifespan, and making great Saturday afternoons.

See you in the stacks! ●

Emily Drabinski is 2023-2024 president of the American Library Association and associate professor at the Queens College Graduate School of Library and Information Studies.



ALA's Celebrate National Library Week poster.

Libraries Take Action: Resisting Censorship, Fighting for the Freedom to Read

by DEBORAH CALDWELL-STONE



Throughout 2023, librarians and library supporters throughout the United States documented the impact of organized censorship campaigns on America's libraries and librarians and on library users' right to read by reporting censorship attempts to the American Library Association's (ALA) Office for Intellectual Freedom (OIF). [These reports](#)—1,247 in 2023—detail how demands to censor library books, programs, and displays have resulted in the removal or restriction of untold numbers of diverse books in school and public libraries, denying students and library users alike the opportunity to read books that raise important issues, challenge the status quo, and lift up the voices of those who are often underrepresented on library shelves.

In 2023, [OIF recorded demands to censor 4,240 unique book titles](#) in libraries, the highest number of books challenged since ALA began compiling data about censorship in libraries. This reflects a 65% increase over the 2,571 unique titles targeted in 2022, the previous high. To understand how extraordinary this figure is, we can look at the average number of unique book titles challenged between 2001 through 2020. During that time, the average number of unique book titles targeted for censorship each year was 273. The highest recorded number of unique titles challenged during this period was 390 in one year. In that entire two-decade span, only 3,637 unique titles were challenged by censors—more than 600 fewer titles than in 2023.

Driving the extraordinary number of challenged titles in 2023 was the phenomenon of groups and individuals demanding the censorship of multiple titles, often listing dozens or even hundreds of titles as candidates for censorship all at once. Indeed, 93.4% of the titles challenged in 2023 were included in demands to censor multiple titles, with many of those seeking to remove books from libraries using lists of

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titles drafted by organized pressure groups seeking to empty library shelves of all books they deem inappropriate for readers. Though the total number of censorship incidents reported to OIF declined 1.7% from its peak in 2022, the number of titles challenged in 2023 actually increased by 31.4% due to the growing prevalence of multiple title challenges.

Demands to censor books from public library collections jumped from 16% of the total titles targeted in 2022 to 32% in 2023. Again, the significant factor driving this change was organized pressure groups' efforts to censor the same books in public libraries that they had previously targeted for censorship in school libraries. Half of all challenges reported to OIF were challenges to titles recommended for censorship by websites maintained by these same organized pressure groups, whose lists of "bad books" disproportionately target those books reflecting the voices and lived experiences of those who are LGBTQIA+, Black, Indigenous, or persons of color.

The threats to the freedom to read in 2023 were not simply threats to deny access to books. Many brave and committed

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library workers faced loss of their jobs for defending the freedom to read. Reports filed with OIF documented an alarming number of threats directed at libraries and library workers. These threats included calls to close or defund libraries, attempts to criminally prosecute librarians and teachers for providing books and library resources to minors, and even bomb threats that closed down libraries and schools. Supporting many of these threats were legislative proposals by state lawmakers, who introduced 151 bills that would authorize the criminal prosecution of librarians, threaten library funding, or that imposed unconstitutional content-based restrictions on books for children and adolescents. The introduction—and passage—of many of these bills was driven by the falsehoods circulated by organized pressure groups that claim that access to diverse books and ideas harms young people.

Countering Censorship Campaigns

Yet there is good news to report in 2023. Librarians and library users are pushing back against calls to censor books and close libraries, joining a growing resistance movement to counter the censorship campaigns pursued by organized pressure groups.

Virginia librarians, led by Virginia Library Association president Lisa Varga, spoke out at local board meetings about the costs and harms of government suppression of ideas, while supporting readers' access to books at risk of censorship. One of these efforts was the creation of "book résumés" that counter

misinformation about challenged books by summarizing each title's literary significance and educational value. Their efforts also led to the creation of a nationwide database of [book résumés](#) supported by publishers, librarians, and the [Unite Against Book Bans campaign](#).

Library supporters across the country came together to support their local librarians and defend school and public libraries in their communities.

In Louisiana, the Louisiana Citizens Against Censorship and the St. Tammany Library Alliance called out censorship in Louisiana libraries, challenged state legislation, and provided crucial support to librarians attacked by partisan pressure groups. In the North Hunterdon-Voorhees School District in New Jersey, more than 400 students and parents turned out to speak out against the censorship of school library books and to support school librarian Martha Hickson. In League City, Texas, the Galveston County Library Alliance continued to advocate for the freedom to read in their public library, while the citizens of Llano County, Texas, are steadfast in pursuing their First Amendment legal challenge to the county's decision to remove more than 60 books addressing race and gender identity from the Llano County Public Library system.

Voters, too, are beginning to reject discriminatory book ban rhetoric by electing moderate board members committed to preserving the right to read freely in school and public libraries.

Citizens voting in the Central Bucks School District school board race in Doylestown, Pennsylvania, repudiated past efforts to ban books from school libraries, voting in five new board members who promised to return banned books to library shelves. In Pella, Iowa, voters similarly rejected a proposed resolution that would have authorized the Pella City Council



to remove and restrict books and resources in Pella Public Library. Across the country, election results in states as diverse as Virginia, Illinois, Idaho, and Minnesota showed that most people oppose censorship in libraries.

Elected officials and legislators also stepped up to challenge censorship in America's schools and libraries.

Federal legislators held hearings to highlight the harms of censorship, and state and federal legislators began to craft legislation intended to stem the tide of unconstitutional and discriminatory book bans. Illinois led the way, passing the first anti-book ban law for public libraries, while California passed the first law protecting books and library collections in school libraries. And through the U.S. Department of Education's Office for Civil Rights (OCR), the current administration began to address the hostile educational environments created by efforts to censor books in K-12 school libraries. It encouraged students and parents to report discriminatory book bans to the OCR and welcomed Deputy Assistant Secretary Matt Nosanchuk as the first "anti-book ban czar" appointed by President Biden.

Courts in the United States are rejecting the claims of elected officials and advocacy groups that are defending the censorship of library resources. The citizens of Llano County, Texas, led by plaintiff Leila Green Little, obtained a preliminary injunction from the federal district court that ordered Llano County commissioners and the library board to return some 60 banned books to the shelves of the public library. In Arkansas, libraries, librarians, and library users joined to challenge Arkansas Act 372, a law passed in 2023 that would restrict minors' access to books in bookstores and libraries located within the state and allow any person residing in Arkansas to demand the removal or relocation of a library book if that person believes the book to be "inappropriate." Judge Timothy L. Brooks of the U.S. District Court for the Western District of Arkansas enjoined enforcement of the law, finding that the plaintiffs were likely to demonstrate that the law infringed their First and Fourteenth Amendment rights. Similar lawsuits are pending in Florida, Iowa, California, and Iowa.

These legal victories are important, as it is clear that these partisan attacks on librarians, readers, and the right to read

Through the U.S. Department of Education's Office of Civil Rights, the current administration . . . encouraged students and parents to report discriminatory book bans and welcomed . . . the first "anti-book ban czar."

may not end until the courts uphold the rule of law and make it plain to governments and elected officials that the First Amendment and Fourteenth Amendment bars censorship of library materials and discriminatory attacks on books and the persons who read them.

"[T]he public library is not to be mistaken for simply an arm of the state. By virtue of its mission to provide the citizenry with access to a wide array of information, viewpoints, and content, the public library is decidedly not the state's creature; it is the people's. It is the purpose of the First Amendment to preserve an uninhibited marketplace of ideas in which truth will ultimately prevail.... It is the right of the public to receive suitable access to social, political, esthetic, moral, and other ideas and experiences which is crucial here."

— Judge Arthur Brooks, Memorandum Opinion and Order, *Fayetteville Public Library, et al. v. Crawford County, Arkansas*, July 29, 2023 Case Number 5:23-cv-05086 ●

Deborah Caldwell-Stone is director of ALA's Office for Intellectual Freedom.

TOP 10 MOST CHALLENGED BOOKS OF 2023

The American Library Association documented **1,247 attempts to censor** materials and services at libraries, schools, and universities in 2023. Of the **4,240 unique titles** that were challenged or banned in 2023, here are the top 10 most frequently challenged.



1



GENDER QUEER

by Maia Kobabe

REASONS: LGBTQIA+ content, claimed to be sexually explicit

2

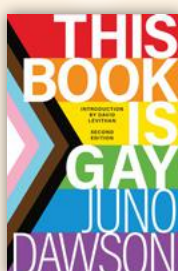


ALL BOYS AREN'T BLUE

by George M. Johnson

REASONS: LGBTQIA+ content, claimed to be sexually explicit

3



THIS BOOK IS GAY

by Juno Dawson

REASONS: LGBTQIA+ content, sex education, claimed to be sexually explicit

4



THE PERKS OF BEING A WALLFLOWER

by Stephen Chbosky

REASONS: claimed to be sexually explicit, LGBTQIA+ content, rape, drugs, profanity

5



FLAMER

by Mike Curato

REASONS: LGBTQIA+ content, claimed to be sexually explicit

6



THE BLUEST EYE

by Toni Morrison

REASONS: rape, incest, claimed to be sexually explicit, EDI content

7/8



ME AND EARL AND THE DYING GIRL

by Jesse Andrews

REASONS: claimed to be sexually explicit, profanity

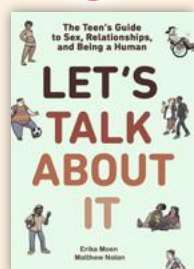


TRICKS

by Ellen Hopkins

REASONS: claimed to be sexually explicit, drugs, rape, LGBTQIA+ content

9



LET'S TALK ABOUT IT

by Erika Moen and Matthew Nolan

REASONS: claimed to be sexually explicit, sex education, LGBTQIA+ content

10



SOLD

by Patricia McCormick

REASONS: claimed to be sexually explicit, rape



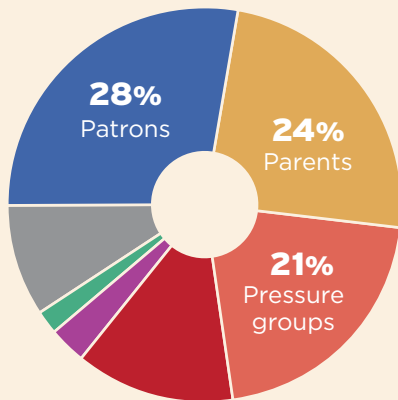
OFFICE FOR
Intellectual Freedom
American Library Association

CENSORSHIP BY THE NUMBERS

In 2023, the American Library Association documented the highest number of titles targeted for censorship since ALA began compiling data more than 20 years ago. 4,240 unique titles were challenged last year, up from 2,571 targeted in 2022. **Learn more at ala.org/bbooks**



WHO INITIATES ATTEMPTS TO CENSOR BOOKS?



- 13% Board/administration
- 3% Librarians/teachers/staff
- 2% Elected officials/Government
- 9% Other/Unknown

Statistics based on 954 cases.

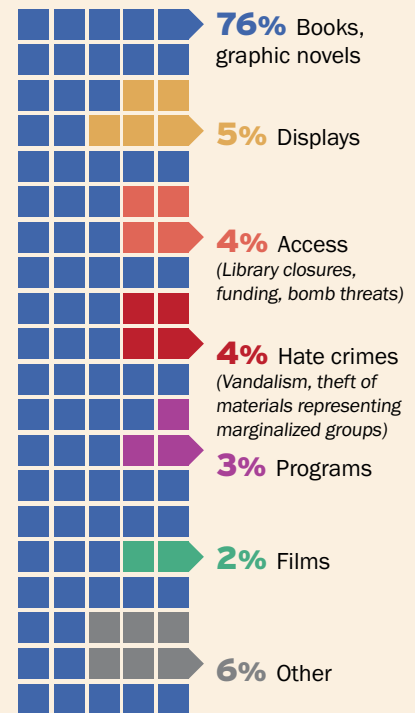
WHERE DO CENSORSHIP ATTEMPTS TAKE PLACE?



Statistics based on 1,247 cases with known locations.

BOOKS AND BEYOND

ALA's Office for Intellectual Freedom tracked **1,247 censorship attempts** in 2023. Here's the breakdown:



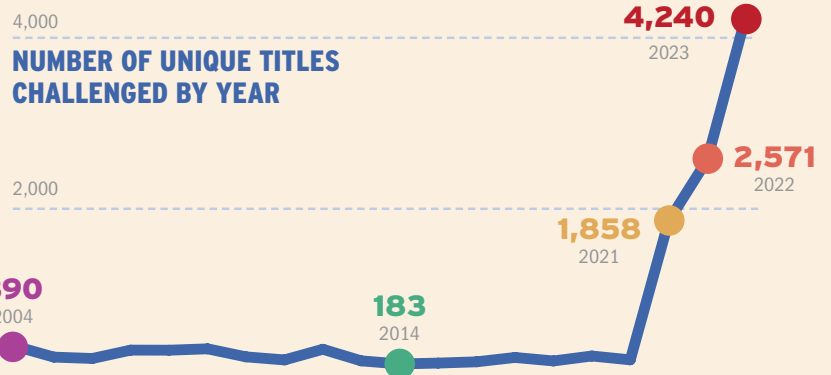
CENSORSHIP ON THE RISE

The unparalleled number of unique titles targeted in 2023 marked a 65% increase over 2022. During the two decades prior to 2021, the average number of unique titles targeted per year was 273.

CENSORSHIP STATISTICS COMPILED BY:



OFFICE FOR *Intellectual Freedom*
American Library Association



A Year of Innovation

edited by PHIL MOREHART

2023 was a tumultuous year for libraries. Book bans dominated headlines as well as city council and school board meetings, threatening the access of information to readers of all ages and the livelihoods and safety of library workers across the country. Despite these upheavals, libraries soldiered on to provide critical services to their communities—and developed truly innovative programs along the way.

Building bridges to social and health services

The economic impact of the past few years has disproportionately affected renters across the country. Rents rose at an unprecedented pace in the second half of 2021 (when the Centers for Disease Control and Prevention lifted its pandemic-era eviction moratorium) with typical asking rents rising 11% year over year nationwide that September, according to the Joint Center for Housing Studies at Harvard University.

Since May 2020, when Cleveland Housing Court’s pandemic-related pause on the processing of nonemergency evictions ended, more than 18,200 evictions were filed in the city. As of November 2023, the city’s eviction filing rate was 6%, or nearly 6,600 filings over the past 12 months. To help address this urgent community issue, Cleveland Public Library (CPL) opened four Neighborhood Housing Court kiosks at branches across the city, in partnership with Cleveland Housing Court. The videoconferencing kiosks are available by registration or on a walk-in basis for individuals who need to appear before the court and need a more convenient hearing location.

Kiosk locations were selected based on eviction rate data. Their availability at CPL branches has removed barriers for residents, many of whom are unable to travel to the courthouse downtown for various reasons to meet their court date. Since the launch of the first kiosk, bailiffs’ sign-in sheets have registered dozens of users.

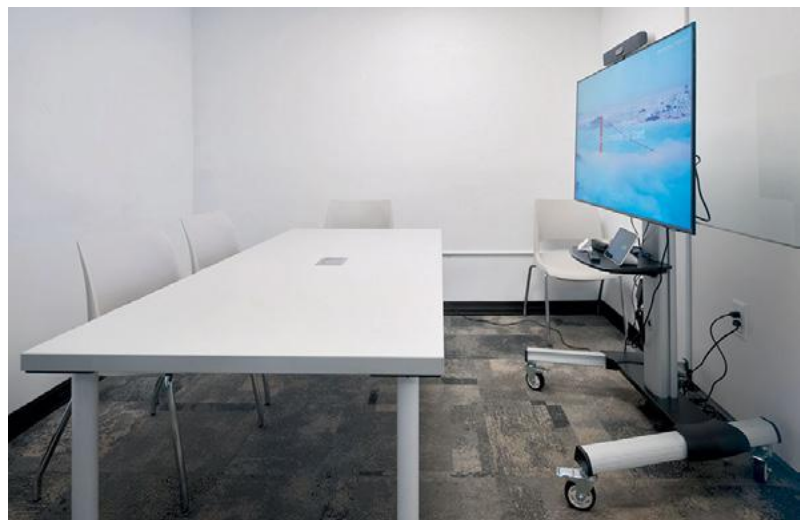
“CPL can be a bridge between justice and accessibility, providing vital resources to our neighborhoods,” [wrote Felton Thomas, Jr.](#), CPL executive director and CEO, and Tana Peckham, CPL chief strategy officer, in *American Libraries*. “By working with partners, we can make a brighter and more just future for all.”

Bridging the digital divide is one of the Network of the National Library of Medicine’s (NNLM) national initiatives, and it partnered with public libraries to enact a new initiative to help bring online medical services to the community.

The NNLM created its Telehealth Interest Group in 2021 in response to the accelerated use of telehealth services during the COVID-19 pandemic, and public library workers were active participants. The interest group saw an opportunity to support library and other health information workers in understanding their potential roles in the broader digital health landscape.

In June 2023, the interest group launched “Telehealth 101: What Libraries Need to Know,” a free, national online course that amplifies different approaches and models libraries may use to provide telehealth services; identifies infrastructure-related resources available to libraries interested in providing such services; explores privacy and policy considerations for offering telehealth services within libraries; and more.

“We’ve all benefited from the generous knowledge of library telehealth pioneers like the Pottsville Area Library in Texas, to Delaware Libraries #GetConnectedDE initiative, and Hawai’i State Public Library’s strategic telehealth collaboration,” [said Liz Morris](#), outreach and access coordinator, NNLM Region 5, University of Washington Health Sciences Library.



A kiosk at Cleveland Public Library’s (CPL) South branch. CPL has four Neighborhood Housing Court kiosks throughout the city to assist residents who need to attend hearings.

“We’ve highlighted emerging research about the telehealth infrastructure capabilities of libraries in Virginia. We’ve learned about programs like Libraries Health Connect supported by the Maine State Library, and Telehealth in Libraries led by the Idaho Commission for Libraries. We know that there are many other library telehealth programs already operating or preparing to operate and are eager to share learning as it emerges.”

To date, 88 information professionals from public libraries, academic libraries, health science libraries, hospital libraries, and other stakeholder organizations have participated in the course. The interest group has also started a webinar series to continue sharing emerging research and best practices for library workers interested in telehealth.

Creating accessible spaces

Penn State University Libraries launched three sensory rooms at its Berks, Brandywine, and University Park campuses to support student wellness and belonging through the libraries’ [LibWell initiative](#).

The rooms are designed to provide a safe, inviting space for neurodivergent students who may struggle in traditional study spaces. They are equipped with noise-reducing chairs, specialized lighting, yoga mats, weighted lap blankets, and other features to help reduce stress and anxiety. These sensory-sensitive elements are particularly helpful for students with autism, attention-deficit/hyperactivity disorder, dyslexia, and post-traumatic stress disorder.

“There is a strong need for therapeutic spaces at colleges that can help students block out harmful sensory distractions and relieve the huge burden of anxiety many students bear,” said [Brett Spencer](#), reference and instruction librarian at Penn State Berks’ Thun Library. “We want to make sensory-safe places that can help students maximize their wellness and learning.”

To advance its ongoing mission to provide resources and “an environment that encourages scholarship, creativity and intellectual freedom, while supporting the diverse needs of all users,” the University of Colorado Colorado Springs (UCCS) Kraemer

Family Library created an endowed Storytelling Professor position.

Currently held by assistant professor of Native American and Indigenous studies, ‘Ilaheva Tua’one, PhD, the position, which rotates every three years, provides an interdisciplinary opportunity for community engagement and celebration of a diverse range of storytelling histories and experiences.

The position, as well as other initiatives, earned the library an Insight Into Diversity Library Excellence in Access and Diversity (LEAD) Award by “Insight Into Diversity” magazine, the largest and oldest diversity and inclusion publication in higher education.

“The program not only enriches the academic environment but also serves as a beacon for inclusivity and cultural richness, reflecting a deep commitment to celebrating a wide array of perspectives and narratives,” wrote *Communique*, the official publication of UCCS.

Medina County (Ohio) District Library (MCDL) used its \$20,000 Libraries Transforming Communities (LTC): Accessible Small and Rural Communities grant from the American Library Association (ALA) to install hearing loop technology at its location in Medina, Ohio.

Hearing loops serve as wireless loudspeakers for people who use hearing aids. An induction loop system delivers clear, customized sound by transmitting magnetic energy through a wire that surrounds an area. The system can link to most hearing assistive devices via Bluetooth, allowing individuals with hearing devices connected to the loop to hear the transmitted sound while within the area.



The Sensory Room in Pattee Library’s Collaboration Commons, on the University Park campus. Penn State University Libraries is piloting two such rooms that offer dedicated space to help meet the varied sensory needs of neurodiverse students.

PHOTO: JENNIFER CIFELLI / PENN STATE. CREATIVE COMMONS

“[The hearing loop] will be installed in our community rooms and at the customer service and adult reference desks to help those with hearing loss benefit from library events and services at a higher level,” Sue Schuld, MCDL technology manager, [told Cleveland.com](https://www.cleveland.com).

MDCL’s project is one of 240 LTC-funded proposals, representing 43 US states and the Northern Mariana Islands. To be eligible for the grant, a library must have a legal service area population of 25,000 or less and be located at least five miles from an urbanized area, in keeping with the Institute of Museum and Library Services definitions of small and rural libraries. Of the selected libraries, 65% serve communities of fewer than 5,000 people.

When Indianapolis’ newest library opened in August 2023, it was the first in the state to be a Certified Autism Center.

Indianapolis Public Library’s Fort Ben branch was designed with the needs of neurodivergent visitors in mind. It offers a comfort room, sensory kits, and other resources to enhance accessibility. Library staffers also completed an autism-specific training program to receive the certification.

Fort Ben branch manager [Shelby Peak told Axios](#) that the training helped her staff understand how to create a more welcoming experience for neurodivergent individuals and their families, from regular interactions to specific programming, like sensory-friendly storytime.

“Having that label on there makes it a judgment-free zone,” Peak said. “Families know that if they come to this, they’re going to be accepted no matter what happens.”

Food and housing help

Spartanburg County is the fifth most populated county in South Carolina, and it is growing. In 2022, it had close to 346,000 residents, but nearly 14% of them were living at or below the federal poverty line, with an estimated 11% of children experiencing food insecurity. To help address these issues of affordability and access, Spartanburg County Public Libraries (SCPL) started its Bags of Hope initiative in 2021, connecting food and other essential items to those in need.

SCPL’s Bags of Hope program requires little or no library funding and is similar to other efforts that have been implemented by nonlibrary community organizations across the country to provide bags of food and other necessities to individuals who may be facing poverty. Library patrons, staffers, and other donors drop off individually packaged



Anna Pilston (right), branch librarian at Spartanburg County (S.C.) Public Libraries’ Landrum Library, holds a Bag of Hope alongside a member of Operation Hope, a local nonprofit.

PHOTO: SPARTANBURG COUNTY (S.C.) PUBLIC LIBRARIES

food and hygiene products—including granola bars, cups of soup, crackers, mini-toiletries, and utensils—at their local library branch. The goods are then packed up and delivered to 11 designated partner organizations across the county—food pantries, soup kitchens, community centers, and other nonprofits—to be distributed to those in need.

In 2023, SCPL donated more than 740 gallon-sized zipper storage bags’ worth of items, 47 large sacks and 16 boxes of food and supplies that were too big to fit into the bags.

“The program is more than worthwhile, both for its service for our patrons in need and for the opportunity it creates to enhance community connections,” wrote Todd Stephens, SCPL county librarian, in [American Libraries](#).

Many libraries across the country are helping to address food insecurity by installing community fridges stocked with fresh foods and perishables with the goal of nourishing their neighborhoods and reducing the stigma around food assistance.

Charleston County (S.C.) Public Library (CCPL) installed its Free and Fresh Fridges inside three of its 18 branches to strategically reach the highest level of need. At any given time, an assortment of potatoes, tomatoes, cucumbers, and other fresh produce is available free of charge.

Des Moines (Iowa) Public Library (DMPL) has installed fridges at two branches. Nikki Hayter, supervising librarian at DMPL, was inspired to act after local data indicated that her library’s zip code had one of the highest concentrations of food pantry use in Des Moines from July 2021 to June 2022.

“Our mission is to strengthen our community by connecting people with the ideas and tools they need to enrich their lives,” says [Nikki Hayter](#), supervising librarian at DMPL’s Franklin Avenue branch. “I don’t know what could be much more enriching than food.”

Teaching social justice

Prospect Sierra School (PSS) in El Cerrito, California, developed a program to engage students in social justice issues and increase collaboration between librarians and teachers—and it is winning awards for its success.

PSS’s “Global Human Rights Research Project” was the recipient of the 2023 American Association of School Librarians’ Roald Dahl’s Miss Honey Social Justice Award for its “Global Human Rights Research Project.” The award recognizes collaboration between school librarians and teachers in the instruction of social justice using school library resources.

In a six-week collaboration between PSS middle school librarians Julia Bourland and Mia Gittlin, and seventh-grade humanities teachers Lauren Konopka and Matthew Williams, students became experts and advocates for change on at least one human rights violation central to the theme of a historical novel of their choosing. At the end, the librarians attended the students’ multifaceted presentations, which included a book review, an infographic explaining the historical incident they studied, and a call to action on how others can speak out about similar human rights violations happening today.

“The works of Roald Dahl offer students inspiration for becoming the heroes of their own stories who fight for justice and work together to create a better world for themselves and for others,” Bourland said. “The primary objectives in this collaboration were for students to make connections between human rights violations that occurred in the past and current ones, to increase student agency in understanding global injustice, and to help them find their voice inspiring others to learn about the issue and take action.”

Libraries are supporting small businesses and budding entrepreneurs with everything from pop-up marketplaces to intellectual property and patent guidance.

Revvng an economic engine

Small business is big business in America, and libraries are making an investment in their future.

[According to the U.S. Small Business Administration](#), there are 33.3 million small businesses in the United States, accounting for 99.9% of all U.S. businesses and nearly half of the country’s workforce. Libraries are supporting small businesses and budding entrepreneurs with everything from pop-up marketplaces to intellectual property and patent guidance.

Baltimore County (Md.) Public Library’s (BCPL) [Pop-Up Shops program](#) invites local vendors—from jewelry and candle makers to photographers to tutors—to participate in a pop-up marketplace at several of the library’s branches. Along with providing free space to participate, the library also conducts vendor preparation classes with tips on organizing a vendor table, developing a sales story, and more.

BCPL’s Pop-Up Shops attract many vendors who participated in the library’s [Entrepreneur Academy](#), a collaboration between BCPL and the Enoch Pratt Free Library that teaches many of the fundamentals of starting a small business, including market research, business structure, insurance and legal issues, and more. The program began in 2019 and was one of 13 projects to receive a [Libraries Build Business](#) grant from ALA.

While some libraries are supporting existing small businesses, others are helping potential ideas get off the ground.

Last year, the University of Iowa’s [Lichtenberger Engineering Library](#) became a designated Patent and Trademark Resource Center (PTRC) by the U.S. Patent and Trademark Office. The library now offers myriad ways for students and faculty to learn more about intellectual property and how to access patent records, including one-on-one assistance, trainings and workshops, and courses covering intellectual property topics as part of its information literacy program.

At the University of Puerto Mayagüez in Puerto Rico, librarian Gladys López-Soto has been supporting the entrepreneurial aspirations of the university community and Puerto Rican citizens for decades in the library’s PTRC. To date, she has helped thousands of people navigate the patent and trademark application process to protect their ideas while also providing resources in Spanish that reach communities across the U.S. López-Soto was awarded a [2024 I Love My Librarian Award](#) from ALA for her impactful work in intellectual property. ●

Phil Morehart is a communications manager in ALA’s Communications, Marketing, and Media Relations Office.

Leveraging Generative AI: A Proactive Approach for Future-Ready Libraries

by LEO S. LO

The emergence of generative artificial intelligence (AI), especially following the widespread availability of advanced tools like ChatGPT, represents a watershed moment in the realm of technology. This surge in AI capabilities has had a profound influence in the library sector, which not only reshapes existing practices but also compels a thorough reevaluation of the roles and competencies of library professionals. In this rapidly evolving landscape, library workers need to develop and enhance their skills to be aware of the potential of AI.

What is generative AI?

“Generative AI” refers to artificial intelligence technologies that can generate new content, insights, or data based on the training and information they have received. The strengths of generative AI in libraries are diverse, offering potential enhancements in efficient information management, personalized user experiences, and bolstered research assistance. However, its limitations warrant equal attention. [My recent survey of academic library employees](#) reveals urgent concerns over ethical issues such as data privacy, algorithmic bias, and notably, the risks of AI generating inaccurate information or “hallucinations.” These findings emphasize the crucial need for libraries to not only leverage AI’s strengths but also to conscientiously address and mitigate its limitations through judicious use and principled implementation.

Proactive use of AI in libraries

Based on [surveys of Association of Research Libraries library directors](#), libraries are using AI for a variety of tasks, including instruction on evaluating AI responses, automated cataloging and metadata generation, chatbots for user support, supporting AI user communities, AI-assisted research instruction, streamlining library operations, enhancing discovery services,

and preservation and conservation. In addition to these specific applications, libraries are also using AI to develop new and innovative services, such as virtual reality tours of their collections and personalized reading recommendations.

AI literacy and action-oriented upskilling

The survey results also revealed a significant demand for professional development and training in AI literacy. Library workers are increasingly aware of the need to upskill to stay abreast of these technological advancements. In fact, in-person events on AI at LibLearnX24 were some of the most well-attended and popular sessions with strong engagement from attendees. Well over 1,000 people took AI-related e-learning offered by the American Library Association last year. AI literacy extends beyond understanding how to use AI tools; it encompasses a comprehensive knowledge of their underlying mechanisms, ethical implications, and practical applications in library settings. Consequently, investing in AI education and training is imperative for libraries, ensuring that their staff are equipped not only to adopt AI technology but also to lead its ethical application in the information sector.

Call to action

As we navigate the age of AI, the call to action for libraries is clear: Prioritize AI literacy and invest in the reskilling and upskilling of library staff. This is more than keeping pace with technology; it is about actively shaping libraries as dynamic, inclusive, and ethically responsible information centers in the digital age. ●

Leo S. Lo is dean and professor of the College of University Libraries and Learning Services at the University of New Mexico.

Washington Works for Libraries

by SHAWNDA HINES

While libraries in some parts of the country were embroiled in conflict over materials in their collections, federal policies that govern some other aspects of information access and library services improved in 2023.

Decision makers at every level of government expressed support for library services that increase Americans' access to high-speed internet connectivity. With several successful pandemic-era programs approaching sunset in 2024, federal policymakers continued to look to libraries to fill gaps in high-speed internet connectivity nationwide. The Federal Communications Commission (FCC) improved E-rate rules and processes, making more Tribal libraries eligible for deep discounts on broadband infrastructure afforded by the program. At the 2023 American Library Association (ALA) Annual Conference, [FCC Chairwoman Jessica Rosenworcel unveiled the Learn Without Limits initiative](#), a proposal that would allow libraries and schools to use E-rate funds to purchase Wi-Fi hotspots and services for patrons and students to use off-premises. The proposal would create a sustainable funding solution that builds on a decade of library hotspot and device lending expertise. FCC proceedings continuing into 2024 seem promising.

Elected leaders in Congress recognized libraries' role in providing opportunities for people to build skills and find employment, especially for those in underserved communities. [The Prison Libraries Act](#), introduced by Reps. Emanuel Cleaver (D-MO-05), Sheila Jackson Lee (D-TX-18), and Shontel Brown (D-OH-11), would establish a grant program within the Department of Justice to provide funds for prisons to update materials, hire qualified librarians, and support digital literacy and career readiness training. The bipartisan [Adult Education Workforce Opportunity and Reskilling for Knowledge and Success Act](#), introduced by Sen. Jack Reed (D-RI) and Sen. Todd Young (R-IN), would leverage the reach, expertise, and resources of public libraries to empower job seekers to access employment services and training. The House companion bill was introduced by Reps. Lucy McBath (D-GA-07), Kathy Manning (D-NC-06), and Frank Mrvan (D-IN-01). Among other provisions, the bill would update the 2014 Workforce Innovation and Opportunity Act to make public libraries eligible one-stop sites for workforce development and provide



support for college and career navigators at public libraries. In another piece of legislation, three members of Congress with backgrounds in social work proposed to strengthen public libraries as community hubs through a paid social worker internship program. The [More Social Workers in Libraries Act](#) would develop a program to provide competitive grants to institutions of higher education that would be used to fund an internship for social work university students and employ a qualified social worker in a public library to oversee social work student interns.

For school libraries, the most significant legislation in 2023 was the [Right to Read Act](#), reintroduced by Sen. Jack Reed (D-RI) in the Senate and Rep. Raúl Grijalva (D-AZ-03) in the House of Representatives. The bill would ensure every student has access to an effective school library staffed by a certified school librarian and provide a much-needed infusion of funding for school libraries. The bill also would constitute a major step forward in the fight against censorship by extending liability protections to librarians and educators facing threats when providing access to certain controversial reading materials.

While many in Congress and the Administration recognize that supporting school libraries supports education, it was

The Right to Read Act . . . would ensure every student has access to an effective school library staffed by a certified school librarian and provide a much-needed infusion of funding for school libraries.

school libraries that bore the brunt of attacks from Capitol Hill on the right to read. The Parents Bill of Rights (H.R. 5), reintroduced and passed in the House on a party line vote in March 2023, would have required school libraries that receive federal funding to provide a list of available materials to parents upon request and develop a new system to allow parents to challenge materials. The bill was not introduced in the Senate.

In response to the escalating challenges to books in school libraries and classrooms, the White House announced in June 2023 that the Department of Education would appoint a new coordinator to address the growing threat that book bans pose for the civil rights of students, among other steps to protect the rights of LGBTQIA+ Americans. Weeks later, Matt Nosanchuk began his tenure as a deputy assistant secretary in the Office for Civil Rights by leading a training session, in partnership with ALA, for librarians on how to handle book challenges.

Following on the Biden Administration's appointment of a book ban czar and the introduction of the Right to Read Act in Congress, school librarians are receiving renewed attention and support in Washington. Another bill, the Fight Book Bans Act, led by Rep. Maxwell Frost (D-FL-10), Rep. Federica Wilson (D-FL-24) and Rep. Jamie Raskin (D-MD-08), would take a different tack toward supporting libraries: providing grants to school districts to cover expenses incurred by fighting off book bans.

To date, none of the library-supportive legislation introduced in 2023 has received a vote in the current session of Congress. Neither have any of the 12 Fiscal Year (FY) 2024 federal appropriations bills, including the one containing funding for the Institute of Museum and Library Services (IMLS). At an impasse on spending and many other issues, Congress passed numerous temporary measures maintaining FY 2023 funding levels. IMLS and other library-eligible

programs are likely to face cuts when those measures expire (March 2024, as of this writing), thanks to an agreement between White House and congressional leaders on an austere two-year budget calling for small decreases in domestic spending. The silver lining is that the compromise will avoid steep cuts urged by some House conservatives. ALA continues to advocate for robust funding for the IMLS Library Services and Technology Act and for the Education Department's Innovative Approaches to Literacy program.

To protect federal funding for libraries in all contexts, advocates must continue to spotlight the value of libraries throughout a dysfunctional federal appropriations process. Advocating for systemic improvements is also necessary. For example, the [Advancing Research in Education Act](#) would reauthorize and improve the Education Department's statistical and research activities to ensure more accurate federal statistics to bolster school and academic library services. The bill would also improve data collection from Historically Black Colleges and Universities and other minority-serving institutions. These measures may seem like policy minutiae, but every bill that improves data about and increases awareness of library programs and services can impact future funding decisions. Moving forward, especially in an increasingly rancorous political environment, library advocates must engage to protect the federal funding we already have to serve our communities. ●

Shawnda Hines is deputy director of communications at ALA's Public Policy and Advocacy Office.

The White House announced in June 2023 that the Department of Education would appoint a new coordinator to address the growing threat that book bans pose for the civil rights of students, among other steps to protect the rights of LGBTQIA+ Americans.

Obama Extends Support to American Librarians

by PHIL MOREHART

Barack Obama professed his love for libraries—and his opposition to book bans—in a major way in 2023.

The former President of the United States [penned an open letter](#) July 17 extending his and former First Lady Michelle Obama’s support to America’s librarians in an era of rising book challenges and growing personal attacks against those who resist them.

“Today, some of the books that shaped my life—and the lives of so many others—are being challenged by people who disagree with certain ideas or perspectives,” he wrote. “It’s no coincidence that these ‘banned books’ are often written by or feature people of color, indigenous people, and members of the LGBTQ+ community—though there have also been unfortunate instances in which books by conservative authors or books containing ‘triggering’ words or scenes have been targets for removal. Either way, the impulse seems to be to silence, rather than engage, rebut, learn from or seek to understand views that don’t fit our own.

“I believe such an approach is profoundly misguided, and contrary to what has made this country great. As I’ve said before, not only is it important for young people from all walks of life to see themselves represented in the pages of books, but it’s also important for all of us to engage with different ideas and points of view.”

Obama stressed that no one understands that better than libraries.

“In a very real sense, you’re on the front lines—fighting every day to make the widest possible range of viewpoints, opinions, and ideas available to everyone,” he wrote. “Your dedication and professional expertise allow us to freely read and

consider information and ideas, and decide for ourselves which ones we agree with.

“Whether you just started working at a school or public library, or you’ve been there your entire career, Michelle and

I want to thank you for your unwavering commitment to the freedom to read,” he continued. “All of us owe you a debt of gratitude for making sure readers across the country have access to a wide range of books, and all the ideas they contain.”

Days later, Obama made waves on social media with guest appearances in TikTok videos for public libraries across the United States.

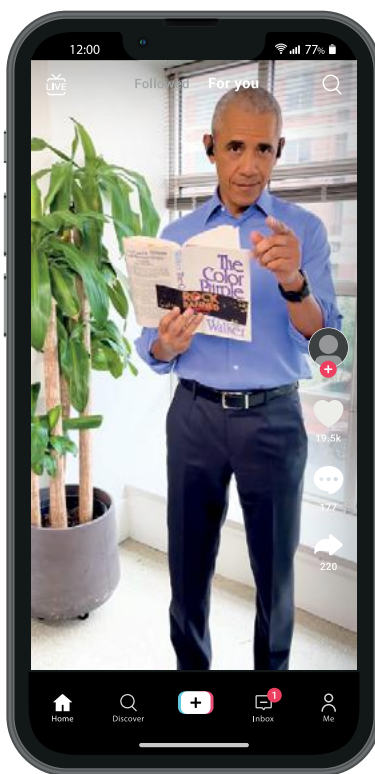
In a video for Kankakee (Ill.) Public Library (KPL), the former president appears along with KPL librarians as they highlight books that have faced calls for censorship on the shelves of schools and libraries.

For Harris County (Texas) Public Library (HCPL), [Obama joined HCPL promoter Curbside Larry](#) to promote the library’s Library for All Initiative, which strives to make reading more accessible to all Houstonians, including those who need special accommodations or who speak a language other than English.

For Woodland (Calif.) Public Library’s TikTok, Obama appears with library staffers—and the library’s cat, Henrietta—as they tout the myriad things available to guests at the library.

And in a video for Prince George’s County Memorial Library System in Maryland, Obama rocks out to Elton John’s “I’m Still Standing,” while reading “The Color Purple” and proclaiming that the library, “Rocks banned books. Do you?”

Thanks for your support of libraries and the freedom to read, President Obama. ●



Barack Obama’s guest appearance on Prince George’s County Memorial Library System’s TikTok account.

PHOTO: PRINCE GEORGE’S COUNTY MEMORIAL LIBRARY SYSTEM, VIA TIKTOK.

About This Report

Production Team

Production Team Authors: Leslie Burger, Interim Executive Director, ALA; Emily Drabinski, 2023-2024 President, ALA and Associate Professor at the Queens College Graduate School of Library and Information Studies; Deborah Caldwell-Stone, Director, Office for Intellectual Freedom, ALA; Leo S. Lo, Dean and Professor of the College of University Libraries and Learning Services at the University of New Mexico; Phil Morehart, Communications Manager, Communications, Marketing, and Media Relations Office, ALA; Chase Ollis, Communications Manager, Communications, Marketing, and Media Relations Office, ALA; Shawnda Hines, Deputy Director of Communications, Public Policy and Advocacy Office, ALA

Content editor: Jean Hodges, Director, Communications, Marketing, and Media Relations Office, ALA

Project coordinator: Jan Carmichael, Senior Communications Manager, Communications, Marketing, and Media Relations Office, ALA

Design: Lauren Ehle, Senior Production Editor, Production Services, ALA



About ALA

The American Library Association (ALA) is the foremost national organization providing resources to inspire library and information professionals to transform their communities through essential programs and services. For more than 140 years, ALA has been the trusted voice of libraries, advocating for the profession and the library's role in enhancing learning and ensuring access to information for all. For more information, visit ala.org.

Press Contact

Reporters should contact:

Communications, Marketing, and Media Relations Office
American Library Association; cmomedia@ala.org

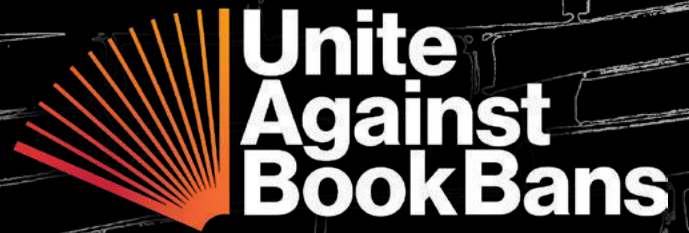
How to Cite This Report

American Library Association. The State of America's Libraries 2024: A Report from the American Library Association. 2024.





BOOK RÉSUMÉS



A Free Resource to Fight Censorship in Your Community.

Introducing Book Résumés from Unite Against Book Bans, a free tool to assist teachers, librarians, parents, and community members in defending the freedom to read. **Each book résumé details a title's significance and educational value** and is easy to download and print for sharing with administrators, book review committees, and the public at board meetings.



Created in partnership with publishers, librarians, and *School Library Journal*.

Committee Reports

To: YDL Board of Trustees
From: Lisa Hoenig, Library Director
Date: 5/10/2024
Re: Facilities Committee report

Monthly status update on outstanding capital improvement projects:

- Resolution 2023-12 BRI sidewalk reconstruction project administration: We have arranged for construction testing by TEC.
- Resolution 2023-42 Whittaker roof flashing: ISI returned last week to finish the temperature-sensitive painting required. This project is now complete.
- Resolution 2023-47 Glass replacement: Insurance will cover the replacement glass in the correct color (!), so we are moving forward with the special order.
- Resolution 2024-4: Whittaker Plaza sidewalk reconstruction: Construction is set to begin mid-August and last approximately 1 month.
- Resolution 2024-10: Michigan Avenue repairs and upgrades: Work is progressing. Most recently, a mechanical team has been installing ductwork to modernize the delivery of heating and cooling throughout the building. (The radiant heating units were destroyed and are less efficient.) The historic nature of the building has thrown some curveballs which have required some study and/or re-thinking by our construction team. A plan to insulate the main floor has been finalized and will make the building much more energy-efficient and comfortable moving forward. Our Phoenix site supervisor assures us that in the next 2 weeks we are going to see the pace really pick up.

**

On April 14-15 Whittaker was unexpectedly closed because of a power outage caused by DTE. Please see the damage claims form that follows this report for details. We have also filed an insurance claim. I will provide a verbal update on this case at our meeting.

We received communication from the City of Ypsilanti's Ordinance department that the "Temporarily Closed" banner above the door to Michigan Avenue was in violation of the sign ordinance. YDL has had banners in this spot almost continuously for the past 13 years. Now we are being asked to file a monthly request for a sign permit. We will see where this goes.

The patio mural at Superior suffered terrible damage over the winter. We are all so sad about this. More details in Mary Garboden's Superior board report later in this packet. Next steps are still being decided.

Engineers from Energy Sciences, representing DTE's Retro-Commissioning program, reviewed Whittaker's HVAC system for inefficiencies. They had one significant finding; we expect to see an energy cost savings from this in the Spring and Fall seasons as a result of the controls modifications recommended.

Confirmation - Damage Claim Form

1 message

Smartsheet Forms <forms@app.smartsheet.com>
To: lisa@ypsilibrary.org

Tue, Apr 30, 2024 at 12:39 PM



Thank you for submitting your entry. A copy is included below for your records.

We have received your claim affidavit regarding the damage to your property. We will investigate your claim and follow up within 30 days.

DTE is not responsible for: food loss, power outages due to equipment failure or animal interference, property damaged caused by weather-related events (such as lightning, floods, storms, heat or wind, etc.) or other acts of nature.

Thank you for your patience while we investigate this matter.

If you would like to provide additional information, please email us at:
damage_claims_2@dteenergy.com

Sincerely,
DTE Energy
Claims & Reliability Investigations

Damage Claim Form

Customer Name Ypsilanti District Library

Account Number (if applicable) 910021681473

Property Owner or Tenant Property Owner

Phone Number +1 (734) 879-1300

Email Address lisa@ypsilibrary.org

Mailing Address 5577 Whittaker

City or Township Ypsilanti

State Michigan

Zip Code 48197

Utility associated with the damage Electric

Date of Incident 04/14/2024

Is the location of the incident different from the mailing address? No

What was the main cause of the damage? Power outages (damaged equipment, voltage issues, power surge, etc.)

DTE is not responsible for food loss, loss of power, or property damage caused by animal interference, acts of nature (such as lightning, floods, storms, heat or wind, etc.), or other events

outside our control.

What was damaged? Appliance, electronic, or equipment

Please describe all damaged items(s): Building HVAC equipment severely damaged -- see attached quote
Recliner with electronics -- 1 year old -- see attached
Two Samsung tablets -- 3 years old -- see attached

How did the damage occur? To the best of our understanding, a DTE crew was working on transformer across the street on 4/14. They alerted staff it was an urgent matter and power would be off. When power was restored our on-site equipment had been damaged. DTE crew arrived on 4/15 to repair our equipment; library was closed all day both days.

Worked with DTE's Ryan Akers (734-585-4114) who apologized and instructed me to file this claim. He could provide more background information about the situation, as the library was just an innocent bystander that suffered collateral damage.

IRS tax filing day is a day we are generally very busy. Because of the unexpected closure, many people were highly inconvenienced and the library looked bad. That plus the resulting damages made this a very upsetting incident. As we are a public institution that operates on tax dollars and relies on the public's good will, I sincerely hope this claim can be expedited.

What are you seeking? Reimbursement for services or repairs (technician, electrician, contractor, mechanic, etc.), Reimbursement for damaged appliance, electronic, or equipment

DTE will not reimburse for the full replacement value. For any damaged appliance, electronic, or equipment, a depreciated value will be calculated.



Total estimated reimbursement dollar amount: 40265.55

Have you contacted your insurance carrier? No

Insurance company and agent name information

What is your preferred of contact? SMS

What is your preferred method of contact? Email

Photographs of the damaged items






Itemized invoice receipt or repair estimates, must include company name and contact information, customer name, address, amount and date of the request

Proof of ownership such as original receipts or purchase records with date of

**purchase,
model number,
and serial
number**

**If applicable:
photos of
staking (before
and after)**

File Attachments

 Samsung Tablet 1441.jpg	(5498k)
 Insight Invoice-Tablets.pdf	(88k)
 Samsung Tablet 1440.jpg	(4268k)
 Damaged recliner details.docx	(78k)
 DTE Power Disruption Resolutions PP17427 4.26.2024.pdf	(2116k)



229 W MICHIGAN	Issued: 05/02/24 Expires: 06/01/24
Permit Type: Sign-Temp Permit No: PSIGNTMP-24-002	Permit expires 6 Mos. from issue date if work has not started or an inspection has not been conducted. FINAL INSPECTION OF WORK IS REQUIRED TO FINALIZE PERMIT

Contractor:

OWNER OF RECORD

YPSILANTI MI 48197

Owner:

YPSILANTI DISTRICT LIBRARY

229 W MICHIGAN

YPSILANTI MI 48197

Work Descript
24 SQ FT BUILDING MOUNTED TEMPORARY SIGN

The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the City of Ypsilanti. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the City of Ypsilanti shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. The building official is authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinances of the City of Ypsilanti.

**PERMIT NUMBER IS REQUIRED WHEN SCHEDULING INSPECTIONS
PLEASE CALL FOR INSPECTIONS A MINIMUM OF 24 HOURS IN ADVANCE**

BE ADVISED: If this work is being performed in rental units, you must comply with the Tenant Privacy Act. A 72 hour written notice is required for entry. A copy of this ordinance is available for review in the Building Department Office.

Fee Paid: \$28.00

PERMIT MUST BE POSTED ON PROPERTY AND A COPY OF APPROVED PLANS MUST BE ON SITE

ALL WORK MUST MEET ALL CODE REQUIREMENTS

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

**Director's
Report
and attachments**

Library Director's Report May 15, 2024

Catching up

Since our April meeting was scheduled earlier than usual I had no new business for the agenda, and the meeting was canceled. As a result, this report covers quite a bit of ground!

Facilities:

- As you know, YDL-Whittaker suffered collateral damage when DTE was working on an urgent repair at their facility across the street. We were closed all of 4/14 and 15, and although DTE repaired damage done to our transformer, our HVAC system took a big hit. I will share the latest update verbally at our meeting.
- The new table and benches for the Whittaker Youth Department arrived and look great! They are already getting lots of use.
- The bike repair/pump stations have arrived as well. The Superior one will be installed this month. The one for Whittaker will wait until after the new sidewalk is installed. The exact location for Michigan Avenue's station is still in the works.
- One of the brackets holding up the Bookmobile canopy failed while the bus was on the road 4/12. The canopy suffered irreparable damage. Since it was used infrequently, it will not be replaced.

Financial:

- We received our 2024 grant distribution from YDL's endowments at AAACF, totaling \$18,940.45.
- We moved \$400,000 more to Michigan CLASS recently. Prior to that move, our investments there were already earning around \$13,500 each month. This has been a very profitable tool for us so far.
- Jim Carey and I developed a new incarnation of the YDL Fund Balance Forecast. We began this report when the Superior building project was being developed, to show the impact of potential fundraising and project expenses. The new version illustrates where our fund balances are likely heading now that the building project is complete. We will assess and tweak this each quarter; hopefully it will be a useful tool in your decision making. The first new version follows this report.

Personnel:

- We have been doing a lot of interviewing to fill positions vacated during Michigan Avenue's closure. On 6/10 four new part-time employees are scheduled to start. They will be trained at Whittaker and Superior so they can hit the ground running when Michigan Avenue opens. Mani Brito and Ellen Steves will join the Michigan Avenue team as Adult Paraprofessionals, Daishayanea Jackson as a Youth Paraprofessional, and Shayla Card-Nowlin as a Clerk. On 7/8 Whittaker Adult Services will welcome Librarians Brett Hamilton and Nicole Walley in preparation for the Michigan Avenue librarians' departure. We had an outstanding crop of applicants and are thrilled to be welcoming these new staffers!
- Part-time Michigan Avenue Clerk Venus Tarpeh is leaving YDL effective May 29 to pursue her schooling. Good luck Venus, you will be greatly missed! Part-time Building Monitor Mark Bailey elected to resign in April. We have posted his position.
- Stephanie Posci-Morrison and Madelynne Rivenbark both completed their library degrees this spring! They were promoted from part-time Michigan Avenue Youth Paraprofessionals to Youth Librarians effective 5/8. Congratulations to both!
- Three Library and Information Science Interns have been hired, a new Graham Scholar will be joining us, and we are waiting to hear from SummerWorks! regarding candidates we interviewed 5/9. We will have more help than ever before with 2024's Summer Challenge and Lunch, Listen and Learn. Yay!

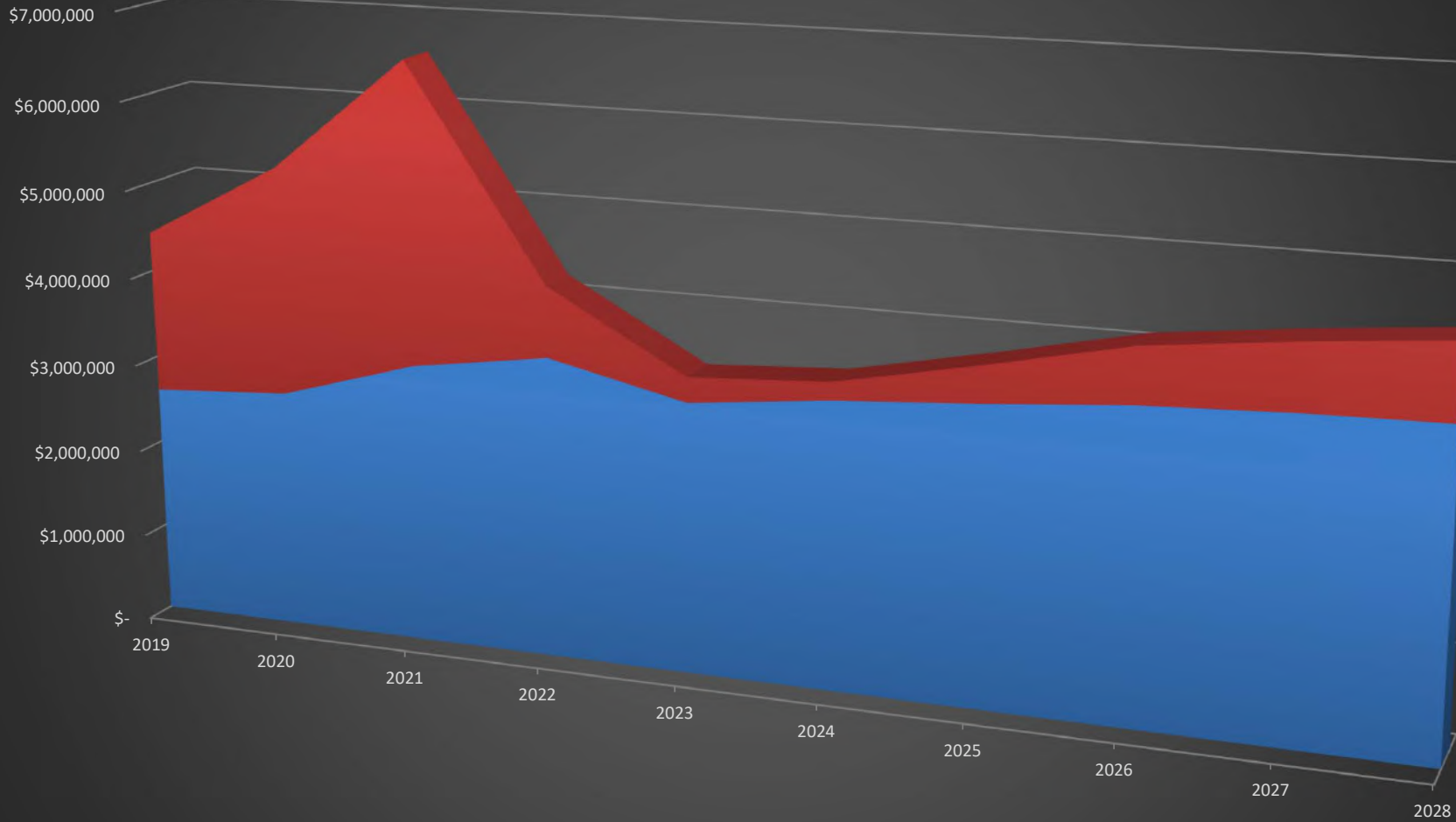
Side Notes:

- I attended the Public Library Association's Annual Conference in Columbus 4/24-26 (the reason our April meeting was scheduled so early). The weather was miserable and I was sick, but I was able to attend many outstanding sessions, bringing back a wealth of ideas. YDL was well-represented, as Jodi Krahnke, Liz Pitcher and Stacey Palazzolo also attended.
- Jodi and I traveled to PLA under the auspices of the IMLS TALK grant. Together with Cathy Lancaster, Youth Services Coordinator from The Library of Michigan, we presented "Reaching Underserved Families with TALK: Text and Learn for Kindergarten" to a crowd of about 150 attentive people. The Michigan Collaborative for Library Services (MCLS) had a booth in the exhibit hall to promote TALK as well. It was thrilling to see TALK introduced to a national audience. A number of state libraries expressed interest. Our baby is leaving the nest!
- In mid-April we received positive feedback from the Michigan Health Endowment Fund's Behavioral Health Initiative grant program on a 2-page concept paper (attached here) I submitted on 3/25. We were invited to submit a full grant application. With help from EMU School of Social Work faculty Dr. Sarah Shea and Dr. Margaret Ann Paauw, I finalized the extensive application today. It was a great deal of work, but could be well worth it! We requested \$377,342 to fund our project, "Library Social Work: Behavioral Health Equity for Ypsilanti." We received many brilliant letters of support, and I am very hopeful our project will be funded. Grant awards will be decided 9/12.
- Earlier this year we applied for the Trinity Health Investing In Our Communities grant. Our submission covered the same topic but on a smaller scale. Trinity will announce grant awards on 5/15, the day of our Board meeting.

General Fund Statement of Activity and FB effect

Revenue	YTY increase	1.035	Actual**	Actual**	Actual**	Actual**	Budget*	Projection*	Projection*	Projection*	Projection*	
			2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
CURRENT PROPERTY TAX&REIMB			\$ 5,290,728	\$ 5,549,455	\$ 5,690,773	\$ 5,984,412	\$ 6,377,797	\$ 6,714,734	\$ 6,942,899	\$ 7,156,296	\$ 7,340,193	
STATE LIBRARY AID			\$ 66,428	\$ 71,963	\$ 86,510	\$ 89,260	\$ 89,342	\$ 89,500	\$ 90,000	\$ 90,000	\$ 95,000	
PENAL FINE REVENUE			\$ 84,478	\$ 113,205	\$ 83,080	\$ 69,569	\$ 68,000	\$ 70,000	\$ 75,000	\$ 75,000	\$ 80,000	
LOST/PRINT/OTHER FEES			\$ 35,265	\$ 16,215	\$ 31,484	\$ 42,511	\$ 38,500	\$ 40,000	\$ 40,000	\$ 45,000	\$ 48,000	
INTEREST EARNED-LIBRARY			\$ 18,651	\$ 25,268	\$ 20,158	\$ 83,124	\$ 56,800	\$ 60,000	\$ 65,000	\$ 60,000	\$ 60,000	
GRANTS/Donations			\$ 73,315	\$ 142,246	\$ 174,561	\$ 168,134	\$ 38,100	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Subtotal - Revenue			\$ 5,568,865	\$ 5,918,352	\$ 6,086,566	\$ 6,437,010	\$ 6,668,539	\$ 7,014,234	\$ 7,252,899	\$ 7,466,296	\$ 7,663,193	
Expenses			2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	
SALARIES AND BENEFITS			\$ 2,656,575	\$ 2,758,609	\$ 2,972,327	\$ 3,631,892	\$ 3,996,585	\$ 4,136,465	\$ 4,281,242	\$ 4,431,085	\$ 4,586,173	
MATERIALS			\$ 371,514	\$ 408,269	\$ 466,623	\$ 551,533	\$ 599,000	\$ 619,965	\$ 641,664	\$ 664,122	\$ 687,366	
TECHNOLOGY			\$ 256,224	\$ 230,382	\$ 226,271	\$ 260,747	\$ 251,155	\$ 259,945	\$ 269,044	\$ 278,460	\$ 288,206	
REPAIRS & MAINTENANCE			\$ 145,246	\$ 135,162	\$ 169,684	\$ 217,062	\$ 199,930	\$ 206,928	\$ 214,170	\$ 221,666	\$ 229,424	
CAPITAL IMPROVEMENT			\$ 31,641	\$ 34,864	\$ 92,451	\$ 204,003	\$ 248,119	\$ 256,803	\$ 265,791	\$ 275,094	\$ 284,722	
UTILITIES			\$ 151,280	\$ 167,231	\$ 171,783	\$ 191,267	\$ 218,225	\$ 225,863	\$ 233,768	\$ 241,950	\$ 250,418	
OTHER			\$ 456,900	\$ 317,390	\$ 451,495	\$ 580,519	\$ 476,004	\$ 492,664	\$ 509,907	\$ 527,754	\$ 546,226	
Subtotal - Expense			\$ 4,069,380	\$ 4,051,907	\$ 4,550,634	\$ 5,637,023	\$ 5,989,018	\$ 6,198,634	\$ 6,415,586	\$ 6,640,131	\$ 6,872,536	
Net Surplus(Loss)			\$ 1,499,485	\$ 1,866,445	\$ 1,535,932	\$ 799,987	\$ 679,521	\$ 815,600	\$ 837,314	\$ 826,164	\$ 790,657	
Transfer Out to Other Fund			\$ (1,400,000)	\$ (1,400,000)	\$ (1,300,000)	\$ (1,152,434)	\$ (500,000)	\$ (700,000)	\$ (700,000)	\$ (750,000)	\$ (750,000)	
Net FB effect			\$ 99,485	\$ 466,445	\$ 235,932	\$ (352,447)	\$ 179,521	\$ 115,600	\$ 137,314	\$ 76,164	\$ 40,657	
Beginning FB			\$ 2,612,148	\$ 2,711,633	\$ 3,178,078	\$ 3,414,010	\$ 3,061,563	\$ 3,241,084	\$ 3,356,684	\$ 3,493,998	\$ 3,570,162	
Ending FB		\$ 2,612,148	\$ 2,711,633	\$ 3,178,078	\$ 3,414,010	\$ 3,061,563	\$ 3,241,084	\$ 3,356,684	\$ 3,493,998	\$ 3,570,162	\$ 3,610,819	
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Capital Asset Replacement Fund												
Transfer In from General Fund			\$ 1,400,000	\$ 1,400,000	\$ 1,300,000	\$ 1,152,434	\$ 500,000	\$ 700,000	\$ 700,000	\$ 750,000	\$ 750,000	
Revenue			\$ 59,589	\$ 858,374	\$ 450,968	\$ 174,200	\$ 25,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Expenditure			\$ 708,338	\$ 1,433,792	\$ 4,352,633	\$ 1,842,695	\$ 610,000	\$ 500,000	\$ 500,000	\$ 650,000	\$ 650,000	
Net Surplu (Loss)			\$ 751,251	\$ 824,582	\$ (2,601,665)	\$ (516,060)	\$ (85,000)	\$ 210,000	\$ 210,000	\$ 110,000	\$ 110,000	
Beginning FB			\$ 1,827,159	\$ 2,578,411	\$ 3,402,993	\$ 801,328	\$ 285,267	\$ 200,267	\$ 410,267	\$ 620,267	\$ 730,267	
Ending FB		\$ 1,827,159	\$ 2,578,411	\$ 3,402,993	\$ 801,328	\$ 285,267	\$ 200,267	\$ 410,267	\$ 620,267	\$ 730,267	\$ 840,267	

Composition of Fund Balance



General FB Cap Asset FB

Project Title & Organization: Ypsilanti District Library (YDL) Social Work Model: Partnering for Behavioral Health Equity in Ypsilanti ([Ypsilanti District Library](#))

Geographic Area Served: YDL's service area includes 88,021 people in the City of Ypsilanti, Ypsilanti Township, and the majority of Superior Township, most within 48197/48198 zip codes. The majority of Washtenaw County's areas of concentrated poverty are located in Ypsilanti; 48% of 48197 residents and 54% in 48198 live below the [ALICE Threshold](#), compared to 40% countywide. According to the [2021 Washtenaw County Opportunity Index](#), both the City of Ypsilanti and YDL's portion of Superior Township have "very low" access to opportunity. Ypsilanti Township has "low" access.

Problem Statement: Public libraries have been described as "third places - naturally-occurring places in communities where people congregate and interact" ([Soska & Navarro, 2020, p. 410](#)), particularly essential in under-resourced communities where such amenities and services are not widely accessible. As such, libraries have become "service delivery hubs" ([Provence, 2019, p. 1053](#)). Library staff are frequently asked to provide referrals to mental health and substance use treatment facilities; housing, food insecurity, and financial literacy resources; child care; and legal services. Staff are not trained for the role of first responders to support patrons experiencing mental health crises, overdoses, and dysregulation due to trauma impacts. In response to a rise in opioid overdoses in libraries and the constellation of health, social and economic adversities impacting communities, public libraries are hiring social workers ([Zettervall & Nienow, 2019](#)).

In July 2023, the need for community based, widely accessible social work services was magnified after a catastrophic flood temporarily closed YDL's downtown branch. Businesses and government officials painfully came to recognize the myriad roles the library filled, including responding to residents' behavioral health needs. In response, YDL partnered with Eastern Michigan University's School of Social Work (EMU SSW) to establish a library social work internship that will begin in Fall 2024. EMU SSW also provided a 2023-24 YDL staff trauma training series based on a YDL trauma training needs assessment.

Brief Project Overview: While these efforts are important, social work interns are time-limited and not qualified to establish the social work infrastructure YDL requires to meet the ongoing needs of community members impacted by poverty and improve community behavioral health and well-being. YDL proposes implementing a comprehensive library social work model designed to address community behavioral health needs. This program will offer trauma-informed, culturally responsive case management and programming to address a behavioral health equity gap in the available services for people who: a) face barriers to participation in formal social service programs; b) require immediate financial, health, mental and behavioral health, housing, and other referrals; and c) are experiencing trauma responses in the library setting. The model includes services to community members, community partnerships, and support for YDL staff impacted by trauma exposure.

This project includes hiring a YDL full-time social worker in December, 2024. YDL's social worker will offer services at both the Michigan Avenue and Superior branches, situated near Ypsilanti's most vulnerable populations, developing programming, engaging in community outreach, and assisting individual library visitors. A flexible schedule will accommodate times identified as highest-need at each location. Social Worker responsibilities include: creative program development; developing intake and referral forms; assessment of community needs; shadowing YDL staff to learn about visitors' needs; debriefing library staff following traumatic incidents; networking with other library social workers to gain insight and ideas; professional development training; creating programming for both community and staff; networking with YDL partners; researching community resources; case management; community outreach; and supervising EMU SSW interns and certified peer navigators. A licensed social worker experienced in library social work practice will be contracted to provide supervision, a hiring incentive and extra layer of support that strengthens this model.

The success of such a model is rooted in strong community partnerships. EMU and the University of Michigan Schools of Social Work will recruit and vet a quality candidate to lay the foundation for future social work practice at YDL. To address the YDL staff’s trauma exposure, EMU SSW’s Dr. Sarah Shea, who developed and piloted a 2023-24 trauma training series for YDL staff, will be contracted to provide ongoing trauma training and reflective consultation for staff. EMU SSW’s Dr. Margaret Ann Paauw, an expert in library social work with experience implementing and evaluating library social work programs, will conduct an evaluation to assess community impact. The evaluation will take place over the course of both years and incorporate feedback from identified stakeholders such as library staff, administration, patrons, security, and community partners. Evaluation results will be used to support measures for sustainable funding for ongoing social work services at YDL and inform model improvement and expansion.

Key Collaborative Partners & Responsibilities:

- Eastern Michigan University School of Social Work: develop job description, assist with interviewing and vetting candidates, coordinate social work internships; establish social work supervision, provide trauma training and reflective consultation, conduct evaluation
- University of Michigan School of Social Work: develop job description, assist with interviewing and vetting candidates
- Trinity Health: YDL has applied for [funding that could additionally support this project](#).
- Home of New Vision or similar partner: contract state certified peer navigators to connect with vulnerable populations about the Social Work services available at YDL.
- YDL is a member of [Barrier Busters](#), and regularly partners with over 50 local non-profit and government agencies. These connections will be valuable to the project.

Estimated Draft Budget:

Full-time MSW salary	\$100,000
Full-time MSW benefits	\$50,000
MSW supervision	\$12,480
EMU SSW student intern stipends (2)	\$50,200
YDL Social Work Model evaluation	\$40,000
YDL staff trauma training & reflective consultation	\$31,000
Peer navigator stipends	\$9,000
Giveaway care items for YDL patrons	\$6,000
Social Work services promotional materials	\$3,000
Indirect costs (5%)	\$15,084
Total grant request	\$316,764

Submitted by Lisa Hoenig, Director
 (734)879-1300 / lisa@ypsilibary.org



RECITE ME REPORT

ALL TIME REPORT

ypsilibrary.org, attend.ypsilibrary.org, ypsilibrary.libnet.info
1st Apr 2023 - 31st Mar 2024

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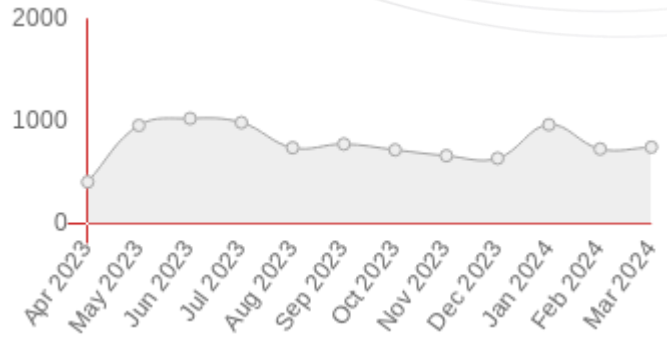
MONTHLY OVERVIEW



PAGES VIEWED

9,348

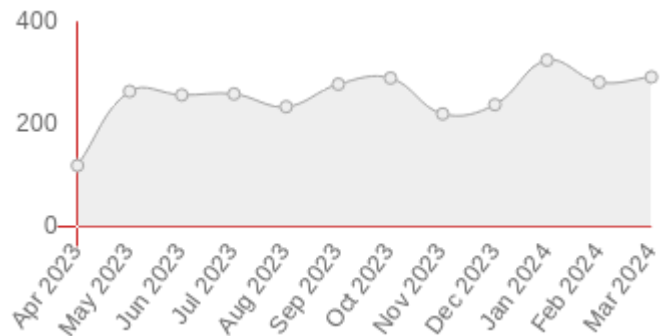
This is a total number of pages viewed on your website while using the ReciteMe Toolbar.



UNIQUE USERS

3,058

This is the number of unique individuals that have used the ReciteMe Toolbar on your website.



PAGES VIEWED PER SESSION

3.06

This is the average number of pages a unique user has viewed within one session on your website.

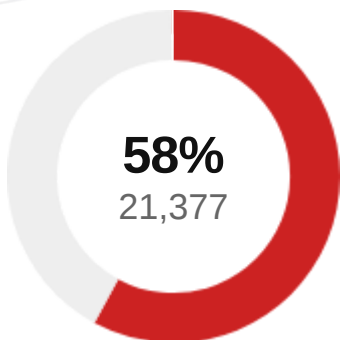
Industry average is approximately **2.8 pages** per session*
www.littledata.io, May 2020



FEATURE CLICKS

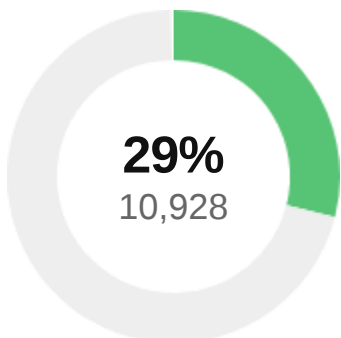
The ReciteMe Toolbar is broken down into four main areas, screen reader, translation, styling and reading. This shows the breakdown of how the Toolbar has been used. All functions support a wide range of disabilities to aid website usability.

SCREEN READER



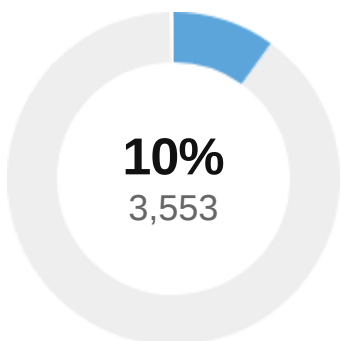
Feature Event	Clicks	%
Playback: English	21021	98%
Playback: ES-US	162	1%
Playback: FR-CA	14	0%
Audio Downloads	7	0%
Playback: Portuguese	4	0%

TRANSLATION



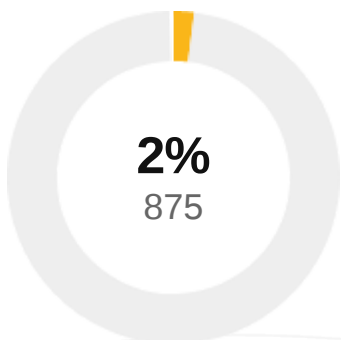
Feature Event	Clicks	%
EN-US	8268	76%
ES-US	491	4%
Arabic	279	3%
Ukrainian	65	1%
Yiddish	37	0%

STYLING



Feature Event	Clicks	%
Font-size: 110%	405	11%
Font-size: 100%	121	3%
Margin: 30%	119	3%
Font-size: 120%	80	2%
Font-colour: #fff	56	2%

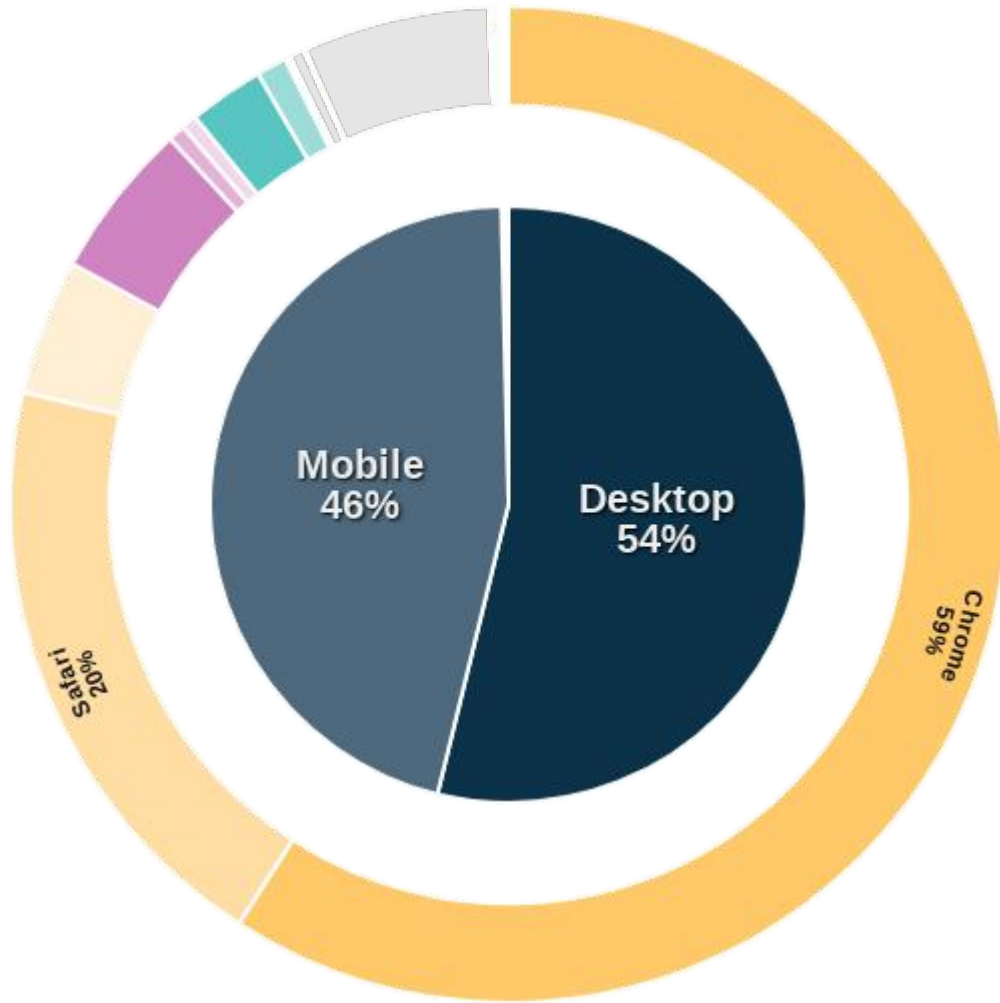
READING AIDS



Feature Event	Clicks	%
Textmode	151	17%
Dictionary	113	13%
Screenmask	85	10%
Magnifier	71	8%
Ruler	66	8%



PLATFORM & BROWSER DATA



Browser	%	Browser	%
Chrome	59.33	Samsung Browser	0.5
Safari	19.6	Mobile Safari UIWebView	2.45
Firefox	4.42	Silk	0.99
Edge	5.12	PaleMoon	0.09
Google App	0.56	Firefox For IOS	0.02

Platform	%
Desktop	54.04
Mobile	45.96

YDL Dashboards

**Michigan Avenue closed beginning July 2023

YDL DASHBOARD April 2024					
	Mar	Apr	Monthly Change	Year to Date	
Circulation					
Whittaker	33,052	31,685	-4%	130,446	
Michigan	3,961	3,512	-11%	15,106	
Superior	5,511	5,995	9%	22,843	
Outreach/BKM	1,667	2,130	28%	6,479	
eProducts	19,541	17,860	-9%	75,621	
TOTAL	63,732	61,182	-4%	250,495	
MeLCat ILL					
Loaned	779	885	14%	3,503	
Borrowed	1,047	1,056	1%	4,419	
				-	
New Cards					
Whittaker	459	399	-13%	1,473	
Michigan	-	-	0%	-	
Superior	70	101	44%	270	
Outreach/BKM	5	19	280%	37	
TOTAL	534	519	-3%	1,780	
Reference					
Whittaker	3,898	3,574	-8%	15,369	
Michigan	-	-	0%	-	
Superior	2,035	2,316	14%	8,296	
Outreach/BKM	98	109	11%	330	
TOTAL	6,031	5,999	-1%	23,995	
Computer Sessions					
Whittaker	2,480	2,179	-12%	8,994	
Michigan	-	-	0%	-	
Superior	653	525	-20%	2,341	
Outreach/BKM	12	13	8%	40	
Wireless	6,924	6,731	-3%	26,062	
TOTAL	10,069	9,448	-6%	37,437	
Door Count					
Whittaker	15,335	14,460	-6%	57,525	
Michigan	-	-	0%	-	
Superior	5,467	5,868	7%	20,849	
Bookmobile	551	517	-6%	1,718	
TOTAL	21,353	20,845	-2%	80,092	
Collection					
Items Added	3,267	3,358	3%	14,571	
Items Cataloged	160	188	18%	678	
Electronic Services					
Website Visits	42,973	38,606	-10%	170,127	
Podcast	25	72	188%	130	
App Users	1,166	1,179	1%	2,388	

**Michigan Avenue closed beginning July 2023

	Mar	Apr	Monthly Change	Year to Date
Programs				
Whit Adult	54	38	-30%	166
Attendance	412	299	-27%	1,230
Whit 0-5	22	31	41%	101
Attendance	882	1,128	28%	3,761
Whit 6-11	35	19	-46%	103
Attendance	1,110	372	-66%	2,680
Whit Teen	6	3	-50%	20
Attendance	73	24	-67%	292
Mich Adult	14	17	21%	49
Attendance	122	427	250%	788
Mich 0-5	-	-	0%	6
Attendance	-	-	0%	57
Mich 6-11	7	6	-14%	31
Attendance	52	50	-4%	380
Mich Teen	5	6	20%	22
Attendance	45	44	-2%	191
Sup Adult	25	23	-8%	90
Attendance	247	215	-13%	812
Sup 0-5	11	15	36%	50
Attendance	234	322	38%	1,064
Sup 6-11	11	13	18%	37
Attendance	182	191	5%	624
Sup Teen	3	-	-100%	10
Attendance	35	-	-100%	83
				-
Out Adult	4	3	-25%	21
Attendance	48	60	25%	315
Out 0-5	8	10	25%	31
Attendance	206	294	43%	815
Out 6-11	2	6	200%	11
Attendance	153	299	95%	501
Out Teen	-	-	0%	-
Attendance	-	-	0%	-
Out Offsite	8	6	0%	17
Attendance	230	326	0%	637
Virtual/Hybrid (all)	5	2	0%	10
Attendance	67	24	0%	138
General/All Ages (all)	-	1	0%	1
Attendance	-	815	0%	815

**Michigan Avenue closed beginning July 2023

TOTAL PROGRAMS	220	199	-10%	776
TOTAL ATTENDANCE	4,098	4,890	19%	15,183
				-
				-

DEVELOPMENT REVENUE BY FUND	<i>Where the \$ Goes</i>		
<u>FY2022/2023</u>	<u>ACTUAL</u>	<u>NOTES</u>	
General Fund	\$14,518	Includes Endowment Distribution	
Miscellaneous Specified Funds	\$118,845	Friends & Designated, Non-Capital	
Superior Capital	\$159,640		
TOTAL:	\$293,003		
Endowment gifts received and deposited with AACF: \$7,688			
<u>FY2023/2024</u>	<u>AS OF:</u>		
	<u>2/29/2024</u>	<u>3/31/2024</u>	<u>4/30/2024</u>
General Fund	\$515	\$652	\$10,766
Miscellaneous Specified Funds	\$25,394	\$60,694	\$77,934
Superior Capital Campaign	\$80,025	\$80,125	\$80,125
TOTAL:	\$105,934	\$141,471	\$168,825
Endowment gifts received and deposited with AAACF: \$6,000			
	Wagner, Webster		

Development Revenue 3/31/24

Fund	Percentage	Amount
Superior Capital Campaign	48%	\$80,125
Miscellaneous Specified Funds	46%	\$77,934
General Fund	6%	\$7,934

DEVELOPMENT REVENUE BY SOURCE	Where the \$ Comes From	As of 4/30/24	
	<u>ACTUAL</u>	<u>TO DATE</u>	<u>NOTES</u>
DONATIONS	FY22/23	FY23/24	
Annual Report	\$1,685	\$0	
Annual Appeal	\$32,145	\$22,036	
Individual	\$3,630	\$704	
Corporate	\$850	\$650	
Sponsorship	\$3,488	\$5,500	Domino's, TRUE Community
Memorials	\$5,797	\$1,425	<i>Tribute gifts captured in Individual & Annual Appeal</i>
Third Party - Kroger, Amazon	\$1,066	\$845	Aubree's x 2, Krogers
Friends of the YDL	\$36,501	\$7,270	
	\$85,162	\$38,430	
GRANTS			
Charitable Foundation/Organization	\$24,850	\$0	
Corporate Foundation	\$30,500	\$30,000	Toyota
Government	<u>\$38,593</u>	<u>\$35,212</u>	MACC - Noise Permit, TALK
	\$93,943	\$65,212	
ENDOWMENT FUNDS			
YDL Agency Distribution	\$1,497	\$1,595	
Goussef Fund Distribution	\$9,077	\$8,893	
YDL General Endowment Distribution	<u>\$7,859</u>	<u>\$8,452</u>	
	\$18,433	\$18,940	
GRAND TOTAL:	\$197,050	\$122,582	
SUPERIOR CAPITAL CAMPAIGN			
Grants (Funds Received)	\$80,500	\$80,000	Towsley
Corporate/Organization	\$20,556	\$0	
Donations - Individual	<u>\$58,584</u>	<u>\$125</u>	
SUPERIOR TOTAL:	\$159,640	\$80,125	
MI Ave. Restoration to Date (5/3/24): \$40,580			Primarily gifts from individuals with additional gifts from O'Neal Construction, Stites Financial, Library Design Associates and The Martin Family Foundation.

Department Reports

Acquisitions Department Board Report

March and April 2024

Department News and Activities

- Our graduate students from the UM School of Information wrapped up their project assessing our local history room. They spent the semester analyzing our current collection, focusing on what we can do to better preserve our materials, as well as coming up with ideas on how to utilize our collection and promote it within the community. They've delivered a full inventory of our collection, potential policy suggestions, and conservation guidelines. Their work will serve as a fantastic starting point to reassess and refresh the Michigan-Ypsilanti Heritage Room. Thank you to Justin Villa, Alexis Miettinen, and Jasper Forster for their amazing work on this project!
- I continue to work with the ILS migration team on preparing for our new system. We have completed the initial profiling and data mapping process, and we now have a live test server so that we can begin exploring the new system. Our next phase will be testing the new ILS and preparing for staff training.
- I attended the Innovative User Group annual conference in downtown Detroit in late March. This was a great opportunity to meet and exchange ideas with other libraries who are using our new ILS. I'm very encouraged by the creativity and generosity of the user community, and how well-supported it is by the vendor. Lots of great ideas to explore after we go live on the new system!
- Acquisitions staff continues to work on our regular tasks, including placing and receiving orders, processing materials, repairing items, MeLCat, inventory, and cataloging.

Statistics

- The budget is currently 35% encumbered.
- 160 items were cataloged in March, and 188 items were cataloged in April.
- 3,267 items, including 2,589 e-items, were added in March.
- 3,358 items, including 2,731 e-items, were added in April.
- YDL borrowed 1,047 items from other libraries via MeLCat in March.
- YDL borrowed 1,056 items from other libraries via MeLCat in April.
- YDL loaned 779 items to other libraries via MeLCat in March.
- YDL loaned 885 items to other libraries via MeLCat in April.

Assistant Director
Board Report: April/May, 2024

We are busy, busy, busy with our Polaris implementation! I have scheduled 27 training sessions in various modules, and Katie and I attended our first one yesterday. For our cataloging tool, we are moving from OCLC to Sky River. There were many similarities, but Sky River is definitely less clunky and has some nice features. After yesterday, I was tempted to return to my cataloging role! Up next is circulation training (May 21-23), followed by System Administration (June 3-4). Staff are attending those trainings that are relevant to their roles and will return to their departments utilizing a “train the trainer” approach. We are so very excited to launch this product! It is going to be awesome – I promise.

Lisa and I spend a lot of time in meetings regarding the renovation to Michigan Avenue. Construction seems to be slow-going, but we think our meetings regarding expectations of information-sharing formats have improved the situation. I know the Michigan Avenue staff are very anxious to return to home base and welcome back patrons!

I have assembled my ad-hoc exhibit committee, and we will soon begin planning fall programs for the next exhibit: *Through Darkness to Light: Photographs Along the Underground Railroad*. *Darkness* will be on display from September 1-October 20 this fall. Our ability to offer programs of interest will only be limited by time and money!

Also on schedule for the fall will be various programs related to the Wonder Media information literacy exhibit that Jodi and I worked on with the Library of Michigan. The creator, Sue Ellen Christian of Western Michigan University, will likely pay us a site visit to see her work being implemented in person! She has been wonderful to work with; she is very bright and engaging and is very dedicated to information literacy!

I have finalized our staff in-service day, and we will welcome Polaris demo trainers, architect Kyle Keaffaber, and wellbeing speaker Marilyn Suttle. Ms. Suttle’s presentation is meant to complement our trauma training that staff participated in this year. The Friends funds will help pay for in-service day, as our staff has grown so large that both breakfast and lunch must now be catered by outside organizations. Breakfast will be delivered by IHOP, and lunch will be a BBQ-palooza, courtesy of Bone Heads.

The Friends are still trying to get their online sales shop back up and running after the departure of Bob and Mary Jane Ferrett. There has been some internal strife regarding how and where the dedicated banking account will be set up, but I think it is mostly due to confusion. Their next “big sale” is coming up on May 16. On a super high note, they have so many volunteers that they will be able to expand and standardize the bookshop hours here at Whittaker! Starting in June, they will be open from 10-6:00 M-Th, 10-4:00 Friday and Saturday, and 2-4:00 on Sunday.

Submitted by Julianne Smith, May 10, 2024

Community Relations

Monthly report: April, 2024

Major print/design pieces produced:

- The 2023 Annual Report went to the printer. It features stories about the Michigan Avenue closure, STEM grants, Superior's impact during its first year, and more.



**ANNUAL
REPORT
2023**

Promotional activity

- **Summer Challenge:** The Communications team continues to help with Summer Challenge promotion. We're designing flyers for advertising the challenge (including the cake baking/decorating contest), finalizing our press release, and have finished reaching out to our group of businesses to secure prizes. We've also ordered the bus ads and YDL branded prizes, and will update the main Summer Challenge page on our website with this year's sponsor logos.
- **Great Michigan Read:** We had a boosted Facebook post made for the Warrior Lawyers documentary film screening that's a part of this year's Great Michigan Read programming.
- **Michigan Ave. Reopening:** One of a number of things we'll be producing to highlight Michigan Avenue's reopening this summer is a video featuring memories and reactions from our Senior Advisory Board members. Sam and Hailey are meeting with the board in April to help prepare them, and then filming and producing the video in May.

Notable Media Mentions

- Our partnership to provide Nalaxone at all our locations was featured in a Concentrate article on harm reduction in the opioid epidemic, and on WEMU's On the Ground Ypsi.
- MLive covered our March City Council-Ward 3 Candidate's Forum.
- The A2Y Chamber plugged National Library Week in an online newsletter.
- We were listed in MLive and Detroit News articles about places to view the eclipse.

Community Relations news

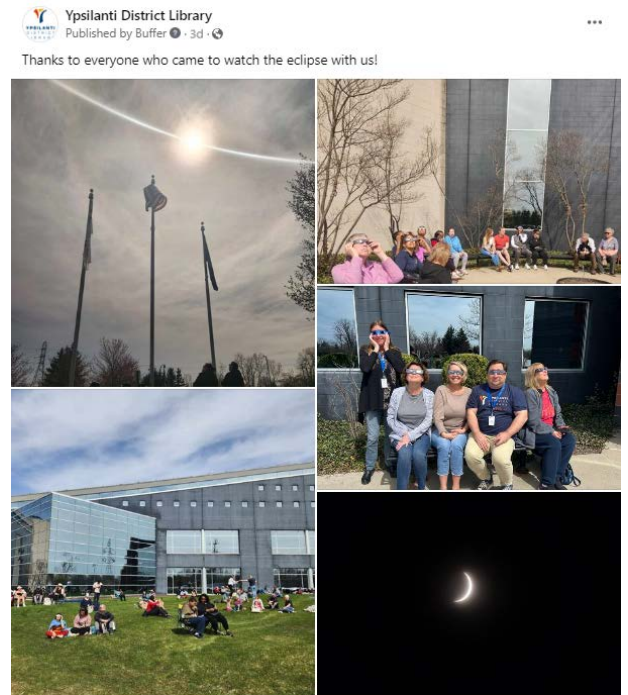
- Sam and Monica continue to share weekly Parkridge duty. Sam attends the monthly Engage meetings.
- Sam completed a 4-week course called Marketing the 21st Century Library and will begin working on a marketing plan for YDL with Lisa's input.

Submitted by Sam Killian on 5/10/2024

Notable Social Media activity

This was a pretty good month for social media engagement. We had a total audience of 10,500, up slightly from the previous month. Additionally, our total impressions jumped significantly (691%) to 1.06M, and our total engagement was 9,800 (up 140%). Our Tik Tok now has 570+ followers with 6,400+ likes, and we're consistently getting more than 1,000 views on our videos. Some highlights from the last month:

- A video we made for Tik Tok capitalizing on a current library trend of staff reacting to “library gossip” got over 6,300 views in a day!
- Our post sharing pictures of the eclipse party at Whittaker reached more than 1,600 people with 450+ engagements, including 80+ likes on Facebook. It also got 91 likes on Instagram.
- A post sharing a picture of a carved name that was revealed in the floor during the Michigan Avenue construction reached more than 1,400 people on Facebook with 130+ engagements, including nearly 80 likes. It also got 84 likes on Instagram.
- Construction pictures from Michigan Avenue reached 1,400+ people with 350 engagements and 137 likes on Facebook, and 90 likes on Instagram.
- A meme we posted talking about shelving books by size reached nearly 26,000 people with 1,450 engagements, including 180+likes on FB.
- A comic we shared about doing outreach to patrons using the restroom in the library reached nearly 890,000 people with 2,000+ engagements, including 450 likes on FB.
- A post we shared about book challenges from the ACLU reached nearly 19,000 people with over 1,100 engagements, including 27 comments and 455 likes.



[See insights and ads](#)

[Boost post](#)



[See insights and ads](#)

[Boost post](#)

[Ypsilanti Historical Society](#), [First Fridays Ypsilanti](#) and 76 others

5 shares

Submitted by Sam Killian on 5/10/2024



A naloxone vending machine at the Ypsilanti District Library's Whittaker Road branch.

Doug Coombe

Ypsilanti

Naloxone machines and other harm reduction efforts aim to

reduce Ypsi-area opioid overdose deaths

RYLEE BARNSDALE | WEDNESDAY, MARCH 27, 2024

Ypsi-area residents can now find free naloxone and fentanyl test strips at vending machines throughout the city and township of Ypsilanti.



Doug Coombe

Home of New Vision's Chris Sudduth with a naloxone vending machine at YDL's Whittaker Road branch.



Across the country, public health departments are working to address the growing opioid crisis through harm reduction – or minimizing the negative effects of opioid use – and Washtenaw County is no exception. Numerous organizations have provided naloxone (an opioid overdose-reversing drug also known as Narcan) and associated training on how to use it, but Ypsi-area residents can now find free naloxone and fentanyl test strips at vending machines throughout the city and township of Ypsilanti.

"The main thing that is important to us is that we can be a place where people can go for these life-saving solutions," says Ypsilanti District Library (YDL) Community Relations Coordinator Sam Killian about YDL's recently installed naloxone vending machines. "The most important aspect to us is the opportunity to provide something that can literally save lives."

All of YDL's branches have a vending machine, but Killian explains that YDL's staff has been equipped with naloxone for staff to handle emergencies since 2019.



Ypsilanti District Library Community Relations Coordinator Sam Killian.

"This is something that is pretty important to us," Killian says. "We are a community connector, and when we have opportunities to connect people in the community to resources other folks are providing, that is certainly something we love to help with."

YDL partners with Ann Arbor nonprofit addiction treatment center Home of New Vision to keep their vending machines stocked. Killian views the partnership as an extension of the library's goal of being a safe space where community members can not just check out books, but receive advice and direction to other resources throughout the community.

"The great thing about having multiple branches is being able to get things closer to where people are," Killian says. "When there's an opportunity to bring solutions like these closer to home, that's always a great opportunity."

Home of New Vision's Chris Sudduth with a naloxone vending machine at YDL's Whittaker Road branch.

Home of New Vision provides free naloxone through the Washtenaw Recovery Advocacy Project (WRAP), allowing individuals and organizations to order free naloxone for delivery. WRAP's website also offers educational tools about what an overdose looks like and how to administer naloxone

in an emergency. Chris Sudduth, Home of New Vision's director of community initiatives, says WRAP and the Recovery Opioid Overdose Team (ROOT) at Home of New Vision are working to reduce stigma around drug use and treat and prevent overdoses with a non-judgemental approach.

"We try to fill in any gaps and reach people in all different demographics and different areas of their life," Sudduth says. "We don't care how many times you need to use naloxone. We preach harm reduction and if you don't choose recovery that day, that's okay."

While Home of New Vision's primary facility is in Ann Arbor, an Ypsilanti location opened last summer. Sudduth says building partnerships in Ypsi has allowed Home of New Vision to extend its resources more easily to Ypsi residents and continue to spread harm reduction tactics.

"We see the disparities between Ann Arbor and Ypsi, and we wanted to bridge the gap between transportation and having more services in Ypsi," Sudduth says. "It's been great to find other partners through this."

One of those partners is the Washtenaw County Health Department, which has also emphasized harm reduction and recovery when it comes to drug use. Through the It Is Possible campaign, which launched in 2020 and also reaches Lenawee, Livingston, and Monroe counties, the health department hopes to reduce stigma surrounding addiction, making it easier to discuss the subject and seek help.

Washtenaw County Health Department Communications Coordinator Beth Ann Hamilton says that although the campaign doesn't directly provide resources, it does often point individuals in the direction of

A naloxone vending machine at YDL's Whittaker Road branch.

naloxone vending machines and other methods of receiving free naloxone, as well as materials on where to find resources and how to use naloxone effectively.

"In a perfect world, addiction wouldn't be a thing, but it is and we know it's a serious illness," Hamilton says. "Having these tools and being able to meet people where they're at, so they are as safe as possible, is revolutionary to me."

Hamilton says that it's "too early" to tell how much naloxone availability has affected overdose statistics, but as of 2022 Washtenaw County had a lower average of reported overdose deaths compared to the rest of the country. She also explains that a number of the recovery stories shared through the It Is Possible campaign mentioned naloxone saving lives and allowing those in active addiction to more safely reach a point where they can recover.

"We want to reduce stigma and share more about what addiction means and why harm reduction is important," Hamilton says. "Having this resource available leads to safer use and fewer people dying."

To see a list of naloxone vending machines, visit the Washtenaw County Health Department's website. Free materials supporting harm reduction and recovery for the It Is Possible campaign can also be found on the health department website.

"The opioid crisis is only getting worse, and an overdose can happen anytime, anywhere, to anyone," Sudduth says. "Having the ability to save someone's life or even just knowing the option is there, it gives me peace of mind."

Rylee Barnsdale is a Michigan native and longtime Washtenaw County resident. She wants to use her journalistic experience from her time at Eastern Michigan University writing for the Eastern Echo to tell the stories of Washtenaw County residents that need to be heard.

Photos by Doug Coombe.

Enjoy this story? Sign up for free solutions-based reporting in your inbox each week.

Community Relations

Monthly report: May, 2024

Major print/design pieces produced:

- **Bookmobile FAQ** – We used information from Outreach to create a Bookmobile visit FAQ sheet so it's easier to show teachers how to schedule a storytime/school visit.
- **Summer Challenge flyer** – We finalized the Summer Challenge flyer and are sending to the printer. This will be distributed to schools in the area, as well as around the library buildings and Outreach events.
- **Loop** – The summer issue of The Loop is being designed. It will cover the Michigan Avenue reopening, Summer Challenge, return of the Noise Permit concert, the new Ypsilanti Youth Poet Laureate, and more.



Promotional activity

- **Summer Challenge:** The Communications team has finished the Summer Challenge flyer (see above) and have sent to the printer. We have the printed bus ads and will update the main Summer Challenge page on our website with this year's sponsor logos. We will also have a space in our weekly emails to highlight different Challenge activities.
- **Michigan Ave. Reopening:** One of a number of things we'll be producing to highlight Michigan Avenue's reopening this summer is a video featuring memories and reactions from our Senior Advisory Board members. Sam and Hailey are meeting with the board later this month to film, and will put together the video to use on social media and during the welcome back parties.

Notable Media Mentions

- The Ann Arbor Observer shared information about the Washtenaw Reads Keynote Event.
- There was an article in Pride Source about our Adult Queer Book Group, featuring interviews with Kathryn (the organizer) and other members of the group.
- A project we'll be helping roll out (Wonder Media) was covered in an article on the Michigan Department of Education site. Wonder Media is a collection of tools and games that help with media literacy and combatting misinformation.

Community Relations news

- Sam and Monica continue to share weekly Parkridge duty. Sam attends the monthly Engage meetings.
- Sam is working with TheRide to make sure they have what they need for Summer Challenge free weekend rides.

Submitted by Sam Killian on 5/10/2024

Notable Social Media activity

We had a total audience of 10,721, up slightly from the previous month. We had 226,000 total impressions, and our total engagement was 8,100. Both those numbers were down from last month, which isn't surprising due to the surge we had during that period. Our Tik Tok now has 600 followers with 6,500 likes, and we're consistently getting more than 1,000 views on our videos. Some highlights from the last month:

- More than 3,100 people saw our latest Michigan Avenue construction update with pictures, and 318 people engaged with it on Facebook.
- We started a staff caption contest where we choose images from children's books and staff make up captions for them. We then post our favorites on social media for the public to vote. Our first poll got more than 100 votes and was seen by more than 1,200 people. Clerk Pat Harris was our inaugural winner.
- A meme we shared—where someone had posted 6 things their librarian spouse had taught them—reached 4,000 people on Facebook, with 230 engagements.
- A meme we shared about Scary Stories to Tell in the Dark reached 3,000 people with 270 engagements.
- A Taylor Swift Tortured Poets Department video we made was played 550 times on Instagram with 46 likes.
- A video we made about someone returning an overdue book was played more than 2,000 times on Instagram with 107 likes.

Ypsilanti District Library
Published by Buffer · 4 days ago

Check out the latest pictures from the Michigan Avenue construction! We can't wait to welcome you back later this summer.

See insights and ads [Boost post](#)

Maker Works and 79 others 5 comments · 4 shares

Like Comment Share

View more comments

Kerri Pepperman Great progress!

Ypsilanti District Library
Published by Buffer · 5 days ago

Congratulations to our inaugural Staff Caption Contest winner, YDL Clerk Pat Harris! 🏆 This week's illustration is from Field Trip to Volcano Island, a wordless picture book adventure by John Hare. Check out Pat's winning entry:

Field Trip to Volcano Island by John Hare

Wow, 1-800-FLOWERS delivers anywhere!

See insights and ads [Boost post](#)

19 1 share

Submitted by Sam Killian on 5/10/2024

ADVERTISEMENT

The Michigan HIV/STI Hotline Is Now Online!
VISIT US AT
MISEXUALHEALTHINFO.COM

MICHIGAN HIV/STI HOTLINE
800-872-2437

Ready To Introduce Your Business to the LGBTQ+ Community?

The advertisement features a red background. On the left, a dark purple box contains white text. In the center, there is a circular logo with colored dots and the hotline number. On the right, a laptop screen displays the hotline's website. Below the red banner is a yellow box with a rainbow flag graphic and text.

NEWS / MICHIGAN

Why a Local Academic Is Fostering Queer Discussion and Community Through an Old-Fashioned Book Club

Ypsilanti library's queer book club meets monthly



Drew Saunders

Published: April 16, 2024 | Last Updated: April 16, 2024



Queer books on public library shelves have come under fire across the country in recent years, but you wouldn't know it at the Ypsilanti District Library (YDL), where local readers can join a monthly book club focused on books with LGBTQ+ themes.

Z Kathryn, a genderqueer academic who goes by Dr. Z, started the monthly [Ypsilanti Library Adult Queer Book Club](#) after a career of teaching LGBT studies, gender and women's studies at the Women's Huron Valley Correctional Facility and Eastern Michigan University. Dr. Z decided to form the group after switching from the university to the library at the start of the coronavirus pandemic as a natural extension to their career. "I wanted to continue that intellectual work and queer discussion, centering it around my passion, which is books. Fiction, non-fiction, science fiction, poetry. That's where I got the idea," Dr. Z said. "I'm thrilled by the turnout and popularity of it."

"I'm new to the area and it's just been so welcoming. Ypsi in general has been so welcoming and the book club has been the number one thing for me," book club member M.C. Perin told Pride Source. "I've made friends, some career connections, and it's just so nice to be able to go somewhere where you can speak your mind freely and even if people disagree, they're not going to judge you for it."

We're focused on one goal: helping people with HIV live their healthiest lives possible.

UNIFIED
HIV Health and Support

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[LEARN MORE](#)

POPULAR ARTICLES

Everything You Need to Know About the New Queer Bar Coming to Ann Arbor

Biden Declares the Easter Bunny Transgender, Conservatives Go Wild

Kathy Griffin Keeps on Surviving: Comedian Talks Tour, Longtime LGBTQ+ Allyship and Support From 'Civilian Gays'

How the Recently Passed Michigan Family

Each title centers on people who are queer in some way, ranging from novels, to memoirs, to graphic novels. Books are available at the library for a month before the regularly scheduled meetings at the [Whitaker Branch](#) in Ypsilanti Township.

“I really enjoy going to book group and actually discussing the books. I feel like we get into really in-depth discussions and just talk about queer theory in the book ... and I feel like I learn more about the book every time I go to the group,” book club member Naomi Pomerantz said.

Bans and challenges to books about or mentioning the existence of LGBTQ+ people have been on the rise nationally for years now. The [American Library Association](#) counted 695 attempts to remove books about LGBTQ life or the points of view of racial minorities in libraries just in 2023.

“It has become a response to that. My supervisor is encouraging that that is a response. Participants in Ypsilanti are also saying that this a welcoming space, a space full of diversity and it’s a space that the library fosters, not just for queer folks, but for folks of all backgrounds as general space for library activity,” Dr. Z said. “But when I put it together, the uproar around the nation wasn’t as severe as it is now, and it has grown since. In Ypsilanti, we haven’t had any pushback. We’ve only had marvelous support for it.”

Alex Spakerman, a non-binary pansexual member, said that being part of the club has opened them up to more books they may not have otherwise picked up. “We’ve read a lot of memoirs, like ‘All Boys Aren’t Blue,’” Spakerman said. “One of the ones I really liked was ‘The Lost Cost,’ which was about a lesbian in the closet who went to California to see the redwoods and came across this magic group, which I thought was super interesting.”

Upcoming titles include “Manhunt” by Gretchen Felker-Martin (April), “Let’s Talk About Love” by Claire Kann (May), “Giovanni’s Room” by James Baldwin (June) and “Frankissstein” by Jeanette Winterson (July).

Protection Act Will Safeguard LGBTQ+ Parents and Families

Why a Local Academic Is Fostering Queer Discussion and Community Through an Old-Fashioned Book Club

PRIDE SOURCE MARKETPLACE



Flint Institute Of Arts
Banquet Hall/Catering

Chelsea Menswear & Tuxedos
Holiday Gift Guide

Christ Church Cranbrook
Religious & Spiritual

Art Moran Buick GMC
Auto Guide

More LGBTQ+ Listings

Customer Services

Monthly report: May 2024

Circulation Stats

For the month of March, we checked out 40,487 items system wide.

Patrons also downloaded 19,541 digital items.

We also issued 534 new library cards.

For the month of April, we checked out 40,775 items system wide.

Patrons also downloaded 17,860 digital items.

We also issued 519 new library cards.

Eclipse Glasses

Well it turns out that handing out eclipse glasses was good business for YDL. Since we required anyone wishing to receive a pair of eclipse glasses to have a YDL library card, we signed up 500 new borrowers in the two weeks we were giving out the glasses, as well as renewing 381 existing cards.



New Mover Service

The *New Mover Service* project has begun. So far, we have issued library cards to the residents of four new households in the YDL service area.



Submitted by *John Connaghan* on May 6, 2024

YDL DEVELOPMENT REPORT

April 2024

MAKING CONNECTIONS

Chris attended the Washtenaw County Health Improvement Plan Planning Kick-Off meeting online on April 3rd. Priorities identified by the 2023 Assessment respondents include mental health, access to healthcare and access to healthy food. Surveys and research determined that individuals are still struggling after COVID. Sixty-three percent of respondents indicated having more difficulty paying bills, and 68% are challenged to find affordable housing. Planning and developing strategies with community partners is the next step forward.

Survey Findings for Identified Priorities

Mental Health

- Mental health was the top reported health concern by 68% of respondents.
- Higher levels of anxiety, depression and isolation exist stemming from COVID.
- 38% of 9th and 11th graders felt sad or hopeless every day for the past two weeks.
- 19% of Washtenaw's Medicare population was treated for depression in 2022.
- 48198 was identified as the highest need zip code.

Access to Healthcare

- 79% of respondents ranked this as the top issue.
- Access to health insurance improved locally over the past 10 years, but accessing actual care is still a challenge for many.

Access to Healthy Food

- 1 in 10 county residents experienced food insecurity at some point during 2022.
- 52% of respondents ranked access to affordable, healthy food as a top issue.

On April 11th, Chris attended the annual Washtenaw Literacy's Lifelong Literacy Breakfast. The keynote speaker was Dr. Bill Pink, President of Ferris State University.

PROGRAM GRANTS

Grants Submitted

Ypsilanti Downtown Development Authority – Due to a large number of grant applications received this year, YDDA is still reviewing and determining grant awardees. This request for \$1,500 is in support of the re-opening party for Michigan Ave. in August.

Trinity Ann Arbor & Livingston: Investing in Our Communities Grant

This request for \$50,000 per year for two years is in support of a full-time social worker for our Superior and Michigan Ave. branches. Award announcements are expected by May 15th.

Grants Denied

Ann Arbor Area Community Foundation Youth Council Grant – Request: \$10,580

Sadly, the grant submitted to the **Ann Arbor Area Community Foundation Youth Council** in support of *Teen Self Care Sundays* (two community events centering around teen mental health to take place during the

24/25 school year) was not funded. Chris contacted Maryellen Ferro at the Community Foundation and has scheduled a conversation with her in May to get feedback on our grant proposal.

Upcoming Grant Submissions

Michigan Health Endowment Fund (MHEF)

YDL was invited to submit an application in support of a full-time social worker for Superior and Michigan Ave. branches and the creation/implementation of a library social work model at YDL. Lisa and our School of Social Work friends at EMU are currently working on the application which is due May 10.

CORPORATE SUPPORT

No response from **Fifth/Third Bank** regarding their potential support of the Interactive Play Area at Superior.

Aubree's on Whittaker Rd. held Dine to Donate events on February 15th in support of Michigan Ave. restoration, as well as on Thursday, April 11th during National Library Week. These events generated \$282. We will consider another event with Aubree's at the end of the year in conjunction with annual appeal solicitation.

As a business relatively new to Ypsilanti, Chris decided to submit a sponsorship request to **TRUE Community Credit Union** in support of *Noise Permit* in August. As an event that supports our community's teens and draws a large crowd, it seemed like a good fit. TRUE agreed and granted YDL \$500 in support of the event. They will provide swag and staff a table where they can talk to attendees and provide financial literacy information for teens.

CAMPAIGN FOR MICHIGAN AVENUE

We continue to seek funds for the restoration of Michigan Avenue. Thus far, we have received 114 donations totaling \$40,580. It would be great to make it to \$50,000!

ACTION: *Please continue to spread the word that Michigan Avenue still needs the community's support. Simply direct people to our website where they can make a gift to help us bring back the MI Ave. branch.*

SUPERIOR CAPITAL CAMPAIGN

We continue seeking funders who might wish to support the interactive play area at Superior. The project will cost around \$50,000. A big thank you to Domino's for their continued support of new Superior.

ACTION: *Spread the word and let Chris or Lisa know of any individuals or businesses you feel would be interested in helping our little ones learn and grow through play.*

FUN FUNDRAISING FACT

Millennials (age 28 – 43) make up 25.9% of the US population, and 40% of them are enrolled in monthly giving programs.

Report respectfully submitted by Chris McMullen, Development Coordinator 5/3/24

Facilities Department

Board Report: April/May 2024

Michigan Avenue rebuild has begun. Phoenix started with the cutout of another arch in the Youth Department. Framing for some walls have begun both upstairs and downstairs. HVAC crew is starting some of the reconfiguring of the heating ductwork. Electricians have begun planning their work as well.



While Michigan Ave is closed and the parking lot empty – Ron has swept, and power washed the lot. He then repainted the stripes which have faded over the last couple years.

Volunteers pot luck was a great time with staff bringing some of their favorite dishes. Facilities had the duty of cooking hot dogs and burgers.

OEO Energy Solutions has a program with DTE for free LED light bulbs to the library. I am working with them, and Brennan from Enlighten to confirm that the bulbs and light fixtures we have are compatible. Fingers crossed it all works out.



At Whittaker Road DTE was doing some work down the street with maintenance on some power lines April 14th. Power was cut off to our building by DTE, Paula noticed several DTE trucks in our parking lot. She went out to talk to them, and they said power would return in about 30 minutes before we opened. When power was restored, it was not 100% which caused issues with our equipment. With the work DTE was doing, the technician said our transformer was damaged in the process. With that happening, we were not receiving full power to our building which causes a lot of havoc to electronic devices. Some HVAC controls (return air fans, water pump motors, chiller, the JACE for controls, some lights and ballasts) and some IT items as some computers and such were damaged as well.

On Monday, DTE replaced the transformer outside our building. Campbell then came to get our HVAC equipment back up and running. They found quite a few items were damaged due the low power. Campbell was able to get us back up and running for the time being, but had to order parts to do proper repairs. Lisa is in contact with DTE in hopes of being reimbursed for the damaged that was caused by the poor electricity we received.



ISI has finished their work on the front of the building they had started a few months ago. They were waiting for warmer weather to paint which was the final step.

The annual burn took place in our prairie grass, and pond areas as part of our spring maintenance.

The canopy on the Bookmobile broke while Ken was driving down Whittaker Road. He was able to limp back to the garage safely that evening. Ken and I had to remove the canopy from the vehicle since he could not drive it that way. A bracket that holds it up in position snapped. We had to scrap it - when it fell the main shaft bent and is not repairable.



Submitted by: Jim Reed

May 7, 2024

INFORMATION TECHNOLOGY SERVICES DEPARTMENT

May 2024

Status Report – April & May

- Michigan Ave – We're very active in finalizing plans for Michigan Ave's redesign. We've spent the last few weeks covering many details pertaining to Tech and infrastructure needs. I anticipate finalizing details and working with the builders on implementing our requirements of construction. In the next month or two we'll be excited to begin preparations and testing on the IT systems that will be available upon re-opening.
- New ILS System – We are moving full steam ahead with the next steps for our new ILS. Test data migration went well and we're actively in our test environment working with the primary clients for Polaris. We'll be focusing on staff operations and training for through the next month.
- New servers – We recently migrated our primary storage drive. I'll be working on some secondary storage spaces along with planning for a migration of another administrative system next.
- Miscellaneous Equipment updates – With recent power outages we're looking to improve some of our digital signage systems with Uninterruptable power options. We find there's a consistent interruption to our applied settings during brief outages and would like to limit this.
- Wireless Printing – Our new system Princh has been running smoothly and at last check we've been processing over a hundred jobs per week system wide.
- Security Cameras – Quotes have been submitted. We eagerly anticipate updating Whittaker Rd's system with a few additional cameras as coverage of its extensive floor space just wasn't feasible during the initial installation. We'll now have roughly double the coverage on the 2nd floor and extensive improvements on the first floor, making a significant improvement. We've also found that newer cameras have welcomed improvements in performance that add additional value.

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 2024.

New or Upcoming Items

- Memory Lab – We're taking part in an added feature that in some form will certainly help patrons archive/digitize personal physical/digital media.
- Renewed interest in 3d printing – Planning on availability upon Michigan Ave's re-opening
- Data Line improvements – TLN will be upgrading the speed of our data lines for our other buildings in Early July. This will include a small adjustment to our interconnected buildings that should improve performance as it moves towards dedicating resources to each building. We'll be happy to know that this will be in place for the implementation of the new ILS and re-opening of MI Ave.

Michigan Avenue Board Report: April-May 2024

Programs

- Aaron facilitated the monthly Downtown Queer Crafting at the Riverside Arts Center and led the bimonthly Guitar Club. He also worked with the TLN Adult Services Committee to organize a half-day training session on intergenerational programming in libraries that included Monica Prince, Director of the Ypsi Senior Center and Bruce Astrein from Generations United.
- Shoshanna facilitated the Zine Making Club, and with the League of Women Voters, organized and facilitated a Candidates Forum for Ward 3, with candidates Desirae Simmons and Rod Johnson. The elections were this past Tuesday.
- Kathryn (DrZ) led the Queer Book Club.
- Pat led the monthly Kids Book Club and Tween Book Club and the bimonthly Read to Moon, the Library Dog.
- Kelly led the monthly Teen STEAM Café and the bimonthly Great Stories Book Club with Ozone House.
- Stephanie led the bimonthly Adventuring Club (D&D) for kids and, with Jenny's help, a monthly Family Maker Night, one with soapmaking, one making herb-based shortbreads.
- Charline facilitated the Washtenaw African America Genealogy Society (WAAGS) led by Jean Winborn and Cheryl Garnett.
- Stephanie, Aaron, and Joy tabled at Growing Hope's Earth Day event, giving out seeds from the Seed Library, decorating butterfly plant stakes made from recycled knitting needles and aluminum cans, and showed off garden-related Library of Things items.
- Joy led one Crafternoons with seniors making garden dragonflies from recycled materials. In collaboration with Washtenaw Faces Race and with Stephanie helping with tech, Joy also helped to organize a 4hr virtual mini conference called **Freedom?? Whose Freedom?** Speakers included La'Ron Williams, Yodit Mesfin Johnson, Debby Irving, Jessica Letaw, Rob Goodspeed, and Isaac Pickell and featured powerful artwork from the UM Prison Creative Artists Program.
- Two of the youth who created inventions in our family STEM program with EMUiNVENT went to the state Invention Convention at The Henry Ford last weekend. While they did not place in the competition, it was a great experience!



Staff News

Stephanie and Maddy are now promoted to Librarians. Stephanie finished her degree in December and Maddy finished in April. Venus has put in her notice and will be leaving us at the end of the month as she pursues her education. We had finished interviews for the youth and adult parpro positions and, fortunately, one of our interviewees from the parapro interviews has accepted a position as circulation clerk. We have hired Shayla Card-Nowlin for Venus' position who has lots of experience in customer service. Daishayanea Jackson will become our PT youth parapro. She has been a parapro at Estabrook and is the youth class coordinator at Friends Indeed's Circle Program. Mani Brito is one of our new PT Adult Services Parapro, who has a chemistry and landscaping background and is the brewmaster at 734 Brewery. Ellen Steves, our other PT Adult Services hire, is new to Ypsilanti, has a wine and food business and does remote work as an AI specialist. Joy is looking forward to bringing all this new talent on board! Joy also interviewed 8 SummerWorks candidates for internships at Superior, Whittaker, and Michigan Ave. There were some promising young candidates!

Rachel, Kathryn, and Venus have been helping to man the bookmobile on the Fridays when it's parked at Michigan Ave. Stephanie and Kelly attended two days of Youth Driven Spaces training in Detroit sponsored

by Neutral Zone. Pat attended a virtual training on Rational Detachment sponsored by TLN. Maddy attended the MLA Advocacy Day in Lansing.

We have had several party planning meetings getting ready for Mich Ave's reopening, complete with a list of to dos. While the party planning is going on, construction seems to be slow going at Mich Ave. Joy is organizing all the tasks involved with moving back into Michigan Ave into a timeline. It will clearly be challenging to get things moved back in and ready to open in a 2-3 week span, but we're determined and excited to be open again!

Joy Cichewicz,
May 10, 2024

Outreach Board Report - April 2024

Bookmobile

The Bookmobile welcomes Eclipse Day! It was another location to share our glasses with the community. We had 100 glasses, and now we have zero! Thanks to the Outreach Team's best efforts in sharing them!

Highlight Moment

We have another highlight moment that involves Ken and Kaitlyn. Ken is patient and helps one of our young Bookmobile patrons. He was helping them with coloring their bookmark on the Bookmobile. Ken also assists with students on our Bookmobile school visits. This is a memorable moment and adds to why the Bookmobile is so important to the community.



Outreach Events

On April 6th, Outreach welcomed the Girl Scouts Beyond Bars program to Whittaker. The Girl Scouts Beyond Bars program is about providing a safe and mental wellness space for girls whose mothers are incarcerated. The age ranges from 6-18. The partnership came out of Jenny, the lead on this program, about having the library participate in a supportive way. The idea is to have a mindfulness space once per month after these young women visit their mothers.



The first session was on April 6th, and we provided art therapy. We had a local artist, Avery Williamson come in and had the young women telling their stories through collage. Beyond Bars, families had to sign up through the Girl Scouts, and only one family from the program attended. We also had the Girl Scouts, not a part of the program, were able to participate. Big

congrats to Jenny for being the lead and Kaitlyn for helping. Big thank you to Avery Williamson, for providing community support. Avery Williamson is a multidisciplinary artist whose work explores historical and contemporary notions of the archive, domestic space, Black pleasure, and spatiotemporal collapse.



On April 12th, Jenny will be tabling at the final Youth Night at the Willow. She will have an activity and share resources. The Youth Night at the Willow event is sponsored by Ozone House and is a YCS Middle School Basketball tournament. Ozone House invites many nonprofits to this event to share resources with the community. It is a great opportunity for the library and the families.

On April 26th, we will have our last session for the Cultural Arts Program, serving young adults with developmental delays in partnership with WISD. It is themed "Choose Your Own Adventure," and Kaitlyn leads the program.

School Events

On April 24th, Kaitlyn will be all about STEM! She will be visiting Brick Elementary STEM Career Day! She will be taking the Ozobots and books all about STEM to the school to share with families and teachers!

Jenny also on the same day will be at Erickson School for their Family Literacy Night engaging with families about programs and resources that the library offers them.

On April 23rd, Monica will be tabling at Child's Elementary sharing library resources and bringing Reading, Play and STEM kits for families.

Senior Outreach

On April 24th, Susana and Monica are invited to brainstorm ideas for a collaboration with Ypsilanti Senior Center. There will be a possible discussion of intergenerational and general senior programming for the Ypsilanti District Library.

On April 27th, Khi will represent YDL at the Farmers Market Orientation discussing the policies and procedures of being in their spaces. Susana will be tabling at the market once per month over the summer to share resources with seniors about programs and services we offer at Ypsilanti District Library.

From the Senior Advisory Board, Peggy Plubhan shared Lisa's updates about Michigan Ave from her blog and it has generated over 900 views. The Senior Advisory Board is a big piece of what is trending with our senior outreach.

Also, the April Senior Newsletter is now available and highlights the local seniors in the Ypsilanti Community giving book reviews for other seniors and adults.

We now have a LNGO Fitness series that features virtual and in-person sessions. We have LNGO Fitness with Geraldine Powell which includes low-impact aerobics for seniors and is also a virtual six-week class. After Geraldine Powell's class ends, we have LNGO Chair Yoga with Kaitlyn Johnson whose class is highly attended. It is also a six-week virtual class. We have now added LNGO Tai Chi with Darryl Mickens and his program is a six-week in-person program.

Outreach Board Report - May 2024



Bookmobile

It is now the Summer season and the Bookmobile is being requested for many summer events including Juneteenth Celebration, Ypsi Pride, Peacenic, YCS Mental Health Fair, YCS Back to School, and many more. Let's go Bookmobile time to service the community with many of our resources, card signups, and summer challenge signups!

New Processes for Bookmobile/Classroom School Visits

We have created a FAQ for teachers on scheduling Bookmobile/Classroom visits for schools/daycare centers. Previously scheduling visits, I found teachers had many questions, and the conversations would be time-consuming. So what better way to support the schools and daycares than by giving a more streamlined way of scheduling visits by having an already prepared FAQ handout! It also includes applying for a classroom card! So far, the process has been helpful! Stay tuned about future changes that will include a pre-school year walkthrough visit on a Bookmobile. Teachers will experience what their students experience on a visit. The process is a work in progress, but very excited!!!

BOOKMOBILE VISIT FAQ

Want us to visit your school, class, or daycare? Here's what you need to know.

What do I need?

- Complete an Outreach Visit Request form or email reporter@ypsilibrary.org.
- Tell us the number of students and what grade level—this helps us pick out the right books and make sure we plan for enough space in the Bookmobile.

How long is a visit?

Classroom visits are 30 minutes each, plus 10 minutes for exchange time if there are multiple classes scheduled.

When can we schedule classroom visits?

Classroom visits are held from 9:30am-2pm Tuesday - Thursday.

How often can you request a visit?

You can request either a one-time visit or a recurring monthly visit. Please allow at least a month's notice for scheduling purposes.

What do you get with a Bookmobile visit?

Enjoy a storytime with our librarians and occasional related activities.

If you have a recurring monthly visit, you can also check out books. Teachers can check out books on behalf of their students using a classroom card. See back for details.

Need a classroom card?

How does a classroom card work?

- Request a classroom card at ypsilibrary.org/classroom-card. You can request the card in the mail, or pick it up at your next Bookmobile visit.
- Check out 1 book per student during your next Bookmobile or Library visit.
- The teacher keeps the books at school for a month and returns them at the next visit.

Get a classroom card

Request a Bookmobile visit

For more information about the Ypsilanti District Library

Website: ypsilibrary.org
Phone: 734-482-4110

Outreach Events

On May 4th, Khi and Monica tabled at the Walk for Peace event in West Willow from 9:00 AM – 12:00 PM. It was held at the New Covenant Missionary Baptist Church and the walk was to raise money for a new Community Center for West Willow community. There were many organizations: Habitat for Humanity; SOS Community Services, Brighter Way, Safe House, and many others. I walked around and networked with many of the organizations and they are very excited to work on new projects with Ypsilanti District Library. However, the most important organization we networked with right at the start of the event was Meijer Ypsilanti. They wanted to know about all that we do and when there was talk about the Bookmobile school/daycare/summer camp visits as well community events, the Store Director said he wanted to be there with us and support us. They are reaching out to EMU Bike Rodeo which is one of our big community events, so that they can participate and possibly donate



bikes for the event. This was AMAZING!!! Meijer also donated 10,000 dollars and food for the event to the church for the New Community Center. They told us to keep them posted on events so that they can be a part of it.

On May 18, the Bookmobile has been invited to be at the Ypsilanti Community Schools Mental Health Awareness Fair at Prospect Park from 12:00 PM – 3:00 PM. Khi and I will be in attendance sharing resources, library signup, and bringing all of the fun with the large Connect 4, Bean Bag Toss, and Jenga. We also will share some Mental Health resources, stickers, tattoos, journals, activity sheets, coloring sheets, etc. This will be the Bookmobile's second year participating.

On May 19, Kaitlyn and Jenny have been invited to table at Diversity Day at Gallup Park from 11:00 AM – 3:00 PM. They will be sharing resources and having activities using the Outreach Teams' Button maker making buttons that are inclusive to all with access. This is also our second year being invited.

Senior Outreach

Kaitlyn has been named the LNGO Fitness All-star for Outreach. Her LNGO Chair Yoga class has been so successful that participants are singing her praise. I would like to share some of their feedback:

“What did you enjoy about Chair Yoga with Kaitlyn Johnson?”

- The friendly teacher created a congenial atmosphere, alternate ways of doing exercises making it easier to participate, variety of poses, it was a very positive experience. I give Kaitlyn a lot of credit for all she puts into the classes. Susana is also friendly and helpful.
- She is such a good yoga instructor. She is slow, gentle, supportive & encouraging.
- First time doing yoga of any kind. Enjoy the sitting down and slowness of yoga. Kaitlyn was very nice and professional.
- Perfect for seniors, could follow”

Senior Highlight

I would like to share a special highlight on a Books on Wheels patron at Ypsilanti District Library. This patron has been with the Book on Wheels program for many years, but has recently experienced issues that would require her to move out of our service area.

When this patron expressed concern to her delivery person, Susana, that she would lose a service she's grown to rely on, Susana reached out to Ann Arbor District Library's Washtenaw Library for the Blind and Print Disabled. They enrolled the patron in their delivery service and eventually, when she did move, they simply transferred her enrollment to the Braille and Talking Book Library in Lansing.

Because of the legwork and partnerships that YDL engages in, this special patron's service has never been interrupted and will continue well into the future. This is what libraries are all about-making sure we are giving inclusive access to everyone including our senior population

Superior Board Report

April/May 2024

Staff News

- Stacey attended the Public Library Association conference in Columbus. She came back with fresh ideas for services and programs we can implement at Superior.
- Kallista attended a Youth Driven Spaces two-day training offered by Neutral Zone. This training provides training and tools for developing youth voice in our libraries.
- Liz attended a Nature Play Symposium at Matthei Botanical Gardens to learn about ways to incorporate more outdoor exploration and play into our programs and spaces.

Program Highlights

- Our tax service wrapped up on April 8. Stacey did an excellent job leading this service, with lots of great help from Rachel and other members of our staff. Volunteers submitted 118 returns at Superior. We hope to offer this again; it will depend on AARP's capacity, especially with Michigan Ave back open.
- For spring break, we had daily programs for kids and teens, including Grossology, Dino Dig, Tesselations, and two art workshops. The art workshops were offered by Meredith Byrd and T'onna Clemons, two of the artists whose work was recently installed in the teen area.
- Our eclipse event was a huge hit, with 315 people attending to view and/or pick up free glasses. We were so glad to be able to provide a place for community to gather and share the awe of this special event. Liz did an excellent job coordinating this very busy event – major thanks to her and the rest of the staff working that afternoon.
- Programs funded through our Toyota STEM grant included Nature ID, Wayfinding, Joe Reilly Concert, and Fun of Flight.
- Kallista offered a Hip Hop-themed storytime. She received great feedback and is planning on offering another special themed Saturday storytime over the summer outside of our regular weekly rotation.
- We hosted students from the WISD's Young Adult Cultural Arts Program for art activities, including painting canvas bags and making bracelets. For many, it was the first time in the space and we hope to see them again!
- Other programs we hosted included:
 - Adult: Fund Your Dreams, Felted Spring Toadstools, Jams & Jellies with MSU Extension, Chair Yoga
 - Adult/Teen: Banned Book Club



- Youth: Storytimes, Read to Hugo, Kids Learn Programming, Raising Royalty with Mentor2Youth, Toddler Time

Building & Grounds

- Unfortunately, the Play on the Ground patio mural has aged much more quickly than we anticipated, with large areas flaking off. We have spoken with the paint rep, the artist, and our architect to try to figure out what went wrong. While we do not have certainty, we think the salt sealant on the patio may have prevented the paint from adhering. We are deciding on our next steps.
- Our grounds are lush with spring life – we are enjoying observing and teaching our patrons about the goslings, duck nest, and many frogs & toads on the property.
- Our art committee agreed on commissioning artist Julia Lubas to create our new kitchenette mural. She presented a few ideas to Lisa and I. She’s currently incorporating our feedback and will have another draft for us soon.



Submitted by Mary Garboden,
May 7, 2024

Whittaker Road-Adult Services Board Report: April/May 2024

Here is a listing of April/May programs:

- From Boomers to Zoomers: Zoom Practice for Seniors
- Microsoft Word – Basics
- Mahjong Meetup (Weekly on Mondays)
- AARP Tax Help (every Tuesday and Thursday through April 11)
- Gmail - Basics
- Genealogy and Family History Bunch (once/month)
- Moving for Better Balance with the Ann Arbor YMCA (weekly on Wednesdays)
- Google Docs for Beginners (Adult-Virtual)
- Classic Comedy/Mystery/Crime Movies (once/month)
- Small Business Savvy: Business Insurance for Dummies
- Thursday Morning Book Group (once/month)
- Google Drive – Basics
- Exploring the Poetry of Muriel Rukeyser - and asking, “Am I Using All My Fears?”
- Microsoft Excel – Basics
- Science Fiction Book Club (one meeting in May)
- Google Docs Tips & Tricks (Adult-Virtual)
- MICHIGAN WORKS! Southeast Community Outreach (once/month)
- Writers Room & Drop-in Consulting (Virtual)
- Google Calendar - Basics
- How to Host a Zoom Meeting (Adult-Virtual)
- Microsoft Word – Intermediate
- Google Sheets for Beginners (Adult-Virtual)
- Microsoft Excel – Intermediate
- Computer Basics - Getting Started
- Small Business Savvy: SBA 101 and YDL databases
- Plant Propagation How-tos
- Microsoft PowerPoint – Basics
- Silent Book Club (once/May)
- Google Sheets Tips & Tricks (Adult-Virtual)
- Microsoft Excel – Pivot Tables (Intermediate)
- Virtual African American Authors Book Discussion Group (once/month)
- Internet Basics - How to Search the Web
- Microsoft Publisher – Basics
- Google Slides for Beginners (Adult-Virtual)
- Microsoft Word – Tips, Tricks, and Hacks
- YpsiWrites Writer Spotlight Session: - Poetry Open Mic Night at Corner Brewery
- Warrior Lawyers: Defenders of Sacred Justice: - Documentary Film Viewing
- Small Business Savvy: Art Marketing
- Wills, Trusts, and Estate Planning
- Mother's Day Cards & Crafts

- Native Plant Swap
- Journaling and Meditation Workshop
- The Perennial Work of a Perennial Garden: - Maintenance!
- Ypsilanti-Area Author Reading

Tax season ended in mid-April; thanks to our great partnership with AARP, 418 people got tax help from Feb 1- April 11 at Whittaker Road. Joy set up the schedule; Robert, Brigitte, Shoshanna, and Aaron all did a great job scheduling appointments, preparing packets, making reminder calls, answering questions, and filling cancellation/no show slots. We also got help from Karen Esper, who mailed out packets for us when needed, and from everyone who works downstairs in Customer Services, who gave the packets to those who came for them and called to remind people to pick up their packets. This was truly a team effort!

Our partner programs with the YMCA, the Ann Arbor Area SCORE office and YpsiWrites continue to do well. In April, we also showed the documentary film *Warrior Lawyers: Defenders of Sacred Justice*, in support of this year's Great Michigan Read title, *Firekeeper's Daughter*. Thanks to a Michigan Humanities Grant, we were able to pay for the film showing and for the producer to attend and answer audience questions afterwards. The documentary was eye-opening and those in attendance appreciated the opportunity to talk with the producer.

In early May, we had a well-attended program on Wills, Trusts, and Estate Planning with lawyer Virginia Cardwell and will be having a program this week where patrons can make and take a card for their mother/loved one for Mother's Day. Later this month, there will be a classic film showing, a virtual journaling/meditation workshop, a Native Plant Swap with Washtenaw County Water Resources Staff, another Silent Book Club meetup, and a table staffed by staff from Michigan Works! Southeast, among other program offerings.

Paula and Aaron are both serving on the planning committee for two Michigan Avenue events, one for fundraising and one for re-opening. It will be great to have Michigan Avenue open again!

Paula participated in the interview process for hiring two new librarians to replace those who have retired/left the Whit Adult Services Department. We expect to have new staff starting sometime this summer.

Training for our new ILS, Polaris, starts in May; Brigitte and Paula will attend 3 sessions in May so they can help train others as we move towards the August launch date.

All staff will attend the YDL Staff In-Service day, May 31, 2024.

-Submitted by Paula Drummond May 7, 2024

Whittaker Youth Services Board Report April and May 2024

Programs

Our regularly occurring programs are on a break until June. Attendance at programs drops in late April and May as the weather gets nicer and families spend time outside, and the break gives us a chance to prepare for the busy summer. We will still host the Kinderconcerts and garden planting programs later this month.

Little Ones

- **Storytimes** From mid March to early May, we offered 49 storytimes attended by 1,696 caregivers and little ones, four mornings, one afternoon, and one evening each week for eight weeks. We were happy that the nice weather allowed us to offer post-storytime play near the garden the last week of the season. Special Saturday morning storytimes included Liz's Superhero Storytime, where attendees decorated capes and masks, and an Arabic/English storytime I presented with a patron from Egypt.
- **STEAM for Little Ones** Nutty Science presented Amazing Air for 50 kids and parents in late March. Marlena curated STEM sensory stations in early April and Jaclyn offered puppet sensory stations for National Puppetry Day, enjoyed by 160 people combined.

Kids and Parents

- **After School STEM** After School STEM concluded with weekly design challenges that focused on balance and stability. Families built mobiles, vibrobots that move with the help of a small motor, and large forts with natural materials near the garden.
- **Love of Learning** Jaclyn has built a community of learners who gather weekly for the homeschool meetup. Kids enjoy books, activities, and having space to play; parents get to meet weekly and chat. The class will resume in the fall.
- **Eclipse** NASA Eclipse Ambassadors from UM hosted eclipse stations on a Saturday for over 100 people, and the front lawn filled with people on the day of the eclipse, mostly adults because it was during school hours. Some came because we were offering free glasses, others came to the library with their own glasses just to watch the eclipse. It was a nice community gathering on a beautiful day, and patrons brought music to help with the friendly vibe. Thanks to Liz, who helped coordinate the eclipse programs and glasses, and had eclipse viewing binoculars on hand for patrons to use.
- **Chess** Chess Club ended in early April and concluded with a Saturday chess tournament with 35 participants and some parents watching. In between rounds, players ate pizza and ice cream and the top winners got to pick a book to keep.
- **Family Read** *Little Monarchs* STEM was the theme for our Spring Break activities, which included six programs offered Monday through Saturday and attended by 255 people. Kids made knot tying practice boards and survival bracelets with Liz, constellations with Pat, sparkly "sun sickness serum" bottles with SCRAP Creative Reuse, animal habitat drawings with Doodles Academy, mini blackberry pies with Stephanie and Jodi, and water filters with the Graham Scholars student team. The Read wrapped up with climate change games led by the Southeast Michigan Stewardship Coalition. Kids decorated pots and planted milkweed seed donated by the Washtenaw County Conservation District. The book was checked out about 55 times and we gave away five copies in a drawing anyone who attended a program here or at Superior could enter.

Teens

- **Dog Toy Service Project** 17 teens made dog toys out of repurposed t-shirts and fleece with Emma for a local shelter. In the summer, she will facilitate a service project where teens can make rabbit enrichment toys for the local rabbit sanctuary.
- **TAG** I met four TAG members, two from YDL-Michigan and two from YDL-Whittaker, at EMU on a Saturday for the Youth Driven Spaces Conference where they met other youth volunteers from the region and attended workshops. TAG has been planning summer programs, creating flyers, and working on the details of the summer after hours and activities for the teen area of Ypsi Pride that Ozone House will coordinate.



Other Work

Around the Department

- **Book Displays and Other Activities** In April, Ulana created an Arab American Heritage Month and Jaclyn created a Poetry Month display. Marlena created an interactive We're All Purr-fect cat bulletin board and a book display with picture books about grandparents. In May, Emma created displays in youth and teen for Asian American and Pacific Islander Heritage Month. Psyche has out supplies kids can use to make a flower to add to the board and books about gardens and nature. Ulana stayed busy keeping spring holiday displays filled.
- **Summer Planning** We used our department meeting to plan independent exploration activities for inside and outside based on last summer, and to brainstorm programs to keep kids engaged in learning. We look forward to seven weeks of Lunch and Listen, indoor and outdoor STEM activities, weekly programs just for tweens, as well as a creative arts series with guest artists. The Summer Challenge committee has been gathering prizes and planning the kickoff event. Sam is prepping flyers and banners.
- **Public Library Association Conference** Lisa and I, along with Cathy Lancaster from the Library of Michigan, were thrilled to present TALK to a national audience. We focused on community and statewide partnerships we built to develop TALK and get the word out about early learning. We stopped by the MCLS vendor booth to chat with people during breaks, too. MCLS has a list of contacts to follow up with to further expand the service nationally. Liz also attended the conference and we both returned with many ideas!
- **Summer intern/Graham Scholars** Monica, Mary, and I interviewed candidates and each found a good fit for our department. We'll welcome Ellyn Haist to the Youth Department at the end of the month. She has volunteered in libraries in South Africa and will start working on her MLIS degree at UM in the fall. This year's Graham Scholars intern is Ypsi resident Emma Retter. She will work with staff at all three locations this summer to help with gardens, lunches, and other sustainability education.

Submitted by Jodi Krahnke May 8, 2024



New Business

To: YDL Board of Trustees

From: Lisa Hoenig, Library Director

Date: 5/9/2024

Re: Consideration of a proposal to replace two light poles at the entrance to Michigan Avenue

As shared in my last Director's Report, one of the light poles beside the front steps of Michigan Avenue fell down in heavy winds on 3/18. The base was found to be corroded. The other pole is in a similar state and since it is a safety issue, will be taken down by Phoenix.

There is sufficient street lighting for the building's current status, but when it reopens we will want the entrance illuminated once again.

I have requested approval from the Historic District Commission for two replacement poles as outlined in the attached proposal from Enlighten. The proposal shows two options the City's Preservation Planner requested. There are very specific requirements for the aesthetics which we believe both options for fixtures fulfill. The matter is on the Commission's 5/14 agenda. Assuming we get their okay, I would like your approval for their purchase. If we order them now they will be installed prior to the branch's reopening.

I will learn the outcome of the Commission meeting the day of our meeting, but will recommend the purchase of the option they approve for the two light poles as described in the attached proposal.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2024-13

May 15, 2024

RESOLUTION TO REPLACE TWO LIGHT POLES AT THE ENTRANCE TO
MICHIGAN AVENUE

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

Whereas, one of the light poles at the entrance to Michigan Avenue fell in heavy winds, and the base of the second pole has similarly corroded anchor bolts, and

Whereas, an improvement to this situation is desired before the library reopens this summer for both safety and aesthetic reasons, and

Whereas, the Library Director has requested approval from the Ypsilanti Historic District Commission for replacement light poles as specified in the attached proposal from Enlighten, and

Whereas, the Commission will consider the matter on May 14, Now Therefore,

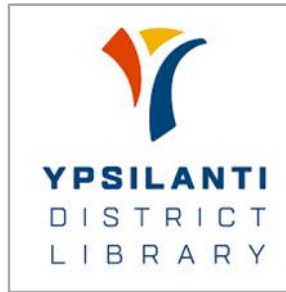
THE YPSILANTI DISTRICT LIBRARY BOARD RESOLVES to waive the bid process and engage Enlighten to replace the two light poles as approved by the Ypsilanti Historic District Commission for a total cost not-to-exceed \$18,155.

BE IT FURTHER RESOLVED that the Capital Asset Replacement Fund will be used for this project.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:



Entry Pole Lights

Ypsilanti District Library

YDL Michigan Ave
229 W Michigan Ave, Ypsilanti, MI 48197



Previous Pole Lights

YDL Michigan Avenue



15FT overall height

Illuminates steps and Façade Well

Nice to have "Ypsilanti Public Library" façade engraving lit well

Previous Pole Lights

YDL Michigan Avenue



East Pole fell due to corrosion of anchor bolts

West Pole at risk of same failure

Replacement needed before mid July substantial completion target.

Proposed Replacement

YDL Michigan Ave



Abbrv	Finish	Total Price
Demo	Black	\$ 1,719
Pole	Black	\$ 5,910
Pole Erection	Black	\$ 1,719
Pole Base	Black	\$ 3,468
Fixture	Black	\$ 3,757
		\$ 16,572

Acorn Acrylic Globe w/decorative globe base

Black 4" Round Aluminum Pole / 15FT overall height w/decorative pole base

Far right picture is globe option that matches existing most closely

Alternate Historic District Request

YDL Michigan Ave

Tapered Pole + Alternate Base



Abbrv	Finish	Total Price
Demo	Black	\$ 1,672
Tapered Pole	Black	\$ 7,459
Pole Erection	Black	\$ 1,672
Alt Pole Base	Black	\$ 3,797
Fixture	Black	\$ 3,555
		\$ 18,155

Historic Commission asked if a Tapered Pole option was available. Tapered pole only works with base shown. All metal finishes black

Photometric Analysis

YDL Michigan Ave



Entry Area Foot Candles:

- Range: 3 – 8 FC
- Avg: 6 FC
- Other portions of front of sidewalk will receive light contribution from street poles
- Foot Candles from street poles not included in this analysis

Façade Foot Candles

- Range 1 – 10 FC
- Avg: 4 FC

Proposal Summary

- *This proposal includes Enlighten supplying and installing one of the following options.*

Abbrv	Finish	Total Price	Abbrv	Finish	Total Price
Demo	Black	\$ 1,719	Demo	Black	\$ 1,672
Pole	Black	\$ 5,910	Tapered Pole	Black	\$ 7,459
Pole Erection	Black	\$ 1,719	Pole Erection	Black	\$ 1,672
Pole Base	Black	\$ 3,468	Alt Pole Base	Black	\$ 3,797
Fixture	Black	\$ 3,757	Fixture	Black	\$ 3,555
		\$ 16,572			\$ 18,155

- *Pricing in this proposal good for 60 days.*
- *Unit pricing and total cost in this proposal for listed quantities. Pricing subject to change should final ordered quantities or parts change.*
- *Sales tax will not be included on invoice. Library sales tax exempt.*
- *Materials ordered and installation scheduled upon 50% down payment.*
- *Material lead time 6-7 weeks upon purchase order and downpayment.*
- *Proposals costs include supply, delivery to site, installation, and disposal.*

To: YDL Board of Trustees
From: Lisa Hoenig, Library Director
Date: 5/9/2024
Re: Proposed upgrade to YDL surveillance system

YDL's video surveillance system was purchased in 2016. It performs well and staff rely on it for information when security incidents occur. In 2021 we did a software upgrade to expand storage capacity before our move to the new Superior building.

One of this year's planned projects for the IT Department was to expand security camera coverage at Whittaker.

Information Technology Manager Scott Ostby requested the attached quotations for the necessary equipment. Summary:

Security 101: \$12,628.96 (Ignore installation quote; IT staff will install.)
Presidio: \$7,466.31

The addition of this equipment will require new data cabling. We would like to go with the attached quote from our go-to company, Michigan IT Technicians, for \$4,785.00.

We set aside \$10,000 for the surveillance system software upgrade in this year's IT project budget. IT has made choices that have saved money in other areas of that budget, so the Presidio quote with the data cabling is well within our means.

I recommend approval of the purchase of the specified equipment from the low bidder, Presidio Networked Solutions Group, plus the data cabling by Michigan IT Technicians, for a total cost of \$12,251.31.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2024-14

May 15, 2024

RESOLUTION TO PURCHASE EQUIPMENT AND DATA CABLING TO UPGRADE
THE YDL SURVEILLANCE SYSTEM

Whereas, the Ypsilanti District Library strives to provide high quality tools for staff to use in service to its patrons, and

Whereas, security and IT staff recommend increasing the Whittaker Road library's security camera coverage, and

Whereas, the Library budgeted to install additional cameras this fiscal year, and

Whereas, the Information Technology Manager researched options and solicited two quotes for the desired cameras, and

Whereas, new data cabling is also required to execute this project, and

Whereas, a quote for this work was also solicited, Now Therefore,

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the equipment specified on the attached quotes be acquired from the low bidder, Presidio Networked Solutions Group, LLC, for \$7,466.31.

BE IT FURTHER RESOLVED that the data cabling quote from Michigan IT Technicians, LLC for \$4,785.00 is also approved.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE:

TO: Ypsilanti District Library
 Scott Ostby
 5577 Whittaker Road
 Ypsilanti, MI 48197

 sostby@ypsilibrary.org
 (p) 734-482-4110
 (f) (734) 482-0047

FROM: Presidio Networked Solutions Group, LLC
 Matt Camps
 660 E. 10 Mile Road
 Suite 110
 Ferndale, MI 48220

 mcamps@presidio.com
 (p) +1.248.679.3208

BILL TO: Ypsilanti District Library
 Scott Ostby
 5577 Whittaker Road
 Ypsilanti, MI 48197

 sostby@ypsilibrary.org
 (p) 734-482-4110

SHIP TO: Ypsilanti District Library
 Scott Ostby
 5577 Whittaker Road
 Ypsilanti, MI 48197

 sostby@ypsilibrary.org
 (p) 734-482-4110

Customer#: YPSIL002

Contract Vehicle: Michigan REMC 2019-2024 Computers and Networking Contract-Avigilon

Account Manager: Matt Camps

Inside Sales Rep: Nicci Stitt

Title: PhySec - YDL Camera Quote - Customer Install

Comments: Notes: Customer to install and program the new cameras

#	Part #	Description	Unit Price	Qty	Ext Price
1	10.0C-H5DH-DO1-IR	2x 5MP H5A Dual Head Camera. Outdoor camera with built-in IR	\$1,128.99	1.00	\$1,128.99
2	H5DH-MT-NPTA1	Pendant adapter for the H5A Dual Head camera. Also compatible with an optional wall arm; CM-MT-WALL1.	\$44.60	1.00	\$44.60
3	CM-MT-WALL1	Pendant wall arm for H4 Fisheye (needs H4F-MT-NPTA1); HxSL (needs HxSL-MT-NPTA1); H4 PTZ or H3-xMH-DP-B cameras.	\$59.75	1.00	\$59.75
4	12.0W-H5A-FE-DO1-IR	12.0 MP; Fisheye Dome Camera; Day/Night; WDR; 1.6mm f/2.0; Next-Generation Analytics; Integrated IR Comments: can mount to ceiling with no additional mounts	\$838.16	3.00	\$2,514.48
5	15C-H5A-3MH	3X5MP; WDR; 270 degree max field of view; Lightcatcher; 3.3-5.7MM; Camera Only	\$1,451.52	1.00	\$1,451.52
6	20C-H5A-4MH	4X5MP; WDR; 360 degree max field of view; Lightcatcher; 3.3-5.7MM; Camera Only	\$1,736.91	1.00	\$1,736.91
7	H5AMH-DO-COVR1	Dome bubble and cover; for outdoor surface mount or pendant mount; clear. For use with the Avigilon H5A Multisensor	\$125.55	2.00	\$251.10
8	H5AMH-AD-DOME1	Outdoor surface mount adapter. For use with the Avigilon H5A Multisensor	\$125.55	2.00	\$251.10
9	H5A-FE-DD-CLER1	Package of 3 replacement dome bubble for H5A Fisheye Dome Camera.	\$27.86	1.00	\$27.86

Sub Total:					\$7,466.31
Grand Total:					\$7,466.31

This quote is governed by Terms and Conditions of REMC 2019-2024 Computers and Networking Contract - Avigilon
Standard-Terms-for-Purchase-of-Services or Goods
Quote valid for 30 days from date shown above.
All prices subject to change without notice. Supply subject to availability.

Purchase Order should be issued to:
Presidio Networked Solutions Group LLC
660 E 10 Mile Rd, Suite 110
Ferndale, MI 48220

Pursuant to this contract your PO must reflect the following contract:
REMC 2019-2024 Computers and Networking Contract - Avigilon

Tax ID# 76-0515249; Size Business: Large; CAGE Code: OKDO5; DUNS#15-405-0959; CEC 15-506005G
Credit: Net 30 days (all credit terms subject to prior Presidio credit department approval)
Delivery: FOB Terms Destination

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

Ypsilanti Library

Project Location

Ypsilanti Library

5577 Whittaker Rd

Ypsilanti, MI 48197

S101 - Ypsilanti Library - Added Avigilon Video Surveillance

Proposal No.: 226335.0

Thursday, April 4, 2024

Prepared For

Scott Ostby



Security 101 - Detroit

7767 Ronda Dr.

Canton, MI 48187

MI — Alarm: 3601300225



Security 101 - Detroit
7767 Ronda Dr.
Phone: 844-768-9021
Website: www.Security101.com

Thursday, April 4, 2024

Scott Ostby
Ypsilanti Library
5577 Whittaker Rd
Ypsilanti, MI 48197

Re: S101 - Ypsilanti Library - Added Avigilon Video Surveillance

Dear Scott Ostby:

Thank you for allowing Security 101 the opportunity to present this proposal for your consideration. This proposal is based on our discussions, meetings, site surveys, and bid documents created by your organization.

Our company is uniquely qualified to provide the installation and service required for the above referenced security system. Security 101 has an established track record of installing and maintaining similar systems as well as meeting strict time schedules and budget requirements.

Our engineering and project management staff have worked together with me to create this proposal. This team will be prepared to deliver your installation in an organized and professional manner. Our installation crews and service technicians will be uniformed, trained, and in company stocked vehicles.

In addition, upon completion of the installation, our service department staff will be ready to provide you with same day service utilizing our unique computerized dispatch system.

Finally, although most of the work to be done will be executed by other team members, I will be committed to monitoring the process and making sure that your system meets or exceeds your expectations.

Zach Betts
Lead Estimator
zbetts@security101.com
Cell Phone: 269-929-8526

This proposal includes the equipment, materials, and labor to provide Ypsilanti Library with (6) new Avigilon Video Surveillance cameras. The following cameras have been included:

- (3) 12MP Fisheyes - 12.0W-H5A-FE-DO1-IR
- (1) 20MP Multi-Sensor - 20C-H5A-4MH
- (1) 15MP Multi-Sensor - 15C-H5A-3MH
- (1) 6MP Dual Lens - 6.0C-H5DH-DO1-IR

Security 101 has included (6) Avigilon Control Center (ACC) 7 Enterprise licenses to load all new cameras into the existing ACC system.

All new cameras are to be installed at owner described locations. Security 101 to provide patch cord & surface mount box for each camera to connect to the existing category cable ran to the new camera locations.

Security 101 to coordinate with Ypsilanti Library on new camera views and coverage.

No training is included in this proposal. Security 101 warrants all labor for a period of (1) year. Standard manufacturer warranty applies for all new video surveillance equipment.

Video System

Head Ends

Existing M/IDF

This location assumes all active equipment (network PoE switches, patch panels, rack units, etc) to be existing or provided and installed by others.

This location assumes category cabling is currently installed and ran from an M/IDF to the new camera locations.

This location assumes the new cabling is currently patched into the Ypsilanti Library network. No new patch cords are included for the head end.

NVR	1	Existing or Customer Supplied
Network Switch	1	Existing or Customer Supplied
Rack Unit	1	Existing or Customer Supplied
Other	1	Materials: Misc. Installation Materials provided by S101

IP Cameras

Camera 01 - Fisheye

Security 101 to provide & install:

- 12MP Fisheye
- Avigilon 7 Enterprise Camera License
- Patch Cord
- Surface Mount Box

Security 101 to surface mount new fisheye camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	12.0 MP; Fisheye Dome Camera; Day/Night; WDR; 1.6mm f/2.0; Next-Generation Analytics; Integrated IR <i>(AVIGILON VIDEO – 12.0W-H5A-FE-DO1-IR)</i>
IP Camera License	1	ACC 7 Enterprise camera channel <i>(AVIGILON VIDEO – ACC7-ENT)</i>
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Camera 02 - Fisheye

Security 101 to provide & install:

- 12MP Fisheye
- Avigilon 7 Enterprise Camera License

- Patch Cord
- Surface Mount Box

Security 101 to surface mount new fisheye camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	12.0 MP; Fisheye Dome Camera; Day/Night; WDR; 1.6mm f/2.0; Next-Generation Analytics; Integrated IR (AVIGILON VIDEO – 12.0W-H5A-FE-DO1-IR)
IP Camera License	1	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Camera 03 - Fisheye

Security 101 to provide & install:

- 12MP Fisheye
- Avigilon 7 Enterprise Camera License
- Patch Cord
- Surface Mount Box

Security 101 to surface mount new fisheye camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	12.0 MP; Fisheye Dome Camera; Day/Night; WDR; 1.6mm f/2.0; Next-Generation Analytics; Integrated IR (AVIGILON VIDEO – 12.0W-H5A-FE-DO1-IR)
IP Camera License	1	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Camera 04 - 20MP Multi-Sensor

Security 101 to provide & install:

- 20MP 4 Lens Multi-Sensor
- Avigilon 7 Enterprise Camera License
- Surface Mount Adapter
- IR Illuminator
- PoE Injector
- Dome Cover
- Patch Cord
- Surface Mount Box

Security 101 to surface mount new multi-sensor camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	4X5MP; WDR; 360 degree max field of view; Lightcatcher; 3.3-5.7MM; Camera Only (AVIGILON VIDEO – 20C-H5A-4MH)
IP Camera License	1	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)
Mount #1	1	H5AMH-AD-DOME1 (AVIGILON VIDEO – H5AMH-AD-DOME1)
Mount Adaptor	1	Optional IR illuminator ring; up to 30m (100ft); for use with H4AMH-DO-COVR1. (AVIGILON VIDEO – H4AMH-AD-IRIL1)
Mount Adaptor	1	Dome bubble and cover, for outdoor surface mount or pendant mount, clear. For use with the Avigilon H5A Multisensor (AVIGILON VIDEO – H5AMH-DO-COVR1)
PoE Injector	1	Gigabit 802.3bt 60 W PoE Injector, Indoor, single port (AVIGILON VIDEO – POE60U-1BTE)
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Camera 05 - 15MP Multi-Sensor

Security 101 to provide & install:

- 15MP 3 Lens Multi-Sensor
- Avigilon 7 Enterprise Camera License
- Surface Mount Adapter
- IR Illuminator
- PoE Injector
- Dome Cover
- Patch Cord
- Surface Mount Box

Security 101 to surface mount new multi-sensor camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	3X5MP, WDR, 270 degree max field of view, Lightcatcher, 3.3-5.7MM, Camera Only (AVIGILON VIDEO – 15C-H5A-3MH)
IP Camera License	1	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)
Mount #1	1	H5AMH-AD-DOME1 (AVIGILON VIDEO – H5AMH-AD-DOME1)
Mount Adaptor	1	Optional IR illuminator ring; up to 30m (100ft); for use with H4AMH-DO-COVR1. (AVIGILON VIDEO – H4AMH-AD-IRIL1)
Mount Adaptor	1	Dome bubble and cover, for outdoor surface mount or pendant mount, clear. For use with the Avigilon H5A Multisensor (AVIGILON VIDEO – H5AMH-DO-COVR1)

PoE Injector	1	Gigabit 802.3bt 60 W PoE Injector, Indoor, single port (AVIGILON VIDEO – POE60U-1BTE)
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Camera 06 - 6MP Dual Lens

Security 101 to provide & install:

- 6MP Dual Lens
- Avigilon 7 Enterprise Camera License
- Wall Mount
- Pendant Adapter
- Patch Cord
- Surface Mount Box

Security 101 to wall mount new dual lens camera at owner described location.

This location assumes the category cable for new camera is existing. Security 101 to provide patch cord and surface mount box for network connection to existing category cable.

IP Interior	1	2x 3MP H5A Dual Head Camera. Outdoor camera with built-in IR (AVIGILON VIDEO – 6.0C-H5DH-DO1-IR)
IP Camera License	1	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)
Mount #1	1	Indoor/Outdoor Pendant Wall Mount (Compatible with H4SL, H4 Fisheye, H4 PTZ and H3-xMH-DP1-B dome cameras) (AVIGILON VIDEO – CM-MT-WALL1)
Mount Adaptor	1	Pendant adapter for the H5A Dual Head camera. Also compatible with an optional wall arm; CM-MT-WALL1. (AVIGILON VIDEO – H5DH-MT-NPTA1)
Other	1	Materials: 10' Patch Cord provided by S101
Other	1	Materials: Surface Mount Box provided by S101

Qty.	Part Description (Manufacturer – Part Number)	Unit Price	Extended Price
3	12.0 MP; Fisheye Dome Camera; Day/Night; WDR; 1.6mm f/2.0; Next-Generation Analytics; Integrated IR (AVIGILON VIDEO – 12.0W-H5A-FE-DO1-IR)	\$1,077.64	\$3,232.92
1	3X5MP, WDR, 270 degree max field of view, Lightcatcher, 3.3-5.7MM, Camera Only (AVIGILON VIDEO – 15C-H5A-3MH)	\$1,866.24	\$1,866.24
1	4X5MP; WDR; 360 degree max field of view; Lightcatcher; 3.3-5.7MM; Camera Only (AVIGILON VIDEO – 20C-H5A-4MH)	\$2,233.17	\$2,233.17
1	2x 3MP H5A Dual Head Camera. Outdoor camera with built-in IR (AVIGILON VIDEO – 6.0C-H5DH-DO1-IR)	\$1,264.14	\$1,264.14
6	ACC 7 Enterprise camera channel (AVIGILON VIDEO – ACC7-ENT)	\$256.38	\$1,538.28
1	Indoor/Outdoor Pendant Wall Mount (Compatible with H4SL, H4 Fisheye, H4 PTZ and H3-xMH-DP1-B dome cameras) (AVIGILON VIDEO – CM-MT-WALL1)	\$76.82	\$76.82
2	Optional IR illuminator ring; up to 30m (100ft); for use with H4AMH-DO-COVR1. (AVIGILON VIDEO – H4AMH-AD-IRIL1)	\$315.41	\$630.82
2	H5AMH-AD-DOME1 (AVIGILON VIDEO – H5AMH-AD-DOME1)	\$161.42	\$322.84
2	Dome bubble and cover, for outdoor surface mount or pendant mount, clear. For use with the Avigilon H5A Multisensor (AVIGILON VIDEO – H5AMH-DO-COVR1)	\$161.42	\$322.84
1	Pendant adapter for the H5A Dual Head camera. Also compatible with an optional wall arm; CM-MT-WALL1. (AVIGILON VIDEO – H5DH-MT-NPTA1)	\$57.35	\$57.35
2	Gigabit 802.3bt 60 W PoE Injector, Indoor, single port (AVIGILON VIDEO – POE60U-1BTE)	\$143.37	\$286.74

- 1.) This proposal assumes normal working hours (M-F 8:00am-5:00pm) no overtime, weekend or holiday labor has been included.
- 2.) This proposal does not include any applicable permits.
- 3.) This proposal assumes all active equipment (network PoE switches, patch panels, rack units, etc) to be existing or provided and installed by others.
- 4.) This proposal assumes all category cabling for new cameras is currently installed at the new camera locations. Security 101 to provide patch cord & surface mount box for each new camera. No new category cabling is included in this proposal.
- 5.) This proposal assumes all new cameras are to be loaded onto an existing NVR. Security 101 has included licenses in this proposal.
- 6.) This proposal assumes new cameras are to be surface mounted unless otherwise specified.
- 7.) This proposal assumes no lift is required for installation.
- 8.) This proposal assumes all cameras to be interiorly installed.

Bill to: Ypsilanti Library
5577 Whittaker Rd
Ypsilanti, MI 48197

Ship to: Attn: Scott Ostby
Ypsilanti Library
5577 Whittaker Rd
Ypsilanti, MI 48197

Video System TOTALS	
INSTALLATION	\$2,696.32
EQUIPMENT	\$12,628.96
TOTAL INVESTMENT	\$15,325.28
GRAND TOTALS	
INSTALLATION	\$2,696.32
EQUIPMENT	\$12,628.96
TOTAL INVESTMENT	\$15,325.28
TAX	\$0.00
TOTAL INVESTMENT WITH TAX	\$15,325.28

Estimated taxes. Actual tax will be calculated at the time of invoicing

Limited Warranty: Exclusions and Disclaimers

1. To the extent not otherwise warranted pursuant to an applicable manufacturer's warranty, Security 101 warrants all equipment and installation labor rendered as part of the Work against defects in materials and labor, not inherent in the quality required or permitted by the Agreement, for a period of twelve (12) months (the "Warranty Period") from the date of substantial completion of the installation of the Work. Security 101's warranty specifically excludes remedy for damage or defect to expendable supplies, equipment or parts or any portions of the Work caused by misuse, abuse, modifications not executed by Security 101, improper or insufficient maintenance, improper operation, Acts of God, alteration, modification, manipulation, tampering or vandalism by any other party. Any and all warranty claims must be made by written notice to Security 101 within the Warranty Period and any defect claimed will be repaired or replaced at the sole option of Security 101. Notwithstanding anything contained herein to the contrary, Security 101's sole liability for any warranty claims hereunder shall be limited to the repair or replacement of the work or any portion thereof.

2. THE WARRANTY DESCRIBED ABOVE IS THE ONLY WARRANTY COVERING THE INSTALLATION LABOR, MATERIALS AND EQUIPMENT OR ANY OTHER PORTION OF THE WORK AND IS GIVEN IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR COMMON LAW, AND ALL SUCH WARRANTIES, INCLUDING, BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND HABITABILITY ARE HEREBY EXCLUDED AND SPECIFICALLY DISCLAIMED.

3. Except to the extent otherwise provided, in no event shall Security 101 be liable to Customer or any third party for actual, special, incidental, consequential, exemplary, punitive damages or any other type of damages or for lost profits, lost sales, injury to person or property or any other cause as a result of defect in the installation labor, equipment, materials or other supplies with respect to any item furnished under the Agreement, the malfunction or non-function of any system, wrongful performance of or failure to perform any acts included in the Work, transportation delays, breach of warranty or any criminal or other activities by third parties resulting there from.

4. Customer acknowledges that no warranty, representation, or statement by any representative of Security 101 not expressly stated herein shall be binding. The Agreement and the document or documents attached hereto or to which this writing is a part, shall constitute the final expression of the parties' agreement and is a complete and exclusive statement of the terms of the Agreement.

Limitation of Liability

5. To the extent of Security 101's insurance coverage and subject to the limitations contained below, Security 101 agrees to indemnify, defend and hold harmless Customer for, from and against all claims, damages, losses, costs or injury to property occurring during the installation of the Work under the Agreement, but only to the extent caused by the negligence of Security 101, its subcontractors or anyone employed by either of them. Customer and Security 101 agree that the indemnification given herein shall be limited to the amount of loss suffered by the indemnitees or the amount of Security 101's insurance coverage, whichever is less, which amount is stipulated by the parties to bear a reasonable commercial relationship to this Agreement and is hereby incorporated into the specifications for this project. Certificate of Insurance available upon request.

6. The parties acknowledge and agree that: (a) the Work is intended to constitute or be a part of a security system designed to reduce risk of loss for the Customer; (b) Customer has selected, accepted and approved the Scope of the Work after considering and balancing the levels of protection afforded by various types of systems and services available to it and the related costs of them; (c) neither Security 101 nor any person engaged by Security 101 to perform any portion of the Work shall be construed to be an insurer of the person or property of Customer, its employees, agents, contractors, assigns, customers, invitees or any other person at the location(s) where the Work is performed (the "Locations"); (d) the Price and Payment Terms are based solely on the cost and value of Security 101 providing the Work and are unrelated to the value of property of Customer or others located at the Locations; (e) the Price and Payment Terms do not contemplate any payment being made or consideration being given to Security 101 for any guarantee, warranty or insuring agreement by any one or more of them to Customer with respect to the person or property of anyone; and (f) Security 101 MAKES NO GUARANTEE OR WARRANTY OF ANY KIND THAT THE WORK (INCLUDING ANY MATERIALS AND EQUIPMENT SUPPLIED AS PART OF THE WORK) WILL AVERT OR PREVENT OCCURRENCES, CRIMINAL EVENTS, VANDALISM OR CONSEQUENCES THEREFROM WHICH THE WORK IS DESIGNED TO DETECT OR AVERT. CONSEQUENTLY, THE PARTIES ACKNOWLEDGE AND AGREE THAT SECURITY 101 IS NOT AN INSURER AND CUSTOMER WILL OBTAIN FROM ITS OWN INSURER ANY INSURANCE THAT IT DESIRES TO PROTECT ITS PROPERTY OR PERSONS FROM ANY SUCH EVENTS OR OCCURRENCES. CUSTOMER HEREBY WAIVES ALL SUBROGATION AND OTHER RIGHTS OR RECOVERY AGAINST SECURITY 101 THAT ANY INSURER OR OTHER PERSON MAY HAVE AS A RESULT OF PAYING ANY CLAIM OR LOSS OR INJURY TO ANY OTHER PERSON.

7. Notwithstanding the limited warranty and the limitation on liability provisions contained herein, in the event Security 101 is found liable for personal injury or property loss or damage caused by a failure to perform by Security 101 or the failure of any materials or equipment in any respect whatsoever or a court of competent jurisdiction determines the limitations on warranty or liability are inapplicable, then Customer agrees that the aggregate maximum liability of Security 101 under or with respect to the Agreement, the Work performed hereunder and any warranty provided for herein, shall be limited to a sum equal to the total Price paid by Customer under the Agreement, this liability shall be exclusive, and the provisions of this Subsection shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to persons or property, from performance or nonperformance of the Work, from breach of warranty, or from negligence, active or otherwise of Security 101.

Design Development, Programming, Drawings, Ownership, and Software License(s)

8. Design Development. Customer and Security 101 have together developed or will develop the design and specifications for the Work. When Customer has accepted or approved the design and specifications, the sole and final responsibility for the design and specifications shall be Customer's. Security 101 shall have no liability to Customer for any loss or damage claimed against or incurred by Customer or any employee, agent or licensee of Customer because of any defect or alleged defect in the design or specifications or the failure of the equipment or the Work to perform as desired or anticipated by Customer, except as otherwise set forth herein.

9. Programming. Security system programming is an essential element of the systems operation and performance. Customer acknowledges and agrees that security system programming is an ever-changing process, and in significant part subject to Customer's day-to-day and other business operations and parameters and the changes or modifications to them. To the extent required by the design and specifications of the Work, Security 101 shall:

- (i) Load a configuration program that will allow Customer's security system to perform basic access control operation, door timers, lock timers, and basic alarm functions; and
- (ii) Provide a total number of hours of personnel training regarding Customer's security system as specified in the Agreement; if a number of hours is not specified, the total number of hours of training shall not exceed fifteen (15). Personnel training may include training of operators, administrators, or other personnel designated by Customer. Training subjects shall be dictated by Work specifications but may include password configuration, door identification, timers, alarms and reports. Additional training, programming or related consulting services provided by Security 101 at Customer's request shall be provided at an above contract cost.

10. Drawings.

- (i) To the extent required by the design and specifications of the Work, Security 101 shall provide reasonable descriptions of the functional operation of the system(s) being provided by the Work by furnishing riser diagram drawings.
- (ii) Unless otherwise stated in schedule of work, Security 101 may provide, at Customer's request and at an above contract cost, detail drawings utilizing industry standard electronic floor plans.

11. Ownership prior to completion of the Work, any drawings, specifications and equipment lists developed in connection with the design for the Work shall remain the property of Security 101 whether the Work for which they were made is executed or not. Drawings, specifications and equipment lists shall be returned to Security 101 on demand at any time prior to substantial completion of the Work. Prior to substantial completion of the Work, any drawings, specifications and equipment lists: (a) shall be considered confidential information and trade secrets of Security 101 unless they constitute information which is exempted or excluded by law from confidential and trade secret status; (b) shall not be used by Customer on other projects or extensions of a project included within the Work, or to obtain other bids, except by agreement in writing and with appropriate compensation to Security 101; and (c) are not to be reproduced in whole or in part without prior written consent of Security 101. Upon substantial completion of the Work and final payment in full by Customer, ownership of drawings, specifications and equipment lists shall become Customer's.

12. Software License(s). Software required to operate systems are governed by the License Agreement provided by the system manufacturer(s).

Video System Terms & Conditions

- 13. A dedicated circuit is recommended for the CCTV system, but not included.
- 14. Current and future lighting requirements are the responsibility of others.
- 15. Appropriate furniture or shelving for CCTV recording equipment is not included, unless specifically identified in the scope of work and/or the equipment list.

Additional Terms & Conditions

Installation

- 16. All required installation documents are included.
- 17. Installation of all required equipment and materials with on-site supervision of project is included.
- 18. Labor quoted assumes normal eight (8) hour working days, excluding weekends, holidays and overtime.
- 19. Idle time incurred by Security 101 employees and their subcontractors due to escorts, clearances, inability to enter workspace, and other

factors beyond our control, will be invoiced at our current labor rates.

20. This proposal includes travel to and from the site to perform our stated scope of work. Additional or duplicate site visits required due to factors beyond our control, will be first approved by Customer before invoiced at Security 101 current labor rates.

21. Customer to coordinate with local Security 101 staff to provide safe and timely right-of-passage in the work area during cable run and system installation.

22. Client to provide and coordinate 110 VAC electrical service where needed.

23. All LAN/WAN connections, addressing and network functionality are the responsibility of the Customer.

24. Any telephone lines or LAN/WAN connections must be installed and operational prior to Security 101 commencing work. The local Security 101 representative will verify the availability and functionality of all connections prior to starting work.

Changes in Scope of Work

25. Any changes in the understood scope of work will be communicated and approved in writing (by an authorized Customer representative), prior to commencing work.

Permits/Bonding/Sealed Engineered Drawings

26. Permits, bonds, and other requirements by any government agency are not included.

Miscellaneous

27. The bold headings and numbered paragraphs are for convenience only, have no legal significance, and shall not be deemed to alter or effect any provision of this Agreement.

28. Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

29. Neither party shall be liable for any failure or delay in performance under this Agreement (other than for delay in the payment of money due and payable hereunder) to the extent said failures or delays are proximately caused by causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or party to substantially meet its performance obligations under this Agreement, provided that, as a condition to the claim of non-liability, the party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

30. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this agreement, but this agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained herein, unless the deletion of such provision or provisions would result in such a material change so as to cause completion of the transactions contemplated herein to be unreasonable.



Acceptance

Proposal #226335.0 S101 - Ypsilanti Library - Added Avigilon Video Surveillance

For the amount of **\$15,325.28** (tax not included)
This proposal dated Thursday, April 4, 2024 is valid until Saturday, May 4, 2024

The person or persons below represent that they are authorized to sign and execute this binding agreement. This acceptance indicates understanding of the complete proposal, including clarifications, design, programming, drawings, ownership and software licenses and the Warranty Service Plan, if included as a part of this proposal. This system proposal is intended to provide the customer partial protection of the designated premises. Its design should be understood to represent a compromise between the costs, understood scope of work and customer feedback. Accordingly, such a system may not provide ample protection from all possible threats, and Security 101 shall not be responsible in such an event.

SUPPLY CHAIN DELAYS AND VENDOR PRICE INCREASES: Security 101 cannot be responsible for delays caused by supply chain delays or COVID-related delays. Prices may be increased by vendors/manufacturers requiring adjustments to the proposal price.

Payment Terms

- 25% - Deposit / Mobilization
- 25% - Progress Payment
- 40% - Equipment Installed
- 10% - Project Closeout

Under no circumstances may the customer make payments directly to any subcontractor, material supplier, laborer or any other person performing work or furnishing material under the Agreement without the prior written consent of Security 101.

Security 101 may assign this Agreement to any other person, firm or corporation without notice to or approval by the customer and may subcontract any activities which may be performed under this Agreement, either voluntarily or by operation of law, without the consent of the customer.

Licenses

MI — Alarm: 3601300225

Ypsilanti Library

Security 101 - Detroit

Authorized Customer Signature (date)

Authorized Security 101 Signature (date)

Printed Name

Printed Name

Title

Title



Acceptance (cont.)

Proposal #226335.0 S101 - Ypsilanti Library - Added Avigilon
Video Surveillance

Purchase Order Number

ESTIMATE

Michigan IT Technicians, LLC
34265 New York St
Clinton Township, MI 48035

scorbett@michiganITtechs.com
+1 (586) 747-9907
www.michiganITtechs.com



Mi IT techs
Michigan IT Technicians, LLC

Ypsilanti District Library

Bill to
Ypsilanti District Library
5577 Whitaker Rd
Ypsilanti, MI 48197
United States

Estimate details

Estimate no.: 1167
Estimate date: 05/01/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	<p>Installation of new Cat6 plenum wire to 9 locations mixed between first and second levels. (Second floor area with 14' ceilings. Second floor sitting area-above and below. Youth area on the first floor.) Complete all terminations, labeling and certifications. Some of the second floor locations will require wire mold.</p> <p>Site will require two technicians and multiple days for completion.</p> <p>Includes all labor, materials, dispatch fee and certification reports for each cable.</p>	1	\$4,785.00	\$4,785.00

To: YDL Board of Trustees

From: Lisa Hoenig, Library Director

Date: 5/10/2024

Re: Selection of Michigan Avenue vestibule change order options

In the original estimated budget for Michigan Avenue renovation, the rework of the entry vestibule to match the plans was listed as TBD.

As you'll recall from your tours, the idea is to change the vestibule so the door leads directly into the library, without diverting people to the left or right. Making this change means the vestibule must become a little bit deeper to meet code, but it will give us more space on the sides, make for better safety and security, and allow paramedic equipment to come through the entry.

Phoenix Contractors has solicited three quotes for the work, with a very wide swing in price and make-up of the finished product. After consulting with the Building Committee, I decided to invite architect Kyle Keaffaber to present the options at this meeting. It merits the full Board's consideration as it is a big ticket item and selection will have an impact on the retention of the historic feel of the building.

Details of the three quotes are forthcoming and will be shared at the meeting.

YPSILANTI DISTRICT LIBRARY

RESOLUTION NO. 2024-15

May 15, 2024

RESOLUTION TO APPROVE A CHANGE ORDER REGARDING THE MICHIGAN AVENUE VESTIBULE

Whereas, the Michigan Avenue library suffered a catastrophic flood on July 1, 2023, and

Whereas, as repair work is underway, YDL also plans to redesign portions of the building's interior, and

Whereas, the architectural plans call for reworking the historic front entry vestibule, and

Whereas, Phoenix Contractors, Inc. has solicited three quotations for the work and the three options each have different merits, Now Therefore

IT IS RESOLVED BY THE YPSILANTI DISTRICT LIBRARY BOARD that the following Change Order to rework the vestibule is approved: _____.

BE IT FURTHER RESOLVED THAT the Capital Asset Replacement Fund will be used for this project.

OFFERED BY: _____

SUPPORTED BY: _____

YES: NO: ABSENT: VOTE: