

Chelsea District Library Board of Trustees

Agenda and Information Packet



CHELSEA DISTRICT LIBRARY
BEST SMALL LIBRARY IN AMERICA

**Serving Dexter, Lima, Lyndon & Sylvan
Townships and the City of Chelsea**

**August 15, 2023
6:45 pm**

**McKune Room at the Chelsea
District Library**

CHELSEA DISTRICT LIBRARY BOARD OF TRUSTEES

Tuesday, August 15, 2023—6:45 p.m.

McKune Room

AGENDA

6:45 Budget Hearing

Welcome and Call to Order
Board Review of 2023 Budget
Public Comment
Adjournment

7:15 Board Meeting

Welcome and Call to Order
Agenda Review, Additions, and Approval

7:20 Compulsory Segments

Board Meeting Minutes Approval – June 20, 2023
Approval of the June and July Operational Checks
Approval of June and July Financial Reports
Director's and Friends Reports

7:45 Public Comment

7:50 Action Items

1. Donations

8:00 Discussion Items

8:15 Reports

Policy Committee
Finance Committee
Personnel Committee
Nominating Committee
Community Outreach Committee

8:20 Public Comment

8:25 Other Items

8:30 Adjournment

Public Participation

Meetings held by the Chelsea District Library are for the purpose of conducting library business. A Chelsea District Library meeting is not a "public meeting." It is a "meeting held in public." The difference between these two types of meetings is that a public meeting is usually designed for the free flow of information among all in attendance, whereas a meeting held in public is for observation and "Public Input" at specific times on the agenda.

Public Participation at Open Meetings

Meetings held by the Chelsea District Library are for the purpose of conducting library business. Public input is allowed during set times of these meetings and for specific amounts of time.

There are two ways to participate in a Board meeting:

- You may call the Board President or Library Director at least five days in advance of the Board meeting and ask to be placed on the agenda. The Board President or the Library Director shall use their discretion in accepting these requests. The Board decides what agenda items are to be discussed when they formally adopt the agenda at the start of their meeting. Once approved, you will be allowed to make your presentation to the Board.
- You may address the Board during agenda items listed as "Comments from the Public."

Individuals who are addressing the Board at a Board Meeting must state their name and the name of the organization or group they are representing, if that is the case.

Board members may question speakers, but the Board will not enter into debate or conversation during this portion of the meeting. In general, issues are referred to the Director for investigation, study and recommendation, designation as a future agenda item, or answered through written communication.

**Chelsea District Library Board of Trustees
Minutes of Regular Meeting**

Tuesday, June 20, 2023 @ 6:45pm
Meeting Location: McKune Room

Trustees in Attendance: J. Carr (City of Chelsea), G. Munce (Lyndon Township), B. Swistock (Dexter Township), S. Lackey (Sylvan Township), TJ Helfferich (At-Large), & W. Reinhardt (At-Large).

Absent: P. Garcia (Lima Township)

Staff: Director L. Coryell & C. Berggren.

Welcome and Call to Order

J. Carr called the meeting to order at 6:47 p.m.

Agenda Review, Additions, and Approval

MOTION made by S. Lackey, SECONDED by W. Reinhardt to approve the agenda, as presented. Discussion: None

All Ayes: 6-0

Compulsory Segments:

Minutes and Approval of Checks

MOTION made by G. Munce, SECONDED by B. Swistock to approve the minutes of the May 16, 2023 Board Meeting. Discussion: None

All Ayes: 6-0

MOTION made by B. Swistock, SECONDED by G. Munce to accept the General Fund Operational Checks for May, 2023. Discussion: None

All Ayes: 6-0

MOTION made by S. Lackey, SECONDED by W. Reinhardt to accept Financial Reports for May, 2023. Discussion: None

All Ayes: 6-0

Director's Report Update:

L. Coryell update:

- Music in the Air had 98 in attendance.
- Summer Reading Program kickoff: 300 kids, 220 adults.
- Mobee has made 4 forays out into the public and engaged over 130 people.

Friends Report:

- Friends met last week.
- Are considering Virginia's fundraising proposal.
- Made \$2,100 in jewelry sales, while book sale numbers remain strong.
- Will have a table at the October 7 Farmer's Market for recruitment drive.
- August 8: will start conducting Strategic Plan public surveying.

Other Reports Notes: None

Public Comment: None

Action Item #1: Donations

MOTION made by TJ Helfferich, SECONDED by Wendy Reinhardt to approve the library's May donations and changes to the 2023 budget. Discussion: None

All Ayes 6-0

Action Item #2: Policies

MOTION made by B. Swistock, SECONDED by S. Lackey to approve the updates to four library policies (151 Public Comment Guidelines, 153 Role of Committee Chairs, 444 Remote Work Policy, and 530 Gifts). Discussion: None

All Ayes 6-0

Discussion Item #1: July Meeting

President J. Carr and President-Elect G. Munce will be absent and other trustees are unsure if they'll be able to attend. The question of leadership and quorum have led trustees to consider cancelling the July Meeting.

MOTION made by TJ Helfferich, SECONDED by Wendy Reinhardt to move Discussion Item #1 to Action Item #3.

All Ayes 6-0

Action Item #3: July Meeting

MOTION made by TJ Helfferich, SECONDED by Wendy Reinhardt to cancel the July Meeting and move its business to August. Discussion: None

All Ayes 6-0

Discussion Item #2: Budget Hearing Notice

The one piece of July business that can't be handled in August is the Budget Hearing Notice. This is the passing of the public notification of the August Budget Hearing.

MOTION made by G. Munce, SECONDED by Wendy Reinhardt to move Discussion Item #2 to Action Item #4.

All Ayes 6-0

Action Item #4: Budget Hearing Notice

MOTION made by S. Lackey, SECONDED by B. Swistock to pass the Budget Hearing Notice. Discussion: None

All Ayes 6-0

Committee Reports

Policy Committee –

Finance Committee –

Personnel Committee –

Nominating Committee –

Community Outreach Committee – Minutes from last month's meeting included.

Public and Board Comment: None

Other Items: None

Adjournment:

MOTION made by TJ Helfferich, SECONDED by W. Reinhardt to adjourn the meeting at 7:32 p.m.

All Ayes 6-0

Patricia Garcia, Board Secretary

Date

DRAFT

FINANCE REPORTS

Chelsea District Library
Monthly Check Register

June 2023

12:49 PM
07/27/23

Type	Numb	Date	Name	Memo	Account	Paid Amount	Original Amo...
Check		06/30/2023		Service Charge	001.001 - CSB/Operations Checking		-11.00
TOTAL				Service Charge	802.100 - Admin-Fees Bank 80...	-11.00	11.00
						-11.00	11.00
Bill Pmt -Check	27663	06/14/2023	PLAYAWAY PRODUCTS	428656 \$749.90 (LESS CREDIT FWD OF \$157.35) R...	001.001 - CSB/Operations Checking		-158.21
Bill	428656	06/13/2023		2023 WONDERBOOKS	982.495 - Playaway Views	-158.21	592.55
TOTAL						-158.21	592.55
Bill Pmt -Check	27664	06/14/2023	A Production Cleaning Company ...	CLEANING 05/28 - 06/10/23	001.001 - CSB/Operations Checking		-1,750.00
Bill	14927	06/13/2023		CLEANING 05/28 - 06/10/23	803.605 - Janitorial	-1,750.00	1,750.00
TOTAL						-1,750.00	1,750.00
Bill Pmt -Check	27665	06/14/2023	ABSOPURE		001.001 - CSB/Operations Checking		-61.88
Bill	30087719	06/13/2023		2023 - JUNE COOLER RENTAL	727.100 - Supplies - General Op 72...	-3.99	3.99
Bill	88869965	06/13/2023		2023 - JUNE BOTTLED WATER	727.100 - Supplies - General Op 72...	-57.89	57.89
TOTAL						-61.88	61.88
Bill Pmt -Check	27666	06/14/2023	Alerus Financial	Entity code nos. 400298 / 110320 - pay period starti...	001.001 - CSB/Operations Checking		-4,482.16
Bill	20230529	06/13/2023		06/16/2023 PR ER 5% MATCH	231.002 - Payroll Lia/401A MITCHER ...	-1,551.09	1,551.09
				06/16/2023 PR EE PERSONAL CONT	702.300 - Per Svcs - Retmnt - EE 7...	-1,785.10	1,785.10
				06/16/2023 PR FLEX TO 457(b)	710.500 - Per Svcs - Fringe B ER 70...	-1,145.97	1,145.97
TOTAL						-4,482.16	4,482.16
Bill Pmt -Check	27667	06/14/2023	Amazon Capital Services Inc	VOID:	001.001 - CSB/Operations Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	27668	06/14/2023	APPLEGATE, JULIA	20230603-1 - MUSIC IN THE AIR PHOTOGRAPHY +...	001.001 - CSB/Operations Checking		-200.00
Bill	20230603-1	06/14/2023		MIA PHOTOGRAPHY	380.522 - Photography Services	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	27669	06/14/2023	Association Maintenance Corp	12468	001.001 - CSB/Operations Checking		-1,603.00
Bill	12468	06/13/2023		LAWN SPRINKLER	803.611 - Lawn Service	-1,408.00	1,408.00
					803.613 - Sprinkler	-195.00	195.00
TOTAL						-1,603.00	1,603.00

Chelsea District Library
Monthly Check Register

June 2023

12:49 PM
07/27/23

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill Pmt -Check	27670	06/14/2023	Baker & Taylor - Adult		001.001 · CSB/Operations Checking		-403.03
Bill	2037504589	06/13/2023		2023 - ADULT PRINT GENERAL	982.720 · Adult Print General	-281.60	281.60
Bill	2037521340	06/13/2023		2023 - ADULT PRINT GENERAL	982.720 · Adult Print General	-121.43	121.43
TOTAL						-403.03	403.03
Bill Pmt -Check	27671	06/14/2023	Baker & Taylor - Auto Yours Cats		001.001 · CSB/Operations Checking		-150.29
Bill	2037501127	06/13/2023		· Youth Print General	982.760 · Youth Print General	-47.49	47.49
Bill	2037523155	06/13/2023		· Youth Print General	982.760 · Youth Print General	-102.80	102.80
TOTAL						-150.29	150.29
Bill Pmt -Check	27672	06/14/2023	Baker & Taylor - Juvenile	2037521286	001.001 · CSB/Operations Checking		-15.39
Bill	2037521286	06/13/2023		· Youth Print General	982.760 · Youth Print General	-15.39	15.39
TOTAL						-15.39	15.39
Bill Pmt -Check	27673	06/14/2023	Baker & Taylor - Program Account	2037540832	001.001 · CSB/Operations Checking		-28.48
Bill	2037540832	06/13/2023		· Story Book Trail	884.251 · Story Book Trail	-28.48	28.48
TOTAL						-28.48	28.48
Bill Pmt -Check	27674	06/14/2023	Blue Care Network of Michigan	GROUP 00277068 SUBGROUP 0002 - COVERAGE ...	001.001 · CSB/Operations Checking		-3,892.11
Bill	231570083727	06/13/2023		2023 - JULY 2023 MED INS	710.200 · Per Svcs-Fringe Flex Ben ...	-3,892.11	3,892.11
TOTAL						-3,892.11	3,892.11
Bill Pmt -Check	27675	06/14/2023	Cintas Corporation-300	4157436875 ACCT# 14203324	001.001 · CSB/Operations Checking		-156.83
Bill	4157436875	06/13/2023		06/02/2023 - RUGS INCLUDES 7.7% INCREASE 06/02/2023 - SOAP INCLUDES 7.7% INCREASE	729.300 · Supplies-Cleaning Rugs 7 ... 729.200 · Supplies-Cleaning Sup 7 ...	-135.54 -21.29	135.54 21.29
TOTAL						-156.83	156.83
Bill Pmt -Check	27676	06/14/2023	Cintas Fire Protection	ANNUAL MAINTENANCE AGREEMENT	001.001 · CSB/Operations Checking		-1,137.09
Bill	0D26091771	06/13/2023		ANNUAL MA - ALARM MONITORING	803.420 · Fire	-1,137.09	1,137.09
TOTAL						-1,137.09	1,137.09
Bill Pmt -Check	27677	06/14/2023	City of Chelsea	MAY TRASH	001.001 · CSB/Operations Checking		-40.00
Bill	20937	06/13/2023		MAY TRASH	803.620 · Trash	-40.00	40.00
TOTAL						-40.00	40.00

Chelsea District Library

Monthly Check Register

June 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill Pmt -Check	27678	06/14/2023	City of Chelsea-Elect & Water	2023 ELEC/WATER/SEWER - MAY 04/28 - 05/31/20...	001.001 - CSB/Operations Checking		-3,744.57
Bill	20230608	06/13/2023		MAY 04/28 - 05/31/2023 WATER	920.110 - City of Chelsea Water	-59.67	59.67
				MAY 04/28 - 05/31/2023 SEWER	920.120 - City of Chelsea Sewer	-137.88	137.88
				MAY 04/28 - 05/31/2023 ELECTRICITY	920.130 - City of Chelsea Electric	-3,390.95	3,390.95
				MAY 04/28 - 05/31/2023 SPRINKLER	920.150 - City of Chelsea Sprinkler	-156.27	156.27
TOTAL						-3,744.57	3,744.57
Bill Pmt -Check	27679	06/14/2023	COMFORT, STACEY		001.001 - CSB/Operations Checking		-120.78
Bill	23-187	06/13/2023		SRP KICKOFF FOOD	884.226 - Summer Reading	-85.32	85.32
Bill	23-138	06/13/2023		SRP KICKOFF FOOD	884.226 - Summer Reading	-35.46	35.46
TOTAL						-120.78	120.78
Bill Pmt -Check	27680	06/14/2023	Constellation NewEnergy-Gas Di...	INV 3769453 - ACCT BG-303066 - MAY - 04/21 - 05/...	001.001 - CSB/Operations Checking		-860.43
Bill	3769453	06/13/2023		MAY - 04/21 - 05/18/2023	920.200 - McKune Gas	-860.43	860.43
TOTAL						-860.43	860.43
Bill Pmt -Check	27681	06/14/2023	Demco Inc.	INV 7321103, REF# 31580358 CUST# 210215162	001.001 - CSB/Operations Checking		-95.39
Bill	7321103	06/13/2023		BOOKMARKS	728.300 - Supplies-Matl Proc Othr 7 ...	-40.72	40.72
				FILAMENT TAPE	980.910 - Capital Restr Gift -Mobile ...	-50.15	50.15
				LABEL PEELER	728.400 - Supplies-Repairs 727.3...	-4.52	4.52
TOTAL						-95.39	95.39
Bill Pmt -Check	27682	06/14/2023	Dollar Bill Printing	VOID: DB-87544-INV	001.001 - CSB/Operations Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	27683	06/14/2023	Envisionware Inc	INV-US-65946 - PO 23-858 - SR	001.001 - CSB/Operations Checking		-1,474.72
Bill	INV-US-65946	06/13/2023		SELF CHECK/BILL ACCEPTOR MA - 09/01/23 - 08/3...	803.390 - Computers	-1,474.72	1,474.72
TOTAL						-1,474.72	1,474.72
Bill Pmt -Check	27684	06/14/2023	FUN EXPRESS		001.001 - CSB/Operations Checking		-175.70
Bill	72434385701	06/13/2023		2023 SRP	884.226 - Summer Reading	-34.43	34.43
Bill	72434385702	06/13/2023		2023 TEEN SRP	884.277 - Teen Summer Reading	-59.10	59.10
Bill	72435580301	06/13/2023		2023 SRP	884.226 - Summer Reading	-40.99	40.99
				2023 SRP	884.277 - Teen Summer Reading	-41.18	41.18
TOTAL						-175.70	175.70
Bill Pmt -Check	27685	06/14/2023	Giacopuzzi, Jacopo	Music in the Air 2023 - Meal reimbursement	001.001 - CSB/Operations Checking		-168.45

Chelsea District Library
Monthly Check Register
June 2023

12:49 PM
07/27/23

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	23-415	06/13/2023		Music in the Air Artist 2023 - meal reimbursement	884.412 · Music in the Air	-168.45	168.45
TOTAL						-168.45	168.45
Bill Pmt -Check	27686	06/14/2023	HETTICH, JULIA	REFUND - BOOKS LOCATED	001.001 · CSB/Operations Checking		-31.98
Bill	23-212	06/13/2023		REIMBURSEMENT - BOOKS LOCATED	982.760 · Youth Print General	-31.98	31.98
TOTAL						-31.98	31.98
Bill Pmt -Check	27687	06/14/2023	INFLATE YOUR PARTY, LLC	VOID: BOUNCE HOUSE SRP KICKOFF 06/09	001.001 · CSB/Operations Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	27688	06/14/2023	Ingram Library Services		001.001 · CSB/Operations Checking		-2,575.14
Bill	75898835	06/14/2023		· Youth Print General	982.760 · Youth Print General	-23.77	23.77
Bill	75898838	06/14/2023		· Adult Print General	982.720 · Adult Print General	-19.25	19.25
Bill	75898837	06/14/2023		· Adult Print General	982.720 · Adult Print General	-20.14	20.14
Bill	75898836	06/14/2023		· Adult Print General	982.720 · Adult Print General	-25.64	25.64
Bill	75929121	06/14/2023		· Adult Print General	982.720 · Adult Print General	-12.99	12.99
Bill	75929123	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-10.58	10.58
Bill	75929122	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-17.75	17.75
Bill	75921797	06/14/2023		· Youth Print General	982.760 · Youth Print General	-11.13	11.13
Bill	75921792	06/14/2023		· Adult Print General	982.720 · Adult Print General	-35.64	35.64
Bill	75941214	06/14/2023		· Adult Print General	982.720 · Adult Print General	-29.44	29.44
Bill	75941215	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-12.45	12.45
Bill	75941216	06/14/2023		· Youth Print General	982.760 · Youth Print General	-13.74	13.74
Bill	75941213	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-12.13	12.13
Bill	75967809	06/14/2023		· Youth Print General	982.760 · Youth Print General	-10.03	10.03
Bill	76005420	06/14/2023		· Youth Print General	982.760 · Youth Print General	-47.52	47.52
Bill	76005422	06/14/2023		· Youth Print General	982.760 · Youth Print General	-21.55	21.55
Bill	76005421	06/14/2023		· Adult Print General	982.760 · Youth Print General	-451.98	451.98
Bill	76005426	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.29	16.29
Bill	76005425	06/14/2023		· Adult Print General	982.720 · Adult Print General	-17.60	17.60
Bill	76005423	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.09	16.09
Bill	76027679	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.09	16.09
Bill	76027681	06/14/2023		· Youth Print General	982.760 · Youth Print General	-11.89	11.89
Bill	76027680	06/14/2023		· Adult Print General	982.720 · Adult Print General	-11.80	11.80
Bill	76047715	06/14/2023		· Adult Print General	982.720 · Adult Print General	-17.39	17.39
Bill	76047716	06/14/2023		· Adult Print General	982.720 · Adult Print General	-120.28	120.28
Bill	76047719	06/14/2023		· Adult Print General	982.720 · Adult Print General	-324.67	324.67
Bill	76047717	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-33.43	33.43
Bill	76047718	06/14/2023		· Adult Print General	982.720 · Adult Print General	-35.68	35.68
Bill	76047714	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.54	16.54
Bill	76047720	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.50	16.50
Bill	76058178	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-10.51	10.51
Bill	76058175	06/14/2023		· Adult Print General	982.720 · Adult Print General	-115.53	115.53
Bill	76058177	06/14/2023		· Adult Print General	982.720 · Adult Print General	-15.69	15.69
Bill	76058176	06/14/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-34.31	34.31
Bill	76076039	06/14/2023		· Adult Print General	982.720 · Adult Print General	-6.39	6.39
Bill	76076038	06/14/2023		· Adult Print General	982.720 · Adult Print General	-14.99	14.99
Bill	76076040	06/14/2023		· Adult Print General	982.720 · Adult Print General	-16.09	16.09
Bill				· Adult Print General	982.720 · Adult Print General	-12.57	12.57

Chelsea District Library
Monthly Check Register

June 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	76093425	06/14/2023		• Youth Print General	982.760 • Youth Print General	-11.88	11.88
Bill	76093426	06/14/2023		• Adult Print General	982.760 • Youth Print General	-26.09	26.09
Bill	76093427	06/14/2023		• Adult Print General	982.720 • Adult Print General	-126.72	126.72
Bill	76093428	06/14/2023		• Adult Print General	982.720 • Adult Print General	-22.86	22.86
Bill	76093429	06/14/2023		• Adult Print General	982.720 • Adult Print General	-14.43	14.43
Bill	76117824	06/14/2023		• Youth Print General	982.760 • Youth Print General	-11.58	11.58
Bill	76117825	06/14/2023		• Adult Print General	982.720 • Adult Print General	-29.50	29.50
Bill	76117827	06/14/2023		• Adult Print General	982.720 • Adult Print General	-17.39	17.39
Bill	76145283	06/14/2023		• Youth Print General	982.720 • Adult Print General	-16.50	16.50
Bill	76145284	06/14/2023		• Youth Print General	982.760 • Youth Print General	-37.61	37.61
Bill	76145285	06/14/2023		• Youth Print General	982.760 • Youth Print General	-17.52	17.52
Bill	76145282	06/14/2023		• Youth Print General	980.910 • Capital Restr Gift-Mobile ...	-15.25	15.25
Bill	76157987	06/14/2023		• Adult Print General	982.720 • Adult Print General	-17.73	17.73
Bill	76157991	06/14/2023		• Youth Print General	982.760 • Youth Print General	-23.16	23.16
Bill	76157990	06/14/2023		• Youth Print General	982.760 • Youth Print General	-71.41	71.41
Bill	76157988	06/14/2023		• Adult Print General	982.720 • Adult Print General	-245.28	245.28
Bill	76157989	06/14/2023		• Adult Print General	982.720 • Adult Print General	-14.63	14.63
Bill	76166637	06/14/2023		• Youth Print General	982.720 • Adult Print General	-16.84	16.84
Bill	76166638	06/14/2023		• Youth Print General	982.760 • Youth Print General	-8.44	8.44
Bill	76177897	06/14/2023		• Youth Print General	982.760 • Youth Print General	-49.06	49.06
Bill	76204689	06/14/2023		• Adult Print General	982.720 • Adult Print General	-13.41	13.41
Bill	76204688	06/14/2023		• Adult Print General	982.720 • Adult Print General	-95.50	95.50
TOTAL					982.720 • Adult Print General	-16.29	16.29
						-2,575.14	2,575.14
Bill Pmt -Check	27689	06/14/2023	Johnson Controls	ACCT 1348743 - 1-129544795969	001.001 • CSB/Operations Checking		-2,985.00
Bill	1-129544795969	06/13/2023		ANNUAL MA - HVAC CONTROLS - 06/01/23 - 05/31/24	803.220 • HVAC Temp Controls	-2,985.00	2,985.00
TOTAL						-2,985.00	2,985.00
Bill Pmt -Check	27690	06/14/2023	KeyBank	A/C Ending3195 DUE 07/06/2023, STATEMENT ...	001.001 • CSB/Operations Checking		-4,781.51
Bill	20230706	06/13/2023		HR PLAYBOOK	967.200 • Equipment Software	-170.00	170.00
				PAW PAW, EVERLAST LABEL - WIRE LABELS - FO...	732.300 • Supplies-MNT-General 7...	-33.13	33.13
				STAPLES - PAPER/FORMS - SRP	880.330 • Paper	-97.80	97.80
				HERSHEY'S STORE - MOBEE CHOCS - RIBBON C...	980.910 • Capital Restr Gift-Mobile ...	-124.95	124.95
				PUNCHBOWL SOFTWARE - SOCIAL PLANNING SO...	980.510 • General Purchased Servic...	-95.88	95.88
				INK FRENZY - MOBEE POLOS	980.910 • Capital Restr Gift-Mobile ...	-728.00	728.00
				CHELSEA GUARDIAN - MUSIC IN THE AIR ADVERTI...	880.434 • Music in the Air	-50.00	50.00
				META - FB ADVERT - MUSIC IN THE AIR PROMOTI...	880.434 • Music in the Air	-13.46	13.46
				LOS TRES AMIGOS - BETH E - STAFF APPRECIATI...	989.940 • Staff Apprec - Restr/Covid...	-18.54	18.54
				BAHAMA HAUS - FOOD - IN-SERVICE LUNCH	989.620 • Staff In-Service & Appreci...	-25.00	25.00
				BRUEGGER'S BAGELS - FOOD - IN-SERVICE	989.620 • Staff In-Service & Appreci...	-112.53	112.53
				COMMON GRILL - STRAT PLAN DISCUSSION - CO...	989.620 • Staff In-Service & Appreci...	-39.99	39.99
				POLLY'S - MOBEE - RIBBON CUTTING	989.620 • Staff In-Service & Appreci...	-98.62	98.62
				ACE - MUSIC IN THE AIR - RECEPTION SUPPLIES	980.910 • Capital Restr Gift-Mobile ...	-42.90	42.90
				WHOLE FOODS - MUSIC IN THE AIR - RECEPTION ...	884.412 • Music in the Air	-40.20	40.20
				ACE - MUSIC IN THE AIR - RECEPTION SUPPLIES	884.412 • Music in the Air	-111.60	111.60
				BUSCH'S - MUSIC IN THE AIR - RECEPTION SUPPL...	884.412 • Music in the Air	-16.94	16.94
				SPEEDWAY - MOBEE - FUEL	980.910 • Capital Restr Gift-Mobile ...	-91.51	91.51
				DUNKIN DONUTS - WALK TO SCHOOL WED - LAS...	960.200 • Director Expense	-65.92	65.92
				SERENDIPITY BOOKS - MOBEE SUPPLIES	980.910 • Capital Restr Gift-Mobile ...	-23.98	23.98
						-86.92	86.92

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				CHELSEA VILLAGE FLOWERS - TY FOR PIANO USE	884.412 · Music in the Air	-50.88	50.88
				SPEEDWAY - MOBEE - FUEL	980.910 · Capital Restr Gift-Mobile ...	-55.40	55.40
				FAST SPRING - COLIBRI BUSINESS REVIEW - ANN...	803.395 · Website Hosting & Service	-83.95	83.95
				PRUSA RESEARCH - MAKERSPACE SUPPLIES	967.310 · Makerspace Furnishings	-98.88	98.88
				PRUSA RESEARCH - FOREIGN TRANSACTION FEE	967.310 · Makerspace Furnishings	-2.97	2.97
				ZOOM - WEBINAR SOFTWARE 5/24 - 6/23/2023	967.200 · Equipment Software	-39.50	39.50
				LOWES - MAKERSPACE - SUPPLIES	967.310 · Makerspace Furnishings	-140.22	140.22
				SERRA AUTO CAMPUT - MOBEE - NEW KEY	980.910 · Capital Restr Gift-Mobile ...	-490.28	490.28
				STAR2STAR - VOIP - MAY 2023	850.120 · Telephone	-455.06	455.06
				ADOBE - STOCK PHOTO SUBSCRIPTION - JUNE 2...	967.200 · Equipment Software	-29.99	29.99
				ADOBE - STOCK PHOTO TRIAL - USED WHEN SUB...	967.200 · Equipment Software	-29.99	29.99
				WASHTEENAW PAR AND REC - SRP - GRAND PRIZE	884.226 · Summer Reading	-100.00	100.00
				STRICTLYRITA.COM - SRP - SEALING WAX SUPPL...	884.277 · Teen Summer Reading	-45.00	45.00
				SECRET CRISIS COMICS - SRP - D&D PRIZE PACK	884.277 · Teen Summer Reading	-63.50	63.50
				YUMS - SRP - TASTINGS	884.277 · Teen Summer Reading	-60.20	60.20
				DOLLAR TREE - SNACKS - GYGO & BLANK SNACKS	884.276 · Teen Refreshments	-26.33	26.33
				MEIJER - SRP KICKOFF SUPPLIES	884.226 · Summer Reading	-52.49	52.49
				COTTAGE INN - PIZZA - AH: GET YOUR GAME ON	884.276 · Teen Refreshments	-86.11	86.11
				MICHAELS - SUPPLIES - SRP	884.277 · Teen Summer Reading	-55.95	55.95
				THE SALVATION ARMY - STUFFED ANIMALS	884.277 · Teen Summer Reading	-15.82	15.82
				MICHAELS - DESSERT ICING SUPPLIES - SRP	884.277 · Teen Summer Reading	-34.86	34.86
				BRODER BROS - SRP - T-SHIRTS	884.226 · Summer Reading	-138.93	138.93
				ADOBE - ACROPRO SUBS	982.410 · Electronic Products/Subs	-10.59	10.59
				THE GRATEFUL CROW - ARTIST MEALS	884.962 · Music in the Air - Restricted	-262.51	262.51
				DOLLAR TREE - SUPPLIES - SRP	880.434 · Music in the Air	-3.75	3.75
				COMMON GRILL - ARTIST MEALS	884.962 · Music in the Air - Restricted	-97.84	97.84
				GORDON FOOD SERVICE - SRP KICKOFF SUPPLIES	884.226 · Summer Reading	-134.78	134.78
				MICHAELS - DESSERT ICING SUPPLIES - SRP	884.272 · Teen General Programs	-27.86	27.86
TOTAL						-4,781.51	4,781.51
Bill Pmt -Check	27691	06/14/2023	KNIGHT TECHNOLOGY GROUP	21763 DATTO BACKUPS	001.001 · CSB/Operations Checking	-1,100.00	-1,100.00
Bill	21763	06/13/2023		CLOUD BACKUP/DISASTER RECOVERY- JUNE 2023	803.390 · Computers	-1,100.00	1,100.00
TOTAL						-1,100.00	1,100.00
Bill Pmt -Check	27692	06/14/2023	LIBRARY IDEAS LLC	99135	001.001 · CSB/Operations Checking	-503.76	-503.76
Bill	99135	06/13/2023		VOX BOOKS	982.485 · Playaway Views	-503.76	503.76
TOTAL						-503.76	503.76
Bill Pmt -Check	27693	06/14/2023	MC creative design & photograph...	2023 SUMMER NEWSLETTER PHOTOSHOOT	001.001 · CSB/Operations Checking	-2,750.59	-2,750.59
Bill	0736	06/13/2023		2023 MUSIC IN THE AIR BRAND REFRESH	880.522 · Photography Services	-250.00	250.00
Bill	737	06/13/2023		2023 SUMMER NEWSLETTER GRAPHIC DESIGN	880.521 · Graphic Design Services	-702.75	702.75
Bill	738	06/13/2023			880.521 · Graphic Design Services	-1,797.84	1,797.84
TOTAL						-2,750.59	2,750.59
Bill Pmt -Check	27694	06/14/2023	Midwest Tape	FAMILY DVDs - MOBEE	001.001 · CSB/Operations Checking	-1,900.27	-1,900.27
Bill	503831260	06/13/2023			980.910 · Capital Restr Gift-Mobile ...	-122.13	122.13

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Bill	503765434	06/13/2023		MCS PLAYAWAYS	980.910 · Capital Restr Gift -Mobile ...	-739.89	739.89
Bill	503802051	06/13/2023		MCS PLAYAWAYS	980.910 · Capital Restr Gift -Mobile ...	-63.99	63.99
Bill	503831264	06/13/2023		FAMILY DVDs	982.480 · Youth Video DVD	-14.99	14.99
Bill	503731586	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-45.73	45.73
Bill	503731587	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-35.23	35.23
Bill	503731588	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-22.49	22.49
Bill	503765432	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-26.24	26.24
Bill	503765433	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-14.99	14.99
Bill	503802023	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-29.99	29.99
Bill	503831263	06/13/2023		MOBILE CDL - MOBEE	980.910 · Capital Restr Gift -Mobile ...	-11.99	11.99
Bill	503802052	06/14/2023		JUNE BOC	982.120 · Adult Books on Disc	-39.99	39.99
Bill	503830858	06/14/2023		APR/MAY CDs	982.420 · Adult Music on CD	-23.23	23.23
Bill	503831261	06/14/2023		JUNE BOC	982.120 · Adult Books on Disc	-108.98	108.98
Bill	503831265	06/14/2023		JUNE BOC	982.120 · Adult Books on Disc	-44.99	44.99
Bill	503861567	06/14/2023		FEB/MAR CDs	982.420 · Adult Music on CD	-11.99	11.99
Bill	503862722	06/14/2023		APR/MAY CDs	982.420 · Adult Music on CD	-10.49	10.49
Bill	503862724	06/14/2023		MAY BOC	982.120 · Adult Books on Disc	-39.99	39.99
Bill	503862725	06/14/2023		MAY BOC	982.120 · Adult Books on Disc	-124.97	124.97
Bill	503802028	06/14/2023		MOBILE CDL -	980.910 · Capital Restr Gift -Mobile ...	-367.98	367.98
TOTAL						-1,900.27	1,900.27
Bill Pmt-Check	27695	06/14/2023	OPEN SPOT THEATER	ASI CLASS 06/29/2023 - \$340 + \$80 TRAVEL FEE - ...	001.001 · CSB/Operations Checking	-270.00	-270.00
Bill	23-186	06/14/2023		ASI CLASS - 06/29/2023 - REMAINDER DUE	884.281 · Teen Summer Reading	-270.00	270.00
TOTAL						-270.00	270.00
Bill Pmt-Check	27696	06/14/2023	Petty Cash-	PETTY CASH - 05/03 - 06/09	001.001 · CSB/Operations Checking	-152.38	-152.38
Bill	23047	06/13/2023		05/05 LORI - CLEARY'S - LUNCH	960.200 · Director Expense	-23.93	23.93
				05/09 JESSICA - CHELSEA BAKERY - DONUTS	884.230 · Youth Reading Group	-18.00	18.00
				05/15 JENI - POLLY'S - ALL-STAFF FOOD	969.620 · Staff In-Service & Apprecl...	-18.94	18.94
				05/23 EVERETT - HOME DEPOT - MOBEE SUPPLIE...	980.910 · Capital Restr Gift -Mobile ...	-39.57	39.57
				06/02N LORI - WHOLE FOODS - MIA FOOD	884.412 · Music in the Air	-23.30	23.30
				06/07 SARAH - POLLY'S - ICE	884.226 · Summer Reading	-4.20	4.20
				06/07 LINDA - POLLY'S - ZIPL OCK AND FOIL	727.100 · Supplies - General Op 72...	-11.74	11.74
				06/08 EVERETT - CAR WASH	727.100 · Supplies - General Op 72...	-3.00	3.00
				06/08 EVERETT - POLLY'S - DISH SOAP	727.100 · Supplies - General Op 72...	-9.70	9.70
TOTAL						-152.38	152.38
Bill Pmt-Check	27697	06/14/2023	PFM FINANCIAL ADVISORS LLC	2022 ANNUAL DISCLOSURE REPORT	001.001 · CSB/Operations Checking	-1,000.00	-1,000.00
Bill	125259	06/14/2023		2022 Annual Disclosure Filing	801.042 · Financial Services	-1,000.00	1,000.00
TOTAL						-1,000.00	1,000.00
Bill Pmt-Check	27698	06/14/2023	POSTMUS, KATIE	REFUND FOR LOST BOOK THAT WAS FOUND	001.001 · CSB/Operations Checking	-14.95	-14.95
Bill	23-214	06/14/2023		LOST BOOK FOUND - REFUND	982.760 · Youth Print General	-14.95	14.95
TOTAL						-14.95	14.95

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Bill Pmt -Check	27699	06/14/2023	Powers, Shannon H		001.001 - CSB/Operations Checking		-286.48
Bill	2350010	06/14/2023		ARTIST TRANSPORTATION	884.412 - Music in the Air	-148.74	148.74
Bill	2350465	06/14/2023		ARTIST TRANSPORTATION	884.412 - Music in the Air	-137.74	137.74
TOTAL						-286.48	286.48
Bill Pmt -Check	27700	06/14/2023	Print-tech Inc.	267024	001.001 - CSB/Operations Checking		-4,561.62
Bill	267024	06/14/2023		SUMMER NEWSLETTER PRINTING/MAILING	880.240 - Newsletter	-4,561.62	4,561.62
TOTAL						-4,561.62	4,561.62
Bill Pmt -Check	27701	06/14/2023	SPINZ, NAT	HULA HOOP WILD WEDNESDAY	001.001 - CSB/Operations Checking		-250.00
Bill	23-151	06/14/2023		06/21/23 HULA HOOP PROGRAM	884.926 - Youth Prog Rest Gifts SRP	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	27702	06/14/2023	THE HEALTHY CHOICE CHELSEA	06/14 PROGRAM - CARDIO DRUMMING	001.001 - CSB/Operations Checking		-200.00
Bill	23-158LB	06/13/2023		CARDIO DRUMMING	884.119 - General Adult Events	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	27703	06/14/2023	The Library Network		001.001 - CSB/Operations Checking		-10,546.91
Bill	71857	06/14/2023		OVERDRIVE MAGAZINES	982.413 - Emags	-925.68	925.68
Bill	71947	06/14/2023		BASIC FEE + CIRC CHARGES	985.200 - Shared Automation System	-8,405.41	8,405.41
				ITEMS LINKED	985.100 - Bibliographic Database	-1,215.82	1,215.82
TOTAL						-10,546.91	10,546.91
Bill Pmt -Check	27704	06/14/2023	The Sun Times	SUMMER READING AD	001.001 - CSB/Operations Checking		-169.00
Bill	17724-R	06/14/2023		SUMMER READING	880.423 - Summer Reading Program	-169.00	169.00
TOTAL						-169.00	169.00
Bill Pmt -Check	27705	06/14/2023	TUPLIN, MICHELLE	06/21/2023 HOMETOWN BOOK CLUB - FACILITAT...	001.001 - CSB/Operations Checking		-150.00
Bill	23-159	06/14/2023		HOMETOWN BOOK CLUB DISCUSSION 06/21/23	884.119 - General Adult Events	-150.00	150.00
TOTAL						-150.00	150.00
Bill Pmt -Check	27706	06/14/2023	Unique Management Services Inc	6113454 CLIENT # 1954	001.001 - CSB/Operations Checking		-62.65
Bill	6113454	06/14/2023		2023 MAY COLLECTION FEES (PLACEMENTS)	801.090 - Collection Fees	-62.65	62.65
TOTAL						-62.65	62.65

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Bill Pmt -Check	27707	06/14/2023	Verizon Wireless	INV 9935977897 - ACCT 442098695-00001 - 04/29 -...	001.001 - CSB/Operations Checking		-933.74
Bill	9935977897	06/14/2023		2023 HOT SPOTS 03/29 - 04/28/2023 2023 IT CELL PHONE 03/29 - 04/28/2023	850.311 - WIFI Hotspots 850.121 - IT Cell Phone	-882.68 -51.06	882.68 51.06
TOTAL						-933.74	933.74
Bill Pmt -Check	27708	06/15/2023	Amazon Capital Services Inc		001.001 - CSB/Operations Checking		-1,588.84
Bill	1FY7-WC3Q-7L6M	06/13/2023		SHADE SAILS - PERGOLA	967.320 - Furniture	-129.07	129.07
Bill	1W7C-PG3C-6DQJ	06/13/2023		TABLECLOTHS	884.222 - General Youth Programs	-13.99	13.99
Bill	1Q7F-GDYL-DJTH	06/13/2023		FUBBLES BUBBLES	884.226 - Summer Reading	-17.60	17.60
Bill	1TFQ-YCDA-7HHG	06/13/2023		DOLL STAND, MARKERS, WIRE	884.277 - Teen Summer Reading	-29.47	29.47
Bill	1CTL-91XJ-MWVR9	06/13/2023		SCISSORS, STICKERS	884.272 - Teen General Programs	-29.97	29.97
Bill	1YKP-6QHC-71G9	06/13/2023		CRATES	980.910 - Capital Restr Gift -Mobile ...	-50.60	50.60
Bill	1XPP-WF4V-HDHY	06/14/2023		SCISSORS, STICKERS	884.412 - Music in the Air	-106.59	106.59
Bill	1CLX-RLVY-1V9C	06/14/2023		CHALK, VOWEL BEADS	884.226 - Summer Reading	-30.94	30.94
Bill	1FWD-376X-3N3G	06/14/2023		RIBBON, 4" WIDE - GREEN	980.910 - Capital Restr Gift -Mobile ...	-99.70	99.70
TOTAL				TALL RECYCLE TUBS	729.200 - Supplies-Cleaning Sup 7 ...	-126.38	126.38
Bill Pmt -Check	27709	06/15/2023	Ballard, Kerry		001.001 - CSB/Operations Checking		-675.00
Bill	20230615	06/14/2023		VIDEO GAMES	801.040 - Bookkeeper	-675.00	675.00
TOTAL				SRP		-675.00	675.00
Bill Pmt -Check	27710	06/15/2023	Dollar Bill Printing		001.001 - CSB/Operations Checking		0.00
TOTAL				VOID: DB-87544-INV		0.00	0.00
Bill Pmt -Check	27711	06/15/2023	Dollar Bill Printing		001.001 - CSB/Operations Checking		-91.88
Bill	DB-87544-INV	06/14/2023		MUSIC IN THE AIR PROMOTION	880.434 - Music in the Air	-57.80	57.80
Bill	DB-87056-INV	06/14/2023		MUSIC IN THE AIR PROMOTION	880.434 - Music in the Air	-34.08	34.08
TOTAL						-91.88	91.88
Bill Pmt -Check	27712	06/15/2023	Bridgeport Consulting, LLC		001.001 - CSB/Operations Checking		-4,350.00
Bill	23-417	06/15/2023		06/14/2023 - STRATEGIC PLANNING 2020-2022 Strategic Planning 2024 - 2028 - MAY 2023	801.079 - Library Strategic Plan	-4,350.00	4,350.00
TOTAL						-4,350.00	4,350.00
Bill Pmt -Check	27713	06/21/2023	Midwest Tape - Hoopla		001.001 - CSB/Operations Checking		-2,261.39
				DIGITAL CONTENT MAR - originally paid on #27504			

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Bill	503584853	04/04/2023		MAR DIGITAL CONTENT	982.410 · Electronic Products/Subs	-2,261.39	2,261.39
TOTAL						-2,261.39	2,261.39
Bill Pmt -Check	27714	06/28/2023	A Production Cleaning Company ...	CLEANING 06/11 - 06/24/23	001.001 · CSB/Operations Checking		-1,750.00
Bill	14964	06/27/2023		CLEANING 06/11 - 06/24/23	803.605 · Janitorial	-1,750.00	1,750.00
TOTAL						-1,750.00	1,750.00
Bill Pmt -Check	27715	06/28/2023	A T & T Mobility	ACCT 287286231198X - INV 06142023 PRINTED ON...	001.001 · CSB/Operations Checking		-217.44
Bill	06142023	06/26/2023		PUBLIC WIFI HOT SPOTS 06/07 - 07/06/2023	850.311 · WIFI Hotspots	-217.44	217.44
TOTAL						-217.44	217.44
Bill Pmt -Check	27716	06/28/2023	Alerus Financial	Entity code nos. 400298 / 110320 - pay period starti...	001.001 · CSB/Operations Checking		-4,482.16
Bill	20230612	06/27/2023		06/16/2023 PR ER 5% MATCH 06/16/2023 PR EE PERSONAL CONT 06/16/2023 PR FLEX TO 457(b)	231.002 · Payroll Lia/401A MchER ... 702.300 · Per Svcs - Retmnt - EE 7 ... 710.500 · Per Svcs - Fringe B ER 70...	-1,551.09 -1,785.10 -1,145.97	1,551.09 1,785.10 1,145.97
TOTAL						-4,482.16	4,482.16
Bill Pmt -Check	27717	06/28/2023	Amazon Capital Services Inc	1RDX-CH3N-FWVW ACCT# A1640E23DGU99A	001.001 · CSB/Operations Checking		-127.21
Bill	1RDX-CH3N-FWVW	06/28/2023		WALK TO SCHOOL WEDNESDAY	960.200 · Director Expense	-127.21	145.20
TOTAL						-127.21	145.20
Bill Pmt -Check	27718	06/28/2023	Baker & Taylor - Auto Yours Cats	2037538989	001.001 · CSB/Operations Checking		-39.95
Bill	2037538989	06/28/2023		· Youth Print General	982.760 · Youth Print General	-39.95	39.95
TOTAL						-39.95	39.95
Bill Pmt -Check	27719	06/28/2023	Baker & Taylor - Juvenile	2037545787	001.001 · CSB/Operations Checking		-26.33
Bill	2037545787	06/28/2023		· Youth Print General	982.760 · Youth Print General	-26.33	26.33
TOTAL						-26.33	26.33
Bill Pmt -Check	27720	06/28/2023	Baker & Taylor - Program Account	2037575607	001.001 · CSB/Operations Checking		-91.80
Bill	2037575607	06/28/2023		· Summer Reading	884.226 · Summer Reading	-91.80	91.80
TOTAL						-91.80	91.80
Bill Pmt -Check	27721	06/28/2023	Baker & Taylor - Unlabeled Juven...		001.001 · CSB/Operations Checking		-642.15
Bill	2037531750	06/28/2023		· Youth Print General	982.760 · Youth Print General	-185.77	185.77

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Bill	2037532586	06/28/2023		· Youth Print General	982.760 · Youth Print General	-264.99	264.99
Bill	2037558130	06/28/2023		· Youth Print General	982.760 · Youth Print General	-191.39	191.39
TOTAL						-642.15	642.15
Bill Pmt -Check	27722	06/28/2023	Ballard, Kerry	BOOKKEEPING THROUGH 06/30	001.001 · CSB/Operations Checking		-675.00
Bill	20230630	06/27/2023		BOOKKEEPING THROUGH 06/30	801.040 · Bookkeeper	-675.00	675.00
TOTAL						-675.00	675.00
Bill Pmt -Check	27723	06/28/2023	BENNETT, DREW	WHERE'S WALDO EVENT AT SERENDIPITY BOOK...	001.001 · CSB/Operations Checking		-100.00
Bill	23-322	06/28/2023		WHERE'S WALDO EVENT AT SERENDIPITY BOOK...	884.212 · General Youth Programs	-100.00	100.00
TOTAL						-100.00	100.00
Bill Pmt -Check	27724	06/28/2023	Budget Library Supplies	VOID: 20444	001.001 · CSB/Operations Checking		0.00
TOTAL						0.00	0.00
Bill Pmt -Check	27725	06/28/2023	City of Chelsea-Elect & Water	2023 STORM SEWER	001.001 · CSB/Operations Checking		-39.47
Bill	2023 STORM	06/26/2023		ANNUAL STORM SEWER	920.140 · Storm Sewers	-39.47	39.47
TOTAL						-39.47	39.47
Bill Pmt -Check	27726	06/28/2023	Costco Anywhere Visa	A/C ending 3253 - MAY STATEMENT 05/17 - 06/16/...	001.001 · CSB/Operations Checking		-190.21
Bill	20230614	06/26/2023		MUSIC IN THE AIR SUPPLIES VOLUNTEER SUPPLIES	884.412 · Music in the Air 885.200 · Supplies	-171.22 -18.99	171.22 18.99
TOTAL						-190.21	190.21
Bill Pmt -Check	27727	06/28/2023	GAYLORD ARCHIVAL	2821984	001.001 · CSB/Operations Checking		-205.45
Bill	2821984	06/28/2023		DOCUMENT CASES	982.940 · Local History- Preservatio...	-205.45	205.45
TOTAL						-205.45	205.45
Bill Pmt -Check	27728	06/28/2023	Ingram Library Services		001.001 · CSB/Operations Checking		-2,036.14
Bill	76229673	06/28/2023		· Adult Print General	982.720 · Adult Print General	-61.89	61.89
Bill	76229672	06/28/2023		· Adult Print General	982.720 · Adult Print General	-16.84	16.84
Bill	76229674	06/28/2023		· Youth Print General	982.760 · Youth Print General	-147.13	147.13
Bill	76229675	06/28/2023		· Youth Print General	982.760 · Youth Print General	-346.31	346.31
Bill	76240349	06/28/2023		· Adult Large Print	982.710 · Adult Large Print	-48.18	48.18
Bill	76240350	06/28/2023		· Adult Print General	982.720 · Adult Print General	-24.09	24.09
Bill	76250439	06/28/2023		· Adult Print General	982.720 · Adult Print General	-16.29	16.29
Bill	76250440	06/28/2023		· Adult Print General	982.720 · Adult Print General	-49.74	49.74
Bill	76250438	06/28/2023		· Adult Print General	982.720 · Adult Print General	-66.25	66.25
Bill	76276741	06/28/2023		· Adult Print General	982.720 · Adult Print General	-163.95	163.95

Chelsea District Library
Monthly Check Register
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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	76276742	06/28/2023		Adult Large Print	982.710 · Adult Large Print	-132.30	132.30
Bill	76276740	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.84	16.84
Bill	76293651	06/28/2023		Adult Print General	982.720 · Adult Print General	-196.33	196.33
Bill	76293649	06/28/2023		Adult Print General	982.720 · Adult Print General	-47.15	47.15
Bill	76293650	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.29	16.29
Bill	76305000	06/28/2023		Adult Print General	982.720 · Adult Print General	-14.20	14.20
Bill	76355442	06/28/2023		Adult Print General	982.720 · Adult Print General	-78.38	78.38
Bill	76355441	06/28/2023		Adult Print General	982.720 · Adult Print General	-15.74	15.74
Bill	76355443	06/28/2023		Adult Print General	982.720 · Adult Print General	-14.96	14.96
Bill	76355444	06/28/2023		Adult Print General	982.720 · Adult Print General	-13.83	13.83
Bill	76355439	06/28/2023		Adult Print General	982.720 · Adult Print General	-14.61	14.61
Bill	76355440	06/28/2023		Adult Print General	982.720 · Adult Print General	-15.87	15.87
Bill	76380858	06/28/2023		Multiple Book Copies	982.740 · Multiple Book Copies	-33.68	33.68
Bill	76380856	06/28/2023		Multiple Book Copies	982.720 · Adult Print General	-161.61	161.61
Bill	76380857	06/28/2023		Adult Large Print	982.720 · Adult Print General	-142.88	142.88
Bill	76380853	06/28/2023		Adult Large Print	982.710 · Adult Large Print	-60.21	60.21
Bill	76380854	06/28/2023		Adult Print General	982.720 · Adult Print General	-13.02	13.02
Bill	76380859	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.28	16.28
Bill	76394894	06/28/2023		Adult Print General	982.720 · Adult Print General	-19.25	19.25
Bill	76394893	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.28	16.28
Bill	76420991	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.29	16.29
Bill	76420992	06/28/2023		Adult Print General	982.720 · Adult Print General	-16.09	16.09
Bill	76475462	06/28/2023		MOBIL CDL	980.910 · Capital Restr Gift -Mobile ...	-10.58	10.58
Bill	76475462	06/28/2023		Adult Print General	982.720 · Adult Print General	-12.80	12.80
TOTAL						-2,036.14	2,036.14
Bill Pmt -Check	27729	06/28/2023	iRead	237943	001.001 · CSB/Operations Checking		-521.58
Bill	237943	06/28/2023		GLITTER - BANNERS - MESSAGE MAGNETS	884.226 · Summer Reading	-396.58	396.58
TOTAL				MESSAGE MAGNETS	884.227 · Outreach	-125.00	125.00
Bill Pmt -Check	27730	06/28/2023	Jaco Electric LLC	2456 -	001.001 · CSB/Operations Checking		-1,200.00
Bill	2456	06/26/2023		WIRING NEW AC - SERVER ROOM	803.010 · Maint Svc Contingency	-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	27731	06/28/2023	Johnson Controls	ACCT 1348743 - 1-129546902133	001.001 · CSB/Operations Checking		-519.60
Bill	1-129744682197	06/26/2023		CHILLER RESET	803.010 · Maint Svc Contingency	-519.60	519.60
TOTAL						-519.60	519.60
Bill Pmt -Check	27732	06/28/2023	KANOPY INC	KANOPY BORROWS - MAY	001.001 · CSB/Operations Checking		-168.30
Bill	351249-PPU	06/28/2023		2023 KANOPY VIDEO PLAYS - MAY	982.410 · Electronic Products/Subs	-168.30	168.30
TOTAL						-168.30	168.30
Bill Pmt -Check	27733	06/28/2023	Lancaster, Terri	REIMBURSEMENT FOR PLAYAWAY - RETURNED	001.001 · CSB/Operations Checking		-89.99

Chelsea District Library
Monthly Check Register

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	23-217	06/28/2023		PLAYAWAY LOST, BILLED, AND THEN RETURNED.	982.140 · Youth Books on Disc	-69.99	69.99
TOTAL						-69.99	69.99
Bill Pmt -Check	27734	06/28/2023	MAYES, EVERETT	REIMBURSEMENT - MOBEE EQUIPMENT - MOBE...	001.001 · CSB/Operations Checking		-51.40
Bill	23-532	06/26/2023		MOBEE 120v EXTENSION CORD	732.300 · Supplies-MNT-General 7...	-51.40	51.40
TOTAL						-51.40	51.40
Bill Pmt -Check	27735	06/28/2023	Midwest Collaborative for Library...	363529	001.001 · CSB/Operations Checking		-125.00
Bill	363529	06/27/2023		MCLS Annual Membership Fee 7/1/23 to 6/30/2024	969.520 · Institutional MCLS	-125.00	125.00
TOTAL						-125.00	125.00
Bill Pmt -Check	27736	06/28/2023	Midwest Tape		001.001 · CSB/Operations Checking		-474.02
Bill	503831262	06/26/2023		MARCH ADULT FEATURE DVDs	982.460 · DVD Feature	-11.99	11.99
Bill	503862720	06/26/2023		MAY ADULT NF	982.470 · DVD Non-Fiction	-59.97	59.97
Bill	503862721	06/26/2023		MAY ADULT NF	982.460 · DVD Feature	-18.74	18.74
Bill	503862723	06/26/2023		MAY ADULT FEATURE	982.460 · DVD Feature	-54.72	54.72
Bill	503862726	06/26/2023		JUNE ADULT FEATURE	982.460 · DVD Feature	-163.43	163.43
Bill	503862727	06/26/2023		JUNE ADULT NF	982.470 · DVD Non-Fiction	-53.98	53.98
Bill	503861569	06/28/2023		MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-71.20	71.20
Bill	503925489	06/28/2023		JUNE BOC	982.120 · Adult Books on Disc	-39.99	39.99
TOTAL						-474.02	474.02
Bill Pmt -Check	27737	06/28/2023	Midwest Tape - Hoopla	CONTENT THRU 05/31/23	001.001 · CSB/Operations Checking		-2,095.75
Bill	503871485	06/28/2023		CONTENT THRU 05/31/23	982.410 · Electronic Products/Subs	-2,095.75	2,095.75
TOTAL						-2,095.75	2,095.75
Bill Pmt -Check	27738	06/28/2023	PLAYAWAY PRODUCTS		001.001 · CSB/Operations Checking		-698.11
Bill	431366	06/28/2023		2023 WONDERBOOKS	982.485 · Playaway Views	-52.24	52.24
Bill	461372	06/28/2023		2023 WONDERBOOKS	982.485 · Playaway Views	-645.87	645.87
TOTAL						-698.11	698.11
Bill Pmt -Check	27739	06/28/2023	Postmaster	POSTAGE - FALL NEWSLETTER	001.001 · CSB/Operations Checking		-1,200.00
Bill	23-273	06/26/2023		2023 FALL NEWSLETTER	880.230 · Newsletter Postage	-1,200.00	1,200.00
TOTAL						-1,200.00	1,200.00
Bill Pmt -Check	27740	06/28/2023	RK Studios	INV 06/19/2023, 3 EVENTS - PHOTOGRAPHY	001.001 · CSB/Operations Checking		-312.50

Chelsea District Library
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June 2023

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	20230619	06/28/2023		06/12 GROUP, 06/2 MITA RECEPTION, 06/19 SRP	880.522 · Photography Services	-312.50	312.50
TOTAL						-312.50	312.50
Bill Pmt -Check	27741	06/28/2023	SEMCYCLE, INC.	06/29/2023 - Cirque Amongus - PRESCHOOL CIRC...	001.001 · CSB/Operations Checking		-320.00
Bill	23-313JZ	06/28/2023		06/29/2023 - Cirque Amongus - PRESCHOOL CIRC...	884.926 · Youth Prog Rest Gifts SRP	-320.00	320.00
TOTAL						-320.00	320.00
Bill Pmt -Check	27742	06/28/2023	The Sun Times	05/17, 05/24 ADS	001.001 · CSB/Operations Checking		-313.50
Bill	1866-M	06/26/2023		05/17, 05/24 ADS	880.434 · Music in the Air	-313.50	313.50
TOTAL						-313.50	313.50
Bill Pmt -Check	27743	06/28/2023	UNIVERSITY OFFICE TECHNOLO...	INV 80092044 - ACCT# 1624667 - CONTRACT # 500...	001.001 · CSB/Operations Checking		-767.20
Bill	80092044	06/26/2023		2023 - PUBLIC COPIER 06/01 - 06/30/2023 2023 - STAFF COPIER 06/01 - 06/30/2023 2023 - SMALL PRINTER MAINTENANCE 06/01 - 06/3...	803.101 · Public Copier 803.102 · Staff Copier 803.103 · Small Printer Maintenance	-241.82 -437.18 -88.20	241.82 437.18 88.20
TOTAL						-767.20	767.20
Bill Pmt -Check	27744	06/28/2023	Unum Life Insurance Co.	POLICY 04073470012 - FINAL STATEMENT DATED ..	001.001 · CSB/Operations Checking		-70.77
Bill	20230615	06/26/2023		2023 FINAL Premium	710.200 · Per Svcs-Fringe Flex Ben ..	-70.77	70.77
TOTAL						-70.77	70.77
Bill Pmt -Check	27745	06/28/2023	WESTERN WASHTENAW RECYC...	16995 - ANNUAL RECYCLING BIN 06/21 - 06/22	001.001 · CSB/Operations Checking		-200.00
Bill	16995	06/26/2023		ANNUAL RECYCLING BIN FEE - 06/2022 - 06/2023	803.620 · Trash	-200.00	200.00
TOTAL						-200.00	200.00
Bill Pmt -Check	27746	06/28/2023	Zoran, Amy	TLN PICNIC/MTG	001.001 · CSB/Operations Checking		-53.71
Bill	20230616	06/26/2023		TLN PICNIC AND MEETING	969.144 · Committee Meetings	-53.71	53.71
TOTAL						-53.71	53.71
Bill Pmt -Check	27747	06/28/2023	CAROLINE, KELLY	TEEN HENNA PARTY 07/21	001.001 · CSB/Operations Checking		-380.00
Bill	23-185	06/26/2023		TEEN HENNA PARTY 07/21	884.926 · Youth Prog Rest Gifts SRP	-380.00	380.00
TOTAL						-380.00	380.00
Bill Pmt -Check	27748	06/28/2023	CHELSEA ATA MARTIAL ARTS	06/28 - SRP YOUTH PROGRAM - MARTIAL ARTS P...	001.001 · CSB/Operations Checking		-250.00

**Chelsea District Library
Monthly Check Register**

June 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	23-167	06/28/2023		SRP YOUTH PROGRAM	884.926 · Youth Prog Rest Gifts SRP	-250.00	250.00
TOTAL						-250.00	250.00
Bill Pmt -Check	27749	06/28/2023	Michigan Library Association	FACILITIES WEBINAR	001.001 · CSB/Operations Checking		-25.00
Bill	15821	06/28/2023		FACILITIES WEBINAR	969.610 · Workshops	-25.00	25.00
TOTAL						-25.00	25.00
Bill Pmt -Check	27750	06/29/2023	Budget Library Supplies	20444	001.001 · CSB/Operations Checking		-1,247.00
Bill	20444	06/26/2023		Single CD & DVD Cases	728.200 · Supplies-Matl Proc Case 7...	-1,247.00	1,247.00
TOTAL						-1,247.00	1,247.00

Chelsea District Library Donation and Restricted

January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
674.000 · Revenue Contribution & Donation			
674.100 · Designated Adult Collection	50	50	0
674.110 · Designated Adult Programming	1,000	5,250	(4,250)
674.111 · Designated Youth Programming	2,900	4,900	(2,000)
674.112 · Designated Music Focus Programs	3,100	5,100	(2,000)
674.113 · Designated Exhibits Programming	3,000	5,500	(2,500)
674.120 · Undesignated Donation	870	1,000	(130)
674.121 · Annual Giving	0	0	0
674.141 · Designated Technology	0	3,000	(3,000)
674.142 · Designated Small Equipment	40	40	0
674.150 · Continuing Education Restricted	0	750	(750)
674.500 · Mobile CDL	5,255	5,125	130
Total 674.000 · Revenue Contribution & Donation	16,215	30,715	(14,500)
675.000 · Private Grant Sources			
675.400 · Chelsea Ed Foundation	2,000	1,500	500
Total 675.000 · Private Grant Sources	2,000	1,500	500
Total Income	18,215	32,215	(14,000)
Gross Profit	18,215	32,215	(14,000)
Expense			
850.000 · Telecommunications			
850.900 · Telecom-Restricted Gifts			
850.910 · WiFi Hot Spots - Restricted	3,000	3,000	0
Total 850.900 · Telecom-Restricted Gifts	3,000	3,000	0
Total 850.000 · Telecommunications	3,000	3,000	0
884.000 · Programming			
884.210 · Youth Speakers			
884.211 · Authors in Chelsea			
884.921 · Youth Prog Rest Gifts Authors	2,000	2,000	0
Total 884.211 · Authors in Chelsea	2,000	2,000	0
Total 884.210 · Youth Speakers	2,000	2,000	0
884.400 · Music Focus			
884.961 · Songfest - Restricted Gift	0	3,500	(3,500)
884.962 · Music in the Air - Restricted	3,360	4,100	(740)
Total 884.400 · Music Focus	3,360	7,600	(4,240)
884.500 · Artist In Residence			
884.970 · Artist in Residence Restricted	1,000	1,000	0
Total 884.500 · Artist In Residence	1,000	1,000	0
884.910 · Adult Programming Restricted			
884.911 · Adult Prog Rest Gifts MWest LW	0	0	0
884.912 · Adult Prog Rest Gifts General	0	0	0
884.914 · Adult Prog Rest - Korner Stage	1,500	1,500	0
884.916 · Aud Prg. Rst. Gifts Purple Rose	0	1,000	(1,000)

Chelsea District Library
Donation and Restricted
January through June 2023

	Jan - Jun 23	Budget	\$ Over Budget
884.927 · Adult Prog Rest Gifts SRP	724	750	(26)
884.930 · Oral History Restricted Gift	0	0	0
Total 884.910 · Adult Programming Restricted	2,224	3,250	(1,026)
884.920 · Youth Programming Restricted			
884.922 · Youth Prog Rest Gifts Genl	(25)	0	(25)
884.926 · Youth Prog Rest Gifts SRP	1,903	2,900	(997)
884.950 · Youth Programming Restricted Gr			
884.953 · Youth Prog Rest Chelsea Ed Foun	1,861	1,500	361
Total 884.950 · Youth Programming Restricted Gr	1,861	1,500	361
Total 884.920 · Youth Programming Restricted	3,739	4,400	(661)
Total 884.000 · Programming	12,323	18,250	(5,927)
969.000 · CE, Staff Development & Travel			
969.600 · Staff Training, In-Service			
969.940 · Staff Apprec - Restr/Covid-19	250	750	(500)
Total 969.600 · Staff Training, In-Service	250	750	(500)
Total 969.000 · CE, Staff Development & Travel	250	750	(500)
970.000 · Capital Expense 980.00			
980.200 · Technology			
980.900 · Technology Restricted Gifts			
980.910 · Capital Restr Gift -Mobile CDL	32,787	134,939	(102,152)
Total 980.900 · Technology Restricted Gifts	32,787	134,939	(102,152)
Total 980.200 · Technology	32,787	134,939	(102,152)
Total 970.000 · Capital Expense 980.00	32,787	134,939	(102,152)
982.000 · Collection Expense			
982.500 · Local History Preservation			
982.940 · Local History- Preservation Res	205		
Total 982.500 · Local History Preservation	205		
982.910 · Adult Collection Restricted	0	50	(50)
Total 982.000 · Collection Expense	205	50	155
Total Expense	48,565	156,989	(108,424)
Net Ordinary Income	(30,350)	(124,774)	94,424
Net Income	(30,350)	(124,774)	94,424

Chelsea District Library
Profit & Loss Prev Year Comparison
January through December 2023

		Jan - Dec 23	Jan - Dec 22	\$ Change
Ordinary Income/Expense				
Income				
402.000 · District Revenue	402	2,028,688.36	1,988,952.21	39,736.15
540.100 · State Aid		66,243.55	73,138.71	-6,895.16
574.100 · Penal Fines		0.00	15,220.72	-15,220.72
645.100 · Copiers & Printers		2,029.50	3,534.76	-1,505.26
657.100 · Non-Resident Fees 607.100		3,062.50	3,895.83	-833.33
657.200 · ILL Fees/Collection Agency Rec		498.00	130.00	368.00
665.000 · Investment Income, Int 665.100		559.20	299.55	259.65
665.100 · Investment Gains/Losses 666.100		22,118.71	30,379.08	-8,260.37
669.000 · Investment Value Change 665.500		4,777.11	-56,901.85	61,678.96
670.000 · Change CFofSEMI Invest 666.510		0.00	-4,590.00	4,590.00
671.000 · Misc Income & Refunds 606.000		9,025.00	14,340.39	-5,315.39
674.000 · Revenue Contribution & Donation		22,216.25	80,816.47	-58,600.22
675.000 · Private Grant Sources		2,000.00	74,900.00	-72,900.00
691.000 · Other Fin Source - Lease GASB87		0.00	38,009.00	-38,009.00
Total Income		2,161,218.18	2,262,124.87	-100,906.69
Gross Profit		2,161,218.18	2,262,124.87	-100,906.69
Expense				
701.000 · Personnel Svcs Control Acct 701		683,227.30	1,232,953.84	-549,726.54
727.000 · Supplies 727		7,541.05	19,077.73	-11,536.68
730.000 · Printing&Publishing P&P 727.600		0.00	441.00	-441.00
731.000 · Other Svc - Postage 727.700		311.54	1,173.41	-861.87
732.000 · Supplies-Maintenance 727.800		394.94	4,366.96	-3,972.02
801.000 · Professional & Contractual Svcs		34,857.74	52,191.59	-17,333.85
802.000 · Admin-Fees & Misc Costs 801.300		515.75	692.96	-177.21
803.000 · Maintenance Service Contracts		95,564.21	152,087.73	-56,523.52
850.000 · Telecommunications		19,514.38	28,335.98	-8,821.60
880.000 · Promotional Materials		39,062.82	62,700.03	-23,637.21
884.000 · Programming		93,069.40	93,543.53	-474.13
885.000 · Volunteer		162.36	1,910.55	-1,748.19
920.000 · Utilities		30,424.70	68,519.99	-38,095.29
960.000 · Board & Director Expense		1,087.68	2,737.60	-1,649.92
965.000 · Automation Services		27,796.26	43,445.88	-15,649.62
966.000 · Insurance 801.200		6,149.00	15,605.00	-9,456.00
967.000 · Equipment		27,083.63	59,731.47	-32,647.84
969.000 · CE, Staff Development & Travel		5,117.96	17,143.15	-12,025.19
970.000 · Capital Expense 980.00		314,145.19	78,365.03	235,780.16
982.000 · Collection Expense		91,191.62	164,877.95	-73,686.33
991.004 · Debt Principal - Leases GASB87		0.00	2,453.00	-2,453.00
994.000 · Debt Interest - GASB87		0.00	263.00	-263.00
Total Expense		1,477,217.53	2,102,617.38	-625,399.85
Net Ordinary Income		684,000.65	159,507.49	524,493.16
Net Income		684,000.65	159,507.49	524,493.16

Chelsea District Library
Profit & Loss Prev Year Comparison
January through December 2023

		<u>% Change</u>
Ordinary Income/Expense		
Income		
402.000 · District Revenue	402	2.0%
540.100 · State Aid		-9.43%
574.100 · Penal Fines		-100.0%
645.100 · Copiers & Printers		-42.59%
657.100 · Non-Resident Fees	607.100	-21.39%
657.200 · ILL Fees/Collection Agency Rec		283.08%
665.000 · Investment Income, Int	665.100	86.68%
665.100 · Investment Gains/Losses	666.100	-27.19%
669.000 · Investment Value Change	665.500	108.4%
670.000 · Change CFofSEMI Invest	666.510	100.0%
671.000 · Misc Income & Refunds	606.000	-37.07%
674.000 · Revenue Contribution & Donation		-72.51%
675.000 · Private Grant Sources		-97.33%
691.000 · Other Fin Source - Lease GASB87		-100.0%
Total Income		<u>-4.46%</u>
Gross Profit		<u>-4.46%</u>
Expense		
701.000 · Personnel Svcs Control Acct	701	-44.59%
727.000 · Supplies	727	-60.47%
730.000 · Printing&Publishing P&P	727.600	-100.0%
731.000 · Other Svc - Postage	727.700	-73.45%
732.000 · Supplies-Maintenance	727.800	-90.96%
801.000 · Professional & Contractual Svcs		-33.21%
802.000 · Admin-Fees & Misc Costs	801.300	-25.57%
803.000 · Maintenance Service Contracts		-37.17%
850.000 · Telecommunications		-31.13%
880.000 · Promotional Materials		-37.7%
884.000 · Programming		-0.51%
885.000 · Volunteer		-91.5%
920.000 · Utilities		-55.6%
960.000 · Board & Director Expense		-60.27%
965.000 · Automation Services		-36.02%
966.000 · Insurance	801.200	-60.6%
967.000 · Equipment		-54.66%
969.000 · CE, Staff Development & Travel		-70.15%
970.000 · Capital Expense	980.00	300.87%
982.000 · Collection Expense		-44.69%
991.004 · Debt Principal - Leases GASB87		-100.0%
994.000 · Debt Interest - GASB87		-100.0%
Total Expense		<u>-29.74%</u>
Net Ordinary Income		<u>328.82%</u>
Net Income		<u>328.82%</u>

Chelsea District Library
Performance to Budget
Current Month and Year to Date

Ordinary Income/Expense	TOTAL									
	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Jan - Dec 23	Budget	% of Budget
Income										
402.000 · District Revenue	904,481	827,375	285,394	(52,583)	(34)	82,715	(18,660)	2,028,688	2,026,221	100%
540.100 · State Aid	0	58,122	0	8,119	2	0	0	66,243	70,800	94%
574.100 · Penal Fines	0	0	0	0	0	0	0	0	20,000	0%
645.100 · Copiers & Printers	0	258	159	442	472	277	422	2,030	3,000	68%
687.100 · Non-Resident Fees 607.100	0	250	31	0	1,938	0	844	3,083	3,200	96%
687.200 · ILL Fees/Collection Agency Rec	0	15	25	35	315	5	103	496	600	83%
665.000 · Investment Income, Int 665.100	137	162	76	72	48	63	0	558	0	
665.100 · Investment Gains/Losses 666.100	483	1,307	2,877	5,086	11,747	609	0	22,119	22,000	101%
669.000 · Investment Value Change 665.500	6,199	(8,001)	5,840	1,306	31	(598)	0	4,777	0	
671.000 · Misc Income & Refunds 606.000	0	2,775	0	0	3,750	1,250	1,250	9,025	15,000	60%
674.000 · Revenue Contribution & Donation	8,270	(974)	6,430	820	1,670	0	6,000	22,216	30,715	72%
675.000 · Private Grant Sources	0	0	0	0	0	2,000	0	2,000	1,500	133%
Total Income	919,570	881,289	300,832	(36,693)	19,939	86,321	(10,041)	2,161,217	2,193,036	99%
Gross Profit	919,570	881,289	300,832	(36,693)	19,939	86,321	(10,041)	2,161,217	2,193,036	99%
Expense										
701.000 · Personnel Svcs Control Acct 701	82,637	91,293	90,702	93,026	137,200	93,566	94,804	683,228	1,296,439	53%
727.000 · Supplies	553	399	1,033	399	1,904	1,846	1,507	7,541	19,400	39%
730.000 · Printing&Publishing P&P 727.600	0	0	0	0	0	0	0	0	600	0%
731.000 · Other Svc - Postage 727.700	71	56	0	71	38	(7)	71	310	1,600	19%
732.000 · Supplies-Maintenance 727.800	0	184	88	10	22	85	8	387	1,366	29%
801.000 · Professional & Contractual Svcs	1,373	3,388	2,325	13,442	4,854	7,133	2,341	34,856	82,650	42%
802.000 · Admin-Fees & Misc Costs 801.300	41	8	13	17	247	95	95	516	1,040	50%
803.000 · Maintenance Service Contracts	5,236	9,166	12,971	22,354	20,801	14,611	10,426	95,565	183,665	52%
850.000 · Telecommunications	5,646	1,403	1,637	3,358	2,582	1,806	3,282	19,514	44,600	44%
880.000 · Promotional Materials	3,119	9,403	6,120	4,788	3,525	9,879	2,250	39,084	90,288	43%
884.000 · Programming	8,604	24,304	15,726	20,710	14,419	5,498	3,810	93,071	132,865	70%
885.000 · Volunteer	0	36	88	0	19	19	0	162	2,500	6%
920.000 · Utilities	0	5,759	5,471	5,022	5,007	4,644	4,521	30,424	71,950	42%
960.000 · Board & Director Expense	34	0	224	106	59	193	472	1,088	4,400	25%
965.000 · Automation Services	13,116	(4,562)	0	0	0	9,621	9,621	27,796	46,092	60%
966.000 · Insurance 801.200	0	0	2,862	0	3,287	0	0	6,149	18,711	33%
967.000 · Equipment	14,089	6,285	1,885	1,592	2,321	641	271	27,084	65,340	41%
969.000 · CE, Staff Development & Travel	595	647	403	1,978	806	499	194	5,120	14,519	35%
970.000 · Capital Expense 980.00	126,503	7,344	130,358	2,212	27,015	3,560	17,154	314,146	176,439	178%
982.000 · Collection Expense	800	31,174	10,677	11,733	14,870	12,296	9,643	91,193	184,250	49%
Total Expense	262,517	186,297	282,583	180,796	238,976	165,585	160,470	1,477,224	2,438,714	61%
Net Ordinary Income	657,053	694,992	18,249	(217,489)	(219,037)	(79,264)	(170,511)	683,993	(245,678)	
Other Income/Expense										
Other Expense										
995.001 · Trans to Capital Imprv 999.001	0	0	0	0	0	0	0	0	(36,500)	0%
995.002 · Trans to Cap Resv Fund 999.002	0	0	0	0	0	0	0	0	(18,300)	0%
Total Other Expense	0	0	0	0	0	0	0	0	(54,800)	0%
Net Other Income										
Net Income	657,053	694,992	18,249	(217,489)	(219,037)	(79,264)	(170,511)	683,993	(227,478)	

7.0

CHELSEA DISTRICT LIBRARY

Fund Balances

June 30, 2023

General Fund

LOCAL BANKS BALANCES

Checking Account/ Chelsea State Bank

001.001

Paypal Account

003.002

Cash on Hand

Ameriprise Account

Fixed Income Fund

017.003

Money Market Fund

017.004

Investment Partners Total

Total General Fund

Debt Service Fund

Bond Debt Retirement Fund Checking

003.008

Beginning Balance	Net Change	Ending Balance
\$334,916.24	-\$139,322.92	\$195,593.32
\$0.00	\$0.00	\$0.00
<u>\$334,916.24</u>	<u>-\$139,322.92</u>	<u>\$195,593.32</u>
\$1,540,364.56	\$10.40	\$1,540,374.96
\$966,472.19	\$0.00	\$966,472.19
<u>\$2,506,836.75</u>	<u>\$10.40</u>	<u>\$2,506,847.15</u>
<u>\$2,841,752.99</u>	<u>-\$139,312.52</u>	<u>\$2,702,440.47</u>
<u>\$153,883.85</u>	<u>\$31.62</u>	<u>\$153,915.47</u>

8.1

Ameriprise 06/30/2023

Account no. 0000-4823-9221-4

GL ACCOUNTS - 017.003, 017.004, 666.100, 666.500

	Beginning Balance	Transfers from operating account	Interest	Fees	Withdrawal	Change in Value	Ending balance*
12/31/22							
01/31/22	\$1,586,976.33	\$0.00	\$482.97			\$6,198.85	\$1,586,976.33
02/28/22	\$1,593,658.15	\$1,200,000.00	\$1,306.96			-\$8,000.70	\$1,593,658.15
03/31/22	\$2,786,964.41	\$0.00	\$2,876.77		\$57,025.00	\$5,840.45	\$2,786,964.41
04/30/22	\$2,738,656.63	\$0.00	\$5,095.96			\$1,306.00	\$2,738,656.63
05/31/22	\$2,745,058.59	\$0.00	\$11,747.35	\$0.00	\$250,000.00	\$30.81	\$2,745,058.59
06/30/22	\$2,506,836.75	\$0.00	\$608.70			-\$598.30	\$2,506,836.75
07/31/22	\$0.00	\$0.00	\$0.00	\$12.00 *		\$0.00	\$0.00
08/31/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
09/30/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
10/10/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
11/30/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
12/31/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Balance YTD	\$1,586,976.33	\$1,200,000.00	\$22,118.71		\$307,025.00	\$4,777.11	\$2,506,847.15
YTD 017.003 + 017.004		(+) = in.	YTD 665.100	to operating account		YTD 669.000	017.003+017.004

*Should match Ameriprise Statement

\$57,025.00 from MMF matched with donations and budgeted amounts for final Mobile CDL payment.

* \$12.00 Shows as transaction fee for T-Bill purchases. Does not impact the account.

11:32 AM
08/08/23

Chelsea District Library
Monthly Check Register

July 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Check		07/31/2023		Service Charge	001.001 - CSB/Operations Checking	-8.60	-8.60
TOTAL				Service Charge	802.100 - Admin-Fees Bank 80...	-8.60	8.60
Bill Pmt -Check	27751	07/12/2023	A Production Cleaning Company ...	CLEANING 06/25 - 07/08/23	001.001 - CSB/Operations Checking	-1,750.00	-1,750.00
Bill	14979	07/11/2023		CLEANING 06/25 - 07/08/23	803.605 - Janitorial	-1,750.00	1,750.00
TOTAL						-1,750.00	1,750.00
Bill Pmt -Check	27752	07/12/2023	ABSOPURE	ACCT 9423998 - INV 30147735	001.001 - CSB/Operations Checking	-3.99	-3.99
Bill	30147735	07/11/2023		2023 - JULY COOLER RENTAL	727.100 - Supplies - General Op 72...	-3.99	3.99
TOTAL						-3.99	3.99
Bill Pmt -Check	27753	07/12/2023	ACCO Brands USA LLC	MAINTENANCE AGREEMENT 07/01/2023 - 06/30/20...	001.001 - CSB/Operations Checking	-1,815.75	-1,815.75
Bill	4726980749	07/12/2023		LAMINATOR, MAINTENANCE AGREEMENT - 07/01/...	803.385 - Laminator Maint Agreement	-1,815.75	1,815.75
TOTAL						-1,815.75	1,815.75
Bill Pmt -Check	27754	07/12/2023	Alerus Financial	Entity code nos. 400298 / 110320 - pay period starti...	001.001 - CSB/Operations Checking	-4,489.62	-4,489.62
Bill	20230626	07/11/2023		07/14/2023 PR ER 5% MATCH	231.002 - Payroll Lia/401A MITCHER ...	-1,554.82	1,554.82
TOTAL				07/14/2023 PR EE PERSONAL CONT	702.300 - Per Svcs - Retmnt - EE 7...	-1,788.83	1,788.83
				07/14/2023 PR FLEX TO 457(b)	710.500 - Per Svcs - Fringe B ER 70...	-1,145.97	1,145.97
						-4,489.62	4,489.62
Bill Pmt -Check	27755	07/12/2023	Amazon Capital Services Inc		001.001 - CSB/Operations Checking	-339.14	-339.14
Bill	1X46-DNRF-NM/T	07/11/2023		SRP - pd 07/11 - error on RER NO. - entered 1X46 - s/...	884.226 - Summer Reading	-122.32	141.04
Bill	14LF-1QXJ-6WDL	07/11/2023		SRP	884.226 - Summer Reading	-64.08	64.08
Bill	13R1-LXMD-9TVY	07/11/2023		TEEN SRP	884.277 - Teen Summer Reading	-82.75	82.75
TOTAL				TONER- MARKETING - INFOR SERVICES	803.103 - Small Printer Maintenance	-69.99	69.99
						-339.14	357.86
Bill Pmt -Check	27756	07/12/2023	Association Maintenance Corp	12527	001.001 - CSB/Operations Checking	-480.00	-480.00
Bill	12527	07/11/2023		LAWN - JUNE MOWS	803.611 - Lawn Service	-480.00	480.00
TOTAL						-480.00	480.00
Bill Pmt -Check	27757	07/12/2023	Baker & Taylor - Adult	VOID:	001.001 - CSB/Operations Checking	0.00	0.00
TOTAL						0.00	0.00

Chelsea District Library
Monthly Check Register

July 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill Pmt -Check	27758	07/12/2023	Baker & Taylor - Auto Yours Cats		001.001 - CSB/Operations Checking		-191.37
Bill	2037567753	07/11/2023		· Youth Print General	982.760 · Youth Print General	-55.38	70.37
Bill	2037597794	07/11/2023		· Youth Print General	982.760 · Youth Print General	-135.99	135.99
TOTAL						-191.37	206.36
Bill Pmt -Check	27759	07/12/2023	Baker & Taylor - Juvenile		001.001 - CSB/Operations Checking		-748.84
Bill	2037549130	07/11/2023		· Youth Print General	982.760 · Youth Print General	-441.04	441.04
Bill	2037579842	07/11/2023		· Youth Print General	982.760 · Youth Print General	-307.80	307.80
TOTAL						-748.84	748.84
Bill Pmt -Check	27760	07/12/2023	Baker & Taylor - Unlabeled Juven...		001.001 - CSB/Operations Checking		-932.29
Bill	2037564380	07/11/2023		· Youth Print General	982.760 · Youth Print General	-320.98	320.98
Bill	2037594627	07/11/2023		· Youth Print General	982.760 · Youth Print General	-49.53	49.53
Bill	2037605964	07/11/2023		· Youth Print General	982.760 · Youth Print General	-278.96	278.96
Bill	2037606644	07/11/2023		· Youth Print General	982.760 · Youth Print General	-282.82	282.82
TOTAL						-932.29	932.29
Bill Pmt -Check	27761	07/12/2023	Ballard, Kerry	BOOKKEEPING THROUGH 07/13	001.001 - CSB/Operations Checking		-675.00
Bill	20230713	07/11/2023		BOOKKEEPING THROUGH 07/13	801.040 · Bookkeeper	-675.00	675.00
TOTAL						-675.00	675.00
Bill Pmt -Check	27762	07/12/2023	Blue Care Network of Michigan	GROUP 00277068 SUBGROUP 0002 - COVERAGE ...	001.001 - CSB/Operations Checking		-3,892.11
Bill	231880031978	07/11/2023		2023 - AUG 2023 MED INS	710.200 · Per Svcs-Fringe Flex Ben ...	-3,892.11	3,892.11
TOTAL						-3,892.11	3,892.11
Bill Pmt -Check	27763	07/12/2023	Cintas Corporation-300	4160252743 ACCT# 14203324	001.001 - CSB/Operations Checking		-156.83
Bill	4160252743	07/11/2023		06/30/2023 - RUGS INCLUDES 7.7% INCREASE	729.300 · Supplies-Cleaning Rugs 7...	-135.54	135.54
				06/30/2023 - SOAP INCLUDES 7.7% INCREASE	729.200 · Supplies-Cleaning Sup 7...	-21.29	21.29
TOTAL						-156.83	156.83
Bill Pmt -Check	27764	07/12/2023	City of Chelsea	JUNE TRASH	001.001 - CSB/Operations Checking		-50.00
Bill	20986	07/12/2023		JUNE TRASH	803.620 · Trash	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	27765	07/12/2023	Great Lakes Ace Hardware	INV 15352/15 - ACCT 200379	001.001 - CSB/Operations Checking		-7.59

Chelsea District Library
Monthly Check Register

July 2023

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08/08/23

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	15352/15	07/11/2023		BRASS CLEANER, AIR FRESHER	732.300 · Supplies-MINT-General	7.59	11.00
TOTAL						-7.59	11.00
Bill Pmt-Check	27766	07/12/2023	INFLATE YOUR PARTY, LLC	BOUNCE HOUSE SRP KICKOFF 06/09 - REISSUE ...	001.001 · CSB/Operations Checking		-230.00
Bill	23-166	06/13/2023		SRP KICKOFF - BOUNCE HOUSE - REISSUE CHEC...	884.228 · Summer Reading	-230.00	230.00
TOTAL						-230.00	230.00
Bill Pmt-Check	27767	07/12/2023	Ingram Library Services		001.001 · CSB/Operations Checking		-1,607.50
Bill	76380855	07/11/2023		· Adult Print General	982.760 · Youth Print General	-11.33	11.33
Bill	76475484	07/11/2023		· Adult Print General	982.760 · Youth Print General	-10.31	10.31
Bill	76475463	07/11/2023		· Adult Print General	982.760 · Youth Print General	-67.54	67.54
Bill	76475465	07/11/2023		· Adult Print General	982.720 · Adult Print General	-18.49	18.49
Bill	76482697	07/11/2023		· Youth Print General	982.760 · Youth Print General	-11.88	11.88
Bill	76482701	07/11/2023		· Adult Print General	982.720 · Adult Print General	-254.16	254.16
Bill	76482700	07/11/2023		· Adult Print General	982.720 · Adult Print General	-32.03	32.03
Bill	76482698	07/11/2023		· Adult Print General	982.720 · Adult Print General	-47.77	47.77
Bill	76482699	07/11/2023		· Adult Large Print	982.710 · Adult Large Print	-21.48	21.48
Bill	76482696	07/11/2023		· Adult Print General	982.720 · Adult Print General	-17.38	17.38
Bill	76500247	07/11/2023		· Adult Print General	982.720 · Adult Print General	-29.06	29.06
Bill	76500249	07/11/2023		· Adult Print General	982.720 · Adult Print General	-51.07	51.07
Bill	76500246	07/11/2023		· Adult Print General	982.720 · Adult Print General	-33.62	33.62
Bill	76500248	07/11/2023		· Adult Print General	982.720 · Adult Print General	-15.73	15.73
Bill	76500251	07/11/2023		· Youth Print General	982.760 · Youth Print General	-412.49	412.49
Bill	76500250	07/11/2023		· Youth Print General	982.760 · Youth Print General	-106.63	106.63
Bill	76500245	07/11/2023		· Youth Print General	982.760 · Youth Print General	-11.58	11.58
Bill	76509922	07/11/2023		· Youth Print General	982.760 · Youth Print General	-11.58	11.58
Bill	76525455	07/11/2023		· Adult Print General	982.720 · Adult Print General	-33.27	33.27
Bill	76525454	07/11/2023		· Adult Large Print	982.710 · Adult Large Print	-20.86	20.86
Bill	76525456	07/11/2023		· Youth Print General	982.760 · Youth Print General	-10.44	10.44
Bill	76525453	07/11/2023		· Youth Print General	982.760 · Youth Print General	-6.93	6.93
Bill	76546223	07/11/2023		· Adult Print General	982.720 · Adult Print General	-15.74	15.74
Bill	76546224	07/11/2023		· Adult Print General	982.720 · Adult Print General	-16.63	16.63
Bill	76572159	07/11/2023		· Adult Print General	982.720 · Adult Print General	-16.83	16.83
Bill	76572157	07/11/2023		· Multiple Book Copies	982.740 · Multiple Book Copies	-8.75	8.75
Bill	76572160	07/11/2023		· Adult Print General	982.720 · Adult Print General	-74.86	74.86
Bill	76572158	07/11/2023		· Adult Print General	982.720 · Adult Print General	-73.88	73.88
Bill	76585990	07/11/2023		· Adult Print General	982.720 · Adult Print General	-16.29	16.29
Bill	76585992	07/11/2023		· Adult Print General	982.720 · Adult Print General	-14.65	14.65
Bill	76585989	07/11/2023		· Adult Print General	982.720 · Adult Print General	-16.83	16.83
Bill	76585991	07/11/2023		· Adult Print General	982.720 · Adult Print General	-31.55	31.55
Bill	76585993	07/11/2023		· Youth Print General	982.760 · Youth Print General	-14.65	14.65
Bill	76600612	07/11/2023		· Capital Restr Gift -Mobile CDL	980.910 · Capital Restr Gift -Mobile ...	-9.33	9.33
Bill				· Youth Print General	982.760 · Youth Print General	-17.38	17.38
Bill				· Adult Print General	982.720 · Adult Print General	-8.87	8.87
TOTAL						-35.63	35.63
						-1,607.50	1,607.50
Bill Pmt-Check	27768	07/12/2023	Johnson Controls	ACCT 1348743 - 1-129834189255	001.001 · CSB/Operations Checking		-15,814.45

Chelsea District Library
Monthly Check Register

July 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	1-129834189255	07/11/2023		SERVER ROOM AC REPLACEMENT	975.200 · Capital Maintenance	-15,814.45	15,814.45
TOTAL						-15,814.45	15,814.45
Bill Pmt -Check	27769	07/12/2023	KANOPY INC	KANOPY BORROWS - JUNE	001.001 · CSB/Operations Checking		-204.00
Bill	354846-PPU	07/11/2023		2023 KANOPY VIDEO PLAYS - JUNE	982.410 · Electronic Products/Subs	-204.00	204.00
TOTAL						-204.00	204.00
Bill Pmt -Check	27770	07/12/2023	KeyBank	A/C Ending3195 DUE 08/06/2023, STATEMENT ...	001.001 · CSB/Operations Checking		-2,788.92
Bill	20230806	07/12/2023		HR PLAYBOOK	967.200 · Equipment Software	-164.71	170.00
				AXOMONAMIFY - NAMETAGS (7)	880.340 · Printed Items / Stationary	-97.22	100.35
				THE SUN TIMES NEWS - INV017319-R, AIC	880.110 · Media Buy	-151.86	156.75
				AWARDS.COM - YSG RECOGNITION PLAQUE	880.421 · General Youth/Teen Prom...	-375.48	387.60
				GOLDEN LIMOUSINE - GROUND TRANSPORTATIO...	884.412 · Music in the Air	-133.45	137.74
				COTTAGE INN - SRP	884.226 · Summer Reading	-314.92	325.09
				COTTAGE INN - W2SW PARTY	960.200 · Director Expense	-88.11	90.96
				APPLE - SLOW SHUTTER APP FOR WIZARDS ON ...	884.226 · Summer Reading	-2.05	2.11
				ADOBE - ACROBAT PRO	982.410 · Electronic Products/Subs	-10.26	10.59
				TARGET - DRINKS FOR POTION MAKING	884.226 · Summer Reading	-18.62	19.22
				MENARDS (\$16.41) - DRINKS FOR POTION MAKING	884.226 · Summer Reading	-2.71	2.80
				MENARDS (\$16.41) - ACRYLICS FOR TST	884.272 · Teen General Programs	-13.19	13.61
				HOME DEPOT - MOBEE EXTENSION CORD	880.910 · Capital Restr Gift-Mobile...	-49.78	51.40
				BUSCH'S - W2SW PARTY	960.200 · Director Expense	-141.90	146.49
				CLEARYS - LUNCH W/S MORRISON OF HATCH ST...	960.200 · Director Expense	-50.82	50.82
				LOS TRES AMIGOS - KRUEGER, SUMMER WORK ...	969.620 · Staff In-Service & Apprec...	-35.50	36.84
				CHAMBER - BREAKFAST, CORYELL, POWERS, KR...	960.200 · Director Expense	-68.75	60.00
				VALIANT - CORYELL, ROTARY	960.200 · Director Expense	-58.12	70.97
				SMOKEHOUSE 52 - CORYELL	960.200 · Director Expense	-50.89	52.54
				BUSCH'S - STAFF APPRECIATION TREATS	969.620 · Staff In-Service & Apprec...	-45.56	47.03
				POLLY'S - STAFF APPRECIATION LUNCH	969.620 · Staff In-Service & Apprec...	-10.07	10.40
				COTTAGE INN - STAFF APPRECIATION LUNCH	969.620 · Staff In-Service & Apprec...	-86.38	99.50
				ZOOM - JUNE VIDEO CONFERENCING SOFTWARE	967.200 · Equipment Software	-38.27	39.50
				CLEVER OFFICE SUPPLIES - TONER MKTG/INFO S...	803.103 · Small Printer Maintenance	-182.97	188.88
				STAR2STAR - VOIP	850.120 · Telephone	-442.02	456.27
				JOANN - MAKERSPACE SUPPLIES	967.310 · Makerspace Furnishings	-97.85	101.00
				JOANN - MAKERSPACE SUPPLIES	967.310 · Makerspace Furnishings	-19.99	20.64
				ADOBE - STOCK PHOTOS - DUPLICATE DISPUTE	967.200 · Equipment Software	-29.06	29.99
TOTAL						-2,788.92	2,878.89
Bill Pmt -Check	27771	07/12/2023	KNIGHT TECHNOLOGY GROUP	21974 DATTO BACKUPS	001.001 · CSB/Operations Checking		-1,100.00
Bill	21974	07/11/2023		CLOUD BACKUP/DISASTER RECOVERY- JULY 2023	803.390 · Computers	-1,100.00	1,100.00
TOTAL						-1,100.00	1,100.00
Bill Pmt -Check	27772	07/12/2023	LAW, CHRISTINE M.	LAW - YOGA - 07/13/23	001.001 · CSB/Operations Checking		-100.00
Bill	23-314JZ	07/11/2023		2023 YOGA 07/13/23	884.212 · General Youth Programs	-100.00	100.00

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
TOTAL						-100.00	100.00
Bill Pmt -Check	27773	07/12/2023	MACINTYRE, POLLY	07/12 PROGRAM - READINGS OVER ZOOM	001.001 - CSB/Operations Checking		-50.00
Bill	23-305LB	07/11/2023		07/12 PROGRAM - READINGS OVER ZOOM	384.119 - General Adult Events	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	27774	07/12/2023	MAYES, EVERETT	REIMBURSEMENT - MOBEE FUEL	001.001 - CSB/Operations Checking		-50.00
Bill	23-463	07/11/2023		MOBILE CDL - FUEL	982.910 - Adult Collection Restricted	-50.00	50.00
TOTAL						-50.00	50.00
Bill Pmt -Check	27775	07/12/2023	Michigan Chamber of Commerce	290740	001.001 - CSB/Operations Checking		-48.50
Bill	290740	07/11/2023		Labor Law Posters/ MI & Fed	727.100 - Supplies - General Op 72...	-48.50	48.50
TOTAL						-48.50	48.50
Bill Pmt -Check	27776	07/12/2023	Michigan Municipal League-Unemp	2023 2ND QUARTER - DUE 07/25/2023	001.001 - CSB/Operations Checking		-30.93
Bill	2ND QTR 2023	07/11/2023		2023 1ST QUARTER - UNEMPLOYMENT INSURANCE	710.300 - Per Svcs-Fringe-Unemp ...	-30.93	30.93
TOTAL						-30.93	30.93
Bill Pmt -Check	27777	07/12/2023	Midwest Tape		001.001 - CSB/Operations Checking		-1,520.62
Bill	503731623	07/11/2023		Youth Books on Disc	982.140 - Youth Books on Disc	-128.97	128.97
Bill	503890636	07/11/2023		Capital Restr Gift-Mobile CDL	980.910 - Capital Restr Gift-Mobile ...	-26.23	26.23
Bill	503890635	07/11/2023		Youth Video DVD	982.480 - Youth Video DVD	-5.24	5.24
Bill	503890639	07/11/2023		JUNE ADULT FEATURE	982.460 - DVD Feature	-402.56	402.56
Bill	503890637	07/11/2023		JUNE BOC	982.120 - Adult Books on Disc	-194.95	194.95
Bill	503891620	07/11/2023		JUNE ADULT NF	982.470 - DVD Non-Fiction	-76.46	76.46
Bill	503891621	07/11/2023		MAY ADULT NF	982.470 - DVD Non-Fiction	-14.99	14.99
Bill	503925487	07/11/2023		JUNE ADULT FEATURE	982.460 - DVD Feature	-221.90	221.90
Bill	503925488	07/11/2023		JUNE ADULT NF	982.470 - DVD Non-Fiction	-64.47	64.47
Bill	503956139	07/11/2023		JUNE BOC	982.120 - Adult Books on Disc	-44.99	44.99
Bill	503957340	07/11/2023		JUNE ADULT FEATURE	982.480 - DVD Feature	-123.69	123.69
Bill	503957341	07/11/2023		Capital Restr Gift-Mobile CDL	980.910 - Capital Restr Gift-Mobile ...	-22.49	22.49
Bill	503957342	07/11/2023		JUNE ADULT NF	982.470 - DVD Non-Fiction	-28.48	28.48
Bill	503957343	07/11/2023		APRIL/MAY CDs	982.420 - Adult Music on CD	-11.24	11.24
Bill	503993065	07/11/2023		JULY BOC	982.120 - Adult Books on Disc	-113.97	113.97
Bill	503993067	07/11/2023		JUNE BOC	982.120 - Adult Books on Disc	-39.99	39.99
TOTAL						-1,520.62	1,520.62
Bill Pmt -Check	27778	07/12/2023	Midwest Tape - Hoopla	504011811 - CUSTOMER 2000016156 - JUNE E-CO...	001.001 - CSB/Operations Checking		-2,212.91
Bill	504011811	07/11/2023		JUNE E-CONTENT	982.410 - Electronic Products/Subs	-2,212.91	2,212.91
TOTAL						-2,212.91	2,212.91

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill Pmt -Check	27779	07/12/2023	Pitney Bowes	ACCT # 0010280651	001.001 · CSB/Operations Checking		-71.25
Bill	1023379889	07/11/2023		POSTAGE MACHINE RENTAL 07/16 - 10/15/23	731.200 · Other Svc-Pstg Operating ...	-71.25	71.25
TOTAL						-71.25	71.25
Bill Pmt -Check	27780	07/12/2023	PLAYAWAY PRODUCTS	432655	001.001 · CSB/Operations Checking		-59.84
Bill	432655	07/11/2023		2023 WONDERBOOKS	982.485 · Playaway Views	-59.84	59.84
TOTAL						-59.84	59.84
Bill Pmt -Check	27781	07/12/2023	Schindler Elevator Corp	INV 8106292475 - BILLING ID - 1123031	001.001 · CSB/Operations Checking		-2,414.28
Bill	8106292475	07/11/2023		ANNUAL MAINTENANCE 07/01/23 - 06/30/24	803.630 · Elevator	-2,414.28	2,414.28
TOTAL						-2,414.28	2,414.28
Bill Pmt -Check	27782	07/12/2023	Scholastic Library Publishing		001.001 · CSB/Operations Checking		-740.08
Bill	50588374	07/11/2023		178 BOOKS PLUS 5 BONUS BOOKS SETS	884.226 · Summer Reading	-730.58	730.58
Bill	50598585	07/11/2023		SRP	884.226 · Summer Reading	-9.50	9.50
TOTAL						-740.08	740.08
Bill Pmt -Check	27783	07/12/2023	T-MOBILE	ACCT 975550022 - STATEMENT DATED 06/24/2023 ...	001.001 · CSB/Operations Checking		-309.10
Bill	975550022-06	07/11/2023		2023 - JUN - T-MOBILE WIFI HOTSPOTS 05/21 - 06/...	850.311 · WiFi Hotspots	-309.10	309.10
TOTAL						-309.10	309.10
Bill Pmt -Check	27784	07/12/2023	Unique Management Services Inc	6114521 CLIENT # 1954	001.001 · CSB/Operations Checking		-89.50
Bill	6114521	07/12/2023		2023 JUNE COLLECTION FEES (PLACEMENTS)	801.090 · Collection Fees	-89.50	89.50
TOTAL						-89.50	89.50
Bill Pmt -Check	27785	07/12/2023	Verizon Wireless	INV 9938335973 - ACCT 442098695-00001 - 06/29 -...	001.001 · CSB/Operations Checking		-838.03
Bill	9938335973	07/11/2023		2023 HOT SPOTS 06/29 - 07/28/2023	850.311 · WiFi Hotspots	-655.85	655.85
				2023 IT CELL PHONE 06/29 - 07/28/2023	850.121 · IT Cell Phone	-51.06	51.06
				MOBEE INTERNET SERVICE 06/29 - 07/28/2023	850.312 · Internet/Service - Mobile C...	-80.06	80.06
				MOBEE TELECOMMUNICATION 06/29 - 07/28/2023	850.122 · Telecommunications -Mob...	-51.06	51.06
TOTAL						-838.03	838.03
Bill Pmt -Check	27786	07/12/2023	WILDESIGN	MOBEE CHARACTER DESIGN	001.001 · CSB/Operations Checking		-558.00
Bill	774	07/11/2023		PROMOTION OF MOBILE CDL	980.910 · Capital Restr Gift -Mobile ...	-558.00	558.00

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
TOTAL						-558.00	558.00
Bill Pmt -Check	27787	07/12/2023	Baker & Taylor - Adult	VOID:	001.001 - CSB/Operations Checking		
TOTAL						0.00	0.00
Bill Pmt -Check	27788	07/12/2023	Baker & Taylor - Adult		001.001 - CSB/Operations Checking		-516.29
Bill	2037549217	07/11/2023		2023 - ADULT PRINT GENERAL	982.720 - Adult Print General	-198.78	198.78
Bill	2037566346	07/11/2023		2023 - ADULT PRINT GENERAL	982.720 - Adult Print General	-179.88	179.88
Bill	2037571688	07/11/2023		2023 - ADULT PRINT GENERAL	982.720 - Adult Print General	-137.63	137.63
TOTAL						-516.29	516.29
Bill Pmt -Check	27789	07/26/2023	A Production Cleaning Company ...	CLEANING 07/09 - 07/22/23	001.001 - CSB/Operations Checking		-1,750.00
Bill	15007	07/18/2023		CLEANING 07/09 - 07/22/23	803.605 - Janitorial	-1,750.00	1,750.00
TOTAL						-1,750.00	1,750.00
Bill Pmt -Check	27790	07/26/2023	A T & T Mobility	ACCT 287286231198X - INV 07142023 PRINTED ON...	001.001 - CSB/Operations Checking		-217.44
Bill	07142023	07/18/2023		PUBLIC WIFI HOT SPOTS 06/07 - 07/06/2023	850.311 - WIFI Hotspots	-217.44	217.44
TOTAL						-217.44	217.44
Bill Pmt -Check	27791	07/26/2023	ABSOPURE	ACCT 9423998 - INV 88913051	001.001 - CSB/Operations Checking		-57.89
Bill	88913051	07/18/2023		2023 - JULY BOTTLED WATER	727.100 - Supplies - General Op 72...	-57.89	57.89
TOTAL						-57.89	57.89
Bill Pmt -Check	27792	07/26/2023	Alerus Financial	Entity code nos. 400298 / 110320 - pay period starti...	001.001 - CSB/Operations Checking		-4,485.47
Bill	20290710	07/18/2023		07/28/2023 PR ER 5% MATCH	231.002 - Payroll Lia/401A MITCHER ...	-1,550.67	1,550.67
				07/28/2023 PR EE PERSONAL CONT	702.300 - Per Svcs - Reimmit - EE 7...	-1,788.83	1,788.83
				07/28/2023 PR FLEX TO 457(b)	710.500 - Per Svcs - Fringe B ER 70...	-1,145.97	1,145.97
TOTAL						-4,485.47	4,485.47
Bill Pmt -Check	27793	07/26/2023	AMERICAN UNITED LIFE INSUR...	GROUP: G 00623836-0000-000 JULY/AUG 07/01/23 ...	001.001 - CSB/Operations Checking		-1,823.64
Bill		07/18/2023		JULY/AUG 07/01/23 - 09/31/23	710.200 - Per Svcs-Fringe Flex Ben ...	-1,823.64	1,823.64
TOTAL						-1,823.64	1,823.64
Bill Pmt -Check	27794	07/26/2023	Baker & Taylor - Auto Yours Cats	2037611162	001.001 - CSB/Operations Checking		-116.07
Bill	2037611162	07/25/2023		Youth Print General	982.760 - Youth Print General	-116.07	116.07

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
TOTAL						-116.07	116.07
Bill Pmt -Check	27795	07/26/2023	Baker & Taylor - Juvenile	2037599193	001.001 - CSB/Operations Checking		-45.14
Bill	2037599193	07/25/2023		• Youth Print General	982.760 - Youth Print General	-45.14	45.14
TOTAL						-45.14	45.14
Bill Pmt -Check	27796	07/26/2023	Baker & Taylor - Program Account	2037633452	001.001 - CSB/Operations Checking		-56.56
Bill	2037633452	07/25/2023		STORY BOOK TRAIL YRG	884.261 - Story Book Trail 884.230 - Youth Reading Group	-43.08 -13.48	43.08 13.48
TOTAL						-56.56	56.56
Bill Pmt -Check	27797	07/26/2023	Baker & Taylor - Unlabeled Juven...		001.001 - CSB/Operations Checking		-294.56
Bill	2037632779	07/25/2023		• Youth Print General	982.760 - Youth Print General	-184.34	184.34
Bill	2037633613	07/25/2023		• Youth Print General	982.760 - Youth Print General	-110.22	110.22
TOTAL						-294.56	294.56
Bill Pmt -Check	27798	07/26/2023	Ballard, Kerry	BOOKKEEPING THROUGH 07/13	001.001 - CSB/Operations Checking		-675.00
Bill	20230727	07/25/2023		BOOKKEEPING THROUGH 07/27	801.040 - Bookkeeper	-675.00	675.00
TOTAL						-675.00	675.00
Bill Pmt -Check	27799	07/26/2023	Bridgeport Consulting, LLC	2156 - STRATEGIC PLANNING	001.001 - CSB/Operations Checking		-550.00
Bill	2156	07/25/2023		Strategic Planning 2024 - 2028 - MAY 2023	801.079 - Library Strategic Plan	-550.00	550.00
TOTAL						-550.00	550.00
Bill Pmt -Check	27800	07/26/2023	BroDart Co. Library Supplies	627802	001.001 - CSB/Operations Checking		-72.51
Bill	627802	07/25/2023		INDIVIDUAL LETTER SHEETS	728.300 - Supplies-Matl Proc Othr 7...	-72.51	72.51
TOTAL						-72.51	72.51
Bill Pmt -Check	27801	07/26/2023	CAROLINE, KELLY	TEEN HENNA PARTY 07/21 - 3 WAITLISTED TEEN...	001.001 - CSB/Operations Checking		-30.00
Bill	23-189	07/25/2023		- 3 WAITLISTED TEENS ADDED TO PROGRAM- 07...	884.261 - Teen Summer Reading	-30.00	30.00
TOTAL						-30.00	30.00
Bill Pmt -Check	27802	07/26/2023	Chelsea School District	YOUTH PROGRAM - CHELSEA CHEERLEADING 0...	001.001 - CSB/Operations Checking		-250.00
Bill	23-324	07/25/2023		7/19 YOUTH PROGRAM - CHEER	884.926 - Youth Prog Rest Gifts SRP	-250.00	250.00

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
TOTAL						-250.00	250.00
Bill Pmt -Check	27803	07/26/2023	City of Chelsea-Elect & Water	JUNE ELECTRICITY	001.001 · CSB/Operations Checking		-4,246.28
Bill	20230712	07/25/2023		WATER - JUNE	920.110 · City of Chelsea Water	-72.55	72.55
				SEWER - JUNE	920.120 · City of Chelsea Sewer	-152.56	152.56
				ELECTRICITY - JUNE	920.130 · City of Chelsea Electric	-3,684.58	3,684.58
				SPRINKLER - JUNE	920.150 · City of Chelsea Sprinkler	-336.59	336.59
TOTAL						-4,246.28	4,246.28
Bill Pmt -Check	27804	07/26/2023	Constellation NewEnergy-Gas Di...	INV 3793211 - ACCT BG-303066 - JUNE - 05/19 - 06...	001.001 · CSB/Operations Checking		-274.65
Bill	3793211	07/25/2023		JUNE - 05/19 - 06/21/2023	920.200 · McKune Gas	-274.65	274.65
TOTAL						-274.65	274.65
Bill Pmt -Check	27805	07/26/2023	Costco Anywhere Visa	A/C ending 3253 - JUN STATEMENT 06/17 - 07/16/2...	001.001 · CSB/Operations Checking		-233.02
Bill	20230718	07/25/2023		ANNUAL FEE	727.100 · Supplies - General Op 72...	-120.00	120.00
				CLEANING SUPPLIES	729.200 · Supplies-Cleaning Sup 7...	-31.97	31.97
				PAPER TOWELS	729.100 · Supplies-Cleaning-Paper ...	-39.58	39.58
				SPOONS, NAPKINS, BATTERIES	727.100 · Supplies - General Op 72...	-41.47	41.47
TOTAL						-233.02	233.02
Bill Pmt -Check	27806	07/26/2023	Demco Inc.	INV 7331122, REF# 31840129 CUST# 210215162	001.001 · CSB/Operations Checking		-168.88
Bill	7331122	07/25/2023		BOOKMARKS	728.300 · Supplies-Matl Proc Othr 7...	-66.86	66.86
				BOOK TAPE	728.400 · Supplies-Repairs 727.3...	-66.18	66.18
				BOOKMARKS - PROMOTIONAL	884.227 · Outreach	-35.84	35.84
TOTAL						-168.88	168.88
Bill Pmt -Check	27807	07/26/2023	DESSERT LAB LLC	DR. NITRO'S DESSERT LAB 07/26/2023 - SRP FINA...	001.001 · CSB/Operations Checking		-875.00
Bill	802	07/25/2023		SRP FINALE - 07/26/2023	884.926 · Youth Prog Rest Gifts SRP	-875.00	875.00
TOTAL						-875.00	875.00
Bill Pmt -Check	27808	07/26/2023	Ingram Library Services		001.001 · CSB/Operations Checking		-2,077.70
Bill	76644782	07/25/2023		· Adult Print General	982.720 · Adult Print General	-16.54	16.54
Bill	76644784	07/25/2023		· Adult Print General	982.720 · Adult Print General	-235.66	235.66
Bill	76644780	07/25/2023		· Adult Print General	982.720 · Adult Print General	-17.09	17.09
Bill	76644781	07/25/2023		· Adult Print General	982.720 · Adult Print General	-17.08	17.08
Bill	76644779	07/25/2023		· Adult Print General	982.720 · Adult Print General	-20.39	20.39
Bill	76644783	07/25/2023		· Youth Print General	982.760 · Youth Print General	-12.13	12.13
Bill	76644785	07/25/2023		· Adult Print General	982.720 · Adult Print General	-133.92	133.92
Bill	76644786	07/25/2023		· Adult Large Print	982.710 · Adult Large Print	-23.34	23.34
Bill	76681791	07/25/2023		· Adult Print General	982.720 · Adult Print General	-34.37	34.37
Bill	76681790	07/25/2023		· Adult Print General	982.720 · Adult Print General	-50.58	50.58

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill	76688558	07/25/2023		• Book Club Supplies	884.128 • Book Club Supplies	-371.20	371.20
Bill	76703721	07/25/2023		• Summer Reading	884.228 • Summer Reading	-119.22	119.22
Bill	76703720	07/25/2023		• Story Book Trail	884.251 • Story Book Trail	-19.78	19.78
Bill	76703723	07/25/2023		• Youth Print General	982.760 • Youth Print General	-10.70	10.70
Bill	76703724	07/25/2023		• Adult Print General	982.720 • Adult Print General	-11.19	11.19
Bill	76703722	07/25/2023		• Adult Print General	982.720 • Adult Print General	-16.53	16.53
Bill	76722561	07/25/2023		• Youth Print General	982.760 • Youth Print General	-8.75	8.75
Bill	76722564	07/25/2023		• Adult Print General	982.720 • Adult Print General	-27.91	27.91
Bill	76722562	07/25/2023		• Adult Large Print	982.710 • Adult Large Print	-36.08	36.08
Bill	76722563	07/25/2023		• Adult Print General	982.720 • Adult Print General	-15.53	15.53
Bill	76752213	07/25/2023		• Adult Print General	982.720 • Adult Print General	-13.83	13.83
Bill	76752210	07/25/2023		• Adult Print General	982.720 • Adult Print General	-33.68	33.68
Bill	76752212	07/25/2023		CDL MOBEE	980.910 • Capital Restr Gift-Mobile ...	-12.15	12.15
Bill	76752211	07/25/2023		• Adult Print General	982.720 • Adult Print General	-13.41	13.41
Bill	76767562	07/25/2023		• Adult Large Print	982.710 • Adult Large Print	-15.52	15.52
Bill	76767565	07/25/2023		• Adult Print General	982.720 • Adult Print General	-82.88	82.88
Bill	76767563	07/25/2023		• Adult Print General	982.720 • Adult Print General	-35.88	35.88
Bill	76767566	07/25/2023		• Adult Print General	982.720 • Adult Print General	-34.10	34.10
Bill	76767564	07/25/2023		• Adult Print General	982.720 • Adult Print General	-40.28	40.28
Bill	76780530	07/25/2023		MOBEE	980.910 • Capital Restr Gift-Mobile ...	-15.86	15.86
Bill	76780534	07/25/2023		• Adult Print General	982.720 • Adult Print General	-56.95	56.95
Bill	76780531	07/25/2023		• Adult Print General	982.720 • Adult Print General	-15.27	15.27
Bill	76780532	07/25/2023		• Adult Print General	982.720 • Adult Print General	-18.46	18.46
Bill	76780533	07/25/2023		• Adult Print General	982.720 • Adult Print General	-14.03	14.03
Bill	76750535	07/25/2023		• Adult Large Print	982.710 • Adult Large Print	-23.14	23.14
Bill	76790823	07/25/2023		• Book Club Supplies	884.128 • Book Club Supplies	-160.48	160.48
Bill	76790824	07/25/2023		• Youth Print General	982.760 • Youth Print General	-88.37	88.37
Bill	76858806	07/25/2023		• Multiple Book Copies	982.740 • Multiple Book Copies	-62.55	62.55
Bill	76858804	07/25/2023		• Adult Print General	982.720 • Adult Print General	-25.97	25.97
Bill	76858801	07/25/2023		• Adult Large Print	982.710 • Adult Large Print	-20.86	20.86
Bill	76858805	07/25/2023		• Adult Print General	982.720 • Adult Print General	-16.29	16.29
Bill	76858803	07/25/2023		• Adult Print General	982.720 • Adult Print General	-47.20	47.20
Bill	76858802	07/25/2023		• Adult Print General	982.720 • Adult Print General	-32.55	32.55
TOTAL						-2,077.70	2,077.70
Bill Pmt -Check	27809	07/26/2023	MAYES, EVERETT	REIMBURSEMENT - MOBEE - EXTRA FEES	001.001 • CSB/Operations Checking	-1,111.34	-1,111.34
Bill	23-418	07/25/2023		MOBILE CDL - EXTRA KEYS	980.910 • Capital Restr Gift-Mobile ...	-1,111.34	1,111.34
TOTAL						-1,111.34	1,111.34
Bill Pmt -Check	27810	07/26/2023	Midwest Tape		001.001 • CSB/Operations Checking	-820.82	-820.82
Bill	504025901	07/25/2023		JULY FEATURE DVDs	982.460 • DVD Feature	-69.72	69.72
Bill	504025903	07/25/2023		JULY FEATURE DVDs	982.470 • DVD Non-Fiction	-153.66	153.66
Bill	504025904	07/25/2023		JULY FEATURE DVDs	982.460 • DVD Feature	-502.25	502.25
Bill	504025905	07/25/2023		2022 FULFILLMENT	982.460 • DVD Feature	-26.24	26.24
Bill	503993063	07/25/2023		MOBEE	980.910 • Capital Restr Gift-Mobile ...	-14.98	14.98
Bill	503993064	07/25/2023		JUNE ADULT FEATURE	982.460 • DVD Feature	-29.98	29.98
Bill	503993068	07/25/2023		MAY ADULT NF	982.470 • DVD Non-Fiction	-23.99	23.99
TOTAL						-820.82	820.82

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Chelsea District Library
Monthly Check Register

July 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amo...
Bill Pmt -Check	27811	07/26/2023	Print-tech Inc.	267803	001.001 · CSB/Operations Checking		-1,605.17
Bill	267803	07/25/2023		EXHIBIT BANNERS	880.311 · Exhibits	-1,605.17	1,605.17
TOTAL						-1,605.17	1,605.17
Bill Pmt -Check	27812	07/26/2023	RAHR, BONNIE	7/24 EMBROIDERY PROGRAM	001.001 · CSB/Operations Checking		-31.65
Bill	23-119	07/25/2023		EMBROIDERY PROGRAM SUPPLIES	884.126 · General Adult Programs	-31.65	31.65
TOTAL						-31.65	31.65
Bill Pmt -Check	27813	07/26/2023	SMART BUSINESS SOURCE		001.001 · CSB/Operations Checking		-838.54
Bill	WO-180418-2	07/25/2023		GENERAL SUPPLIES	727.100 · Supplies - General Op 72...	-407.73	407.73
Bill	WO-180418-1	07/25/2023		PAPER SUPPLIES	729.100 · Supplies-Cleaning-Paper ...	-170.03	170.03
Bill	WO-180418-3	07/26/2023		CLEANING PAPER SUPPLIES	729.100 · Supplies-Cleaning-Paper ...	-228.54	228.54
TOTAL					729.200 · Supplies-Cleaning Sup 7...	-32.24	32.24
						-838.54	838.54
Bill Pmt -Check	27814	07/26/2023	The Library Network		001.001 · CSB/Operations Checking		-11,082.37
Bill	72109	07/25/2023		150MB + CIRCUIT - 3RD QTR	850.310 · Internet	-1,461.14	1,461.14
Bill	72189	07/26/2023		BASIC FEE	965.200 · Shared Automation System	-8,405.41	8,405.41
TOTAL				ITEMS LINKED	965.100 · Bibliographic Database	-1,215.82	1,215.82
						-11,082.37	11,082.37
Bill Pmt -Check	27815	07/26/2023	University Office Equipment	80313333	001.001 · CSB/Operations Checking		-806.67
Bill	80313333	07/25/2023		PUBLIC COPIER	803.101 · Public Copier	-241.82	241.82
				STAFF COPIER	803.102 · Staff Copier	-437.18	437.18
TOTAL				SMALL PRINTER MAINT	803.103 · Small Printer Maintenance	-127.67	127.67
						-806.67	806.67
Bill Pmt -Check	27816	07/26/2023	Whitmarsh, Susan	ADULT MINDFULNESS	001.001 · CSB/Operations Checking		-200.00
Bill	23-323	07/25/2023		ADULT MINDFULNESS	884.119 · General Adult Events	-200.00	200.00
TOTAL						-200.00	200.00

Chelsea District Library Donation and Restricted

January through July 2023

	Jan - Jul 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
674.000 · Revenue Contribution & Donation			
674.100 · Designated Adult Collection	50	50	0
674.110 · Designated Adult Programming	4,250	5,250	(1,000)
674.111 · Designated Youth Programming	4,900	4,900	0
674.112 · Designated Music Focus Programs	3,100	5,100	(2,000)
674.113 · Designated Exhibits Programming	3,000	5,500	(2,500)
674.120 · Undesignated Donation	1,495	1,000	495
674.121 · Annual Giving	0	0	0
674.141 · Designated Technology	0	3,000	(3,000)
674.142 · Designated Small Equipment	40	40	0
674.150 · Continuing Education Restricted	750	750	0
674.500 · Mobile CDL	5,255	5,125	130
Total 674.000 · Revenue Contribution & Donation	22,840	30,715	(7,875)
675.000 · Private Grant Sources			
675.400 · Chelsea Ed Foundation	2,000	1,500	500
Total 675.000 · Private Grant Sources	2,000	1,500	500
Total Income	24,840	32,215	(7,375)
Gross Profit	24,840	32,215	(7,375)
Expense			
850.000 · Telecommunications			
850.900 · Telecom-Restricted Gifts			
850.910 · WiFi Hot Spots - Restricted	3,000	3,000	0
Total 850.900 · Telecom-Restricted Gifts	3,000	3,000	0
Total 850.000 · Telecommunications	3,000	3,000	0
884.000 · Programming			
884.210 · Youth Speakers			
884.211 · Authors in Chelsea			
884.921 · Youth Prog Rest Gifts Authors	2,000	2,000	0
Total 884.211 · Authors in Chelsea	2,000	2,000	0
Total 884.210 · Youth Speakers	2,000	2,000	0
884.400 · Music Focus			
884.961 · Songfest - Restricted Gift	0	3,500	(3,500)
884.962 · Music in the Air - Restricted	3,360	4,100	(740)
Total 884.400 · Music Focus	3,360	7,600	(4,240)
884.500 · Artist In Residence			
884.970 · Artist In Residence Restricted	1,000	1,000	0
Total 884.500 · Artist In Residence	1,000	1,000	0
884.910 · Adult Programming Restricted			
884.911 · Adult Prog Rest Gifts MWest LW	0	0	0
884.912 · Adult Prog Rest Gifts General	0	0	0
884.914 · Adult Prog Rest - Korner Stage	1,500	1,500	0
884.916 · Aud Prg. Rst. Gifts Purple Rose	0	1,000	(1,000)

Chelsea District Library

Donation and Restricted

January through July 2023

	Jan - Jul 23	Budget	\$ Over Budget
884.927 · Adult Prog Rest Gifts SRP	724	750	(26)
884.930 · Oral History Restricted Gift	0	0	0
Total 884.910 · Adult Programming Restricted	2,224	3,250	(1,026)
884.920 · Youth Programming Restricted			
884.922 · Youth Prog Rest Gifts Genl	(25)	0	(25)
884.926 · Youth Prog Rest Gifts SRP	3,028	2,900	128
884.950 · Youth Programming Restricted Gr			
884.953 · Youth Prog Rest Chelsea Ed Foun	1,861	1,500	361
Total 884.950 · Youth Programming Restricted Gr	1,861	1,500	361
Total 884.920 · Youth Programming Restricted	4,864	4,400	464
Total 884.000 · Programming	13,448	18,250	(4,802)
969.000 · CE, Staff Development & Travel			
969.600 · Staff Training, In-Service			
969.940 · Staff Apprec - Restr/Covid-19	250	750	(500)
Total 969.600 · Staff Training, In-Service	250	750	(500)
Total 969.000 · CE, Staff Development & Travel	250	750	(500)
970.000 · Capital Expense 980.00			
980.200 · Technology			
980.900 · Technology Restricted Gifts			
980.910 · Capital Restr Gift -Mobile CDL	34,126	134,939	(100,813)
Total 980.900 · Technology Restricted Gifts	34,126	134,939	(100,813)
Total 980.200 · Technology	34,126	134,939	(100,813)
Total 970.000 · Capital Expense 980.00	34,126	134,939	(100,813)
982.000 · Collection Expense			
982.500 · Local History Preservation			
982.940 · Local History- Preservation Res	205		
Total 982.500 · Local History Preservation	205		
982.910 · Adult Collection Restricted	50	50	0
Total 982.000 · Collection Expense	255	50	205
Total Expense	51,079	156,989	(105,910)
Net Ordinary Income	(26,239)	(124,774)	98,535
Net Income	(26,239)	(124,774)	98,535

Chelsea District Library

Performance to Budget

	Current Month and Year-to Date												TOTAL			
	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																
Income																
402.000 - District Revenue	904,481	827,375	285,394	(52,583)	(34)	82,715	(18,660)	0	0	0	0	0	2,028,688	2,026,221	2,467	100%
540.100 - State Aid	0	58,122	0	8,119	2	0	0	8,234	0	0	0	0	74,477	70,800	3,677	105%
574.100 - Penal Fines	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000	(20,000)	0%
645.100 - Copiers & Printers	0	258	159	442	472	277	422	0	0	0	0	0	2,030	3,000	(970)	68%
657.100 - Non-Resident Fees 607.100	0	250	31	0	1,938	0	844	0	0	0	0	0	3,063	3,200	(137)	96%
657.200 - ILL Fees/Collection Agency Rec	0	15	25	35	315	5	103	0	0	0	0	0	498	600	(102)	83%
665.000 - Investment Income, Int 665.100	137	162	76	72	48	63	55	0	0	0	0	0	613	22,000	655	103%
665.100 - Investment Gains/Losses 666.100	483	1,307	2,877	5,096	11,747	608	536	0	0	0	0	0	8,651	15,000	(5,975)	60%
669.000 - Investment Value Change 665.500	6,199	(8,001)	5,840	1,306	31	(598)	3,874	0	0	0	0	0	9,025	15,000	(5,975)	60%
671.000 - Misc Income & Refunds 606.000	0	2,775	0	0	3,750	1,250	0	0	0	0	0	0	23,341	30,715	(7,374)	76%
674.000 - Revenue Contribution & Donation	8,270	(974)	6,430	820	1,670	0	6,625	500	0	0	0	0	2,000	1,500	500	133%
675.000 - Private Grant Sources	0	0	0	0	0	2,000	0	0	0	0	0	0	2,000	1,500	500	133%
Total Income	919,570	881,289	300,832	(36,693)	19,939	86,321	(4,951)	8,734	0	0	0	0	2,175,041	2,193,036	(17,995)	99%
Gross Profit	919,570	881,289	300,832	(36,693)	19,939	86,321	(4,951)	8,734	0	0	0	0	2,175,041	2,193,036	(17,995)	99%
Expense																
701.000 - Personnel Svcs Control Acct 701	82,637	91,293	90,702	93,026	137,200	93,566	94,804	43,128	0	0	0	0	726,356	1,296,439	(570,083)	56%
727.000 - Supplies	653	399	1,033	399	1,904	1,646	1,507	233	0	0	0	0	7,774	19,400	(11,626)	40%
730.000 - Printing&Publishing P&P 727.600	0	0	0	0	0	0	0	0	0	0	0	0	0	600	(600)	0%
731.000 - Other Svc - Postage 727.700	71	66	0	71	38	(7)	71	0	0	0	0	0	310	1,600	(1,290)	19%
732.000 - Supplies-Maintenance 727.800	0	184	88	10	22	85	8	91	0	0	0	0	488	1,366	(878)	36%
801.000 - Professional & Contractual Svcs	1,373	3,388	2,325	13,442	4,854	7,133	2,341	2,434	0	0	0	0	37,290	82,650	(45,360)	45%
802.000 - Admin-Fees & Misc Costs 801.300	41	8	13	17	247	95	104	0	0	0	0	0	525	1,040	(515)	50%
803.000 - Maintenance Service Contracts	5,236	9,166	12,971	22,354	20,801	14,611	10,426	6,918	0	0	0	0	102,483	183,665	(81,182)	56%
850.000 - Telecommunications	5,646	1,403	1,637	3,358	2,582	1,606	3,282	1,138	0	0	0	0	20,652	44,600	(23,948)	46%
880.000 - Promotional Materials	3,119	9,403	6,120	4,768	3,525	9,879	2,250	0	0	0	0	0	39,064	90,268	(51,224)	43%
884.000 - Programming	8,604	24,304	15,726	20,710	14,419	5,498	3,810	723	0	0	0	0	93,794	132,865	(39,071)	71%
885.000 - Volunteer	0	36	88	0	19	19	0	0	0	0	0	0	162	2,500	(2,338)	6%
920.000 - Utilities	0	5,759	5,471	5,022	5,007	4,644	4,521	0	0	0	0	0	30,424	71,950	(41,526)	42%
960.000 - Board & Director Expense	34	0	224	106	59	193	472	0	0	0	0	0	1,088	4,400	(3,312)	25%
965.000 - Automation Services	13,116	(4,562)	0	0	0	9,621	9,621	0	0	0	0	0	27,796	46,092	(18,296)	60%
966.000 - Insurance 801.200	0	0	2,862	0	3,287	0	0	0	0	0	0	0	6,148	18,711	(12,562)	33%
967.000 - Equipment	14,089	6,285	1,895	1,592	2,321	641	271	575	0	0	0	0	27,659	65,340	(37,681)	42%
969.000 - CE, Staff Development & Travel	595	647	403	1,976	806	499	194	0	0	0	0	0	5,120	14,519	(9,399)	35%
970.000 - Capital Expense 980.00	126,503	7,344	130,358	2,212	27,015	3,560	17,154	7	0	0	0	0	314,153	176,439	137,714	178%
982.000 - Collection Expense	800	31,174	10,677	11,733	14,870	12,296	9,643	2,601	0	0	0	0	93,794	184,250	(90,456)	51%
Total Expense	262,517	186,297	282,583	180,796	238,976	165,565	160,479	57,848	0	0	0	0	1,535,081	2,438,714	(903,633)	63%
Net Ordinary Income	657,053	694,992	18,249	(217,489)	(219,037)	(79,264)	(165,430)	(49,114)	0	0	0	0	639,960	(245,678)	885,638	
Other Income/Expense																
Other Expense																
995.001 - Trans to Capital Imprvr 999.001	0	0	0	0	0	0	0	0	0	0	0	0	0	(36,500)	36,500	0%
995.002 - Trans to Cap Resv Fund 999.002	0	0	0	0	0	0	0	0	0	0	0	0	0	18,300	(18,300)	0%
Total Other Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	(18,200)	18,200	0%
Net Other Income	0	0	0	0	0	0	0	0	0	0	0	0	0	18,200	(18,200)	0%
Net Income	657,053	694,992	18,249	(217,489)	(219,037)	(79,264)	(165,430)	(49,114)	0	0	0	0	639,960	(227,478)	867,438	

Chelsea District Library
Profit & Loss Prev Year Comparison
January through December 2023

		Jan - Dec 23	Jan - Dec 22	\$ Change	% Change
Ordinary Income/Expense					
Income					
402.000 · District Revenue	402	2,028,688.36	1,988,952.21	39,736.15	2.0%
540.100 · State Aid		74,477.37	73,138.71	1,338.66	1.83%
574.100 · Penal Fines		0.00	15,220.72	-15,220.72	-100.0%
645.100 · Copiers & Printers		2,029.50	3,534.76	-1,505.26	-42.59%
657.100 · Non-Resident Fees 607.100		3,062.50	3,895.83	-833.33	-21.39%
657.200 · ILL Fees/Collection Agency Rec		498.00	130.00	368.00	283.08%
665.000 · Investment Income, Int 665.100		613.79	299.55	314.24	104.9%
665.100 · Investment Gains/Losses 666.100		22,654.95	30,379.08	-7,724.13	-25.43%
669.000 · Investment Value Change 665.500		8,651.16	-56,901.85	65,553.01	115.2%
670.000 · Change CFofSEMI Invest 666.510		0.00	-4,590.00	4,590.00	100.0%
671.000 · Misc Income & Refunds 606.000		9,025.00	14,340.39	-5,315.39	-37.07%
674.000 · Revenue Contribution & Donation		23,341.25	80,816.47	-57,475.22	-71.12%
675.000 · Private Grant Sources		2,000.00	74,900.00	-72,900.00	-97.33%
691.000 · Other Fin Source - Lease GASB87		0.00	38,009.00	-38,009.00	-100.0%
Total Income		2,175,041.88	2,262,124.87	-87,082.99	-3.85%
Gross Profit		2,175,041.88	2,262,124.87	-87,082.99	-3.85%
Expense					
701.000 · Personnel Svcs Control Acct 701		726,355.56	1,232,953.84	-506,598.28	-41.09%
727.000 · Supplies 727		7,773.76	19,077.73	-11,303.97	-59.25%
730.000 · Printing&Publishing P&P 727.600		0.00	441.00	-441.00	-100.0%
731.000 · Other Svc - Postage 727.700		311.54	1,173.41	-861.87	-73.45%
732.000 · Supplies-Maintenance 727.800		485.52	4,366.96	-3,881.44	-88.88%
801.000 · Professional & Contractual Svcs		37,291.68	52,191.59	-14,899.91	-28.55%
802.000 · Admin-Fees & Misc Costs 801.300		524.35	692.96	-168.61	-24.33%
803.000 · Maintenance Service Contracts		102,481.91	152,087.73	-49,605.82	-32.62%
850.000 · Telecommunications		20,652.66	28,335.98	-7,683.32	-27.12%
880.000 · Promotional Materials		39,062.82	62,700.03	-23,637.21	-37.7%
884.000 · Programming		93,791.95	93,543.53	248.42	0.27%
885.000 · Volunteer		162.36	1,910.55	-1,748.19	-91.5%
920.000 · Utilities		30,424.70	68,519.99	-38,095.29	-55.6%
960.000 · Board & Director Expense		1,087.68	2,737.60	-1,649.92	-60.27%
965.000 · Automation Services		27,796.26	43,445.88	-15,649.62	-36.02%
966.000 · Insurance 801.200		6,149.00	15,605.00	-9,456.00	-60.6%
967.000 · Equipment		27,658.63	59,731.47	-32,072.84	-53.7%
969.000 · CE, Staff Development & Travel		5,117.96	17,143.15	-12,025.19	-70.15%
970.000 · Capital Expense 980.00		314,152.68	78,365.03	235,787.65	300.88%
982.000 · Collection Expense		93,793.08	164,877.95	-71,084.87	-43.11%
991.004 · Debt Principal - Leases GASB87		0.00	2,453.00	-2,453.00	-100.0%
994.000 · Debt Interest - GASB87		0.00	263.00	-263.00	-100.0%
Total Expense		1,535,074.10	2,102,617.38	-567,543.28	-26.99%
Net Ordinary Income		639,967.78	159,507.49	480,460.29	
Net Income		639,967.78	159,507.49	480,460.29	

7.0
CHELSEA DISTRICT LIBRARY
Fund Balances
July 31, 2023

General Fund

LOCAL BANKS BALANCES

Checking Account/ Chelsea State Bank	001.001	\$195,593.32	\$38,092.69	\$233,686.01
Paypal Account	003.002	\$0.00	\$625.00	\$625.00
Cash on Hand		<u>\$195,593.32</u>	<u>\$38,717.69</u>	<u>\$234,311.01</u>

Ameriprise Account

Fixed Income Fund	017.003	\$1,540,374.96	\$4,410.29	\$1,544,785.25
Money Market Fund	017.004	\$966,472.19	-\$200,000.00	\$766,472.19
Investment Partners Total		<u>\$2,506,847.15</u>	<u>-\$195,589.71</u>	<u>\$2,311,257.44</u>

Total General Fund

		<u>\$2,702,440.47</u>	<u>-\$156,872.02</u>	<u>\$2,545,568.45</u>
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Debt Service Fund

Bond Debt Retirement Fund Checking	003.008	<u>\$153,915.47</u>	<u>\$18,693.79</u>	<u>\$172,609.26</u>
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8.1

Ameriprise 07/31/2023

Account no. 0000-4823-9221-4

GL ACCOUNTS - 017.003, 017.004, 666.100, 666.500

	Beginning Balance	Transfers from operating account	Interest	Fees	Withdrawal	Change in Value	Ending balance*
12/31/22							
01/31/22	\$1,586,976.33	\$0.00	\$482.97			\$6,198.85	\$1,593,658.15
02/28/22	\$1,593,658.15	\$1,200,000.00	\$1,306.96			-\$8,000.70	\$2,786,964.41
03/31/22	\$2,786,964.41	\$0.00	\$2,876.77		\$57,025.00	\$5,840.45	\$2,738,656.63
04/30/22	\$2,738,656.63	\$0.00	\$5,095.96			\$1,306.00	\$2,745,058.59
05/31/22	\$2,745,058.59	\$0.00	\$11,747.35	\$0.00	\$250,000.00	\$30.81	\$2,506,836.75
06/30/22	\$2,506,836.75	\$0.00	\$608.70			-\$598.30	\$2,506,847.15
07/31/22	\$2,506,847.15	\$0.00	\$536.24		\$200,000.00	\$3,874.05	\$2,311,257.44
08/31/22	\$0.00	\$0.00	\$0.00	\$12.00 *		\$0.00	\$0.00
09/30/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
10/10/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
11/30/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
12/31/22	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
Balance YTD	\$1,586,976.33	\$1,200,000.00	\$22,654.95		\$507,025.00	\$8,651.16	\$2,311,257.44
YTD 017.003 + 017.004		(+) = in.	YTD 665.100		to operating account	YTD 669.000	017.003+017.004

*Should match Ameriprise Statement

\$57,025.00 from MIMF matched with donations and budgeted amounts for final Mobile CDL payment.

* \$12.00 Shows as transaction fee for T-Bill purchases. Does not impact the account.

DIRECTOR'S REPORT

Library Director's Report
Respectfully submitted for August 2023 board meeting

Staff Announcements

Regrettably, we recently learned that Sarah Bernhardt has submitted her resignation. In her short time here at CDL, Sarah has had a significant impact on CDL. Her skills, especially here facility with storytimes and outreach, will be greatly missed. We are currently posting a vacancy for a 40-hour Youth Librarian.

Staff Work Anniversaries

Tech Services Assistant Martha Jacques celebrated her two-year anniversary on June 30. Three Library Assistants celebrated milestones in June, too: Jeni McFarland (one year) on June 1, Christin Bieber (three years) on June 10, and Jean Pierce (two years) on June 28. Congratulations to you all!

2024- 2028 Strategic Planning

The agenda for the August 8 focus group hosted by the Friends of CDL follows:

I. Welcome and Introductions 6:00 p.m.

- Opening remarks, Dayle Wright, President, Friends of the Chelsea District Library
- Introduction: Kerry Sheldon, Bridgeport Consulting
- Today's objectives:
 - o To expand the pool of perspectives contributing to early ideation for the strategic plan
 - o To generate energy and enthusiasm for the Library and its future
- Brief introductions: Please share your name, organization, and - when you think 25 years into the future - one thing that's strikingly different about our communities. How does the Chelsea District Library service area look different from today?

II. Visioning the Future 6:10 p.m.

- Discussion: Imagine 25 years into the future, and CDL services and programming are better than ever.
 - o What does that look like?
 - o What is the Library's role in the community? In what ways do people use, love, and rely on the Library?
 - o With what institutions/organizations is the Library partnering - and to what end?

III. Final Words 6:40 p.m.

- Round-robin: If there were one thing that the Library could do in the next 5 years, what would you ask them to consider?

- Next steps, Kerry Sheldon, Bridgeport Consulting
- Closing remarks and appreciations, Lori Coryell, Chelsea District Library Director

Mobile CDL (Mabee) Update

Upcoming Mabee Events

- Ribbon Cutting (6-7PM) Lyndon Township Hall – August 8
- Ribbon Cutting (6-7PM) Lima Township Hall – August 14
- Ribbon Cutting (5-6PM) Dexter Township Hall – August 15
- Pierce Lake Village Ice Cream Social – August 23
- Chelsea Fair Parade (1PM) Downtown Chelsea – August 26

Starting on September 1, Mabee will begin her regular monthly visits throughout the service area. A mailing to all residences that receive the quarterly newsletter will be mailed at the end of August with Mabee details, including that schedule. A special thanks to Virginia Krueger for creating this stunning mailer!

Out and About: Meetings Attended June & July 2023

- Mabee visit to Chelsea State Bank – June 1
- Meeting with Silver Maples Executive Director Julie Deppner – June 1
- Mabee City ribbon cutting – June 1
- Music in the Air reception – June 2
- Music in the Air performance – June 3
- Rotary meetings – June 2, 13, 20; July 11, 18, 25
- Webinar: Unpacking Conspiracy Theories: Ideas for Confronting the Hydra of the Information Age – June 7
- Friends meeting – June 13
- Rotary leadership meetings – June 14 & July 12
- Ann Arbor Kiwanis anniversary celebration – June 15
- Meeting with Suzanne Morrison of Hatch Stamping – June 21
- Rotary Presidents' Party – June 27
- Meeting with Dexter District Library Director Paul McCann – June 29
- Sounds & Sights with Rotary – July 6
- Mabee ribbon cutting in Sylvan Township – July 11
- Chelsea Area Chamber business breakfast – July 12
- Webinar: Managing Difficult Conversations – July 12
- Meet the Rotary Governor event at UM Stadium – July 13
- Sculpture Walk video shoot – July 20
- Read Aloud Read-a-Thon participant – July 21
- Sung-Mi Kim visits CDL – July 24 through 28
- Mabee at Classic Car Show ar Sounds & Sights – July 28

**Chelsea District Library
Assistant Director's Report
June/July 2023**

Facility update

- The AC unit in the server room was replaced in June. It took a day longer than expected but that is not bad for these types of things. The electrician came out after the install to make the power connection. It was inspected by the mechanical inspector from the Chelsea Area Construction Agency and passed with no issues.
- We had the annual backflow plumbing inspection this month but the plumber only did five of the six devices as there is some confusion over where the sixth one is located. I am waiting for the City water foreman to bring the contracted inspector by (mid-August) to solve this mystery.
- In anticipation of the Friends' jewelry and purse sale, Kerry and I hung some new, brighter sails on the pergola to provide some shade under it. The shade was also appreciated by those participating in the Summer Reading kickoff the next week.
- Back to Nature was out this month to apply the organic fertilizer and liquid aeration, as well as the second of four perimeter pest sprays.
- One of the two residential size hvac units that supply McKune has come to the end of its life and we will have it replaced with a newer, more efficient unit in August.

Budget

The finance committee met to review the 2024 budget and we don't anticipate another committee meeting at this time.

Meetings and programs

June is one of my favorite programming months, with both Music in the Air, and the Summer Reading kickoff party on the lawn. Jacopo and Maddalena did not disappoint! I thought it was particularly fun to see them interact as siblings as well as artists.

The Summer Reading kickoff is its own kind of chaotic fun and by the looks of things, a good time was had by all 😊.

In July I attended a webinar hosted by MLA on facility management, and we hosted library public officer Kim Sung Mi from South Korea, which was so interesting and worthwhile.

Our June all-staff meeting focused on what to do in an active-shooter situation. Police Chief Kazyak led the discussion and we had the opportunity to walk around the building to consider different scenarios. Most of us had not met the new chief yet and he did a great job of covering what we needed to know in a calm, matter-of-fact way that is very helpful when having these very difficult conversations. Our July all-staff was canceled.

Volunteers- in June we had 174 book sale and 439.75 non-book sale volunteer hours, for a total of 613.75 volunteer hours. July was 180 book sale and 78.25 non-book sale hours, for a total of 258.25.

Respectfully submitted, Linda Ballard, Assistant Director

June and July prove to be some of the busiest months in the library each year. This year was no exception, with fantastic summer reading participation.

Summer Reading Stats:

- 1,299 people of all ages signed up for the Summer Reading Challenge
- 880 participants logged at least one book (adult) or at least one hour of reading (youth and teen)
- 533 participants completed the Summer Reading Challenge by reading for 20 Hours (or by reading six books, if adult)

Over the course of the six week program,

- Adults read a total of 1,653 books
- Teens read for 333,791 minutes or 5,563 hours. The average number of hours each individual teen read was 34 hours.
- Kids read for 383,783 minutes, or 6,396 hours. The average number of hours each individual kid read was 20 hours.
- Babies and Toddlers had 11,256 books read to them.

Other summer highlights:

- Mobee visits launched this summer, including park visits, Sounds & Sights appearances, Camp Gabika visits, and Ribbon Cuttings. Staff created checklists and procedures for taking the vehicle out, and continued driving training. The vehicle was also fully stocked with items.
- The summer includes ample outreach opportunities. One of our most successful series of visits were weekly outings to Camp Gabika, the summer care program run in conjunction with the Chelsea School District. Visits from Mobee meant that these students were reading all summer long, and exposed to wonderful library resources.

June Program Attendance

Date	Name	In-Person	Live Virtual	Recorded Virtual	Kits
	Adult Program Attendance				
6/3/2023	Music in the Air (all ages)	105			
6/6/2023	Reading Glasses Book Club	7			
6/14/2023	Adult Cardio Drumming	16			

Information Services Report: June and July 2023
Shannon Powers, Head of Information Services

6/17/2023	Outdoor Book Club	7			
6/21/2023	Hometown Book Club	8			
6/24//2023	Purple Rose Reading		57		
6/26//2023	Storytelling Workshop	6			
	<i>Adult Program Totals</i>	149	57		
		206			
	Early Literacy Program Attendance				
6/6/2023	Babytime	15			
6/13/2023	Babytime	22			
6/15/2023	Find Your Voice Storytime	61			
6/20/2023	Babytime	19			
6/27/2023	Babytime	27			
	<i>Early Literacy Program Totals</i>	144			
	Youth Program Attendance				
6/9/2023	SRP Kick-Off	600			
6/12/2023	Lego Club (SRP)	30			
6/14/2023	Wild Animal Superpowers w/ Howell NC (SRP)	58			
6/14/2023	Wild Animal Superpowers w/ Howell NC (SRP)	54			
6/16/2023	W2SW Party!	11			
6/16/2023	Read to Library Dog	7			
6/21/2023	Hula Hoop Party (SRP)	26			
6/22/2023	Wonderful, Wacky Worms! (SRP)	55			
6/28/2023	Martial Arts Workshop (SRP)	31			
6/29/2023	Cirque Amongus Preschool Circus (SRP)	68			
6/30/2023	READ to Library Dogs	10			
	<i>Youth Program Totals</i>	950			
	Teen Program Attendance				
6/1/2023	Question of the Week: Late/Early	10			
6/1/2023	YSG Orientation	13			
6/5/2023	YSG Orientation	22			

Information Services Report: June and July 2023
Shannon Powers, Head of Information Services

6/7/2023	QotW: PC/Console	14			
6/7/2023	Teen Led D&D	3			
6/7/2023	YSG Orientation	6			
6/13/2023	EXTRA YSG Orientation	7			
6/14/2023	Teen Led D&D	1			
6/15/2023	Frankentoys IV: Stuffed Animal Taxidermy (SRP)	14			
6/21/2023	Teen Led D&D				
6/22/2023	Motley Misfits Bellydance (SRP)	2			
6/22/2023	QotW: PC vs Console	14			
6/29/2023	Open Spot Theatre ASL (SRP)	3			
	<i>Teen Program Totals</i>	<i>109</i>			
	Outreach Program Attendance				
6/1/2023	SRP Classroom Visits @ North Creek (youth)	238			
6/2/2023	Music in the Air CHS Visit (teen)	100			
6/2/2023	MitA Chelsea Senior Center (adult)	4			
6/2/2023	MitA South Meadows visit (youth)	148			
6/2/2023	Ice Cream Social @ South Meadows (youth)	275			
6/5/2023	Beach 6th Grade Gold Visit (teen)	100			
6/8/2023	Silver Maples book Club (adult)	17			
6/15/2023	Storytime @ Mudpies (youth)	27			
6/16/2023	Storytime @ ECC (youth)	22			
6/15/2023	Pines Book Club (adult)	6			
6/27/2023	SRP @ Gabika (youth)	75			
	<i>Outreach Program Totals</i>	<i>1012</i>			

Information Services Report: June and July 2023
Shannon Powers, Head of Information Services

	Mobee Visit Program Attendance				
6/15/2023	Rainbow Crafts for All (all ages)	45			
6/20/2023	Mobile CDL @ Gabika (outreach)	70			
6/26/2023	Mobile Mondays (canceled due to rain)				
	Mobee Program Totals	115			

July Program Attendance

Date	Name	In-Person	Live Virtual	Recorded Virtual	Kits
	Adult Program Attendance				
7/11/2023	Reading Glasses Book Club	10			
7/14/2023	Adult inspirational story readings - Find your voice! (SRP)	7			
7/18/2023	Yoga and Mindfulness (SRP)	19			
7/22/2023	Purple Rose Reading		83		
7/24/2023	MakerChelsea: Adult Embroidery (SRP)	22			
	<i>Adult Program Totals</i>	58	83		
		141			
	Early Literacy Program Attendance				
7/6/2023	Stomp, Shake, & Sing! (SRP)	37			
7/11/2023	Babytime	25			
7/13/2023	Yoga Storytime (SRP)	52			
7/18/2023	Babytime	21			
	<i>Early Literacy Program Totals</i>	135			
	Youth Program Attendance				
7/3/2023	Lego Club (SRP)	19			
7/5/2023	Wizarding Words and Wands (SRP)	24			
7/12/2023	Nature Walk at the Baker Woods Preserve (SRP)	24			
7/14/2023	Read to Library Dog	8			

Information Services Report: June and July 2023
Shannon Powers, Head of Information Services

7/17/2023	Lego Club (SRP)	18			
7/19/2023	Find Your Voice with Chelsea Cheerleading (SRP)	28			
7/20/2023	Chalk Town (SRP)	44			
7/21/2023	Read Aloud Read-a-Thon	42			
7/26/2023	SRP Youth Finale (SRP)	62			
	<i>Youth Program Totals</i>	268			
	Teen Program Attendance				
7/6/2023	FORBIDDEN COLORING (& Boba Bar) (SRP)	16			
7/13/2023	Foodie Cupcakes (SRP)	13			
7/20/2023	Henna Party (SRP)	15			
7/27/2023	YSG Party (SRP)	7			
7/28/2023	SRP Teen Finale Party	38			
	<i>Teen Program Totals</i>	89			
	Outreach Program Attendance				
7/7/2023	Spelling Bee @ Glazier (adult)	10			
7/7/2023	ECC Preschool Visit @ CDL (youth)	17			
7/13/2023	Storytime @ Mudpies (youth)	27			
6/16/2023	Storytime @ ECC (youth)	22			
7/20/2023	Pines Book Club (adult)	5			
7/28/2023	CDL Tent @ S&S KidZone (youth)	192			
	<i>Outreach Program Totals</i>	273			
	Mobee Visit Program Attendance				
7/10/2023	Mobile Mondays at the Park (program)	10			
7/11/2023	Mobile CDL @ Gabika (outreach)	50			

Information Services Report: June and July 2023
Shannon Powers, Head of Information Services

7/14/2023	Mobile CDL @ Dancey (outreach)	25			
7/14/2023	Storytime @ ECC w/ Mobile CDL (outreach)	19			
7/18/2023	Mobile CDL @ Gabika (outreach)	50			
7/20/2023	Sounds and Sights (program)	26			
7/24/2023	Mobile Mondays at the Park (program)	8			
7/25/2023	Mobile CDL @ Gabika (outreach)	60			
	Programs totals	44			
	Outreach totals	204			
	Mobee Totals	248			

Reference, Collections, Deliveries, and Other

Services	June 23
Reference Questions	1644
CDL Delivers & Deposit Book Deliveries	22

Services	July 23
Reference Questions	2372
CDL Delivers & Deposit Book Deliveries	17

Information Technology

Respectfully Submitted
by Scott Rakestraw

CHELSEA DISTRICT LIBRARY BOARD REPORT July 2023

TECHNOLOGY SERVICES

DATA SERVICES		JAN	FEB	MAR	APR	MAY	JUN	JUL
6776.8	Hotspots: Total GB Used - Township Halls	999.4	982.8	975.8	953.3	931.8	975	957.7
80.1	-- Lima Township (GB)	12.4	10.1	11.3	12.3	10.7	11.9	11.2
217.9	-- Sylvan Township (GB)	34.3	26.0	31.6	28.4	26.8	32.8	37.1
6478.8	-- Mobile Beacon (GB)	952.7	945.8	932.7	912.6	894.3	931.3	909.4
201	Hotspot Devices Circulated	22	27	33	20	23	38	39
2856	Public Internet - Computer Sessions	355	335	450	428	385	422	444
4244	Public Internet - Wireless Logins	412	624	648	614	629	654	663

ONLINE SERVICES		JAN	FEB	MAR	APR	MAY	JUN	JUL
92250	Website Sessions	14519	10474	13443	11919	12639	14939	14317
45665	Website Users	6747	5807	6313	5763	6063	7494	7478
14059	AUDIO Downloads Total	1927	1820	1954	1911	2048	2128	2271
10267	-- Audio: Libby	1413	1345	1435	1419	1490	1540	1681
3792	-- Audio: Hoopla	514	472	549	492	558	588	590
2132	VIDEO Downloads Total	219	273	356	270	281	313	440
1275	-- Video: Kanopy	112	155	218	142	145	188	315
877	-- Video: Hoopla	107	118	138	128	136	125	125
34753	EBook Downloads Total	5053	4556	4993	4646	4726	5199	5582
33365	-- Libby	4855	4363	4790	4451	4553	4958	5340
1390	-- Hoopla	198	187	203	195	173	201	233
50966	TOTAL Downloads	7179	6549	7303	6827	7055	7640	8293

CHELSEA SENIOR CENTER

Total Hours	Date	OnSite Hours	OffSite Hours	CPL Tech	Brief Description
22.5	July	27.75	4.75		
	7/3/2023		1.0	SCOTT	Scheduling/Planning
	7/6/2023	3		EVERETT	Copier setup
	7/7/2023	1		EVERETT	Scanning setup
	7/10/2023	3		EVERETT	Wireless 105 account setup, scanner email configuration, network config
	7/14/2023	4.5		EVERETT	Melding, moving workstations and setup
	7/14/2023	1		SCOTT	Melding: Gary, Jennifer, Bill, Evelyn
	7/17/2023	4.5		EVERETT	Printer setup, moving workstation, email malware investigation
	7/17/2023		2.25	SCOTT	Goodfellow's Security Research/Response
	7/18/2023	1		EVERETT	Scanning of two workstations
	7/18/2023	1	0.5	SCOTT	Goodfellow's Follow Up
	7/20/2023	3		EVERETT	Printer setup on multiple PCs, password change
	7/24/2023	2		EVERETT	Printer setup, spoof email addresses, patron phone assistance
	7/27/2023		0.5	SCOTT	Am Jot - Equipment email discussion
	7/31/2023	3.75		EVERETT	Intex copier drivers

TOP 10 WEB PAGES [BY UNIQUE VIEWS]



Site Kit



Title	Pageviews	Unique Pageviews	Bounce Rate	Session Duration
1. Home - Chelsea District Library home	12,233	5,315	7.73%	1m 25s
2. Summer Reading Programs - Chelsea District Library srlpr	700	347	6.75%	56s
3. Hours & Location - Chelsea District Library about-us/hours-location	662	213	2.06%	29s
4. Get a Library Card - Chelsea District Library how-to-library-user/info/get-a-library-card	495	155	15%	2m 26s
5. eBooks, Audiobooks, and More - Chelsea District Library downloadable-collection	303	140	0.06%	1m 6s
6. Board of Trustees - Chelsea District Library about-us/staff-members/board-of-trustees	296	97	0%	1m 59s
7. A to Z Listing - Chelsea District Library online-resources/a-to-z-listing	270	117	15.79%	1m 13s
8. Connect to the Wi-Fi Network - Chelsea District Library how-to-library-user/info/get-the-wi-fi-network	240	109	9.52%	7s
9. Employment @ CDL - Chelsea District Library about-us/employment-cdl	186	93	6.4%	1s
10. Online Library Card Application - Chelsea District Library online-library-card-application	182	71	0%	1m 50s

Source: Analytics

ONLINE RESOURCES

July 2023				
Last Month	Rank	Online Resource	Total Clicks	Unique Users
1	1	Chelsea Update	149	146
2	2	Value Line Inc	49	46
4	2	Michigan eLibrary	49	42
2	4	Stories of Chelsea	44	42
9	5	Consumer Reports	39	31
10	6	Home Work Help Now Home	31	31
5	7	My Heritage	28	27
5	8	Historic Newspapers	27	19
7	9	Ancestry	26	20
8	10	Unemployment Help	25	25
18	10	Newspaper Source Plus	25	24
23	12	Michigan Secretary of State	22	22
12	12	NoveList K8	22	21
21	14	Scholastic Teachables	21	21
24	15	Britannica School	20	19
12	15	Sun Times News	20	17
21	17	Adult Learning Center	19	19
16	17	Michigan Legal Help	19	19
19	17	NoveListPlus	19	16
19	20	Opposing View Points in Context	17	17
11	20	Pronunciator	17	17
15	22	United States Census	16	16
12	22	Lynda.com [Linked In Learning]	16	15
16	24	Demographics Now	14	14
25	24	Michigan Voter Information Center	14	14

INGENUITY ENGINE ROOM

June 2023

66 visitors: appointments + drop ins
23 for the 3D printer class
12 for the Friends Lake Sewing Demo

Printed more SRP shirts and led dozens of volunteers in printing their Volunteer shirts.



Matt Jensen
Technology Specialist



Head of Marketing & Communications Monthly Board Report (June 1–July 31, 2023): Respectfully submitted by Virginia Krueger

June/July Marketing Highlights



- Summer Reading Program kickoff and sponsor thanks
- More Mobile CDL outreach at Sounds & Sights and the Sylvan Twp ribbon cutting
- Finalized the 2022 Annual Report, posted it to the website, and ordered print copies.
- Reviewed Fall newsletter submissions, planned the layout, and reviewed initial drafts
- Created the mailer to promote Mobee's fall schedule
- Ordered CDL swag in preparation for August CSD Open Houses
- Prepared for September's Library Card Sign Up Month
- Coordinated community input channels and responses for the 2024-28 Strategic Plan
- Finalized graphic design, print materials, banners, web pages, and ad work for 1968: A Folsom Redemption & CDL Song Fest



Social Media:

I continue to read how libraries are using their Twitter accounts and the trend has been to discontinue use. So, I also reached out to the Chelsea School District administrative team to see what their plans for usage are in the upcoming school year. At this point, the schools will continue to use Twitter, which makes the platform valuable for reaching families with school-aged kids. As I work on the library's brand audit, evaluating all of our social media profiles will be incorporated in the audit.

June Social Media Metrics

CDL Facebook: 3,160 followers* (+24) | 1,518 page visits ↑ | 12,017 page reach ↑

CDL Instagram: Followers: 893 (+29) | 71 profile visits ↑ | 476 page reach ↑

CDL Twitter: Followers: 1,564 (+1) | 30 profile visits ↓ | 2,065 impressions ↓

July Social Media Metrics

CDL Facebook: 3,172 followers* (+12) | 1,320 page visits ↓ | 6,848 page reach ↓

CDL Instagram: Followers: 909 (+16) | 37 profile visits ↓ | 627 page reach ↑

CDL Twitter: Followers: 1,558 (-6) | 50 profile visits ↑ | 1,477 impressions ↓

No paid advertising in June or July

eNewsletters: CDL eNews has 3,492 subscribers (+15 in June, +10 in July)

June Metrics:

- We sent 5 weekly newsletters
- 49% Open Rate (+10.5% from industry avg)

July Metrics:

- We sent 4 weekly newsletters
- 52% Open Rate (+13.5% from industry avg)

Marketing Channel Response:

In June & July, we had 384 program registrations where identifying the marketing channel was asked. The breakdown of how the registrants heard about the program is as follows:

- Print Newsletter: 66:
- eNewsletter: 51
- Website: 54
- Social Media: 34
- Local newspaper: 5
- Word of Mouth: 65
- Other/Did Not Respond: 93
- Chelsea Update: 16

Note: drop-in programs are not included in registration statistics because we do not capture that data.

Circulation Supervisor's Report July 2023

- Circulation – 21947 in July
- Patron Count- 12142 for July
- Circulation by township- for July:
 - Dexter = 10% of total transactions
 - Lima = 12% of transactions
 - Lyndon = 14% of transactions
 - Sylvan = 18% of transactions
 - Chelsea = 32% of transactions
- July Circulation: 84% were items from Chelsea and 16% were inter-loaned items.

Libby = 3740; Hoopla = 977; Kanopy = 315
- Registrations for July– 81 new cards; 6148 total card holders
 - *Dexter = 769 cards; Lima = 686 cards; Lyndon = 844 cards
 - *Sylvan = 1136 cards; Chelsea = 2259 cards; Nonresident = 454 cards
- Self-Check Machine: July 2059 or 10% of total checkouts
- 29 of our items were sent via MelCat and we received 34 items.

July Notes:

- I attended weekly management meetings.
- I worked my PIC shifts each week.
- Lisa Skyis' first day was July 13th
- Jordan's last day was July 29th.
- Marissa dropped 10 circulation hours to start as a reference intern.
- We received 120 tubs from TLN in July, with 6.3 being the daily average.
- I held both an assistant & aide meeting
- I attended lunch with Sung Mi Kim and talked about circulation with her.
- I attended the monthly SASUG meeting.
- I helped staff Mobee for two Thursday Sound & Sights events.
- I helped staff Mobee with Lori at the Classic Car Show for the Sounds & Sights Festival

Respectfully submitted,
Amy Zoran
Head of Circulation

Chelsea District Library

2023

Average Daily Circulation									
Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	2023 Total	2022	%Diff.
Jan.	598	746	606	534	542	562	23163	20837	11%
Feb.	464	741	615	569	520	522	21387	20678	3%
March	673	702	711	716	524	510	24340	23746	3%
April	659	690	646	575	647	541	22148	23181	-4%
May	566	542	647	582	434	407	21095	22134	-5%
June	636	796	655	641	7367	581	23965	24979	-4%
July	693	547	582	567	549	570	21947	27236	-19%
August								26254	
Sept.								25890	
Oct.								26380	
Nov.								22879	
Dec.								21802	
Total							158045	285986	
Mnth Avg							22,578	40,857	
Avg. % Inc.									-2%

with OD & RB, & deposit collection ckouts.

These figures represent all materials charged, renewed, or routed out, not just ours & include eItems & deposit collections

2023				2022			
Total				Total			
1596	29	55	7%	829	29	55	7%
1386	27	51	6%	978	27	51	6%
1704	31	55	7%	1109	31	55	7%
1527	30	51	7%	1034	30	51	7%
1348	29	46	6%	1173	29	46	6%
2237	29	77	9%	1638	29	77	9%
2059	30	69	9%	1778	30	69	9%
				1840			
				1863			
				1553			
				1580			
				1257			
11857			7%	2072			7%

This is based on actual checkouts Libby, Kanopy & Hoopla are done online.

2023	Items Added	Total Items
Jan	654	70,902
Feb	532	71,096
Mar	688	71,103
April	436	70,868
May	484	70,756
June	601	70,921
July	590	71,138
Aug		
Sept		
Oct		
Nov		
Dec		
Total/Avg	3,985	70,969

		Libby Circ		Hoopla		Kanopy	
		(e-books, a-books & music)		books,music,movies			
		2023	2022	2023	2022	2023	2022
Jan		3445	3065	879	609	112	71
Feb		3131	2795	860	735	155	101
Mar		3375	3037	970	663	218	193
April		3167	2862	916	666	142	104
May		3215	3046	956	777	145	143
June		3478	3305	994	871	163	147
July		3740	3399	977	913	2	295
Aug			3462		841		167
Sept			3104		803		167
Oct			3154		835		229
Nov			3006		820		256
Dec			2907		816		137
Total		23551	37142	6552	9349	937	2010

RB Digital part of Overdrive starting in April 2021

Item Circulation 2023

2023

	All items circled at Chel inc: eitems & at other TLN	Only Chel items circled at Chel inc: eitems	% of Chel items circled at Chel	Other items circled at Chel	% other items circled at Chel	All Chel items charged/ renewed anywhere in system	Chel items circled other libraries	Total: All Chel items circled + TLN items + eitems
Jan.	23,163	19,016	82%	4,147	18%	20,561	1,545	27,310
Feb.	21,387	17,421	81%	3,966	19%	18,815	1,394	22,781
March	24,340	20,177	83%	4,163	17%	21,754	1,577	21,752
April	22,148	18,517	84%	3,631	16%	19,923	1,406	25,779
May	21,095	17,447	83%	3,648	17%	18,749	1,302	24,563
June	23,965	20,699	86%	3,266	14%	21,970	1,271	27,231
July	21,947	18,310	83%	3,637	17%	19,855	1,545	23,522
August								
Sept.								
Oct.								
Nov.								
Dec.								
Totals	158,045	131,587	83%	26,458	17%	141,627	10,040	172,938

Mnth								
Avg	22,578 #1	18,798 #2		3,780 #3		20,232 #4	1,434 #5	24,705 #6

2023 Circulation by Department - Percentage			
Adult	Youth	Teen	
January	53%	44%	3%
February	52%	45%	3%
March	50%	47%	3%
April	50%	46%	4%
May	52%	44%	4%
June	45%	51%	4%
July	46%	50%	4%
August			
September			
October			
November			
December			
Yearly Avg.	50%	47%	4%

2023 Circulation by Department - Total Checkouts			
Adult	Youth	Teen	
January	9,868	8,220	638
February	8,844	7,745	566
March	9,862	9,281	614
April	8,872	8,309	628
May	8,758	7,411	588
June	8,708	9,808	739
July	9,404	10,172	874
August			
September			
October			
November			
December			
Yearly Total	64,316	60,946	4,647

2023 CIRCULATION REPORT - PATRONS

Chelsea District Library
Monthly New Registration 2023

District		NonRes	School	Other	Total	Grand Total	Chel	Dext	Lima	Lyndon	Sylvan	New Registrations by Municipality
Month	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
January	78	11	0	0	89	5718	22	10	7	15	25	25
February	79	6	0	1	86	5783	22	8	10	16	24	24
March	87	4	0	0	91	5867	45	14	4	8	14	14
April	88	4	0	2	74	5833	28	4	11	11	17	17
May	72	2	0	3	77	6003	20	13	10	10	19	19
June	110	17	0	2	129	6091	40	16	16	17	24	24
July	79	2	0	0	81	6148	32	5	14	8	18	18
August					0							
September					0							
October					0							
November					0							
December					0							
Totals					627		209	70	72	85	141	

Average Daily Door Count 2023										Total
Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.				Total
Jan.	275	392	353	339	316	170				9,328
Feb.	285	394	344	343	368	224				9,257
March	354	396	407	389	278	240				10,435
April	385	378	419	296	309	163				9,869
May	296	378	378	393	264	117				9,551
June	375	461	475	548	464	166				12,379
July	430	340	527	586	431	166				12,142
August										
Sept.										
Oct.										
Nov.										
Dec.										
Total										72,761
Monthly average										10394
Avg. % increase										

Registered Card Holders

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
District	9002	9083	9109	9064	7837	7753	6361	6295	5135	5228	5694
Dexter	1206	1211	1215	1230	1087	1101	884	874	697	710	769
Lima	1156	1133	1109	1109	996	965	802	794	634	634	686
Lyndon	1538	1539	1546	1522	1302	1255	1005	970	778	770	844
Sylvan	1693	1652	1667	1641	1412	1426	1192	1187	956	1009	1138
CityChel	3409	3536	3572	3562	3040	3006	2478	2490	2070	2105	2259
NonRes	640	649	655	625	575	609	562	562	414	407	454
Fredor	6	6	6	7	0	1	0	0	0	3	2
Sharon	118	122	118	110	107	112	104	105	88	89	94
Waterlo	336	348	352	333	249	268	252	245	195	186	208
GrassLi	26	29	28	25	37	36	22	21	4	7	13
Other	154	144	151	150	182	192	184	211	127	122	137
Totals	9642	9732	9764	9689	8412	8362	6923	6877	5549	5635	6148

Trans	% Tot	SEMICOG Dec2020	% of Pop	Regist	% of Entity Pop.
Jun-23	Trans	Pop.	16126	20,392	20,392
2085	10%	2634	23%	2085	38.34% Dexter
2502	12%	2058	33%	2502	51.15% Lima
2923	14%	2656	32%	2923	100.00% Lyndon
3733	18%	3311	34%	3733	100.00% Sylvan
6456	32%	5467	41%	6456	100.00% CityChel
571	3%		24%		
276	1%				
923	5%				
75	0%				
846	4%				
	100%				

These are actual checkout #'s, there is no way to get the breakdown to add download #'s.

ACTION ITEMS

Chelsea District Library
Board of Trustees

August 15, 2023, Board Packet

Accept June and July donations and changes to the 2023 FY Budget.

Sub Total: \$2,295.00

Friends of CDL	Staff Appreciation	674.150	969.940	\$750.00
Friends of CDL	Adult Programming	674.110	884.919	\$1,000.00
Friends of CDL	Youth SRP	674.111	884.926	\$2,000.00
Friends of CDL	Korner Stage	674.110	884.914	\$1,500.00
Friends of CDL	Adult SRP	674.110	884.927	\$750.00

Sub Total: \$6,000.00

Total General Donations: \$8,295.00

Acknowledge the donations below toward the CDL Endowment.

Patricia Garcia, Board Secretary

Date

COMMITTEE

INFO &

MINUTES

**Chelsea District Library
Board of Trustees
2023 Board Committees**

Governance

Appendix #3

Approved: January 19, 2023

	Community Outreach Committee	Personnel Committee	Finance Committee	Policy Committee	Nominating Committee
TJ Helfferich		Chair			X
Bob Swistock		X	Chair		
Gary Munce	X				Chair
Patricia Garcia	X			Chair	
Wendy Reinhardt		X		X	
Susan Lackey	Chair		X		
Jan Carr			X	X	X

Patricia Garcia

1/19/23

Patricia Garcia, Board Secretary

Date

