

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

Mission:

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

October 10, 2022 7:00 p.m.

Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Minutes of regular meeting on September 19, 2022
- IV. Treasurer's Report for September 2022
- V. Monthly bills for September 2022 in the amount of \$349,855.09
- VI. Communications
 - a. Customer Comments
 - b. Press Coverage
- VII. Reports
 - a. Library Director
 - b. Statistical Report
- VIII. Committee Updates
- IX. Other Business
 - a. 2023 Calendar Dates
- X. Board Comments
- XI. Questions from the Liaisons
- XII. Adjournment

*Each individual should state their name and are permitted 3 minutes of comment time

Minutes



ROCHESTER HILLS
PUBLIC LIBRARY

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

September 19, 2022

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Monday, September 19, 2022. The President called the meeting to order at 7:01 pm in the boardroom of the library. The presiding officer was Madge Lawson.

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

Guests included Library Director Juliane Morian, City of Rochester Liaison Alice Moo, and Oakland Township Library Board President, Michael Tyler.

No members of the public were present.

- II. Public comments: none

- III. Minutes

- A. On a motion by Ms. Kucher, which Mr. Bonam seconded, the board unanimously approved the minutes from August 8, 2022 with no changes.

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

- V. Monthly Bills

- A. On a motion by Mr. Bonam, which Ms. Deel seconded, the board unanimously approved the monthly bills for August 2022, which totaled \$334,955.31

- VI. Communications

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

- VII. Director's Report and Statistical Report

- A. The board reviewed and filed the director's report with minor discussion.

- VIII. Committee Reports

- A. Finance committee

1. The board discussed the option to continue with Yeo & Yeo (the new audit firm in 2022) or return to Andrews, Hooper, Pavlik (AHP) for 2023. Since AHP quoted a lower annual fee, and the board successfully accomplished their goal of working with another firm for a minimum of one year, the Board directed Ms. Morian to engage AHP as the auditor for 2023.

- B. Policy committee

1. On a motion by Mr. Bonam, which was seconded by Ms. Deel, the board unanimously approved the second reading and adoption of GOV-7 Whistleblower Policy.
2. On a motion by Ms. Kucher, which was seconded by Ms. Deel, the board unanimously approved the second reading and adoption of MGT-17 Capital Asset Policy.
3. On a motion by Mr. Stouffer, which was seconded by Mr. Bonam, the board considered adoption of MGT-7 Reconsideration of Library Materials Policies and Form with a minor clerical change to pluralize the word, "copies" in point 7 of the policy. The board unanimously approved the second reading with the proposed changes and adopted both the policy and corresponding form.
4. Ms. Morian commented that the labor attorney proposed reviewing the employee personnel policies in bulk for \$1850, including a new policy for Employee Use of Social Media. On a motion by Mr. Bonam, which was seconded by Ms. Kucher, the board approved Ms. Morian coordinating a full review of the employee personnel policies by the library's labor attorney.

IX. Other Business

- A. The board received an update on the status of the 1992 community bookmobile. Ms. Morian stated that it was beyond its useful life and may not be able to be repaired and run reliably. The board discussed short term options of acquiring a transit van to serve in place of the community bookmobile until a full-size community bookmobile can be acquired and put into service. On a motion by Mr. Stouffer, which was seconded by Ms. Deel, the board unanimously agreed to authorize Ms. Morian to research spending up to \$75,000 for the acquisition of a utility van for outreach services as soon as possible.

X. Board Comments

- A. There were no additional board comments.

XI. Questions from the Liaisons

- A. There were no additional questions or comments from the liaisons

XII. The regular meeting adjourned at 8:13 pm.

Chuck Stouffer, Secretary

Treasurer's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2022 through September 30, 2022

	Current Month Actual	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	0	2,941,619	2,902,800	38,819	2,902,800
City of Rochester	89,614	552,974	431,031	121,943	518,690
Oakland Twp	76,482	912,447	833,285	79,162	909,700
State Aid	0	148,596	132,500	16,096	132,500
OTBS	0	158,640	158,640	0	158,640
Penal Fines	0	163,476	138,400	25,076	138,400
Fines and Fees	4,236	44,266	46,500	(2,234)	62,000
Interest	1,740	11,980	9,000	2,980	12,000
Gains/Losses	(13,579)	(56,424)	0	(56,424)	0
Designated Gifts	500	8,430	0	8,430	0
Undesignated Gifts	1,894	7,105	0	7,105	38,345
Undesignated Gifts-Friends	0	0	0	0	170,000
Grants	0	2,742	3,000	(258)	4,000
Miscellaneous Revenue	680	743	6,000	(5,257)	8,000
Transfer-ReservedOTBS	0	0	7,500	(7,500)	10,000
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	161,567	4,896,594	4,668,656	227,938	5,065,075
Expenditures					
Payroll	169,788	1,588,326	1,860,301	(271,975)	2,480,400
Employee Benefits	37,467	409,658	517,725	(108,067)	690,300
Books	30,000	226,772	228,750	(1,978)	305,000
Print Subscriptions	2,264	15,672	11,625	4,047	15,500
Electronic Materials	19,041	216,818	238,950	(22,132)	318,600
Innovative Items	1,972	17,650	18,750	(1,100)	25,000
Audiovisual	7,315	58,566	101,925	(43,359)	135,900
Bookmobile Operation	10,802	22,094	19,500	2,594	26,000
OTBS	101	1,078	4,875	(3,797)	6,500
Voice and Data Services	3,349	11,224	19,500	(8,276)	26,000
Utilities	14,344	127,826	109,500	18,326	146,000
Insurance	13,163	13,517	14,250	(733)	19,000
Professional/Contract Services	2,716	45,925	59,250	(13,325)	79,000
Supplies	1,782	13,617	21,375	(7,758)	28,500
Promotion and Printing	530	34,799	34,950	(151)	46,600
Mileage	284	970	3,750	(2,780)	5,000
Postage	517	15,535	18,900	(3,365)	25,200
Staff Development/Membership	3,025	23,902	26,756	(2,854)	35,675
Programs	702	23,704	39,750	(16,046)	53,000
Facilities Maintenance	17,527	148,220	168,150	(19,930)	224,200
IT Maintenance	3,590	97,096	70,800	26,296	94,400
Staff/Volunteer Recognition	25	3,913	5,850	(1,937)	7,800
Gift and Grant Expense	499	14,514	0	14,514	0
Tax Tribunal Refunds	0	0	375	(375)	500
Equipment/Fixed Assets	4,656	27,539	89,250	(61,711)	119,000
Furnishings	0	178	8,250	(8,072)	11,000
Capital Improvements	2,625	491,936	30,750	461,186	41,000
Contingency	0	0	75,000	(75,000)	100,000
Total Expenditures	348,084	3,651,049	3,798,807	(147,758)	5,065,075
Revenue Over Expenditures	(186,517)	1,245,545	869,849	375,696	0

ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
September 30, 2022

ASSETS

Current Assets

Circ Registers/Coin	\$	2,020.00
PNC		
Operating - PNC		357,463.24
Payroll		250.00
UBS		
Operating - UBS		2,499,932.46
OTBS		0.00
Plant		106,978.36
Roof		420,804.06
Self-Insurance		7,503.10
Vanguard		16,601.60

Total Current Assets 3,411,552.82

Other Current Assets

Total Other Current Assets 0.00

TOTAL ASSETS **\$ 3,411,552.82**

LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$	122.10
Flexible Spending W/H Payable		5,906.39
Supplemental Ins W/H Payable		520.35
Deferred Income - Rochester		89,613.96
Deferred Income - Oakland Twp		229,446.49

Total Current Liabilities 325,609.29

Fund Balance

Prior Years' Balance		1,840,398.81
Current Year Operations		1,245,544.72

Total Fund Balance 3,085,943.53

TOTAL LIABILITIES & FUND BALANCE **\$ 3,411,552.82**

Monthly Bills



ROCHESTER HILLS
PUBLIC LIBRARY

Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Oct 11, 2022		
New Balance	Minimum Payment Due	
\$13,662.56	\$136.00	
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 30.90%.</p> <p>MINIMUM PAYMENT WARNING: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:</p>		
If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Minimum Payment	33 Years	\$39,394
\$525	3 Years	\$18,909
Estimated savings if balance is paid off in about 3 years: \$20,485		
If you would like information about credit counseling services, call 1-888-326-8055.		

Account Summary	
Previous Balance	\$4,244.38
Payments	- \$4,244.38
Other Credits	\$0.00
Transactions	+ \$13,662.56
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$13,662.56
Credit Limit	\$30,000.00
Available Credit (as of Sep 16, 2022)	\$16,337.44
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary		Rewards as of: 09/15/2022	
Rewards Balance	\$399.12	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$195.07	\$204.05	\$0.00	

Account Notifications

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

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



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



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

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

Payment Due Date: **Oct 11, 2022**

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
\$13,662.56	\$136.00	\$ _____

Capital One
 P.O. Box 6492
 Carol Stream IL 60197-6492

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



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

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

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

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

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

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

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

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

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

How can I Avoid Membership Fees? If a Renewal Notice is printed on this statement, you may avoid paying an annual membership Fee by contacting Customer Service no later than 45 days after the last day in the Billing Cycle covered by this statement to request that we close your account. To avoid paying a monthly membership Fee, close your account and we will stop assessing your monthly membership Fee.

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

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

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

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

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

In your letter, give us the following information:

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

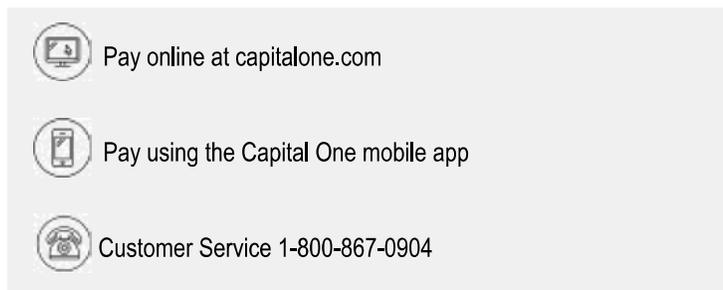
Your Rights If You Are Dissatisfied With Your Purchase: If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.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

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

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

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ETC-08 10/01/2020



Pay online at capitalone.com

Pay using the Capital One mobile app

Customer Service 1-800-867-0904

Changing your mailing address?

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

Any written request on this form will not be honored.

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

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

When will you Credit My Payment?

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

Transactions

Visit capitalone.com to see detailed transactions.

JULIANE MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Aug 25	Aug 25	CAPITAL ONE ONLINE PYMTAuthDate 25-Aug	-\$4,244.38

JULIANE MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Aug 18	Aug 19	AMZN Mktp US*0C8D14513Amzn.com/billWA	\$41.97
Aug 19	Aug 20	THINGLINK PREMIUMHTTPWWW.THINCA	\$500.00
Aug 24	Aug 25	STAPLES DIRECT800-3333330MA	\$120.70
Aug 24	Aug 26	Rochester Mills Beer CoROCHESTERMI	\$171.58
Aug 31	Aug 31	AMZN Mktp US*TL6FK1H73Amzn.com/billWA	\$87.98
Aug 31	Sep 1	AMZN Mktp US*1V8BA3BP1Amzn.com/billWA	\$23.56
Sep 2	Sep 3	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$95.00
Sep 2	Sep 7	FEDEX OFFICE 800000836214-5507000TX	\$51.76
Sep 5	Sep 6	AMZN Mktp US*1V8UV3002Amzn.com/billWA	\$53.97
Sep 7	Sep 8	OAKLAND PRESS888-977-3677MI	\$12.00
Sep 8	Sep 9	ZOOM.US 888-799-9666WWW.ZOOM.USCA	\$53.00
Sep 9	Sep 9	AMZN Mktp US*1F5QC7T60Amzn.com/billWA	\$11.99
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$275.00
Sep 11	Sep 12	Amazon.com*1F9955BB0Amzn.com/billWA	\$26.13
Sep 12	Sep 13	ONLINE LABELS, INC.407-936-3900FL	\$45.01
Sep 13	Sep 14	AMAZON.COM*1F3RK4832 AMZNAMZN.COM/BILLWA	\$25.46
Sep 15	Sep 16	Amazon.com*1M9WH4V31Amzn.com/billWA	\$5.09
Sep 15	Sep 16	AMAZON.COM*1M4YE1T30 AMZNAMZN.COM/BILLWA	\$48.98

JULIANE MORIAN #9289: Total Transactions **\$1,649.18**

MARY DAVIS #9241: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
Aug 16	Aug 18	UNITED 0162430019246800-932-2732TX TK#: 0162430019246PSGR: STDENNIS/KARI ORIG: DTW, DEST: DEN, S/O: X, CARRIER: UA, SVC: T ORIG: DEN, DEST: PHX, S/O: O, CARRIER: UA, SVC: T ORIG: PHX, DEST: DEN, S/O: X, CARRIER: UA, SVC: VX ORIG: DEN, DEST: DTW, S/O: O, CARRIER: UA, SVC: VO	\$611.30
Aug 16	Aug 18	UNITED 0162430024190800-932-2732TX TK#: 0162430024190PSGR: JACOBSEN/LYDIA ORIG: DTW, DEST: DEN, S/O: X, CARRIER: UA, SVC: S	\$599.70

Additional Information on the next page

Transactions (Continued)

Trans Date	Post Date	Description	Amount
		ORIG: DEN, DEST: PHX, S/O: O, CARRIER: UA, SVC: L ORIG: PHX, DEST: DTW, S/O: X, CARRIER: UA, SVC: QX	
Aug 17	Aug 18	CITY OF TROY - COMM CENTE248-524-3413MI	\$100.00
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$275.00
MARY DAVIS #9241: Total Transactions			\$1,586.00

CAMILLE WESTMORE #4614: Payments, Credits and Adjustments

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

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

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

Trans Date	Post Date	Description	Amount
Aug 18	Aug 19	AMAZON.COM*G82P23943 AMZNAMZN.COM/BILLWA	\$208.56
Aug 24	Aug 25	NIGHTLOCK855-6444856MI	\$101.10
Aug 25	Aug 26	1000BULBS.COMGARLANDTX	\$840.00
STEVEN CLEMENT #7892: Total Transactions			\$1,149.66

ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
Aug 25	Aug 26	HUNGRY HOWIES 21586-219-9471MI	\$55.45
Aug 26	Aug 27	AMZN Mktp US*WF78K5MB3Amzn.com/billWA	\$150.03
Sep 8	Sep 9	LAKESHORE LEARNING MATER310-537-8600CA	\$86.97
Sep 8	Sep 9	AMZN Mktp US*1V1781962Amzn.com/billWA	\$25.98
Sep 8	Sep 9	AMAZON.COM*1F0303BN1 AMZNAMZN.COM/BILLWA	\$69.00
Sep 14	Sep 15	Spotify USA877-7781161NY	\$15.99
Sep 14	Sep 15	AMZN MKTP US*1F0B547V2 AMAMZN.COM/BILLWA	\$42.96
ELIZABETH RACZKOWSKI #9004: Total Transactions			\$446.38

Additional Information on the next page

Transactions (Continued)

ALLISON SARTWELL #6787: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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ALLISON SARTWELL #6787: Transactions

Trans Date	Post Date	Description	Amount
Aug 18	Aug 19	LULZBOT970-377-1111ND	\$32.00
Aug 21	Aug 22	AMZN Mktp US*KF7RD9RA3Amzn.com/billWA	\$6.39
Aug 21	Aug 22	AMZN Mktp US*405MO2XN3Amzn.com/billWA	\$30.53
Aug 21	Aug 22	AMAZON.COM*BF6YU1PA3 AMZNAMZN.COM/BILLWA	\$14.16
Aug 22	Aug 22	DBC*BLICK ART MATERIAL800-447-1892IL	\$37.95
Aug 23	Aug 24	THE LIBRARY NETWORK248-536-3100MI	\$15.00
Aug 28	Aug 29	AMZN Mktp US*VB97X0CU3Amzn.com/billWA	\$8.00
Aug 29	Aug 30	PUZZLE WAREHOUSE866-539-4278MO	\$80.84
Sep 5	Sep 6	AMZN Mktp US*1V27F72M0Amzn.com/billWA	\$13.59
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$200.00
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$235.00
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$200.00
Sep 10	Sep 10	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$200.00
Sep 12	Sep 13	CITY OF ROCHESTER PARKINGROCHESTERMI	\$4.25
Sep 16	Sep 16	PLAYSTATION DIRECT800-308-7669CA	\$582.99

ALLISON SARTWELL #6787: Total Transactions **\$1,660.70**

DEREK BROWN #8061: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
Aug 17	Aug 18	TECHSOUP4156339300CA	\$60.00
Aug 18	Aug 19	SOCKETLABS484-418-1285PA	\$76.34
Aug 18	Aug 20	HARRAH'S HOTEL LV RESERV8662094732NV	\$168.94
Aug 19	Aug 19	AMAZON.COM*7B2YZ1V93 AMZNAMZN.COM/BILLWA	\$679.96
Aug 19	Aug 20	AMZN Mktp US*B48GY5UX3Amzn.com/billWA	\$2,272.00
Aug 23	Aug 24	AMZN Mktp US*FJ47I8TH3Amzn.com/billWA	\$79.32
Aug 27	Aug 29	USPS STAMPS ENDICIA888-434-0055DC	\$100.00
Aug 29	Aug 30	AMZN Mktp US*SF08U2513Amzn.com/billWA	\$19.77
Aug 30	Aug 31	AMZN MKTP US*TN2EV39U3 AMAMZN.COM/BILLWA	\$26.99
Aug 31	Sep 1	AMZN Mktp US*1V70V8HQ1Amzn.com/billWA	\$25.98
Sep 2	Sep 2	AMZN Mktp US*HY2EA2VY3Amzn.com/billWA	\$33.47
Sep 2	Sep 3	STAMPS.COM855-608-2677CA	\$17.99

Additional Information on the next page

Transactions (Continued)

Trans Date	Post Date	Description	Amount
Sep 7	Sep 8	AMZN Mktp US*1F1T01X51Amzn.com/billWA	\$249.00
Sep 8	Sep 9	USPS STAMPS ENDICIA888-434-0055DC	\$200.00
Sep 8	Sep 9	USPS PO 2580700308ROCHESTERMI	\$198.75
Sep 13	Sep 14	ADOBE CREATIVE CLOUD408-536-6000CA	\$381.47
Sep 13	Sep 14	AMZN Mktp US*1M70B3NC1Amzn.com/billWA	\$1,704.00
Sep 13	Sep 14	AMZN Mktp US*1M9V883V1Amzn.com/billWA	\$762.96
Sep 13	Sep 16	TLF*VIVIANO FLOWER SHOP586-2930227MI	\$113.70
DEREK BROWN #8061: Total Transactions			\$7,170.64
Total Transactions for This Period			\$13,662.56

Fees

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

Interest Charged

Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$0.00

Totals Year-to-Date

Total Fees charged	\$0.00
Total Interest charged	\$0.00

Interest Charge Calculation

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

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charged
Purchases	22.49% P	\$0.00	\$0.00
Cash Advances	24.49% P	\$0.00	\$0.00

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

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

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2022 to Sep 30, 2022

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

Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/28/22	49001V	2168-00 1121-00	Supplemental Ins W/ Operating - PNC	Invoice: 081922 UNUM LIFE INSURANCE - SUPP	42.51	42.51
9/15/22	49007	5301-10 5301-10 5301-50 5301-10 5301-50 1121-00	Adult Books Adult Books Materials Processing Adult Books Materials Processing Operating - PNC	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	372.98 770.90 39.50 2,214.46 134.00	3,531.84
9/15/22	49008	5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 1121-00	Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing Operating - PNC	ACT #L449673 PROCESSING ACT #L534941 PROCESSING ACT #L395513 PROCESSING ACT #L449672 PROCESSING THE BAKER & TAYLOR COMPANY	818.49 55.38 269.78 18.68 1,692.03 44.50 159.82 7.90	3,066.58
9/15/22	49009	5301-20 5301-50 5301-20 5301-50 1121-00	Youth Books Materials Processing Youth Books Materials Processing Operating - PNC	ACT #L554618 PROCESSING ACT #L449675 PROCESSING THE BAKER & TAYLOR COMPANY	4,413.11 203.27 2,163.36 255.78	7,035.52
9/15/22	49010	5306-10 5303-11 5303-10 5301-50 5306-10 5301-50 5306-10 5301-50 1121-00	Adult DVDs Adult Audio-Music Adult Audio-Books Materials Processing Adult DVDs Materials Processing Adult DVDs Materials Processing Operating - PNC	CUSTOMER #2000005835-DVD CUSTOMER #2000005835-MUSIC CUSTOMER #2000005835-AUDIO PROCESSING CUSTOMER #2000005843-DVD PROCESSING CUSTOMER #200014883-DVD PROCESSING MIDWEST TAPE	1,473.98 89.17 561.86 430.95 264.62 48.80 516.54 102.95	3,488.87
9/15/22	49011	5306-30 5303-30	Outreach DVDs Outreach Audio & Vid	CUSTOMER #2000005836-DVD CUSTOMER #2000005836-AUDIO	137.18 137.47	

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				#2000005836-AUDIO		
		5301-50	Materials Processing	PROCESSING	32.80	
		5306-30	Outreach DVDs	CUSTOMER	160.42	
		1121-00	Operating - PNC	#2000005839-DVD MIDWEST TAPE		467.87
9/15/22	49012	5306-20	Youth DVDs/Videos	CUSTOMER	378.58	
		5303-20	Youth Audio	#2000005837-DVD CUSTOMER	284.92	
		5301-50	Materials Processing	#2000005837-AUDIO PROCESSING	117.90	
		1121-00	Operating - PNC	MIDWEST TAPE		781.40
9/15/22	49013	5301-80	Interlibrary Loan (ILL)	Invoice: 31621210970572	11.95	
		1121-00	Operating - PNC	ANN ARBOR DISTRICT LIBRARY		11.95
9/15/22	49014	6501-00	Copier Contract/Main	Invoice: 1759989		592.87
		6501-00	Copier Contract/Main	Invoice: 2037765	1,433.49	
		1121-00	Operating - PNC	APPLIED INNOVATION		840.62
9/15/22	49015	5303-10	Adult Audio-Books	Invoice: 2061370	37.59	
		5301-50	Materials Processing	Invoice: 2061370	2.95	
		1121-00	Operating - PNC	BLACKSTONE PUBLISHING		40.54
9/15/22	49016	5306-82	Oakland Talking Boo	Invoice: 601055286	0.91	
		1121-00	Operating - PNC	CENTURY LINK		0.91
9/15/22	49017	5501-00	Water	Invoice: 082922	868.00	
		5501-00	Water	Invoice: 082922	189.00	
		1121-00	Operating - PNC	CITY OF ROCHESTER		1,057.00
9/15/22	49018	5301-30	Outreach Books	Invoice: 78943817	1,074.11	
		5301-30	Outreach Books	Invoice: 78987286	317.52	
		1121-00	Operating - PNC	GALE/CENGAGE LEARNING		1,391.63
9/15/22	49019	5930-00	General Printing	Invoice: 1958	15.00	
		1121-00	Operating - PNC	JM DESIGN & PRINTING SERVICES LLC		15.00
9/15/22	49020	5302-13	Electronic Materials	Invoice: 311922-PPU	663.00	
		1121-00	Operating - PNC	KANOPY INC.		663.00

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/15/22	49021	8002-00 1121-00	Capital Improvement Operating - PNC	Invoice: 2022-993 MHM CONSTRUCTION LLC	2,625.49	2,625.49
9/27/22	49021V	8002-00 1121-00	Capital Improvement Operating - PNC	Invoice: 2022-993 MHM CONSTRUCTION LLC	2,625.49	2,625.49
9/15/22	49022	5302-13 1121-00	Electronic Materials Operating - PNC	Invoice: 502614808 MIDWEST TAPE	8,054.85	8,054.85
9/15/22	49023	5302-13 5302-13 1121-00	Electronic Materials Electronic Materials Operating - PNC	Invoice: 721SA22324059 Invoice: 721SV22323744 OVERDRIVE INC	2,616.99 14.95	2,631.94
9/15/22	49024	6402-00 6401-00 6401-00 1121-00	Cleaning Supplies Service Contracts Service Contracts Operating - PNC	Invoice: 40152 Invoice: 40234 Invoice: 40234 SABER BUILDING SERVICES INC.	621.00 8,190.00 333.00	9,144.00
9/15/22	49025	5303-50 1121-00	Innovative Items Operating - PNC	Invoice: 090722 T-MOBILE	641.61	641.61
9/15/22	49026	6506-00 1121-00	Software Support/Mai Operating - PNC	Invoice: 160569947-0 TPX COMMUNICATIONS	1,014.85	1,014.85
9/15/22	49027	5701-30 5701-30 5701-30 1121-00	Collection Agency Collection Agency Collection Agency Operating - PNC	Invoice: 6101643 Invoice: 6104544 Invoice: 6104554 UNIQUE MANAGEMENT SERVICES INC	216.70 147.75 35.75	400.20
9/15/22	49028	5401-00 5401-00 1121-00	Basic Phone Basic Phone Operating - PNC	Invoice: 072822 Invoice: 9914534613 VERIZON WIRELESS	293.51 293.55	587.06
9/15/22	49029	5301-80 1121-00	Interlibrary Loan (ILL) Operating - PNC	Invoice: 882 WEST BLOOMFIELD TWP PUBLIC LIBRARY	12.95	12.95

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				LIBRARY		
9/15/22	49030	6401-00 1121-00	Service Contracts Operating - PNC	Invoice: 090122 WHITE BIRCH LANDSCAPE	1,916.00	1,916.00
9/27/22	49031	8002-00 1121-00	Capital Improvement Operating - PNC	Invoice: MHM 2022-993 JAMES P. CONTRACTING INC.	2,625.49	2,625.49
9/30/22	49032	5301-10 5301-10 5301-50 5301-10 5301-50 1121-00	Adult Books Adult Books Materials Processing Adult Books Materials Processing Operating - PNC	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	284.90 616.76 30.02 4,373.42 380.69	5,685.79
9/30/22	49033	5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 5301-30 5301-50 1121-00	Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing Outreach Books Materials Processing Operating - PNC	ACT #L449673 PROCESSING ACT #L534941 PROCESSING ACT #L395513 PROCESSING ACT #L449672 PROCESSING THE BAKER & TAYLOR COMPANY	328.03 47.38 369.37 36.93 1,224.75 67.59 791.14 34.76	2,899.95
9/30/22	49034	5301-20 5301-50 5301-20 5301-50 1121-00	Youth Books Materials Processing Youth Books Materials Processing Operating - PNC	ACT #L554618 PROCESSING ACT #L449675 PROCESSING THE BAKER & TAYLOR COMPANY	2,966.91 190.68 515.96 94.43	3,767.98
9/30/22	49035	5306-10 5303-10 5301-50 5306-10 5301-50 5306-10 5301-50	Adult DVDs Adult Audio-Books Materials Processing Adult DVDs Materials Processing Adult DVDs Materials Processing	CUSTOMER #2000005835-DVD CUSTOMER #2000005835-AUDIO PROCESSING CUSTOMER #2000005843-DVD PROCESSING CUSTOMER #200014883-DVD PROCESSING	116.18 311.93 41.65 20.24 3.70 275.17 42.40	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2022 to Sep 30, 2022

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1121-00	Operating - PNC	MIDWEST TAPE		811.27
9/30/22	49036	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	185.90	
		5303-30	Outreach Audio & Vid	CUSTOMER #2000005836-AUDIO	91.22	
		5301-50	Materials Processing	PROCESSING	47.95	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	149.92	
		1121-00	Operating - PNC	MIDWEST TAPE		474.99
9/30/22	49037	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	431.78	
		5303-20	Youth Audio	CUSTOMER #2000005837-AUDIO	213.94	
		5301-50	Materials Processing	PROCESSING	117.10	
		1121-00	Operating - PNC	MIDWEST TAPE		762.82
9/30/22	49038	6401-00	Service Contracts	Invoice: 41497	320.00	
		1121-00	Operating - PNC	AQUARIUM DESIGN & MAINTENANCE		320.00
9/30/22	49039	6200-40	Other Programs	Invoice: 092122	33.00	
		1121-00	Operating - PNC	ASCAP		33.00
9/30/22	49040	5602-00	Building/Contents	Invoice: 10471907-22/23 RENEW	13,163.49	
		1121-00	Operating - PNC	AUTO-OWNERS INSURANCE		13,163.49
9/30/22	49041	5301-80	Interlibrary Loan (ILL)	Invoice: 092822	16.99	
		1121-00	Operating - PNC	BERKLEY PUBLIC LIBRARY		16.99
9/30/22	49042	5301-30	Outreach Books	Invoice: 1956631	341.58	
		1121-00	Operating - PNC	CENTER POINT LARGE PRINT		341.58
9/30/22	49043	6401-00	Service Contracts	Invoice: 4127522078	137.97	
		1121-00	Operating - PNC	CINTAS CORPORATION #354		137.97
9/30/22	49044	5502-00	Gas	Invoice: 091422	91.63	
		1121-00	Operating - PNC	CONSUMERS ENERGY		91.63

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2022 to Sep 30, 2022

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/30/22	49045	5202-40	Other Dental	Invoice:	1,439.74	
		1121-00	Operating - PNC	RIS0004418273 DELTA DENTAL PLAN OF MICHIGAN		1,439.74
9/30/22	49046	5301-50 1121-00	Materials Processing Operating - PNC	Invoice: 7185771 DEMCO INC	385.92	385.92
9/30/22	49047	5503-00 1121-00	Electric Operating - PNC	Invoice: 092122 DTE ENERGY	13,195.36	13,195.36
9/30/22	49048	6401-00 1121-00	Service Contracts Operating - PNC	Invoice: 10377613 ECOSHIELD PEST SOLUTIONS-DETRO IT	200.00	200.00
9/30/22	49049	5303-10 5303-10 1121-00	Adult Audio-Books Adult Audio-Books Operating - PNC	Invoice: 404962 Invoice: 405101 FINDAWAY WORLD LLC	76.49 629.93	706.42
9/30/22	49050	5301-30 5301-30 5301-30 5301-30 1121-00	Outreach Books Outreach Books Outreach Books Outreach Books Operating - PNC	Invoice: 79027423 Invoice: 79027473 Invoice: 79053004 Invoice: 79137146 GALE/CENGAGE LEARNING	55.18 27.19 102.37 367.16	551.90
9/30/22	49051	6401-00 1121-00	Service Contracts Operating - PNC	Invoice: 57391850 GREEN FOR LIFE ENVIRONMENTAL	208.00	208.00
9/30/22	49052	5201-40 1121-00	Other Medical Operating - PNC	Invoice: 100008538048 HEALTH ALLIANCE PLAN	17,045.49	17,045.49
9/30/22	49053	5201-40 1121-00	Other Medical Operating - PNC	Invoice: 100008538716 ALLIANCE HEALTH AND LIFE	1,195.57	1,195.57
9/30/22	49054	6402-10 1121-00	Maintenance Supplie Operating - PNC	Invoice: 091922 HOME DEPOT CREDIT SERVICES	394.88	394.88
9/30/22	49055	5930-00 1121-00	General Printing Operating - PNC	Invoice: 1962 JM DESIGN & PRINTING	15.00	15.00

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				PRINTING SERVICES LLC		
9/30/22	49056	6403-00	Misc Repairs	Invoice: 283152	297.00	
		6403-00	Misc Repairs	Invoice: 283836	3,174.00	
		1121-00	Operating - PNC	KVM DOOR SYSTEMS INC.		3,471.00
9/30/22	49057	5401-10	Internet	Invoice: 70605	2,524.29	
		1121-00	Operating - PNC	THE LIBRARY NETWORK		2,524.29
9/30/22	49058	6501-00	Copier Contract/Main	Invoice: IN3081377	246.00	
		1121-00	Operating - PNC	MICHIGAN OFFICE SOLUTIONS		246.00
9/30/22	49059	5302-00	Periodical/PrintSubs	Invoice: 091622	2,251.60	
		1121-00	Operating - PNC	NEW YORK TIMES		2,251.60
9/30/22	49060	5302-13	Electronic Materials	Invoice:	7,691.42	
		1121-00	Operating - PNC	721SA22342111 OVERDRIVE INC		7,691.42
9/30/22	49061	5306-80	Bookmobile Operatio	Invoice: 090722	10,802.45	
		1121-00	Operating - PNC	CITY OF ROCHESTER HILLS DPS		10,802.45
9/30/22	49062	6402-10	Maintenance Supplie	Invoice: 40370	585.00	
		1121-00	Operating - PNC	SABER BUILDING SERVICES INC.		585.00
9/30/22	49063	5401-00	Basic Phone	Invoice: 255550	214.45	
		1121-00	Operating - PNC	TELNET WORLDWIDE		214.45
9/30/22	49064	6506-00	Software Support/Mai	Invoice: 161740836-0	1,030.07	
		1121-00	Operating - PNC	TPX COMMUNICATIONS		1,030.07
9/30/22	49065	2168-00	Supplemental Ins W/	Invoice: 081922	42.51	
		2168-00	Supplemental Ins W/	Invoice: 091922	42.51	
		1121-00	Operating - PNC	UNUM LIFE INSURANCE - SUPP		85.02
9/30/22	49066	5206-40	Other LTD Insurance	Invoice: 091922	416.28	
		1121-00	Operating - PNC	UNUM LIFE INSURANCE CO OF AMERICA		416.28

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				AMERICA		
9/30/22	49067	5207-30 1121-00	Vision Insurance Operating - PNC	Invoice: 816077038 VISION SERVICE PLAN	225.85	225.85
9/21/22	EFTAZ092122	5301-10 5301-20 5306-13 5303-30 5306-11 5303-50 5301-50 1121-00	Adult Books Youth Books Teen Video Games Outreach Audio & Vid Teen Anime Innovative Items Materials Processing Operating - PNC		485.11 159.24 478.75 119.96 170.75 747.45 87.79	2,249.05
				AMAZON		
9/21/22	EFTVISA0921	6100-60 6402-10 6200-20 5301-50 5805-00 5303-50 6506-00 5940-00 6100-50 5807-00 6200-10 6402-00 5402-00 5802-00 5809-00 5306-82 5950-00 8001-00 8001-00 8001-00 5804-00 5302-00 7009-70 1121-00	Workshops/Conferen Maintenance Supplie Youth Programs Materials Processing IT Supplies Innovative Items Software Support/Mai 3D Printing/Makerspa Professional Member Office Supplies Adult Programs Cleaning Supplies Postage/Shipping Circulation Supplies Marketing Supplies Oakland Talking Boo Promotion Equipment/Fixed Ass Equipment/Fixed Ass Equipment/Fixed Ass Other/Public Supplies Periodical/PrintSubs Staff Recognition Operating - PNC	(4) STAFF MONITORS (8) STAFF PC's (6) STAFF PC's CAPITAL ONE BK(USA), NA	2,951.52 941.10 446.38 76.23 1,230.50 582.99 457.81 67.75 95.00 131.99 222.92 208.56 516.74 156.25 168.17 100.00 500.00 679.96 2,272.00 1,704.00 26.99 12.00 113.70	13,662.56
9/27/22	VOID49021	8002-00 8002-00 1121-00	Capital Improvement Capital Improvement Operating - PNC	Invoice: 2022-993 Invoice: 2022-993CREDIT MHM CONSTRUCTION LLC	2,625.49	2,625.49

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
					<hr/>	<hr/>
	Total				167,234.31	167,234.31
					<hr/> <hr/>	<hr/> <hr/>

**Rochester Hills Public Library
Supplemental Information
September 2022**

Checks & EFT's - Operating Account			158,679.95
Net Payroll - Direct Deposit			129,423.99
Employee Benefit EFTs and Misc Debits -			
Payroll Taxes		42,987.62	
Employee FSA Debits - Wage Works		459.42	
Employer Pension Contributions - MERS		7,832.06	
Employee Deferred Contributions		8,155.51	
Bank/Merchant Fees		293.42	
ADP & WageWorks Fees		2,023.12	
NSF Checks		-	
		TOTAL	61,751.15
			\$ 349,855.09

Communications



ROCHESTER HILLS
PUBLIC LIBRARY



500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

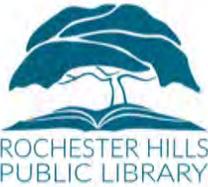
Date 9/7/22

I love the Makerspace! Many thanks to Tierney for putting together such nice STEM + crafting programs. I love learning new skills and about new equipment in the lab. Thank you RHPL for offering these programs!

Optional: Name



Contact No.



500 Olde Towne Road
Rochester, Michigan 48307-2043

Date: 9/8/2022

Comment Card



Cameron in the computer tech desk area was a huge help! Great employee!

(Optional) Name



Contact #:

Email:



For staff use only:



500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 9/12/22

The Eureka lab website has so much useful information! It was an amazing help for me in advance of my first visit, and will be even more helpful ~~and~~ going forward as I explore the lab further.
Thank you to Tierney, who was awesome!

Optional: Name

Contact No.



Date: 9/18/22

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



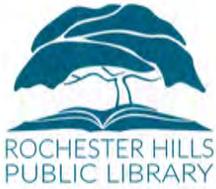
Wonderful performance!

(Optional) Name:

Contact #:

Email:

For staff use only:



Date: 9/18/22

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



Wow. Program was wonderful!

(Optional) Name:

Contact #:

Email:

For staff use only:



Date: 9-25-22

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Please do not do away with Overdrive. Life needs simple to use
Libby is too complex Overdrive is simple Please keep it for our
Tablets. My life is too complicated as is I don't wish to be
forced to use a more complex APP just to listen to my borrowed
books. Thank you

(Optional) Name:

Contact #:

Email:

For staff use only: Sent her an email letting her know it's out of our control, but there are resources to help her get comfy with Libby on both Niche Academy or Libby's website, or we'd be happy to help her set it up and answer any questions in person. Allison 9/28/22



Date: 9-25-2022

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



OF THE MULTITUDES OF PUBLIC, PRIVATE, COUNTY & CITY LIBRARIES
I HAVE VISITED OVER THE DECADES, INCLUDING ACADEMIC LIBRARIES,
IN VARIOUS STATES, YOUR LIBRARY STANDS OUT FROM AMONGST
THEM DUE TO THE VERY UNCOMFORTABLE CHAIRS. EVEN THOUGH
THE CHAIRS ARE PADDED, THE PADDING AND CUSHION MATERIAL
IS VERY THIN, THE CHAIRS ARE VERY HARD TO SIT IN &
ARE PAINFUL, THANK YOU

(Optional) Name:

Contact #:

Email:

For staff use only:



500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 09/26/22

Great Help!

CARON M.

Rebecca

Very professional, kind!

Thank you!



Optional: Name

Contact No.

 **[REDACTED]** 8:34 PM (3 minutes ago) ☆ ↶ ⋮
to me ▾

Thank you so much for hosting this evening. I thoroughly enjoyed the program. Angeline was so personable and informative.
[REDACTED]

Patron email, 9.20.22, regarding “An Evening with Angeline Bouley”

 **Patrick H** ★★★★★ 2 days ago

This is the best place in the city. We've probably borrowed 10,000 books from here over the years for your kids. Love the people love the building love it all

 Rochester Hills Public Library (owner) 2 days ago

Thank you, Patrick, for your five-star review!

Google Review, 9.20.22

 **[REDACTED]**
to publicrelations ▾

Thank You!! The program was wonderful and very moving, especially the final piece.
What a talented couple!
I hope they come and play again.

Kind regards,
[REDACTED]

Patron email, 9.21.22, regarding “Autumn Serenade” concert

[REDACTED]
to publicrelations@rhpl.org ▾

My husband and I enjoyed The Autumn Serenade. Please have more of the same.

thank you, [REDACTED]

Patron email, 9.21.22, regarding "Autumn Serenade" concert



Christine Olivero

★★★★★ 2 hours ago

Nice n clean. We had our annual homeowner's meeting there, it worked well.



Rochester Hills Public Library (owner)

2 mins ago

Thank you, Christine, for your five-star review and for choosing RHPL as your meeting location. The library is proud to be a community space for patrons to meet and take care of important matters. Again, thank you for choosing RHPL and for your kind words.

Google Review, 9.22.22



Nicolas Impastato (TRIPLE NICKEL PHANTOM 2)

★★★★★ 4 days ago

I think the customer service at this library is phenomenal as I just recently moved here from Birmingham Michigan as the library in Birmingham is terrible at providing professional customer service so I'm very grateful to have a better library to work with. Keep up the good work as your patrons appreciate it ! Love the drive thru window as well as it makes checking out material very easy and convenient



Rochester Hills Public Library (owner)

Just now

Thank you, Nicolas, for your five-star review and the compliment. Welcome to the community! We'll be sure to share your words with our team. Patron service is a top priority of the library. The drive-thru window is certainly a plus and we are glad to extend the service to our patrons.

Google Review, 9.23.22



Juliane Morian <juliane.morian@rhpl.org>

Library Chairs

2 messages

Todd Griffin [REDACTED]
To: "juliane.morian@rhpl.org" <juliane.morian@rhpl.org>

Mon, Sep 26, 2022 at 1:42 PM

Dear Ms. Morian:

Yesterday, I handed in a comment card re lib chairs, as I was informed that the BOD reviews the cards.

The padded lib chairs have very thin padding and cushion material, are hard, and are very uncomfortable or painful to sit on them. Staff told me that many patrons bring pillows to place on the chairs.

I believe RHPL missed an opportunity to replicate the similar design and theme of The Southfield Pub Lib when it build the new RH library, with regard to chairs. It seems like RHPL is an exception in the nation re not having comfortable chairs. Can you please replace them with comfortable chairs and let me know you received this email?

Thank you.

-- Todd G

Juliane Morian <juliane.morian@rhpl.org>
To: Todd Griffin [REDACTED]

Tue, Sep 27, 2022 at 10:15 AM

Todd,

Thank you for your feedback regarding the chairs, I'm sorry to hear they cause you discomfort. I will share your concerns with the Board of Trustees.

The library has over 230 task chairs in the Adult Services section and replacing them with comparable, commercial-grade chairs is a significant and costly endeavor. It is not the budget for 2023, but given the age of the furnishings they are due for replacement soon. I am confident the Board will consider your feedback when developing a timeline for this investment.

Sincerely,

Juliane

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

[Quoted text hidden]

Rochester Hills Public Library programs

Celebrate Library Card Sign-Up Month with special offers from local businesses

September is Library Card Sign-up Month, when libraries nationwide join the American Library Associa-

tion (ALA) to remind parents, caregivers, students, and community members that signing up for a library card is the first step on the path to academic achievement and lifelong learning.

Libraries play a crucial

role in the education and development of children, offering a variety of programs to spark creativity and stimulate an interest in reading and learning. Through access to technology, media resources, and educational

programs, a library card gives students the tools to succeed in the classroom and provides people of all ages opportunities to pursue their dreams, explore new passions and interests, expand their imaginations, and find their voice.

At Rochester Hills Public Library, RHPL, patrons of all ages can find a variety of educational resources and activities, including story times, STEAM/STEM workshops, book clubs, writing groups, English language learner conversations, and more.

“Libraries help children get the school year off to the best possible start and are there for them as they grow,” says Library Director Juliane Morian. “RHPL has programs and resources to support children and patrons of all ages with a variety of interests – from print books and digital options to hands-on learning with Innovative Items, Eureka Lab workshops, entertaining programs, and more. There is something for everyone at RHPL.”

RHPL has partnered with several downtown Rochester businesses to provide special offers and discounts to library cardholders during the month of September. Simply show your RHPL card when shopping to receive special offers. Visit rhpl.org for a full list of participating businesses.

RHPL continues to adapt and expand services to meet evolving community needs. To sign up for a library card or to learn more about the library’s resources and programs, visit rhpl.org/services/get-library-card.

Birdwatching & Birding

If you love the outdoors, join Greg Bodker at Rochester Hills Public Library on Thursday, September 29 at 7 p.m. in the library’s Multipurpose Room for “Birdwatching & Birding,” an in-depth look at birds and the joys of birding in your backyard. This program ben-



efits the novice and aspiring birder alike. Bodker has led birding trips for Michigan Audubon.

This event is open to RHPL cardholders. Registration is required. To register, visit calendar.rhpl.org or call 248-656-2900.

Rochester Hills Public Library is located at 500 Olde Towne Road in Rochester, MI, and serves to provide lifelong learning opportunities, instill a love of reading, and offer equal access to information to over 110,000 patrons. The library serves as a community town square where visitors enjoy innovative ways to learn and socialize through a variety of programs, including an annual summer reading challenge, parent-child workshops, and weekly lectures.



The library’s expansive and user-friendly database allows its cardholders to use eBooks, movies, and music downloads, language and genealogy services, tutor.com, and consumer reports at no cost. For more information about Rochester Hills Public Library’s unique offerings, visit rhpl.org.

COME THIS WEEKEND SEPT. 24 - 25

Harvest Huzzah

State Archery Championships
Wine Tastings • Full Armored Contact Joust
Meet the New Royals • Them in Kilts Contest
The Great Blake Wallenda

2022 MICHIGAN Renaissance Festival Weekends & Labor Day • Aug. 20 – Oct. 2
 Festival Friday, Sept. 30
 10am – 7pm • Rain or Shine!

FREE Parking! • 248.634.5552

MichRenFest.com • #MichRenFest

DISCOUNT TICKETS AVAILABLE AT PARTICIPATING: **MENARDS** **Kroger**

THINGS TO DO

Oakland County community calendar Sept. 4 and beyond

- Rochester Hills Public Library (RHPL), 500 Olde Towne Road, Rochester. September is Library Card Sign-Up Month, a national program. RHPL has partnered with several downtown Rochester businesses to provide special offers and discounts to library cardholders during the month of September. Patrons can show their RHPL card when shopping to receive special offers. For information, visit rhpl.org, 248-656-2900.

Oakland Press, September 9, 2022

THINGS TO DO

Oakland County community calendar Sept. 11 and beyond

- A Necessities Drive for Foster Children is Sept. 11-24. Drop boxes for donated items will be available at the Rochester Hills Public Library and Eugenia's 3rd Street Hair Gallery 212 W.Third St., downtown Rochester. Focus on collecting diapers, wipes, new underwear, socks, sweatpants, sweatshirts, hats, gloves, and pajamas (all sizes).
- Rochester Hills Public Library, 500 Olde Towne Road, Rochester. Kelly and Darryl Roenicke, a husband-and-wife violin and piano duo, perform classical works, 2 p.m. Sept. 18, open to RHPL cardholders. Registration is required. To register, visit calendar.rhpl.org or call 248-656-2900.

Oakland Press, September 11, 2022

Music Therapy: When The Music Matters

Music Shapes, Neighbor

NOV
5

Dr. Theresa Merrill
Ph.D., MT-BC



Music Therapy : When the Music Matters

Rochester Hills Public Library
Saturday November 5, 2022
4:30 pm – 6:00 pm
Multi Purpose Room

RSVP with library

Presented by



Event Details

Like 0 Share

Sat, Nov 5, 2022 at 4:30 PM [Add to calendar](#)

Rochester Hills Public Library, 500 Olde Towne Rd, Rochester, MI, 48307

Music Shapes, 501c3 nonprofit, is hosting this special presentation on Music Therapy. Dr. Merrill, recently retired from Eastern Michigan University as the Director of the Music Therapy Program, will be speaking and sharing her experiences, and perspective on music, and how it is beneficial as music therapy. If you love music, come join us and learn about this wonderful impact which music can have on all of us. It also a great opportunity for those interested in music as a career to explore this profession. This event is open to everyone! No fee is charged, but please register with the Rochester Hills Library either by doing online (rhpl.org community tab or calling 248-656-2900. Program is from 4:30 pm - 6:00 pm Saturday November 5, 2022

Rochester Patch, September 23, 2022

Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

October 10, 2022

1. Outreach Vehicle

In an effort to create a stop-gap solution for the failing Community Bookmobile, I have researched a variety of utility vans and evaluated them on performance, reliability, and features. Based on our findings I have prioritized the following:

- Dodge Promaster is the first choice of brand (based on reliability)
- Ford Transit is the second choice for the brand, but only a 2020 model or older because engineers improved the engine after 2020.
- High roof height preferred for maximum usability
- Extended length is preferred for interior space utilization and wheelchair lift
- Diesel engine is preferred for performance (but these seem to be hard to find)

After inquiring with three dealerships, we learned that acquiring a new vehicle is approximately 5-8 months lead time. I have focused on purchasing something that is a 2020 model or newer, with low miles and no accidents. The range of prices for vehicles that match staff preferences is \$50,000 - \$65,000.

2. Oakland Talking Book Service Renewal

The current contract for Oakland Talking Book Service (OTBS) ends on December 31, 2022. Oakland County Commissioners plan to issue a request for proposal for the OTBS renewal. The anticipated due date for the RFP is October 19, 2022. I have spoken to a variety of officials in regard to the service RHPL has provided for the past 10 years and the contract renewal. Our research shows that in order to be a networked library within the National Library Service for the Blind and Print Disabled (NLS), only agencies that served previously as a subregional libraries would qualify as an Advisory and Outreach Center. This reduces the number of agencies/libraries that can apply for the RFP while remaining fully compliant with NLS standards. Since RHPL previously operated as a subregional library we have a significant advantage. The OTBS contract renewal could emerge an election issue that garners more attention in the lead up to the November general election. Key political support for continuation of the service comes from Chief Justice Richard Bernstein (incumbent running for re-election), Commissioner Marcia Gershenson (incumbent running for re-election in District-11), and Justin Willcock (candidate in District-5, which covers portions of the greater Rochester area).

3. Professional Development Conferences

Staff have attended a variety of in-person conferences this fall. The Michigan Library Association Conference will take place in mid-October and six librarians are attending.

Derek Brown, Director of IT attended a general IT conference in Austin, TX called Spiceworld in October. RHPL uses a proprietary but free product called Spiceworks for asset audits, network monitoring, and a nationwide knowledge database. This year's event connected the IT department with a variety of solutions currently identified for future deployments: security information and event management (SIEM platform), multi-factor authorization, SaaS (Software

as a Service) backups, and IT automation. One of the main benefits of attending national conferences is viewing demonstrations with vendors at and after the conference such as: Unitrend (Google Workspace cloud backups), PrinterLogic (Server-less printing), CyberPower (UPS power redundancy), and Okta (Secure user authentication).

Kari Bryson attended the Association of Bookmobile and Outreach Services (ABOS) in Phoenix, AZ this past month. It beneficial to attend programs and hear others' success stories of how to implement services that meet the unique needs of various populations across the country. On a nationwide level it is useful to learn best practices from outreach programs so that we may scale up services or streamline programs.

4. RHPL In-Service

In-Service will take place on Friday, November 11th. The theme is safety and staff wellness. The morning sessions will consist of safety training (conducted by the Rochester Police Department) on how to respond to an active attacker, debrief on evacuation and fire drill training, and the afternoon will consist of a social worker teaching coping techniques when trauma occurs in the workplace.

5. Out of the Office

I will be out of the office from November 22, 2022 – November 29, 2022. At next month's RHPL Board of Trustees meeting, I will present a list of staff members in charge during that time.

6. Upcoming Events

October 19-21, 2022	Michigan Library Association Conference (Port Huron)
October 25, 2022	Friends of RHPL Board Meeting, 7pm
October 27, 2022	Friends of RHPL Annual Meeting, 6:30pm (Conference Room A)
November 11, 2022	Library Closed for RHPL Staff In-Service (all day)
November 14, 2022	RHPL Board of Trustees Meeting, 7pm
November 23-24, 2022	RHPL closes early at 6:00pm on Wednesday, November 23 rd and all day on Thursday, November 24 th in observance of Thanksgiving
December 12, 2022	RHPL Board of Trustees Meeting, 7pm

Statistical Report - Usage for the month of September 2022

Circulation

Main Library	Previous YTD	Current YTD	This Month LY	This Month	MTM Change
Staff-Assisted Checkouts	133,045	118,635	12,151	11,946	-1.7%
Self Checkouts	252,440	270,462	27,742	26,540	-4.3%
Renewals	407,458	459,713	51,280	51,103	-0.3%
e-Materials Circ	148,861	180,993	15,288	20,157	31.8%
Outreach	Previous YTD	Current YTD	This Month LY	This Month	MTM Change
Bookmobile Circ	14,136	30,617	2,021	1,095	-45.8%
Mini-Branch Circ	10,232	13,449	1,496	1,480	-1.1%
OTBS Circ	66,478	62,445	7,059	6,395	-9.4%
OTBS Polaris	523	701	58	85	46.6%
Interlibrary Loans	Previous YTD	Current YTD	This Month LY	This Month	MTM Change
MelCat borrowed	13,904	13,660	1,508	1,536	1.9%
MelCat loaned	11,045	19,374	1,958	2,091	6.8%
Total Circulation	1,058,122	1,170,049	120,561	122,428	1.5%

Other Usage Statistics

	Previous YTD	Current YTD	This Month LY	This Month	MTM Change
In-Person Visits	156,618	266,838	22,026	30,703	39.4%
Public Room Bookings	37	314	34	28	-17.6%
Study Room Bookings	1,164	5,532	475	663	39.6%
Programs for Adults	131	125	13	19	46.2%
Attendance (Adults)	2,918	2,992	300	438	46.0%
Programs for Children	99	97	12	23	91.7%
Attendance (Children)	4,501	4,586	266	475	78.6%
Computer Signups	7,738	11,874	1,031	1,348	30.7%
Wireless Users	28,517	46,844	5,081	4,951	-2.6%
Unique Website Hits	141,920	146,249	17,093	14,959	-12.5%
Social Media Follows	111,491	118,654	12,646	13,365	5.7%
Social Media Engage	1,487,556	1,720,425	195,873	195,078	-0.4%
Database Hits	52,058	50,811	6,046	5,750	-4.9%
Volunteer Hours	2,731	3,381	353	336	-4.8%

Number of Library Card Holders

Municipality	This Month LY	This Month	% Total
Rochester Hills	45,055	47,534	65.6%
Rochester	7,903	10,157	14.0%
Oakland Township	9,365	10,285	14.2%
Michicard	176	291	0.4%
Non-residents	3,662	4,217	5.8%
Total Card Holders	66,161	72,484	100%

Number of Items

Type of Material	This Month LY	This Month
Print Materials	229,847	245,376
Audio Materials	17,674	18,415
Video Materials	46,036	44,919
Other Materials	431	427
E-Material	20,030	23,964
Total Holdings	314,018	333,101

Committee Updates



ROCHESTER HILLS
PUBLIC LIBRARY

Other Business



ROCHESTER HILLS
PUBLIC LIBRARY

**ROCHESTER HILLS PUBLIC LIBRARY
BOARD OF TRUSTEES
2023 PLANNING CALENDAR**

January

- | | |
|-------|--|
| 1 | Library closed for New Year's |
| 9 | Board of Trustees Annual and Regular Meetings,
7 pm |
| 13 | Close early for Fire and Ice setup at 5:00pm |
| 24 | Friends' Board Meeting, 7 p.m. |
| 27-30 | ALA LibLearnX Conference (New Orleans, LA) |
| 25-29 | Friends' Winter Used Book Sale <ul style="list-style-type: none">• Annual Board Meeting: the election of officers• Payment due January 1 from Rochester |

February

- | | |
|----|---|
| 1 | State aid application due to the Library of Michigan |
| 13 | Board of Trustees Meeting, 7:00 p.m. |
| 28 | Friends' Board Meeting, 7 p.m. <ul style="list-style-type: none">• Board committee appointments |

March

- | | |
|----|--|
| 13 | Board of Trustees Meeting, 7:00 p.m. |
| 28 | Friends' Board Meeting, 7 p.m. <ul style="list-style-type: none">• First state aid payment |

April

- | | |
|-------|---|
| 9 | Library closed in observance of Easter |
| 10 | Board of Trustees Meeting, 7:00 p.m. |
| 19-23 | Friends' Spring Used Book Sale |
| 21 | Volunteer Luncheon |
| 25 | Friends' Board Meeting, 7 p.m. |
| 29 | Friends' Event – Wine, Wit, & Wisdom (library closes early
at 4:30pm) <ul style="list-style-type: none">• Audit presentation• Payment due April 1 from Oakland Township• National Library Week – April 23-29th, 2023• Authors in April banquet Monday, April 24th |

May

- TBD ALA Legislative Day
8 Board of Trustees meeting, 8 p.m.
23 Friends' Board Meeting
May 27-29 **Library closed for Memorial Day weekend**
- Flowers for Eva Parker Woodward gravesite

June

- 12 Board of Trustees Meeting, 8:00 p.m.
Library closed on Sundays 6/5 through 9/3
22-27 ALA Annual Conference (Chicago, IL)
27 Friends' Board Meeting, 7 p.m.
- Finance Committee reviews proposed 2024 budget with Director
 - Final state aid payment

July

- 4 **Library closed for Independence Day**
17 Board of Trustees Meeting, 8:00 p.m.
26-31 Friends' Summer Used Book Sale
- No Friends' Board Meeting in July
 - Payment due July 1 from Rochester & Oakland Twp.
 - Finance Committee presents proposed 2024 budget to Board

August

- 21 Board of Trustees Meeting, 8:00 p.m.
23 Friends' Board Meeting
- Public Hearing on proposed 2024 budget
 - Penal fines received from Oakland County
 - Director's Evaluation Committee Formed (every other year)

September

- 2-4 **Library closed for Labor Day**
8-10 Art and Apples
11 Board of Trustees Meeting, 7:00 p.m.
26 Friends' Board Meeting

October

- 9 Board of Trustees Meeting, 7:00 p.m.
- 18-22 Friends' Fall Used Book Sale
- 24 Friends' Board Meeting
- 26 Friends' Annual Meeting
 - Payment due October 1 from Rochester and Oakland Twp.
 - Library investments review
 - Annual Insurance Review

November

- 7 Election Day
- 13 Board of Trustees Meeting, 7:00 p.m
- 10 **Veteran's Day/Library closed staff in-service**
- 22 **The library closes at 6 p.m. - Thanksgiving Eve**
- 23 **Library closed - Thanksgiving Day**
- 28 Friends' Board Meeting
- 30-Dec 2 Friends' Quality Used Book Sale
 - Engage Auditor
 - Fundraising annual appeal mailed
 - Board President appoints Nominating Committee
 - Director Evaluation presented to the board (odd years only)

December

- 10 Friends' Event - Holiday Home Tour
- 11 Board of Trustees Meeting, 7:00 p.m.
- 24-25 **Library closed in observance of the Christmas holiday**
- 31-Jan 1 **Library closed in observance of the New Year's holiday**
 - Board adopts a revised 2023 budget plan if necessary
 - No Friends' Board Meeting in December
 - Roof inspection every three years (Phenolic foam inspection: 2023)