

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Consent Agenda
 - A. Board Follow-Up Discussion (**max limit of 10 min. total**)
 - B. Prior meeting(s) minutes:
 - a. Regular Meeting: May 7th, 2024
 - C. Approval of Bills and Financial Statements
 - i. Expense Report for previous month's expenses: *May 2024*
 - b. Financial Statements:
4. Citizen's requests and/or comments
5. Board President Comments
6. Standing Committee Reports
 - A. Budget and Finance Committee
 - Budget Approval
 - B. Digital Sign Committee
 - C. Building Committee
 - D. Strategic Plan Committee
 - E. Millage Committee
 - F. HR Committee
 - G. Ad-Hoc Committee(s)
7. Director's Report
8. Ongoing Business
9. New Business
10. Board Dynamics
11. Citizen's Requests and/or Comments
12. Adjournment

**The next Library Board Meeting is scheduled for July 2nd, 2024 at 6:00pm
in the Reed City Area District Library Community Room.**

Reed City Area District Library Board Meeting

May 7, 2024 6 pm

829 S. Chestnut Reed City, Mi 49677

Present:

Lyndsey Eccles, President, Reed City

Kylene Nix, Vice President, Reed City

Shay Thompson, Treasurer, Richmond Township

Laura Dahlquist, Secretary, Richmond Township

Kristie Feguer, Executive Director

Rene Stieg, Millage Chairperson

Dan Fortson, observer

1. Call to Order and Attendance

The meeting was called to order at 6:00 pm by L. Eccles. Attendance was noted.

2. Approval of Agenda

A motion was made by S. Thompson and seconded by K. Nix to approve the agenda. Motion carried.

3. Approval of Consent Agenda

A motion was made by L. Dahlquist and seconded by K. Nix to approve the consent agenda, consisting of prior meeting minutes and bills. Motion passed.

4. Citizen's Request and /or Comments

None

5. Board President Comments

L. Eccles stated that contact was made with C. Zielinski from Lincoln Township as a possible board member. R. Stieg contacted Adam Stein from Lincoln Township as well. The appointments must be made by the township board.

6. Standing Committee Reports

- A. Budget and Finance will meet Wednesday, May 22nd at 4:15 to set a budget for voting on at the June 4th meeting. The fiscal year begins July 1st.
- B. Digital Sign Committee: action tabled until after the millage election.
- C. Building Committee will meet for a spring walk through on May 22nd at 5pm.
- D. Strategic Plan Committee: We received 49 responses to the survey of patrons. S. Thompson presented highlights of the results. The committee will meet in June to discuss the results after library staff has had time to digest them.
- E. Millage Committee: R. Stieg gave an update on fundraising. The committee will meet on May 21st at 6:30 pm at Trinity Lutheran Church or St. Paul Lutheran Church.
- F. HR Committee: no meeting was held pending the approval of policy from MMLL.
- G. AdHoc Parade Committee: No action needed at this time.
- H. AdHoc Environmental Project: An Eagle Scout is interested in this project as his Scout project. B. Smith, K. Fiebig, and Sarah from Cargill are interested as well. No action taken.

7. Director's Report

A complete report is on file at the library or can be found on the website in the board packet for May 7, 2024.

8. Ongoing Business

The ballot language for the millage renewal was approved after a motion by S. Thompson and seconded by K. Nix.

9. New Business

No new business reported.

10. Board Dynamics

S. Thompson reported that a card and gift certificate was sent to M. Rohen to thank her for carrying on with RCADL business after her resignation.

A card and gift certificate will be sent to B. Newell as well to thank her for her many years of service to the board.

11. Citizen's Request and /or Comments

A discussion was held on the involvement of day care children in the area in the Summer Reading Program. K. Nix will pursue this possibility.

Plant pots were discussed. K. Feguer will take this up with K. Fiebig.

Ways to trim the board packet were discussed and approved.

12. Adjournment

A motion was made by L. Dahlquist and seconded by S. Thompson to adjourn. Motion carried.

The meeting was adjourned at 7:14 pm.

Respectfully submitted,

Laura Dahlquist, Secretary, RCADL Board

The next meeting is scheduled for June 4, 2024 at 6pm in the Reed City Area District Library Community Room.

2024: June Report reflecting May Expenses

Expense Line Item	Expense Description	Amount
740.100 - Books		
	<i>Salem Township Library</i>	\$9.95
	Replacment - When Winter Comes	
	Date of Invoice: 5/8/2024	
Patron Paid	<i>East Lansing Public Library</i>	\$6.19
	Confession from the quilting circle replacement	
	Date of invoice: 5/24/2024	
		\$16.14
740.250 DVD and Video		
Debit Card	<i>Amazon</i>	\$17.99
	Game of Thrones Season 1	
	#111-8818484-1514658	
	Date 5/16/2024	
		\$17.99
740.300 - Summer Reading Program		
MMLL Mini Grant	<i>Thornapple Woorlands LLC</i>	\$475.00
	Honey Bee Educational Program SRP	
	Invoice #: 302	
	Due: 7/8/2024	
MMLL Mini Grant	<i>Dynamic Assemblies</i>	\$495.00
	Reading Can Take you to the Stars	
	Invoice #: 13512	
	Due: 06/17/2024	
OCCF Grant Programming	<i>Dynamic Assemblies</i>	\$495.00
	Super Readers	
	Invoice # 13511	
	Due: 07/23/2024	
OCCF Grant Programming	<i>Sheton Noir</i>	\$318.00
	Cryptology of the Great Lakes Presentation	
	Recieved 1/23/2024	
	Due 08/06/2024	
OCCF Grant Other Supplies	<i>Forbush LLC</i>	\$99.00
	SRP Staff Shirts	
	Invoice # 10506	
OCCF Grant Programming	<i>John Ball Zoo</i>	\$135.00
	RCADL Meet and Greet	
	Invoice #: 0001504468	
	Due: 06/29/2024	
OCCF Grant Programming	<i>Science Heroes</i>	\$400.00
	Adventure of the Lost Treasure	
	Invoice #: 19133	
	8/10/2024	
OCCF Grant Swag	<i>SRP Swag</i>	\$113.53
Debit Card	<i>Water Bottle Stickers</i>	
	Order #: vp-vkpxblbr	
	05/09/2024	
OCCF Grant Final Prizes	<i>Amazon</i>	\$285.81
Debit Card	<i>Summer Reading Prizes</i>	
	Order #: 111-0447464-6560246	
	Paid 05/14/2024	
OCCF Grant Other Supplies	<i>Amazon</i>	\$221.76
Debit Card	<i>Other programming supplies for SRP</i>	
	Order #: 114-3597427-5589035	

	5/22/2024		
OCCF Grant Other Supplies	Amazon		\$135.24
<i>Debit Card</i>	Bags/Brag tag chains		
	Paid: 5/9/2024 for SRP 2024		
OCCF Grant Other Supplies	BLICK Art Material		\$66.79
<i>Debit Card</i>	Canvas, paint, and brushes		
	Order #: 31451865		
	Date: 5/20/2024		
OCCF Grant Weekly Prizes	SchoolLife		\$170.40
<i>Debit Card</i>	Brag Tags - SRP		
	05/06/2024 for SRP 2024		
			\$3,710.53
751.000 - Office Supplies			
<i>Debit Card</i>	Integrity		\$94.48
	Printer Paper/Toilet Paper		
	2577415-0		
<i>Debit Card</i>	Amazon		\$54.18
	New stamp, chains for windows, pens, and drawer lock		
	05/02/2024		
			\$148.66
755.000 - Programming			
	Tirzah Price		\$150.00
	From Idea to Bookstore Shelves		
	June 22nd 2024		
<i>Debit Card</i>	Cricut Shop		\$9.99
	Monthly Renewal		
	Date of Receipt or Services: 5/24/2024		
<i>Debit Card</i>	Jazwares		\$63.58
	Squishmellows - Prize for million pages		
	05/06/2024		
<i>Debit Card</i>	Amazon		\$19.99
	24pk Junk Journals for Program		
	05/10/2024		
<i>Debit Card</i>	Amazon		\$30.94
	Seed Paper for Cyndi M/tote bags for programming		
	05/02/2024		
<i>Debit Card</i>	JoAnn's Fabrics Big Rapids		\$8.48
	Vinyl for Farmer's Market Bag Decor		
	05/10/2024		
<i>Debit Card</i>	Amazon		\$32.95
	Laminating Sheets		
	5/16/2024		
<i>Debit Card</i>	Amazon		\$8.99
	More bookmarks for Classroom Visits		
	5/23/2024		
<i>Debit Card</i>	Amazon		\$48.18
	Classroom Visit Supplies (bookmarks, pencils)		
	05/10/2024		
<i>Debit Card</i>	Amazon		\$24.74
	Classroom Visit Supplies - gift bags		
	05/09/2024		
<i>Debit Card</i>	Amazon		\$16.99
	In-Library Story-Walk		
	05/09/2024		
			\$414.83

801.000 - Professional Services		
<i>Debit Card</i>	G-Suites	\$194.40
	Account #: 3184-3454-8781-2148	
	Date of Receipt or Service: 5/01/2024	
		\$194.40
804.000 - Janitorial Services		
<i>\$50 credit used</i>	McCloud	\$3.00
	Invoice #: 49057205	
	Date of Service: 5/28/2024	
<i>Debit Card</i>	Cintas	\$38.41
	1 Invoices: #4149911835	
	Date of Receipt or Service: 5/22/2024	
		\$41.41
818.000 - Contractual Services		
	Do All Doug	\$230.00
	Spring Cleanup - Mowing	
	4/10-4/30	
	City of Reed City	\$800.00
	Invoice #: 8, 7, 9, 10	
	Accounting Services 2023	
	Date of Receipt or Service: 1/4/2024	
	Mid-Michigan Library League	\$1,712.32
	State aid first payment to Co-Op	
	05/03/2024	
	Invoice #: 13492	
		\$2,742.32
850.000 - Telephone		
<i>Debit Card</i>	Spectrum/Charter	\$119.97
	Invoice #: 0049947042723	
	Date of Receipt or Services: 4/05/2024-5/01/2024	
		\$119.97
900.000 - Printing and Publishing		
	Xerox Corporation	\$76.23
	Black/White printing and copying	
	Invoice #: 010207496	
	Total	\$76.23
920.000 - Utilities Electric		
<i>Debit Card</i>	Consumers Energy	\$293.13
	Account #: 1030 187 9792	
	Date of Receipt or Service: 4/06/2024 - 05/07/2024	
	Total	\$293.13
921.000 - Utilities Gas/Heat		
<i>Debit Card</i>	DTE	\$139.09
	Account #: 9100 394 8255 9	
	Date of Receipt or Service: 4/06/2024 - 5/05/2024	
	Total	\$139.09
927.000 - Utilities Water		
<i>Debit Card</i>	City of Reed City	\$46.56
<i>Saves us \$4 to pay with card online</i>	Account number: SCHAT-000829-0000-01	
	Date of Receipt or Service: 4/04/2024 - 05/07/2024	
	Total	\$46.56
940.000 Equipment Rental		
	Xerox Corporation	\$101.30
	Equipment Rental	
	Invoice #: 021207496	

	Total	\$101.30	
991.600 LOSB Loan Payment			
	Lake Osceola State Bank Principal Balance	\$5,250.00	
	Total	\$5,250.00	
Monthly Payroll			
	Check Date: 5/09/2024	\$5,168.60	
	Check Date: 5/21/2024	\$5,226.77	
		\$130.30	Direct Deposit Fix
	Total	\$10,525.67	
Expenses Grand Total		\$23,838.23	
	Total Donations	\$0.00	
	Total Grants	\$3,710.53	
	<i>Total</i>	\$3,710.53	
Total Actual Expenses		\$ 20,127.70	

City of Reed City

For the Period: 7/1/2023 to 4/30/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 971 - REEDCITY AREA DISTRICT LIBRARY							
Revenues							
Dept: 000.000							
402.010 REAL PROP TAX - LINCOLN TWP	36,055.00	36,055.00	45,990.02	7,342.60	0.00	-9,935.02	127.6
402.020 REAL PROP TAX - RICHMOND TWP	52,715.00	52,715.00	66,014.08	0.00	0.00	-13,299.08	125.2
402.030 REAL PROP TAX - REED CITY	37,740.00	37,740.00	29,414.62	1,642.39	0.00	8,325.38	77.9
410.010 PERS PROP - LINCOLN TWP	16,350.00	16,350.00	8,897.98	88.87	0.00	7,452.02	54.4
410.030 PERS PROP TAX - REED CITY	4,000.00	4,000.00	6,167.95	0.00	0.00	-2,167.95	154.2
412.000 DELINQ. PERS PROP TAXES	5,000.00	5,000.00	18.79	0.00	0.00	4,981.21	0.4
495.000 NON-RESIDENT FEE	1,500.00	1,500.00	630.00	0.00	0.00	870.00	42.0
539.000 STATE GRANT	6,800.00	6,800.00	6,897.70	3,424.64	0.00	-97.70	101.4
651.000 COPY MACHINE MONEY	2,300.00	2,300.00	2,364.70	387.25	0.00	-64.70	102.8
651.500 FAX MACHINE MONEY	355.00	355.00	418.00	48.00	0.00	-63.00	117.7
655.100 LIBRARY BOOK FINES	550.00	550.00	860.24	96.19	0.00	-310.24	156.4
656.200 PENAL FINES - MECOSTA	4,435.00	4,435.00	4,481.31	0.00	0.00	-46.31	101.0
656.300 PENAL FINES - OSCEOLA	26,180.00	26,180.00	24,357.99	0.00	0.00	1,822.01	93.0
664.000 INTEREST INCOME	80.00	80.00	76.55	9.61	0.00	3.45	95.7
671.000 OTHER REVENUE	1,000.00	1,000.00	4,000.00	0.00	0.00	-3,000.00	400.0
675.100 CONTR - SUMMER READING PROGRAM	500.00	500.00	1,200.00	0.00	0.00	-700.00	240.0
675.150 CONTRIB. - PROGRAMMING	1,125.00	1,125.00	165.80	0.00	0.00	959.20	14.7
675.200 CONTR/DONATE-BEQUESTS-MEMORIAL	2,000.00	2,000.00	816.90	0.00	0.00	1,183.10	40.8
675.300 CONTRIB. FROM PRIV. SOURCES	10,000.00	10,000.00	4,649.65	1,028.20	0.00	5,350.35	46.5
677.100 REIMBURSEMENT FOR LOST BOOKS	300.00	300.00	15.00	0.00	0.00	285.00	5.0
685.500 OTHER-BOOK SALE	1,120.00	1,120.00	1,682.50	41.50	0.00	-562.50	150.2
692.100 FUND RESERVE-OPERATING	77,423.00	77,423.00	0.00	0.00	0.00	77,423.00	0.0
Dept: 000.000	287,528.00	287,528.00	209,119.78	14,109.25	0.00	78,408.22	72.7
Revenues	287,528.00	287,528.00	209,119.78	14,109.25	0.00	78,408.22	72.7
Expenditures							
Dept: 790.000 LIBRARY OPERATIONS							
702.000 SALARIES & WAGES	115,362.00	115,362.00	71,733.69	8,915.16	0.00	43,628.31	62.2
715.000 SOCIAL SECURITY	6,050.00	6,050.00	5,495.63	690.06	0.00	554.37	90.8
721.000 WORKER'S COMP	450.00	450.00	0.00	0.00	0.00	450.00	0.0
726.000 UNEMPLOYMENT	50.00	50.00	150.35	18.60	0.00	-100.35	300.7
740.100 BOOKS	8,000.00	8,000.00	2,806.14	55.96	0.00	5,193.86	35.1
740.101 E-BOOKS	2,000.00	2,000.00	2,112.40	0.00	0.00	-112.40	105.6
740.200 AUDIOBOOKS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
740.250 VIDEOS/DVD'S	500.00	500.00	0.00	0.00	0.00	500.00	0.0
740.300 SUMMER READING	3,000.00	3,000.00	1,999.01	326.25	0.00	1,000.99	66.6
740.400 MAGAZINES	750.00	750.00	638.43	0.00	0.00	111.57	85.1
740.500 NEWSPAPERS	650.00	650.00	627.00	0.00	0.00	23.00	96.5
751.000 OFFICE SUPPLIES	1,500.00	1,500.00	1,117.90	27.92	0.00	382.10	74.5
752.000 OPERATING SUPPLIES	4,500.00	4,500.00	6,001.52	248.75	0.00	-1,501.52	133.4
755.000 OPER. SUPPLIES-PROGRAMMING	4,800.00	4,800.00	5,632.08	91.14	0.00	-832.08	117.3
801.000 PROFESSIONAL SERV.	4,950.00	4,950.00	3,046.12	327.87	0.00	1,903.88	61.5
802.000 LEGAL FEES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
804.000 JANITORIAL SERVICES	9,000.00	9,000.00	5,431.55	107.14	0.00	3,568.45	60.4
806.000 BANK CHARGES	65.00	65.00	67.93	4.51	0.00	-2.93	104.5
808.000 INDEPENDANT AUDIT	3,850.00	3,850.00	4,050.00	0.00	0.00	-200.00	105.2
818.000 CONTRACTUAL SERVICE	12,500.00	12,500.00	14,243.43	360.00	0.00	-1,743.43	113.9
850.000 TELEPHONE	1,440.00	1,440.00	1,063.73	119.97	0.00	376.27	73.9
851.000 POSTAGE	180.00	180.00	179.52	0.00	0.00	0.48	99.7
900.000 PRINTING & PUBLISHING	1,500.00	1,500.00	674.88	0.00	0.00	825.12	45.0
907.000 ADVERTISING	150.00	150.00	196.03	0.00	0.00	-46.03	130.7
915.000 MEMBERSHIPS AND DUES	625.00	625.00	125.00	0.00	0.00	500.00	20.0
920.000 UTILITIES - ELECTRIC	3,850.00	3,850.00	2,356.35	278.04	0.00	1,493.65	61.2
921.000 UTILITIES-HEAT	2,500.00	2,500.00	1,772.35	225.24	0.00	727.65	70.9
927.000 UTILITIES-WATER	450.00	450.00	366.97	0.00	0.00	83.03	81.5
930.000 LAND & BUILDING REPAIRS	3,500.00	3,500.00	3,997.97	1,832.87	0.00	-497.97	114.2
935.000 LIABILITY/PROPERTY INSURANCE	3,570.00	3,570.00	3,464.08	0.00	0.00	105.92	97.0
940.000 EQUIPMENT RENT	1,216.00	1,216.00	783.34	0.00	0.00	432.66	64.4
960.000 EDUCATION & TRAINING	100.00	100.00	0.00	0.00	0.00	100.00	0.0

City of Reed City

For the Period: 7/1/2023 to 4/30/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 971 - REEDCITY AREA DISTRICT LIBRARY							
Expenditures							
Dept: 790.000 LIBRARY OPERATIONS							
970.000 CAPITAL OUTLAY	20,000.00	20,000.00	6,356.07	0.00	0.00	13,643.93	31.8
991.600 PRINCIPAL	63,000.00	63,000.00	34,978.05	0.00	0.00	28,021.95	55.5
992.000 INTEREST	6,370.00	6,370.00	1,021.95	0.00	0.00	5,348.05	16.0
LIBRARY OPERATIONS	287,528.00	287,528.00	182,489.47	13,629.48	0.00	105,038.53	63.5
Expenditures	287,528.00	287,528.00	182,489.47	13,629.48	0.00	105,038.53	63.5
Net Effect for REEDCITY AREA DISTRICT LIBRARY	0.00	0.00	26,630.31	479.77	0.00	-26,630.31	0.0
Change in Fund Balance:			26,630.31				
Grand Total Net Effect:	0.00	0.00	26,630.31	479.77	0.00	-26,630.31	

BALANCE SHEET

City of Reed City

As of: 4/30/2024

Balances

Fund: 971 - REEDCITY AREA DISTRICT LIBRARY

Assets

001.000 CASH	236,171.25
004.000 CHANGE DRAWER	55.00
081.000 DUE FROM OTHER GOV'T UNITS	15,655.19
123.000 PREPAID EXPENSES	5,391.47

Total Assets 257,272.91

Liabilities

202.000 ACCOUNTS PAYABLE	425.51
228.001 DUE TO FEDERAL GOV. - FICA	24.58

Total Liabilities 450.09

Reserves/Balances

390.000 FUND BALANCE	230,192.51
398.000 CHANGE IN FUND BALANCE	26,630.31

Total Reserves/Balances 256,822.82

Total Liabilities & Balances 257,272.91

RCADL 24/25 Budget

REVENUES			
Line Number	Description	2023/2024 Budget	2024/2025 Budget
402.010	Real Property Tax - Lincoln Township	\$36,055.00	\$48,355.00
402.020	Real Property Tax - Richmond Township	\$52,715.00	\$66,674.00
402.030	Real Property Tax - Reed City	\$37,740.00	\$29,709.00
410.010	Personal Property Tax - Lincoln Township	\$16,350.00	\$9,000.00
410.030	Personal Property Tax - Reed City	\$4,000.00	\$6,230.00
412.000	Delinquent Personal Property Taxes	\$5,000.00	\$4,750.00
495.000	Non-Resident Fee	\$1,500.00	\$1,500.00
539.000	State Grant	\$6,800.00	\$6,800.00
651.000	Copy Machine Money	\$2,300.00	\$2,400.00
651.500	Fax Machine Money	\$355.00	\$500.00
655.100	Library Book Fines	\$550.00	\$850.00
656.200	Penal Fines - Mecosta	\$4,435.00	\$4,530.00
656.300	Penal Fines - Osceola	\$26,180.00	\$24,600.00
664.000	Interest Income	\$80.00	\$80.00
671.000	Other Revenue	\$1,000.00	\$1,500.00
675.100	Contr. Summer Reading Programs	\$500.00	\$500.00
675.150	Contr. Programming	\$1,125.00	\$1,000.00
675.200	Contr./Donate-Bequests-Memorial	\$2,000.00	\$1,500.00
675.300	Contr.from Private Sources	\$10,000.00	\$8,000.00
677.100	Reimbursement for Lost Books	\$300.00	\$300.00
685.500	Other - Book Sale	\$1,120.00	\$1,200.00
692.100	Fund Reserve Operating	\$77,423.00	\$72,644.00
		\$287,528.00	\$290,622.00
			\$217,978.00

Total w/o fund reserve

EXPENDITURES			
Line Number	Description	2023/2024 Budget	2024/2025 Budget
702.000	Salaries and Wages	\$115,362.00	\$118,966.00
715.000	Social Security	\$6,050.00	\$6,050.00
721.000	Workers Comp	\$450.00	\$400.00
726.000	Unemployment	\$50.00	\$200.00
740.100	Books	\$8,000.00	\$8,000.00
740.100	E-Books (Libby)	\$2,000.00	\$2,200.00
740.200	Audiobooks	\$1,000.00	\$1,000.00
740.250	Videos/DVDs	\$500.00	\$500.00
740.300	Summer Reading	\$3,000.00	\$5,200.00
740.400	Magazines	\$750.00	\$700.00
740.500	Newspapers	\$650.00	\$700.00
751.000	Office Supplies	\$1,500.00	\$1,300.00
752.000	Operating Supplies	\$4,500.00	\$6,000.00
755.000	Operating Supplies: Programing	\$4,800.00	\$4,800.00
801.000	Professional Services	\$4,950.00	\$4,950.00
802.000	Legal Fees	\$100.00	\$100.00
804.000	Janitorial Services	\$9,000.00	\$9,000.00
806.000	Bank Charges	\$65.00	\$80.00
808.000	Independent Audit	\$3,850.00	\$4,050.00
818.000	Contractual Service	\$12,500.00	\$14,000.00
850.000	Telephone	\$1,440.00	\$1,440.00
851.000	Postage	\$180.00	\$200.00
852.000	Internet Service	\$0.00	\$0.00
900.000	Printing and Publishing	\$1,500.00	\$1,200.00
907.000	Advertising	\$150.00	\$200.00
915.000	Membership and Dues	\$625.00	\$625.00
920.000	Utilities - Electric	\$3,850.00	\$3,600.00
921.000	Utilities - Heat	\$2,500.00	\$2,500.00
927.000	Utilities - Water	\$450.00	\$550.00
930.000	Land and Building Repairs	\$3,500.00	\$4,000.00
935.000	Liability/Property Insurance	\$3,570.00	\$4,200.00
940.000	Equipment Rental	\$1,216.00	\$1,216.00
960.000	Education and Training	\$100.00	\$100.00
970.000	Capital Outlay	\$20,000.00	\$25,000.00
991.600	Principal	\$63,000.00	\$51,225.00
992.000	Interest	\$6,370.00	\$6,370.00
		\$287,528.00	\$290,622.00

Please note: The discussion of activities, metrics, and expenses reflects the prior month's goings-on.

Staff Highlights

James contacted Bill Johnson regarding our parking lot, he is currently working along with us to get the parking lot done- James obtained quotes for a story walk, prepared a DIY story-walk for inside the library, and he hired science heroes for an additional program for summer reading.

Steve has organized Melcat so much so that RIDES reports have little or no issues. He is also doing minor building repairs. Steve completed professional training on Niche Academy regarding difficult patron situations.

Violet has been organizing the junior non-fiction and making her stem kits, this month it will be a terrarium.

Megan has prepared 2 craft programs for the summer including junk journaling and tie dye.

Cindy has been keeping replacement and new items up in circulation, she prepared the Kindle record on Apollo for circ, and did some classroom visits!

Abby has been getting better at library services and is on top of story hour. She will take over leading the program in September after Summer Reading has ended.

Grace has been working on the display over the fireplace. She made one for Mother's Day and Memorial Day.

Most of May has been spent on the budget, classroom visits, and cementing summer reading plans and purchases.

Budget Approval

Budget committee met 5/22/2024 at 4:15pm to discuss the 24/25 FY year budget. I met with Kadee about my projected budget and budget amendments on 5/24/2024. The final budget is available for board approval.

Millage Renewal

Millage Renewal Proposal was turned in to the county clerk prior to May 14th and the board was notified.

Summer Reading Program

Summer reading program app, Read Squared, will officially open to readers on June 17th. Our big kick off is July 13th, but we will have a soft start on June 17th - prizes, performers, and more are ready to go.

Sponsors

Ice Mountain is donating a pallet of water for the upcoming Summer Reading Program! It was picked up by James on May 31st. We are getting coupons from Toy Town and Pompeii's! Wesco will be closed for the summer but the one near Ebels is going to contact me with a slushy promotion. (Dairy depot tbd)

ServePro Safety Book

ServePro did their walk-through of the building and will send us the free safety booklet for staff in case of emergencies

K&R Cleaning LLC

Roger officially started cleaning the library on 5/18/2024 and has been doing very great. We will get our first bill for a month and a half (\$900) next month.

Story Walk

The company who manages the story walks got back with us with a quote for \$903. We are awaiting responses from potential donors.

June 2024 @



Library Hours:

Mon 11-5
 Tues 11-7
 Wed 11-5
 Thurs 11-5
 Friday 11-5

2nd Saturday of the month
 11 - 2

June is Audio Book Appreciation Month



Mon	Tues	Wed	Thurs	Fri	Sat
<p><i>"I wonder what it would be like to live in a world where it was always June." - L.M. Montgomery</i></p>					<p>1 International Dinosaur Day</p>
<p>3</p>	<p>4</p> <p>Library Board Meeting 6pm</p>	<p>5 Reed City Farmer's Market Opening Day 4pm - 8pm at the Reed City Depot</p>	<p>6</p>	<p>7</p>	<p>8 Library Open 11am-2pm</p> <p>World Oceans Day</p>
<p>10 Scrabble 1pm</p> <p>National Iced Tea Day</p>	<p>11</p> <p>READSquared Night 4:30pm - 6:30pm</p>	<p>12</p>	<p>13 National Weed your Garden Day</p>	<p>14 Flag Day</p>	<p>15</p>
<p>17 STARLAB PLANETARIUM 3pm</p>	<p>18 Junk Journaling 4:30pm - 6:30pm</p>	<p>19 Library Closed Juneteenth</p>	<p>20 National Seashell Day</p>	<p>21</p>	<p>22 Library Open 11am-2pm</p> <p>Tirzah Price Presents From Idea to Bookstore Shelves: How a Book Gets Published 12pm - 2pm</p>
<p>24 Scrabble 1pm</p> <p>World UFO Day</p>	<p>25 Bring Your Own Tee Tie-Dye Party 3:30pm - 6:30pm</p>	<p>26 National Coconut Day</p>	<p>27</p>	<p>28 National Food Truck Day</p>	<p>29</p>

Color Key: All Ages Kids Adults Misc. Closures



MAKE SURE TO CHECK OUR SOCIAL MEDIA FOR UP-TO-DATE SCHEDULE AND EVENT INFORMATION.