

**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING PACKET
TUESDAY, JANUARY 21, 2024, 7:00 p.m.**

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**NOTICE OF LIBRARY BOARD MEETING
TUESDAY, JANUARY 21, 2025
7:00 p.m.**

**The Saline District Library Board will be holding its monthly meeting to
conduct regular business at this time.**

This meeting will be held in the Library's Program Room.

555 N. Maple Road, Saline, MI 48176

Public comment will be allowed at specified times during the meeting according to Policy 512: Public Discussion at Board of Trustees Meetings.

In advance of the meeting, you may contact the Library Board here:
salinelibrary.org/about/board-of-trustees/

For special accommodations, please contact Library Director Karrie Waarala:
karrie@salinelibrary.org

**SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING AGENDA
TUESDAY, JANUARY 21, 2025, 7:00 p.m.**

President Byron _____ Vice President Gray _____ Secretary Hundley _____
Treasurer Healy _____ Trustee Cummings _____ Trustee Sankaran _____ Trustee TerHaar _____
Director Waarala _____ Assistant Director Lash _____ Administrative Assistant Pilarz _____

A. Call Meeting to Order at _____.

B. Approval of Agenda
Move _____ Second _____ to approve the agenda as presented.

C. Approval of Past Minutes
Move _____ Second _____ to approve the November 19, 2024 meeting minutes as written.

D. Public Discussion
Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

E. President's Report

F. Friends of the Library Report

G. Financial Reports
Move _____ Second _____ to approve the November 2024 financial reports.
Move _____ Second _____ to approve the December 2024 financial reports.

H. Committee Reports

1. Finance

2. Arts

3. Building & Grounds

4. Library Services

5. Staff Excellence

I. Library Director's Report

J. Unfinished Business

1. SDL Interior Renovations & Site Improvements Project Updates

Move _____ Second _____ to approve payment to McCarthy & Smith for \$256,216.62 as presented in Cost Control Book Report #07.

K. New Business

1. Schrandt Grant to fund Jazz in the Park 2025

Move _____ Second _____ to approve Schrandt Grant funding of _____ for Jazz in the Park 2025.

2. Committee Assignments and Schedules for 2025

L. Public Discussion

Citizens are encouraged to address their concerns and comments. Individuals will be given up to three minutes to address the Board at any one meeting. Trustees will not respond to public comments at meetings.

M. Adjournment

Move _____ Second _____ to adjourn the meeting at _____.

RECOMMENDED MOTIONS FOR MEETING on January 21, 2025

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the November 19, 2024 meeting minutes as written.

Move _____ Second _____ to approve the November 2024 financial reports.

Move _____ Second _____ to approve the December 2024 financial reports.

Move _____ Second _____ to approve payment to McCarthy & Smith for \$256,216.62 as presented in Cost Control Book Report #07.

Move _____ Second _____ to approve Schrandt Grant funding of _____ for Jazz in the Park 2025.

Move _____ Second _____ to adjourn the meeting at _____.

DRAFT
SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING MINUTES
TUESDAY NOVEMBER 19, 7:00 p.m.

Present: President Byron, Vice President Gray, Treasurer TerHaar, Secretary Hundley, Trustee Healy, Trustee Cummings, Director Waarala, Assistant Director Lash, Administrative Assistant Pilarz, Friends of the Library Representative Ceo

A. Call Meeting to Order at 7:03 pm.

B. Approval of Agenda

Move Byron, Second Gray to approve the agenda as presented. Motion carried.

C. Approval of Past Minutes

Move Byron, Second Cummings to approve the October 15, 2024 meeting minutes as written. Motion carried.

D. Public Discussion

No public comment.

E. President's Report

Attended ribbon cutting for the pavilion and outdoor space- well attended despite the rain.

F. Friends of the Library Report

No report- did not meet

G. Financial Reports

Move Byron, Second TerHaar to approve the October 2024 financial reports. Motion carried.

H. Committee Reports

1. Finance- Reviewed amended budget, reviewed proposed budget and discussed implementation of Payroll system, Paychex

a. Amend FY2023/2024 Budget

Move Gray, Second Byron to approve the FY2023/2024 Budget as presented and amended. Motion carried.

b. Approve FY2024/2025 Budget

Move Byron, Second Healy to approve the FY2024/2025 Budget in total as presented and amended. Motion carried.

c. Transfer Funds for Schrandt Grants

Move Byron, Second Hundley to transfer \$7,867 from the Schrandt Endowment Fund into the general operating fund to cover expenses from FY2023/2024 Schrandt grant projects. Motion carried.

d. Approve Depository Banks

Move Byron, Second Gray to approve the eligible depository banks as presented. Motion carried.

2. Arts- Did not meet
3. Building & Grounds- had a tour of renovations last week
4. Library Services- helped with the Pavilion grand opening planning and execution
5. Staff Excellence- did not meet

I. Library Director's Report: Accepted as written. Other items to note: Drive-through book return should be opened next week. Closures last week were necessary with loud jackhammers and limited access to main desk and other areas. Original completion date 12/18, currently aiming for 12/28. Mulder's moving scheduled for mid-January to complete move-in of materials, may be able to move this date earlier in January.

J. Unfinished Business

1. SDL Interior Renovations & Site Improvements Project Updates

Move Byron, Second Healy to approve payment to McCarthy & Smith for \$423,401.84 as presented in Cost Control Book Report #05. Motion carried.

2. SDL Interior Renovations & Site Improvements Project Updates

Move Byron, Second Healy to approve payment to McCarthy & Smith for \$255,918.43 as presented in Cost Control Book Report #06. Motion carried.

K. New Business

1. Election of Board Officers for 2024/2025

Move Gray, Second TerHaar to accept the proposed slate of Board Officers for 2024/2025:

President: Lori Byron

Vice President: Stephanie Gray

Treasurer: Mike Healy

Secretary: Lesley Hundley

L. Public Discussion

No public comment.

N. Adjournment

Move Byron, Second Gray to adjourn the meeting at 7:38 pm. Motion carried.

CERTIFICATION OF MINUTES

I hereby certify that the foregoing is a true and complete copy of the minutes of a regular meeting of the Board of Trustees of Saline District Library, Washtenaw County, State of Michigan, held at 109 W. Michigan Avenue, Saline, MI 48176 on November 19, 2024 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were approved by the Board of Trustees, were kept, and will be made available as required by said Act.

Secretary, SDL Board of Trustees

Date of Approval

Saline District Library
Bank Reconciliation
Key Bank - General
November 1, 2024 - November 30, 2024

Reference	Date	GL Account	Description	Amount
Bank Statement Summary				
			Beginning Bank Balance	90,117.68
			+ Cleared Deposits & Other Additions	956,756.87
			- Cleared Checks & Other Payments	954,982.01
			Ending Bank Balance	<u>91,892.54</u>
Open Deposits & Additions				Total
				<u>0.00</u>
Open Checks & Payments				
25258	09/17/24	790-727	NORA CARICHNER	8.47
25310	11/12/24	790-955	MANHATTAN	600.00
25342	11/26/24	790-732	STAPLES	94.62
				Total
				<u>703.09</u>
				Reconciled Bank Balance
				<u><u>91,189.45</u></u>
Bank Transactions				
		000-258	EFTPS	(11,152.14)
		000-258	EFTPS	(10,969.62)
		790-723	ALERUS RETIRE XFERS	(8,550.55)
		000-008	ALERUS RETIRE XFERS	(5,760.95)
		790-920	DTE - ELECTRICITY	(5,036.74)
		000-258.1	5080 MI TAX PYMT	(3,613.52)
		790-921	DTE - GAS	(1,090.99)
		790-802	STROM CPA	(645.00)
		790-965	BK SERVICE CHRGS	(237.35)
		790-965	MERCH FEE & DISC	(63.93)
		790-750.4	VOID JUNE CK 25128	76.00
		000-665.1	INTEREST	105.69
		000-017	TRANSFER FROM AGENCY SUB	150,000.00
		000-017	TRANSFER FROM AGENCY SUB	700,000.00
				Total
				<u>803,060.90</u>
				Adjusted General Ledger Balance
				<u><u>91,189.45</u></u>

Saline District Library
Statement of Financial Position
As of November 30, 2024

Assets

Current Assets		
000-001	Key Bank - General	\$ 91,189.45
000-003	Old National CD 1	209,304.75
000-008	Employee Advances	17,726.85
000-013	Agency Account (Schrandt)	2,772,215.44
000-013.1	Agency Account-Unrealized Gain	(238,072.19)
000-017	Agency Sub Account (Investment Account)	3,504,329.03
000-017.1	Agency Sub Account-Unrealized Gain	(407,749.64)
Total Current Assets		5,948,943.69
Property and Equipment		
Net Property and Equipment		0.00
Total Assets		\$ 5,948,943.69

Liabilities and Net Assets

Current Liabilities		
000-202	Accounts Payable	\$ 3,201.00
000-257	Accrued Payroll	44,466.98
000-258.1	State Payroll Taxes	3,523.03
000-275	MTT Liability	7,797.00
Total Current Liabilities		58,988.01
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		58,988.01
Net Assets		
000-343	Reserve-Compensated Absences	50,000.00
000-370	Prepays	45,015.00
000-375	Reserve-Quasi Endowment	3,075,000.00
000-385	Reserve-Unassigned	284,707.00
000-386	Reserve-Building Improvement	1,000,000.00
000-386.1	Reserve-Parking Lot	200,000.00
000-387	Reserve-Equipment Replacement	400,000.00
000-387.1	Reserve-Technology & Internet	500,000.00
000-388	Reserve-Art Fund	77,669.00
000-389	Reserve-Library Development	1,436,597.00
000-389.1	Reserve-Future Developmeent	650,000.00
000-390	General Fund Balance	(97,071.90)
000-399	Net Position	(1,731,960.42)
Total Net Assets		5,889,955.68
Total Liabilities and Net Assets		\$ 5,948,943.69

**Saline District Library
Income Statement
Actual vs. Budget**

	1 Month Ended	12 Months	12 Months Ended	Year to Date	
	November 30,	Ended	November 30, 2024	Percentage	
	2024	November 30,	November 30, 2024	Budget	
	Actual	Actual	Budget	Budget	
Revenue					
000-402.1	Saline-Real Tax	\$ 0.00	\$ 591,852.06	\$ 617,328.00	95.87
000-402.2	Bridgewater-Real Tax	0.00	25,406.48	25,078.00	101.31
000-402.3	Freedom-Real Tax	0.00	6,816.31	6,714.00	101.52
000-402.4	Lodi-Real Tax	0.00	482,961.84	477,991.00	101.04
000-402.5	Pittsfield-Real Tax	1,436.86	887,743.94	864,844.00	102.65
000-402.6	Saline Township-Real Tax	0.00	154,841.52	152,591.00	101.47
000-402.7	York Township-Real Tax	0.00	391,102.28	385,694.00	101.40
000-413	PPT Reimbursement	0.00	134,371.39	134,370.00	100.00
000-540	State Aid	0.00	28,872.76	29,600.00	97.54
000-628	Printers-Revenue	0.00	2,829.15	3,500.00	80.83
000-628.1	Copy Machine-Revenue	53.45	1,080.45	1,000.00	108.05
000-629	Non-Resident Fee	0.00	3,527.00	3,700.00	95.32
000-656	Penal Fines	0.00	25,568.08	22,000.00	116.22
000-658	Fines-Overdue Materials	2.00	851.67	0.00	0.00
000-658.1	Materials Replacement	156.43	6,894.27	6,300.00	109.43
000-665.1	General Account Interest	105.69	1,214.93	1,300.00	93.46
000-665.2	CD Interest	0.00	21,811.06	0.00	0.00
000-665.3	Sub-Agency Account Interest	13,362.20	122,658.98	59,990.00	204.47
000-674	Donations-Unrestricted	3,000.00	7,289.78	7,000.00	104.14
000-674.1	Donations-Restricted	1,500.00	2,450.00	1,000.00	245.00
000-674.2	Donations-Friends	100,066.76	113,126.20	18,000.00	628.48
000-680	Other Income	284.45	1,312.67	0.00	0.00
000-699	Trans from Other Funds	0.00	0.00	3,482,000.00	0.00
	Total Revenue	<u>119,967.84</u>	<u>3,014,582.82</u>	<u>6,300,000.00</u>	<u>47.85</u>
	Gross Profit	<u>119,967.84</u>	<u>3,014,582.82</u>	<u>6,300,000.00</u>	<u>47.85</u>
Operating Expenses					
790-702	Salaries	98,278.02	1,287,139.74	1,300,000.00	99.01
790-716	Employee Insurance/Benefits	6,545.43	75,241.97	80,000.00	94.05
790-719	Health Reimbursement	1,765.98	20,844.15	21,000.00	99.26
790-722	Employer FICA	7,373.74	97,237.44	97,500.00	99.73
790-723	Retirement	3,460.47	43,035.44	38,000.00	113.25
790-727	Office Supplies	382.57	4,243.86	6,000.00	70.73
790-727.3	Supplies-Youth	0.00	1,509.38	1,600.00	94.34
790-727.4	Cartridges	477.45	3,001.43	4,300.00	69.80
790-730	Postage	146.00	898.48	700.00	128.35
790-732	Cleaning Supplies	1,396.26	4,964.86	6,000.00	82.75
790-734	Processing Supplies	226.80	9,620.82	11,000.00	87.46
790-740	Equipment	665.48	39,180.90	31,000.00	126.39
790-750.1	Adult Programming	3,207.32	17,305.66	18,000.00	96.14
790-750.2	Teen Programming	2,451.60	10,778.74	10,000.00	107.79
790-750.3	Youth Programming	1,708.21	12,926.97	14,000.00	92.34
790-750.4	Programming funded by Friends	(76.00)	4,963.61	7,500.00	66.18
790-752.1	Summer Reading-Adult	0.00	2,763.03	3,000.00	92.10
790-752.2	Summer Reading-Teen	0.00	1,729.21	2,000.00	86.46
790-752.3	Summer Reading-Youth	0.00	4,952.04	5,000.00	99.04
790-760	Youth Toys/Realia	115.94	2,081.57	2,100.00	99.12
790-762.1	Adult ETC	192.72	2,391.15	3,000.00	79.71
790-762.3	Youth ETC	0.00	1,972.02	2,000.00	98.60
790-770	Periodicals	0.00	7,646.50	12,300.00	62.17
790-772.1	eLibrary-Adults	7,730.49	145,461.49	132,000.00	110.20
790-772.4	eLibrary Funded by Friends	0.00	5,000.00	5,000.00	100.00

**Saline District Library
Income Statement
Actual vs. Budget**

		1 Month Ended	12 Months	12 Months Ended	Year to Date
		November 30,	Ended	November 30, 2024	Percentage
		2024	November 30,	November 30, 2024	Budget
		Actual	Actual	Budget	Budget
790-780	Software	361.60	19,811.98	25,000.00	79.25
790-785	Online Database	2,595.00	34,130.43	43,000.00	79.37
790-801	PS-Auditor	0.00	26,080.00	25,600.00	101.88
790-802	PS-Bookkeeping	645.00	7,740.00	11,300.00	68.50
790-803	PS-Attorney	49.00	171.50	2,600.00	6.60
790-804	PS-Consultants	0.00	4,425.00	8,000.00	55.31
790-805	PS--Computer Consultants	0.00	2,900.00	5,000.00	58.00
790-806	PS-Tax Collection	0.00	310.80	400.00	77.70
790-810	Cooperative Fees	0.00	3,495.00	3,500.00	99.86
790-820	Polaris	0.00	54,504.21	47,000.00	115.97
790-850	Internet	14,517.50	20,962.84	22,000.00	95.29
790-851	Telephone	477.38	5,630.92	5,600.00	100.55
790-860	Travel/Lodging	15.42	1,124.58	3,000.00	37.49
790-880	Marketing	663.24	13,774.93	16,000.00	86.09
790-885	Misc Funded by Friends	66.76	1,477.67	0.00	0.00
790-920	Electricity	5,036.74	51,131.27	50,000.00	102.26
790-921	Gas	1,090.99	19,539.19	17,000.00	114.94
790-922	Water	1,645.16	5,881.48	6,700.00	87.78
790-930	Building Maintenance	1,272.70	18,503.31	30,000.00	61.68
790-932	Grounds Maintenance	0.00	35,503.96	40,100.00	88.54
790-934	Equipment Maintenance	67.06	8,646.86	12,000.00	72.06
790-955	Grants	600.00	7,867.36	0.00	0.00
790-956	Miscellaneous	17.65	940.27	1,600.00	58.77
790-956.1	Misc/Petty Cash	0.00	0.00	200.00	0.00
790-957	Continued Education	0.00	1,053.57	6,000.00	17.56
790-958	Dues	300.00	4,271.00	4,400.00	97.07
790-964	Tax Adjustment	0.00	157.42	4,500.00	3.50
790-964.4	MelCat Reimbursements	0.00	458.66	200.00	229.33
790-965	Bank Charges	301.28	4,133.73	4,500.00	91.86
790-969	Insurance	0.00	18,256.00	18,000.00	101.42
790-981	Books Funded by Friends	63.70	917.06	1,000.00	91.71
790-982.1	Adult Fiction	1,389.37	33,341.19	35,000.00	95.26
790-982.15	Large Print	474.94	5,279.32	9,000.00	58.66
790-982.2	Teen Fiction	2,025.56	8,287.19	10,000.00	82.87
790-982.3	Youth Fiction	1,241.90	24,277.53	25,000.00	97.11
790-983.1	Adult Nonfiction	1,832.61	24,657.81	35,000.00	70.45
790-983.15	Reference	276.25	3,144.01	4,000.00	78.60
790-983.2	Teen Nonfiction	723.58	3,084.44	4,000.00	77.11
790-983.3	Youth Nonfiction	1,415.21	14,520.73	15,000.00	96.80
790-984.1	Audiobooks-Adult	478.90	2,845.29	8,000.00	35.57
790-984.2	Audiobooks-Teen	200.96	1,337.70	4,000.00	33.44
790-984.3	Audiobooks-Youth	852.23	6,010.56	6,500.00	92.47
790-985.1	DVD/Blu Rays-Adult	517.79	6,301.93	12,000.00	52.52
790-985.2	DVD/Blu Rays-Teen	0.00	153.82	500.00	30.76
790-985.3	DVD/Blu Rays-Youth	230.85	2,644.61	2,600.00	101.72
790-986.1	Music CDs-Adult	247.32	1,076.14	2,000.00	53.81
790-986.3	Music CDs-Youth	8.24	164.85	200.00	82.43
790-998	Special Projects	760,709.76	2,710,178.41	3,900,000.00	69.49
	Total Operating Expenses	<u>938,460.13</u>	<u>5,027,996.99</u>	<u>6,300,000.00</u>	<u>79.81</u>
	Operating Income (Loss)	<u>(818,492.29)</u>	<u>(2,013,414.17)</u>	<u>0.00</u>	<u>0.00</u>

**Saline District Library
Income Statement
Actual vs. Budget**

	1 Month Ended	12 Months	12 Months Ended	Year to Date
	November 30,	Ended	November 30, 2024	Percentage
	2024	November 30,	November 30, 2024	Budget
	Actual	Actual	Budget	Budget
Other Income (Expenses)				
000-665.4	Agency Account Interest	7,963.87	56,907.76	0.00
000-669	Sub-Agency Short Term Gain	0.00	31.37	0.00
000-669.1	Sub-Agency Long Term Gain	0.00	(70,786.84)	0.00
000-670	Sub-Agency Change in Market Value	16,335.34	233,316.97	0.00
000-670.4	Agency Change in Market Value	10,128.75	72,697.61	0.00
000-965.4	Agency Admin Charges	(957.38)	(10,713.12)	0.00
	Total Other Income (Expenses)	<u>33,470.58</u>	<u>281,453.75</u>	<u>0.00</u>
	Net Income (Loss) Before Taxes	<u>(785,021.71)</u>	<u>(1,731,960.42)</u>	<u>0.00</u>
	Net Income (Loss)	<u>\$ (785,021.71)</u>	<u>\$ (1,731,960.42)</u>	<u>\$ 0.00</u>

Saline District Library Fund 101
Monthly Revenue
November 2024

12/05/24

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.5 · Pittsfield Township-Real Tax								
Deposit	11/13/2024			ck# 49804		001 · Key Bank...	1,436.86	1,436.86
Total 402.5 · Pittsfield Township-Real Tax							1,436.86	1,436.86
Total 402 · Property Taxes Control Account							1,436.86	1,436.86
628 · Printers-Revenue								
Deposit	11/04/2024			Deposit		001 · Key Bank...	3.50	3.50
Deposit	11/05/2024			Deposit		001 · Key Bank...	2.00	5.50
Deposit	11/07/2024			Deposit		001 · Key Bank...	2.00	7.50
Deposit	11/08/2024			Deposit		001 · Key Bank...	10.50	18.00
Deposit	11/12/2024			Deposit		001 · Key Bank...	7.90	25.90
Deposit	11/13/2024			Deposit		001 · Key Bank...	3.10	29.00
Deposit	11/13/2024			Deposit		001 · Key Bank...	11.30	40.30
Deposit	11/13/2024			Deposit		001 · Key Bank...	1.30	41.60
Deposit	11/13/2024			Deposit		001 · Key Bank...	2.00	43.60
Deposit	11/14/2024			Deposit		001 · Key Bank...	129.75	173.35
Deposit	11/18/2024			Deposit		001 · Key Bank...	12.50	185.85
Deposit	11/18/2024			Deposit		001 · Key Bank...	2.00	187.85
Deposit	11/19/2024			Deposit		001 · Key Bank...	12.30	200.15
Deposit	11/21/2024			Deposit		001 · Key Bank...	8.20	208.35
Deposit	11/22/2024			Deposit		001 · Key Bank...	0.60	208.95
Deposit	11/22/2024			Deposit		001 · Key Bank...	8.90	217.85
Deposit	11/22/2024			Deposit		001 · Key Bank...	0.40	218.25
Deposit	11/22/2024			Deposit		001 · Key Bank...	0.10	218.35
Deposit	11/22/2024			Deposit		001 · Key Bank...	10.00	228.35
Deposit	11/25/2024			Deposit		001 · Key Bank...	10.00	238.35
Deposit	11/27/2024			Deposit		001 · Key Bank...	12.00	250.35
Deposit	11/29/2024			Deposit		001 · Key Bank...	34.10	284.45
Total 628 · Printers-Revenue							284.45	284.45
628.1 · Copy Machine-Revenue								
Deposit	11/14/2024			Deposit		001 · Key Bank...	53.45	53.45
Total 628.1 · Copy Machine-Revenue							53.45	53.45
658 · Fines-Overdue Materials								
Deposit	11/13/2024			Deposit		001 · Key Bank...	2.00	2.00
Total 658 · Fines-Overdue Materials							2.00	2.00
658.1 · Materials Replacement Fees								
Deposit	11/12/2024			Deposit		001 · Key Bank...	18.99	18.99
Deposit	11/13/2024			Deposit		001 · Key Bank...	5.00	23.99
Deposit	11/13/2024			Deposit		001 · Key Bank...	34.00	57.99
Deposit	11/13/2024			Deposit		001 · Key Bank...	19.99	77.98
Deposit	11/13/2024			Deposit		001 · Key Bank...	18.19	96.17

Saline District Library Fund 101 Monthly Revenue November 2024

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	11/18/2024			Deposit		001 · Key Bank...	21.27	117.44
Deposit	11/25/2024			Deposit		001 · Key Bank...	25.00	142.44
Deposit	11/29/2024			Deposit		001 · Key Bank...	13.99	156.43
Total 658.1 · Materials Replacement Fees							156.43	156.43
665.1 · General Account Interest								
Deposit	11/09/2024			Deposit		001 · Key Bank...	88.62	88.62
Deposit	11/29/2024			Deposit		001 · Key Bank...	105.69	194.31
Total 665.1 · General Account Interest							194.31	194.31
674 · Donations-Unrestricted								
Deposit	11/22/2024			Jeppson Ann...		001 · Key Bank...	3,000.00	3,000.00
Total 674 · Donations-Unrestricted							3,000.00	3,000.00
674.1 · Donations-Restricted								
Deposit	11/13/2024			Charnesky Do...		001 · Key Bank...	500.00	500.00
Deposit	11/13/2024			Sporer Donati...		001 · Key Bank...	1,000.00	1,500.00
Total 674.1 · Donations-Restricted							1,500.00	1,500.00
674.2 · Donations-Friends								
Deposit	11/13/2024			Deposit		001 · Key Bank...	100,000.00	100,000.00
Deposit	11/22/2024			flowers for sta...		001 · Key Bank...	66.76	100,066.76
Total 674.2 · Donations-Friends							100,066.76	100,066.76
699 · Transfer from Other Funds								
Deposit	11/05/2024			Deposit		001 · Key Bank...	150,000.00	150,000.00
Deposit	11/22/2024			Deposit		001 · Key Bank...	700,000.00	850,000.00
Total 699 · Transfer from Other Funds							850,000.00	850,000.00
TOTAL							956,694.26	956,694.26

**Saline District Library Fund 101
Bill List
November 2024**

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Check	11/08/2024			pay period en...	33,590.97
Check	11/08/2024			MERS Pay P...	2,001.69
Check	11/08/2024			MERS Staff L...	88.19
Check	11/08/2024			MERS Staff L...	149.81
Check	11/08/2024			MERS 457 Pa...	2,873.25
Check	11/22/2024			pay period en...	34,252.83
Check	11/22/2024			MERS Pay P...	2,035.59
Check	11/22/2024			MERS Staff L...	88.19
Check	11/22/2024			MERS Staff L...	149.81
Check	11/22/2024			MERS 457 Pa...	2,887.70
Total 702 · Salaries					78,118.03
716 · Employee Insurances/Benefits					
Bill	11/19/2024	12/1-1...	BLUE CROSS BLU...		7,262.63
Bill	11/19/2024	97611...	SBIS		1,171.74
Total 716 · Employee Insurances/Benefits					8,434.37
719 · Health Reimbursement					
Bill	11/12/2024	ADM0...	EHIM		165.50
Bill	11/12/2024	FND0...	EHIM		1,600.48
Total 719 · Health Reimbursement					1,765.98
723 · Retirement					
Check	11/08/2024			MERS Pay P...	2,001.68
Check	11/22/2024			MERS Pay P...	2,035.59
Total 723 · Retirement					4,037.27
727 · Office Supplies					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		160.03
Bill	11/12/2024	70027...	STAPLES		208.14
Bill	11/19/2024	8/21 &...	PILARZ, CHRISTINA		14.40
Total 727 · Office Supplies					382.57
727.4 · Cartridges					
Bill	11/12/2024	70027...	STAPLES		477.45
Total 727.4 · Cartridges					477.45
730 · Postage					
Bill	11/08/2024		KEYBANK - NATIO...		146.00
Total 730 · Postage					146.00
732 · Cleaning Supplies					
Bill	11/12/2024	70027...	STAPLES		1,301.64

Saline District Library Fund 101
Bill List
November 2024

Type	Date	Num	Name	Memo	Amount
Bill	11/26/2024	70031...	STAPLES		94.62
Total 732 · Cleaning Supplies					1,396.26
734 · Processing Supplies					
Bill	11/12/2024	329483	SHOWCASES		226.80
Total 734 · Processing Supplies					226.80
740 · Equipment					
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		665.48
Total 740 · Equipment					665.48
750.1 · Adult Programming					
Bill	11/08/2024		KEYBANK - NATIO...		239.00
Bill	11/08/2024		KEYBANK - NATIO...		1,173.48
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		582.02
Bill	11/12/2024	PO 71...	JOYCE MANDEL	Resume Writi...	100.00
Bill	11/12/2024	11/4-1...	MCFRY, JO ANN Y...	Yoga and wal...	350.00
Bill	11/12/2024	10282...	CARRIGAN CAFE	Refreshments	22.50
Bill	11/12/2024	11042...	CARRIGAN CAFE	Refreshments	56.30
Bill	11/12/2024	11112...	CARRIGAN CAFE	Refreshments	22.50
Deposit	11/12/2024			Deposit	-22.99
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		684.51
Total 750.1 · Adult Programming					3,207.32
750.2 · Teen Programming					
Bill	11/08/2024		KEYBANK - NATIO...		417.20
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		1,105.69
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		928.71
Total 750.2 · Teen Programming					2,451.60
750.3 · Youth Programming					
Bill	11/08/2024		KEYBANK - NATIO...		131.78
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		656.01
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		32.95
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		887.47
Total 750.3 · Youth Programming					1,708.21
760 · Youth Toys/Realia					
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		115.94
Total 760 · Youth Toys/Realia					115.94
762.1 · Adult ETC					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		129.79
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		62.93

Saline District Library Fund 101
Bill List
November 2024

Type	Date	Num	Name	Memo	Amount
Total 762.1 · Adult ETC					192.72
772.1 · Ebooks-Adult					
Bill	11/12/2024	42259...	KANOPY, INC.		627.30
Bill	11/12/2024	50627...	MIDWEST TAPE	Hoopla	7,103.19
Total 772.1 · Ebooks-Adult					7,730.49
780 · Software					
Bill	11/08/2024		KEYBANK - NATIO...		361.60
Total 780 · Software					361.60
785 · Online Database					
Bill	11/12/2024	98680...	GREY HOUSE PUB...	12/1/2024-11/...	2,595.00
Total 785 · Online Database					2,595.00
802 · Professional Services-Bookkeep					
Bill	11/14/2024		STROM ACCOUNTI...		645.00
Total 802 · Professional Services-Bookkeep					645.00
803 · Professioanl services-Attorney					
Bill	11/12/2024	899535	FOSTER, SWIFT, C...		49.00
Total 803 · Professioanl services-Attorney					49.00
850 · Internet					
Bill	11/12/2024	11/13/...	T-MOBILE	Hotspots	297.50
Bill	11/12/2024	CI-017...	MERIT NETWORK, ...		14,220.00
Total 850 · Internet					14,517.50
851 · Telephone					
Bill	11/12/2024	80167	TELNET WORLDWI...		477.38
Total 851 · Telephone					477.38
860 · Travel/Lodging					
Bill	11/12/2024	11/5/2...	PATRICIA BROWN	Mileage for ou...	15.42
Total 860 · Travel/Lodging					15.42
880 · Marketing					
Bill	11/08/2024		KEYBANK - NATIO...		411.29
Bill	11/12/2024	11/8/2...	LASH, JESSICA		100.75
Bill	11/19/2024	8/21 &...	PILARZ, CHRISTINA		52.08
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		99.12
Total 880 · Marketing					663.24

Saline District Library Fund 101
Bill List
November 2024

Type	Date	Num	Name	Memo	Amount
885 · Msc funded by Friends					
Bill	11/08/2024		KEYBANK - NATIO...		66.76
Total 885 · Msc funded by Friends					66.76
920 · Electricity					
Bill	11/08/2024	11/8/2...	DTE ENERGY - EL...		5,036.74
Total 920 · Electricity					5,036.74
921 · Gas					
Bill	11/12/2024	11/12/...	DTE ENERGY - GAS		1,090.99
Total 921 · Gas					1,090.99
922 · Water					
Bill	11/12/2024	26146...	SALINE CITY HALL		1,645.16
Total 922 · Water					1,645.16
930 · Building Maintenance					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		156.36
Bill	11/12/2024	87955...	WASTE MANAGEM...		256.62
Bill	11/12/2024	243335	WYANDOTTE ALA...		197.70
Deposit	11/12/2024			Deposit	-24.24
Bill	11/19/2024	92311...	HD SUPPLY FACILI...	Filters	677.38
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		8.88
Total 930 · Building Maintenance					1,272.70
934 · Equipment Maintenance					
Bill	11/12/2024	50703...	RICOH USA, INC		67.06
Total 934 · Equipment Maintenance					67.06
955 · Grants					
Bill	11/12/2024	Nove...	MANHATTAN SHO...		600.00
Total 955 · Grants					600.00
956 · Miscellaneous					
Bill	11/12/2024	11/11/...	STEPHANIE GRAY	Donuts for rib...	44.00
Bill	11/19/2024	11/18/...	AMY SANKARAN	Cider for ribbo...	48.65
Deposit	11/22/2024			Payment for f...	-75.00
Total 956 · Miscellaneous					17.65
958 · Dues					
Bill	11/12/2024	1787	SALINE AREA CHA...	Annual renewal	300.00
Total 958 · Dues					300.00

Saline District Library Fund 101
Bill List
November 2024

Type	Date	Num	Name	Memo	Amount
965 · Bank Charges					
Check	11/04/2024			KB Merch fee	32.63
Check	11/04/2024			KB Merch fee	31.30
Check	11/08/2024			Oct. Analysis ...	237.35
Check	11/09/2024			Sept. Analysis...	251.54
Total 965 · Bank Charges					552.82
981 · Books funded by friends					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		63.70
Total 981 · Books funded by friends					63.70
982.1 · Adult Fiction					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		58.00
Deposit	11/12/2024			Deposit	-29.00
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		1,360.37
Total 982.1 · Adult Fiction					1,389.37
982.15 · Large Print					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		474.94
Total 982.15 · Large Print					474.94
982.2 · Teen Fiction					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		301.35
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		1,303.61
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		420.60
Total 982.2 · Teen Fiction					2,025.56
982.3 · Youth Fiction					
Bill	11/09/2024	11/9/2...	AMAZON CAPITAL ...		57.28
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		1,184.62
Total 982.3 · Youth Fiction					1,241.90
983.1 · Adult Nonfiction					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		1,832.61
Total 983.1 · Adult Nonfiction					1,832.61
983.15 · Reference					
Bill	11/08/2024		KEYBANK - NATIO...		70.00
Bill	11/27/2024	11/1-1...	AMAZON CAPITAL ...		206.25
Total 983.15 · Reference					276.25
983.2 · Teen Nonfiction					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		723.58

Saline District Library Fund 101
Bill List
November 2024

Type	Date	Num	Name	Memo	Amount
Total 983.2 · Teen Nonfiction					723.58
983.3 · Youth Nonfiction					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		1,415.21
Total 983.3 · Youth Nonfiction					1,415.21
984.1 · Audiobooks-Adult					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		478.90
Total 984.1 · Audiobooks-Adult					478.90
984.2 · Audiobooks-Teen					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		200.96
Total 984.2 · Audiobooks-Teen					200.96
984.3 · Audiobooks-Youth					
Bill	11/19/2024	10/1-1...	BAKER & TAYLOR		852.23
Total 984.3 · Audiobooks-Youth					852.23
985.1 · DVDBlu Rays-Adult					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		517.79
Total 985.1 · DVDBlu Rays-Adult					517.79
985.3 · DVD/Blu Rays-Youth					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		230.85
Total 985.3 · DVD/Blu Rays-Youth					230.85
986.1 · Music CDs-Adult					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		247.32
Total 986.1 · Music CDs-Adult					247.32
986.3 · Music CDs-Youth					
Bill	11/19/2024	10/4-1...	MIDWEST TAPE		8.24
Total 986.3 · Music CDs-Youth					8.24
998 · Special Projects					
Bill	11/12/2024	2410-...	MULDER'S MOVIN...		36,548.55
Bill	11/12/2024	24-24...	LIBRARY DESIGN ...	Shelving, stor...	43,959.00
Bill	11/12/2024	67179	TEOMA SYSTEMS		881.94
Bill	11/25/2024	CCB #5	MCCARTHY & SMI...		423,401.84
Bill	11/25/2024	CCB	MCCARTHY & SMI...		0.00
Bill	11/25/2024	CCB #6	MCCARTHY & SMI...		255,918.43
Total 998 · Special Projects					760,709.76

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12/05/24

Accrual Basis

Saline District Library Fund 101

Bill List

November 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
TOTAL						<u>913,719.68</u>

Saline District Library Fund 101
Monthly Revenue
December 2024

01/02/25

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.3 · Freedom Township-Real Tax								
Deposit	12/20/2024			Ck # 3802		001 · Key Bank...	551.67	551.67
Total 402.3 · Freedom Township-Real Tax							551.67	551.67
402.4 · Lodi Township-Real Tax								
Deposit	12/20/2024			Ck # 2206		001 · Key Bank...	27,726.33	27,726.33
Total 402.4 · Lodi Township-Real Tax							27,726.33	27,726.33
402.5 · Pittsfield Township-Real Tax								
Deposit	12/20/2024			CK # 023305		001 · Key Bank...	55,416.70	55,416.70
Total 402.5 · Pittsfield Township-Real Tax							55,416.70	55,416.70
402 · Property Taxes Control Account - Other								
Deposit	12/27/2024			Deposit		001 · Key Bank...	32,870.00	32,870.00
Total 402 · Property Taxes Control Account - Other							32,870.00	32,870.00
Total 402 · Property Taxes Control Account							116,564.70	116,564.70
628 · Printers-Revenue								
Deposit	12/04/2024			Deposit		001 · Key Bank...	14.00	14.00
Deposit	12/05/2024			Deposit		001 · Key Bank...	2.00	16.00
Deposit	12/09/2024			Deposit		001 · Key Bank...	22.10	38.10
Deposit	12/09/2024			Deposit		001 · Key Bank...	10.00	48.10
Deposit	12/11/2024			Deposit		001 · Key Bank...	2.30	50.40
Deposit	12/12/2024			Deposit		001 · Key Bank...	2.00	52.40
Deposit	12/13/2024			Deposit		001 · Key Bank...	10.90	63.30
Deposit	12/16/2024			Deposit		001 · Key Bank...	5.00	68.30
Deposit	12/16/2024			Deposit		001 · Key Bank...	4.00	72.30
Deposit	12/19/2024			Deposit		001 · Key Bank...	2.00	74.30
Deposit	12/20/2024			Deposit		001 · Key Bank...	103.45	177.75
Deposit	12/20/2024			Deposit		001 · Key Bank...	6.50	184.25
Deposit	12/23/2024			Deposit		001 · Key Bank...	4.00	188.25
Deposit	12/23/2024			Deposit		001 · Key Bank...	5.00	193.25
Deposit	12/24/2024			Deposit		001 · Key Bank...	9.50	202.75
Deposit	12/27/2024			Deposit		001 · Key Bank...	8.50	211.25
Deposit	12/30/2024			Deposit		001 · Key Bank...	8.70	219.95
Deposit	12/31/2024			Deposit		001 · Key Bank...	3.50	223.45
Total 628 · Printers-Revenue							223.45	223.45
658 · Fines-Overdue Materials								
Deposit	12/20/2024			Deposit		001 · Key Bank...	25.00	25.00
Total 658 · Fines-Overdue Materials							25.00	25.00
658.1 · Materials Replacement Fees								

Saline District Library Fund 101 Monthly Revenue December 2024

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Deposit	12/05/2024			Deposit		001 · Key Bank...	13.96	13.96
Deposit	12/12/2024			Deposit		001 · Key Bank...	20.00	33.96
Deposit	12/16/2024			Deposit		001 · Key Bank...	29.99	63.95
Deposit	12/20/2024			Deposit		001 · Key Bank...	148.42	212.37
Deposit	12/20/2024			Deposit		001 · Key Bank...	39.95	252.32
Deposit	12/23/2024			Deposit		001 · Key Bank...	75.00	327.32
Deposit	12/23/2024			Deposit		001 · Key Bank...	37.92	365.24
Deposit	12/27/2024			Deposit		001 · Key Bank...	29.32	394.56
Deposit	12/31/2024			Deposit		001 · Key Bank...	7.95	402.51
Total 658.1 · Materials Replacement Fees							402.51	402.51
665.1 · General Account Interest								
Deposit	12/31/2024			Deposit		001 · Key Bank...	46.37	46.37
Total 665.1 · General Account Interest							46.37	46.37
674 · Donations-Unrestricted								
Deposit	12/20/2024			Jones Memor...		001 · Key Bank...	50.00	50.00
Deposit	12/20/2024			Hartman in M...		001 · Key Bank...	20.00	70.00
Deposit	12/20/2024			Schroeder in ...		001 · Key Bank...	50.00	120.00
Deposit	12/20/2024			Donnelley in ...		001 · Key Bank...	75.00	195.00
Deposit	12/20/2024			Backlas in Me...		001 · Key Bank...	50.00	245.00
Deposit	12/20/2024			Ware in Mem...		001 · Key Bank...	100.00	345.00
Deposit	12/20/2024			Reitz in Mem...		001 · Key Bank...	100.00	445.00
Deposit	12/20/2024			Swanson in M...		001 · Key Bank...	25.00	470.00
Deposit	12/27/2024			Deposit		001 · Key Bank...	10.00	480.00
Total 674 · Donations-Unrestricted							480.00	480.00
699 · Transfer from Other Funds								
Deposit	12/05/2024			Deposit		001 · Key Bank...	150,000.00	150,000.00
Total 699 · Transfer from Other Funds							150,000.00	150,000.00
TOTAL							267,742.03	267,742.03

Saline District Library Fund 101

Bill List

December 2024

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Check	12/06/2024			pay period en...	33,321.92
Check	12/06/2024			MERS Pay P...	2,025.55
Check	12/06/2024			MERS Staff L...	88.19
Check	12/06/2024			MERS Staff L...	149.81
Check	12/06/2024			MERS 457 Pa...	2,889.76
Check	12/19/2024			Pavchex Inc. ...	36,124.03
Deposit	12/19/2024				
Deposit	12/19/2024				
Deposit	12/19/2024				
Deposit	12/19/2024				
Bill	12/20/2024	12/20/...			
Check	12/20/2024			MERS Pay P...	2,098.68
Check	12/20/2024			MERS Staff L...	88.19
Check	12/20/2024			MERS Staff L...	149.81
Check	12/20/2024			MERS 457	2,945.54
Bill	12/23/2024	12/20/...			
Bill	12/23/2024	12/20/...			
Bill	12/27/2024	12/14/...			
Total 702 · Salaries					79,881.48
716 · Employee Insurances/Benefits					
Bill	12/27/2024	1/1-1/...	BLUE CROSS BLU...		7,262.63
Bill	12/27/2024	97611...	SBIS		1,171.74
Total 716 · Employee Insurances/Benefits					8,434.37
719 · Health Reimbursement					
Bill	12/27/2024	ADM0...	EHIM		165.50
Bill	12/27/2024	FND0...	EHIM		1,600.48
Total 719 · Health Reimbursement					1,765.98
723 · Retirement					
Check	12/06/2024			MERS Pay P...	2,025.55
Check	12/20/2024			MERS Pay P...	2,098.68
Total 723 · Retirement					4,124.23
727 · Office Supplies					
Bill	12/05/2024	130375	USA PAPER, LLC	Thermal pape...	393.00
Bill	12/10/2024		INTUIT		358.82
Total 727 · Office Supplies					751.82
750.1 · Adult Programming					
Bill	12/05/2024	7111	JOYCE MANDEL	Intervi Prep ...	100.00
Bill	12/05/2024	12/2-1...	MCFRY, JO ANN Y...	8 Yoga classes	400.00
Bill	12/05/2024	12022...	CARRIGAN CAFE	Program Refr...	153.55

Saline District Library Fund 101
Bill List
December 2024

Type	Date	Num	Name	Memo	Amount
Bill	12/27/2024	121624	CARRIGAN CAFE	Book club refr...	28.50
Total 750.1 · Adult Programming					682.05
770 · Periodicals					
Bill	12/05/2024	165519	WASHTENAW NE...		1,353.26
Bill	12/05/2024	3611-...	THE ANN ARBOR N...		66.83
Bill	12/27/2024	3144689	WT.COX INFORMA...	2/1/25-1/31/2...	4,765.96
Total 770 · Periodicals					6,186.05
772.1 · Ebooks-Adult					
Bill	12/05/2024	42695...	KANOPY, INC.		506.60
Bill	12/05/2024	50641...	MIDWEST TAPE	Hoopla	7,002.49
Bill	12/27/2024	CD01...	OVERDRIVE, INC		5,000.00
Total 772.1 · Ebooks-Adult					12,509.09
772.4 · Ebooks funded by Friends					
Bill	12/27/2024	CD01...	OVERDRIVE, INC		5,000.00
Total 772.4 · Ebooks funded by Friends					5,000.00
780 · Software					
Bill	12/05/2024	24-R7...	SPRINGSHARE, LLC		1,000.00
Total 780 · Software					1,000.00
785 · Online Database					
Bill	12/05/2024	70855...	PROQUEST LLC	Genealogy re...	2,438.42
Bill	12/05/2024	86010...	CENGAGE LEARNI...	Gale Legal Fo...	1,862.18
Bill	12/05/2024	86014...	CENGAGE LEARNI...	Chilton Librar...	2,010.14
Bill	12/27/2024	366B3...	THE NEW YORK TI...		2,303.60
Total 785 · Online Database					8,614.34
802 · Professional Services-Bookkeep					
Bill	12/10/2024		STROM ACCOUNTI...		645.00
Check	12/13/2024			Paychex start ...	902.70
Check	12/13/2024			Paychex mont...	250.00
Total 802 · Professional Services-Bookkeep					1,797.70
850 · Internet					
Bill	12/05/2024	12/13/...	T-MOBILE	Hotspots	297.50
Total 850 · Internet					297.50
851 · Telephone					
Bill	12/05/2024	84070	TELNET WORLDWI...		476.86

**Saline District Library Fund 101
Bill List
December 2024**

Type	Date	Num	Name	Memo	Amount
Total 851 · Telephone					476.86
880 · Marketing					
Bill	12/05/2024	24-R7...	SPRINGSHARE, LLC		6,000.00
Bill	12/05/2024	13211...	4IMPRINT, INC.	T-Shirts for staff	998.69
Bill	12/10/2024		KEYBANK - NATIO...		286.29
Total 880 · Marketing					7,284.98
920 · Electricity					
Bill	12/10/2024		DTE ENERGY - EL...		4,438.92
Total 920 · Electricity					4,438.92
921 · Gas					
Bill	12/10/2024		DTE ENERGY - GAS		1,202.72
Total 921 · Gas					1,202.72
930 · Building Maintenance					
Bill	12/05/2024	72769	MCW PARTNERS, ...		255.00
Bill	12/05/2024	245693	WYANDOTTE ALA...		135.00
Bill	12/05/2024	88039...	WASTE MANAGEM...		256.62
Bill	12/27/2024	161595	NATIONAL TIME & ...		270.00
Total 930 · Building Maintenance					916.62
932 · Ground Maintenance					
Bill	12/05/2024	30514	KEVIN'S LANDSCA...	Snow Remov...	17,750.00
Total 932 · Ground Maintenance					17,750.00
934 · Equipment Maintenance					
Bill	12/27/2024	50705...	RICOH USA, INC		43.26
Total 934 · Equipment Maintenance					43.26
957 · Continuing Education					
Bill	12/27/2024	957	WAARALA, KARRIE	Book Bans & ...	125.00
Total 957 · Continuing Education					125.00
964.4 · MelCat Reimbursements					
Bill	12/05/2024	31273...	TROY PUBLIC LIBR...	Astor: the rise...	22.19
Bill	12/05/2024	31273...	TROY PUBLIC LIBR...	The ultimate ...	17.99
Bill	12/05/2024	39082...	AUBURN HILLS PU...	How to steal a...	26.00
Bill	12/05/2024	10292...	ST. CLAIR COUNT...	30-minute me...	16.75
Bill	12/27/2024	39009...	REDFORD TOWNS...	Franklin is Lost	20.00
Bill	12/27/2024	PR 91...	MACOMB COMMU...	No Great Mis...	30.00
Bill	12/27/2024	31141...	WESTERN MICHIG...	A Book of Dis...	75.00
Bill	12/27/2024	Frankli...	WATERVLIET DIST...	Franklin's Mu...	14.95

3:24 PM

01/03/25

Accrual Basis

Saline District Library Fund 101
Bill List
December 2024

Type	Date	Num	Name	Memo	Amount
Total 964.4 · MelCat Reimbursements					222.88
965 · Bank Charges					
Check	12/03/2024			KB merch fee	24.03
Check	12/03/2024			KB merch fee	23.17
Check	12/09/2024			Nov analysis ...	233.94
Total 965 · Bank Charges					281.14
969 · Insurance					
Bill	12/05/2024	15224...	CITIZENS INSURA...	Renewal 12/1/...	12,713.00
Bill	12/05/2024	9861N...	TRAVELERS	Annual renewal	6,342.00
Total 969 · Insurance					19,055.00
998 · Special Projects					
Bill	12/05/2024	67302	TEOMA SYSTEMS		1,394.01
Total 998 · Special Projects					1,394.01
TOTAL					184,236.00

**Saline District Library
Quarterly Investment Report
4th Quarter Ending 11/30/24**

Activity Summary	SubAgency Fund	Agency Fund	Total
9/1/2024 Beginning Balance	\$4,724,200.93	\$2,537,575.21	\$7,261,776.14
Cash/Securities Trferred In	\$1,449,000.00		\$1,449,000.00
Dividends/Interest	\$35,492.92	\$13,165.25	\$48,658.17
Cash/Securities Transferred Out	(\$3,099,000.00)		(\$3,099,000.00)
Investment Fees	(\$4,819.09)	(\$2,844.71)	(\$7,663.80)
Net Change in Market Value	(\$8,295.37)	(\$13,752.50)	(\$22,047.87)
11/30/2024 Ending Balance	\$3,096,579.39	\$2,534,143.25	\$5,630,722.64

Holdings Summary	SubAgency Fund	Agency Fund	Total
9/1/2024 Principal Holdings			
U.S. Treasury Notes	\$4,216,559.05	\$2,396,125.70	\$6,612,684.75
Money Market Funds	\$475,740.10	\$119,781.50	\$595,521.60
Total Principal Holdings	\$4,692,299.15	\$2,515,907.20	\$7,208,206.35
Income Holdings			
Money Market Funds	\$31,901.78	\$21,668.01	\$53,569.79
Total Holdings	\$4,724,200.93	\$2,537,575.21	\$7,261,776.14
11/30/2024 Principal Holdings			
U.S. Treasury Notes	\$2,882,879.15	\$2,382,373.20	\$5,265,252.35
Money Market Funds	\$190,381.03	\$118,268.59	\$308,649.62
Total Principal Holdings	\$3,073,260.18	\$2,500,641.79	\$5,573,901.97
Income Holdings			
Money Market Funds	\$23,319.21	\$33,501.46	\$56,820.67
Total Holdings	\$3,096,579.39	\$2,534,143.25	\$5,630,722.64

Certificates of Deposit

Institution / Term	Maturity	Interest Rate	Amount
Old National / 12 months	4/13/2025	4.50%	\$200,000.00
Total			\$200,000.00

**Saline District Library
Annual Investment Report
FY2023-2024**

Activity Summary	SubAgency Fund	Agency Fund	Total
12/1/2023 Beginning Balance	\$4,811,358.91	\$2,415,251.00	\$7,226,609.91
Cash/Securities Tranferred In	\$4,908,654.50	\$49,916.48	\$4,958,570.98
Dividends/Interest	\$153,367.47	\$56,907.76	\$210,275.23
Cash/Securities Transferred Out	(\$6,908,654.50)	(\$49,916.48)	(\$6,958,570.98)
Investment Fees	(\$23,117.37)	(\$10,713.12)	(\$33,830.49)
Net Change in Market Value	\$154,970.38	\$72,697.61	\$227,667.99
11/30/2024 Ending Balance	\$3,096,579.39	\$2,534,143.25	\$5,630,722.64

Holdings Summary	SubAgency Fund	Agency Fund	Total
12/1/2023 Principal Holdings			
U.S. Treasury Notes	\$4,650,544.05	\$2,258,527.15	\$6,909,071.20
Money Market Funds	\$160,814.86	\$124,891.28	\$285,706.14
Total Principal Holdings	\$4,811,358.91	\$2,383,418.43	\$7,194,777.34
Income Holdings			
Money Market Funds	\$0.00	\$31,832.57	\$31,832.57
Total Holdings	\$4,811,358.91	\$2,415,251.00	\$7,226,609.91
11/30/2024 Principal Holdings			
U.S. Treasury Notes	\$2,882,879.15	\$2,382,373.20	\$5,265,252.35
Money Market Funds	\$190,381.03	\$118,268.59	\$308,649.62
Total Principal Holdings	\$3,073,260.18	\$2,500,641.79	\$5,573,901.97
Income Holdings			
Money Market Funds	\$23,319.21	\$33,501.46	\$56,820.67
Total Holdings	\$3,096,579.39	\$2,534,143.25	\$5,630,722.64

Certificates of Deposit

Institution / Term	Maturity	Interest Rate	Amount
Old National / 12 months	\$45,760.00	4.50%	\$200,000.00
Total			\$200,000.00



**Library Director's Report
Submitted by Karrie Waarala
January 21, 2025**

- Updates to the Library Renovation and Site Improvement Project include:
 - McCarthy & Smith has submitted their seventh monthly Cost Control Book Report, covering work completed through December 30, 2024, for a total of \$256,216.62 (see Appendix).
 - An amazing amount of work was accomplished to complete Phase 3 of interior renovations the week of January 13. Contractors worked to finish ceilings, flooring, painting, wallcovering, framing, and millwork while Mulder's Moving moved everything back into the library from storage and SDL staff worked to shelve books and set up the Youth area. Library Design Associates installed the remainder of the new shelving in the Commons and Youth areas.
 - American Interiors delivered most of the remaining furniture on January 13 and 14. One final delivery in February will provide the rounded bench and stools for the Teen Room, chairs for the Youth tables and computers, and 2 chairs for the Commons.
 - While the vast majority of interior renovations work is done, there are a few things that remain to be completed:
 - The gender neutral restroom is the biggest item. Plans needed to be revised to accommodate structural support in the basement, which has caused a delay.
 - The wall covering in the commons will be installed in February.
 - The divider wall in the Program Room will be installed in February.
 - Finishing touches such as door hardware and flooring baseboards continue to be completed.
 - A punch list walk-through meeting of McCarthy & Smith, Quinn Evans, and SDL administration will take place January 21.

- An open house to celebrate all of the new renovations is scheduled for Saturday, February 15. The Library Board Library Services Committee is assisting staff in planning this event, which will include entertainment, crafts, refreshments, tours, and new SDL swag.
- There was so much going on the week of January 13 that by Wednesday, January 18, it became clear that we needed to cancel the SDL Staff Development Day scheduled for that Friday. All of the presenters were very understanding and will be brought in at a later date.
- Plante Moran was at SDL the week of January 13 to conduct the annual financial audit. New auditing standards for controls meant that more time was needed than usual on this part of the audit.
- Upcoming library events of note for kids include [Take Your Child to the Library Day Storytime](#) and [Crafts](#), the return of [Read to a Dog](#), and [Snowflake Papercrafting](#). Adult crafting returns with [Make It Monday: Geometric Heart Painting](#), and the [New Adult Supported Social Club: Souper Bowl Party](#) marks the return of this special event series. Teen staples such as [Open Art](#) and [Half Day Pizza Café](#) are also returning soon.
- The Michigan Library Association schedules meetings with new Michigan legislators to help them understand the importance and value of public libraries. I have been asked by Debbie Mikula, the Executive Director of MLA, to attend a meeting with new House Representative Morgan Foreman to share all of the great happenings at SDL.
- Youth Services Librarian Anna Hinkley has had a proposal accepted by MLA to present at [Spring Institute](#), the annual youth services conference. Anna will be presenting a breakout session on Podcasting with Kids.
- We have an open [Part-Time Adult Assistant](#) position. Applications received by Tuesday, January 21 will receive first consideration.
- Recent comments from patrons include:
 - “The library looks fantastic; you have all done a great job!”
 - “Thank you for offering Ancestry.com. That is fabulous!”
 - “I visit libraries all over, and I really like how warm and inviting this one is.”

Saline District Library
Carl F. Schrandt Endowment Fund
Application Cover Sheet

Project Title JAZZ IN THE PARK

Name of Applicant DIANA MORNING


Address 9068 NORTH CREST DR.

City/State/Zip SALINE MI 48176

Phone 734-717-3892

Is applicant a resident or employee in the Saline library district? Yes No

Contact Person DIANA MORNING

Authorized Signature 

Name of Collaborating Organization (if applicable) SALINE ARTS & CULTURE COMMITTEE

Date Organization Founded _____

Address 100 N. HARRIS ST. SALINE MI 48176

Phone 734-429-4907

Date Application Submitted _____

Is the organization located in the Saline library district? Yes No

Project Name:

Jazz in the Park

Project Description

Jazz in the Park is a free community event held at Mill Pond Park the 3rd Saturday in July from 2:00pm-8:00pm. This event celebrates the vibrant art of jazz, fostering community engagement and cultural appreciation through live performances by local and regional musicians. The event is attended by Saline residents and residents from the surrounding and outlying areas. The musicians who participated in the past have won numerous prestigious awards and one group was Grammy nominated. We will have food trucks, vendors and face painting for the children. This year will feature an Art Walk along the river, consisting of local artists displaying their work.

Goals of the Project

- **Welcoming:** Jazz in the Park has welcomed not only residents of the city of Saline, but also residents from outside the immediate area. Many people travelled 20+ miles to attend. This event promotes cultural enrichment, appreciation of a true American art form and community connection in a welcoming environment.
- **Accessible and Inclusive Programming:** Jazz in the Park will prioritize accessibility by ensuring that all spaces are accessible to individuals with disabilities. Additionally, the event will be family-friendly, providing opportunities for people of all ages and backgrounds to enjoy the music. Parents are able to bring their children and watch them play on the playscape which is adjacent to the pavilion where the musicians perform, while they relax and enjoy the music.
- **Learning and Discovery:** Many attendees of the previous events were neighbors who came because they heard the music. They were not necessarily jazz listeners but it gave them the opportunity to discover it. The musicians speak between sets and tell the audience about themselves, their bandmates and a story about the music they are going to play, encouraging deeper engagement and appreciation of the genre.
- **Community Involvement:** The event will highlight Saline's commitment to arts and culture, featuring performances that showcase local Saline talent while inviting regional jazz artists to participate. The Arts and Culture Committee will collaborate with community organizations, local businesses, and volunteers to ensure the event is a true reflection of Saline's diverse and vibrant community.
- **Applicant Benefits:** This event aligns with Saline Arts and Culture mission to encourage the growth and expansion of culture and arts in the community in the areas of visual arts, drama, music, dance, historical heritage and humanities. We promote, publicize and advocate for activities that support creativity in the community.

Audience

Residents of Saline and surrounding areas, and residents of areas outside Saline will benefit as they are entertained for free by world class performers. The city will benefit as this event aligns with Saline initiative #5, goal 4: Leverage unique and advantageous characteristics that have drawn and will continue to draw people to Saline. This will be the 3rd annual Jazz in the Park. The previous 2 events drew approximately 300-400 people. We anticipate that number will increase to 600-800 based on publicity, word of mouth, and the popularity of the musicians that will participate and their following on social media platforms.

Timeline for Implementation:

Food Trucks-	October 25, 2024
Secure Artists-	November 30, 2024
Secure MC-	November 30,2024
Secure Sound Man-	November 30, 2024
Begin soliciting donations	January 3, 2025
Artists for Art Walk-	January 31, 2025
Vendors-	January 31, 2025
City Application/Permit-	February 1, 2025
Printing-	June 1, 2025
Insurance-	July 1, 2025
Tent Rental and stage-	July 1,2025
Port a John rental	July 1, 2025

Equipment and Space Needed

Mill pond Park
Tents
Stage
Port-a-johns
Sound System

Budget

Musicians (4 acts) and MC-	\$8000
Port-a-johns (3)	\$360
Sound Man and Equipment	\$2500
Printing-United Image Group	\$2000
Application/Permit	\$100
Michigan Tent Rental	\$1000
Insurance	<u>\$400</u>
Sound stage rental	<u>\$2500</u>
Total	\$16,860

Number of Staff and/or volunteers

10-12

Publicity

One of this year performers, Alexander Zonjic, has a PBS program and a radio program. He will promote the event via both avenues. We will also utilize the Saline Post, Sun Times News, Ann Arbor News, the public event sections of channels 2,4, and 7. We will also take advantage of the opportunity to do live interviews for community events on channels 2, 4, and 7.

Criteria to evaluate the project

Article from Suntimes

<https://thesuntimesnews.com/award-winning-musicians-scheduled-for-saline-jazz-festival/>

Photos from Inaugural Event 2023

<https://jeffdunncom.smugmug.com/Jazz/Year-2023/Inaugural-Saline-Jazz-in-the-Park-7-22-2023>

Photos from 2024 Event

<https://jeffdunncom.smugmug.com/Jazz/Year-2024/Saline-Jazz-in-the-Park-Mill-Pond-Park-7-20-2024>

Resume and/or Qualifications

The Saline Arts and Culture Committee has demonstrated strong qualifications to host *Jazz in the Park* for a third year, building on the success of the previous events. Our proven track record of organizing community-focused cultural events has drawn widespread local participation and positive feedback. The committee has established strong partnerships with local artists, musicians, and businesses, ensuring both high-quality performances and a vibrant cultural atmosphere. Additionally, our expertise in logistics, event promotion, and engagement with diverse audiences has allowed us to create an accessible and enjoyable experience for all attendees. This combination of experience, community support, and artistic passion positions the Saline Arts and Culture Committee as the ideal host for continuing the tradition of *Jazz in the Park*.

JAZZ IN THE PARK 2024 EXPENSES

VENDOR	PRODUCT/SERVICE	COST			
Wolverine Rental	Port a John (2)	\$240.00			
Brendon Davis	Jazz Quintet	\$1,200.00			
Olivia Van Goor	Singer Trio	\$700.00			
Rick Roe	Pianist Trio	\$1,300.00			
Straight Ahead	Jazz Qunitet	\$2,000.00			
Cole Oswald	Jazz Trio	\$500.00			
Valerie Robinson	MC	\$300.00			
Steve Bastow	Sound Man	\$1,500.00			
Germaine Johnson	DJ	\$300.00			
United Image Group	Printing	\$700.00			
City of Saline	App permit	\$100.00			
Mich Tent Event Rental	20x40 tent	\$500.00			
Jill Durnen	Insurance	\$400.00			
		\$9,840.00			

JAZZ IN THE PARK 2025 PERFORMERS		COST			
Alexander Zonjic & Friends		\$5,000.00			
Brendon Davis Jazz Quartet		\$1,400.00			
Rick Roe Trio		\$1,100.00			
Paul Keller		\$1,200.00			
Valerie Robinson - Emcee		\$300.00			
		\$9,000.00			



BOARD OF TRUSTEES 2024-2025 MEETINGS

Regular Library Board meetings are held on the third Tuesday of each month at 7:00 p.m. in the Library's Program Room. All meetings are open to the public.

~~December 17, 2024~~ CANCELED

January 21, 2025

February 18, 2025

March 18, 2025

April 15, 2025

May 20, 2025

June 17, 2025

July 15, 2025

August 19, 2025

September 16, 2025

October 21, 2025

November 18, 2025

The Board encourages citizens to address their concerns and comments at regularly scheduled meetings during the two times indicated on the agenda for public discussion. Trustees will not respond to public comments at meetings but will take comments under advisement and respond as needed or appropriate at a later time.

Saline District Library will provide reasonable auxiliary aids and services at meetings to individuals with special needs when given prior notice of at least three days. To request such assistance, please contact the Library Director at 734-429-5450.



LIBRARY BOARD COMMITTEES FOR 2025

All meetings are open to the public. Check with Library staff for location of meetings. Committees meet as needed according to the following schedule. Dates are subject to change.

Library Services, Outreach, Partnerships, Community Information & Technology / Endowment

Meets on the first Tuesday of the month at 5:30 p.m.

Jan. 7, Feb. 4, March 4, April 1, May 6, June 3, July 1, Aug. 5, Sept. 2, Oct. 7, Nov. 4

Members: Anne Cummings, Stephanie Gray, Amy Sankaran, Karrie Waarala, Jessica Lash

Staff Excellence

Meets on the first Wednesday of the month at 4:00 p.m.

Jan. 1, Feb. 5, March 5, April 2, May 7, June 4, July 2, Aug. 6, Sept. 3, Oct. 1, Nov. 5

Members: Lesley Hundley, Amy Sankaran, Linda TerHaar, Karrie Waarala, Jessica Lash

Finance

Meets on the second Tuesday of the month at 4:00 p.m.

Jan. 14, Feb. 11, March 11, April 8, May 13, June 10, July 8, Aug. 12, Sept. 9, Oct. 14, Nov. 11

Members: Mike Healy, Lesley Hundley, Linda TerHaar, Karrie Waarala, Jessica Lash, Chris Pilarz

Building & Grounds

Meets on the second Wednesday of the month at 5:00 p.m.

Jan. 8, Feb. 12, March 12, April 9, May 14, June 11, July 9, Aug. 13, Sept. 10, Oct. 8, Nov. 12

Members: Anne Cummings, Stephanie Gray, Mike Healy, Karrie Waarala, Jessica Lash

Arts

Meets (infrequently) on the fourth Monday of the month at 6:00 p.m.

Members: Lori Byron, Karrie Waarala, Jessica Lash, and other community members

Committees will add December 2025 meetings if needed.

Quarterly Report
Q42024

Programming & Marketing

We started advertising with Eimage Saline in September 2024, running 15 weeks of ads. Jessica Lash arranged to host the Manhattan Short Film Festival at Eimage in September, and due to the advertising added a third showing. We held the event on September 29, October 2, and October 6, and had a total of 151 participants, up from 107 in 2023. We will continue exploring advertising opportunities with Eimage Saline in 2025.

Jessica coordinated program scheduling at the 109 Cultural Exchange during Phase 2 & 3 of the Renovations & Site Improvement Project due to the Brecon Room being unavailable, and the closing of the Youth Program Room.

Renovations

We moved from Phase 2 to Phase 3 of the Renovations & Site Improvement Project on November 1. Staff moved into their permanent spaces at that time, and have been adjusting to new workflows and desk configurations.

Outreach

SDL hosted a crafternoon at the 109 Cultural Exchange during the Saline Main Street Cocoa Crawl on Saturday, December 7. We handed out over 700 Cocoa Crawl Passports and 300 goodie bags during the event.

Respectfully submitted,

Jessica Lash

Youth Service Department
September-November 2024 Quarterly Report

Fall Programs:

- With the department under renovation we held limited programs this quarter. We were pleased to offer Family Fun Storytimes, Adventures in Bookland, Wild Readers, Graphic Novel book club, a Didgeridoo workshop, Journey to the Center of the Earth science program, The Music Lady concert, The Science of Chickens, and Halloween Storytime. Time Travelers was held at the Saline Train Depot and was a great success. Additionally, we handed out 1350 grab and go craft kits.
- The 1000 Books before Kindergarten and Books for Babies programs continued to grow in registration.
- The new, permanent SDL Story Trail opened at the beginning of November.

Partnerships & Outreach:

- Preschool Outreach sessions were offered by Anna Hinkley, Evie Moorer and Jennifer Lupton.
- Evie Moorer visited the Saline Recreation Center to provide storytime and a temporary story trail as part of the Pumpkin Hunt event.
- Natalie Brodie-Smith and Evie Moorer attended the Saline Trunk or Treat event on October 23rd passing out 1000 Halloween-themed rubber ducks.
- Cathy Harmon and Jennifer Lupton represented SDL at the Saline Recreation Center “Trick or Treat Trail”.
- Jennifer Lupton participated the special program, PJs and Stories with Santa at the Saline Recreation Center, providing stories and songs for multiple sessions.
- Liberty Club volunteers continued to visit cleaning picture books and each month they had a special read aloud session.
- Anna Hinkley presented a storytime at Rentschler Farm.
- Members of the youth staff attended the Saline Farmer’s Market providing crafts and a few storytime sessions.

Professional Development:

- Anna Hinkley has joined the Collaborative Summer Learning Program planning committee for the 2026 Children’s Program Manual. This is a national committee.
- Kelly Soerens will continue on the Michigan Youth Services Advisory Council for another two-year term.
- Members of the youth department attended the following committee meetings, conferences and webinars.
 - Youth Services Advisory Council planning meeting
 - MiYouth Meeting
 - Adaptive Umbrella Virtual Conference
 - CSLP Summer Symposium
 - Performer’s Showcase
 - CSLP Children’s Manual Committee Meeting
 - TLN Youth Services Committee meeting
 - Youth Services Leadership Summit
 - Why we fall for misinformation? Webinar
 - Princh Introduction to Mobile Printing
 - How to Print and Cut with Silhouette Studio
 - Picture Books for Winter, Spring and Beyond
 - Book Bans and Censorship
 - Introduction to Podcasting

Collections:

- New to the youth collection: 10 new Tonies character sets to the ETC Collection, 1 new TonieBox player, expanded Vox collection including new shelf storage.

Submitted by: Kelly Soerens, Head of Youth Services

**Quarterly Report
Adult Department
Q4 2024**

12/9/24

Programming

The Adult Department had the following programs of note:

- Our birding basics program as well as our Great Fall Read crafts and story walk for the book the Birds proved popular.
- Outdoor Teen Open Art was extremely popular gathering as much as 30 or more participants per session.
- Crafting programs, Take and Makes, and Yoga programs continue to have strong attendance
- Patrons have appreciated programming offsite at the 109 Main street and Carrigan Cafe.

Displays

The following displays generated a lot of interest in the Adult and Teen Department:

- We had displays for spooky reads, thanksgiving feasts, as well as our great fall read story walk.
- With the end of phase 2, the teen collection was moved into the teen room and the adult collection is being shifted to space out and rearrange collections.

Staff Development

- Staff met for monthly department meetings, as well as signed up for collection development and customer service webinars.
- Head of Adult Services has been attending SLI (Saline Leadership Institute) and has learned a variety of valuable ideas and skills to take back to the team

Outreach

- Book delivery to senior facilities continues on a monthly basis.
- A box has been set up in the lobby for donations to the Michigan Foster Care Closet.
- A member of the adult service staff attended and assisted with the Cocoa Crawl.

Respectfully submitted,

Evan Smale
Head of Adult Services

4th Quarter Technology Report (September, October, November 2024)

Submitted by Ron Andrews, Technology Manager

Technology Support

- Uninstalled and salvaged Self Check from the Youth Department, contacted Envisionware to remove it from support
- Run monthly updates on staff and public workstations
- Move all staff workstations from Phase 2 back to renovated staff area
- Changes tables for public workstations
- Setup up copiers and printers for staff and public from Phase 2
- Reset phones from Phase 2, still needing to contact Telnet and fix minor glitches. Also waiting on new Digital Fax for public and staff (2025)
- Gathered old equipment for recycling
- Uninstall sound for public workstations, patrons must provide their own headphones
- Reset permissions on public workstations to allow patrons to save and copy documents to external drives

Network Support

- Worked with Teoma (cabling) for correct installation of data cables for Phase 2
- Worked with TLN to resolve public access to catalog on public workstations
- Working with TLN to restore DF server to a separate server to resolve issues with Envisionware and DF
- Worked with TLN to restore Adult 1 wireless access point and relocate to ceiling above Reference desk
- Working with TLN to resolve issues with DF on public workstations and issues with Envisionware
- Worked with TLN to resolve issues with new KVM switch for remote access to servers
- Working with Envisionware to resolve issues with security gates – ongoing
- Worked with TLN to troubleshoot data connection issues resulting from Phase 2
- Troubleshooting security gate counts
- Worked with Envisionware to rename and reinstall printers for public printing
- Updated and installed Princh (public remote printing) on hold from Phase 1 and removed Printer on
- Reviewing network ports for Phase 3 with Austin/Mark

Polaris Support

- Working with Polaris and TLN to migrate SDLPRO (current Polaris server) to a new server SDLPOL
- Phone meeting with Polaris/TLN for upgrade to Polaris 7.7
- Worked with Polaris/TLN to upgrade us to Polaris 7.7
- Working with Polaris to resolve issues with security gates – not Polaris issue
- Troubleshoot issues with SS tagpads not working
- Troubleshoot issues with SS Credit card readers not working

Other Library Involvement

Support Services Quarterly Report
2024 4th Quarter
Submitted by: Arlene Wall

SUPPORT SERVICES MANAGER

- Quarter Stats –
 - Total Circulation of physical items – 53,782
 - Total Patron Visits – 22,360
 - New Patrons Registered – 334
 - Total number of patrons – 13,622
- Patrons seem pleased overall with the new Main Desk, and are pleased to have their dropboxes (Main Desk and Outside) back open and where they were previously.
- Annual, 12-Month, and 6-Month reviews have almost been completed for all 23 Support Services staff

SUPPORT SERVICES STAFF

- Staff are re-adjusting well to their new work spaces.

Circulation FY2024-2025

ITEM	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
Book Materials													
Total Books	10,227												10,227
% of Total Circ.	77.97%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	77.97%
AV Materials													
DVD/BLU-RAY	2,013												2,013
Music CDs	147												147
Audio Books	233												233
J Kits	164												164
Total AV	2,557	0	0	0	0	0	0	0	0	0	0	0	2,557
% of Total Circ.	19.50%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	19.50%
Interlibrary Loans													
SDL Patron Filled Requests	695												695
% of Total Circ.	5.30%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	5.30%
Lends Out to Libs	647												647
Equipment	190												190
Periodicals	142												142
% of Total Circ.	1.08%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.08%
TOTAL 2025 CIRC	13,116	0	0	0	0	0	0	0	0	0	0	0	13,116
Prior Year Circ.	19,492	22,949	21,845	22,784	21,019	21,904	23,031	21,594	18,770	19,278	19,511	14,993	247,170
% Difference	-32.71%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-94.69%
Downloads													
Ebooks	3,933												3,933
AudioBooks	4,226												4,226
Music	182												182
Video	743												743
Magazines	961												961
Tumble books	76												76
Total Downloads	10,121	0	0	0	0	0	0	0	0	0	0	0	10,121
Prior Year	9,293	10,519	8,878	9,579	8,939	9,654	9,574	10,059	9,990	9,849	9,529	9,539	115,402
% Difference	8.91%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-91.23%
GRAND TOTAL CIRC	23,237	0	0	0	0	0	0	0	0	0	0	0	23,237
Prior Year Grand Total	28,785	33,468	30,723	32,363	29,958	31,558	32,605	31,653	28,760	29,127	29,040	24,532	362,572
% Difference	-19.27%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-93.59%
Cards Issued	87												87
Prior Year	126	157	119	166	129	98	177	137	141	125	120	89	1,584
% Difference	-30.95%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-94.51%
3 M Gate Count	7,033												7,033
prior year	10,452	11,607	12,696	14,060	13,788	12,863	11,830	9,880	9,186	11,483	6,233	4,644	128,722
% Difference	-32.71%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-94.54%
Average Per Day	226	0	0	0	0	0	0	0	0	0	0	0	57

*Total Gate Count Estimated 12/1/2024 through 12/31/2024 due to construction

Programs and Services FY2024-2025

COMPUTER USAGE													
PC usage onsite													0
Prior Year	523	567	660	616	597	568	56	62	38	309	424	416	4,836
% difference	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
WiFi usage onsite													0
Prior Year	2,942	2,884	3,786	3,509	3,768	3,800	2,071	2,066	2,240	3,292	3,286	2,306	35,950
% difference	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Youth AWE computers	0												0
Prior Year	410	322	551	535	502	249	572	574	429	220	210	0	4,574
% difference	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!	-100.00%
Ref. Questions:													
Youth	441												441
Adult	532												532
Circ Desk	258												258
Total Reference													0
Prior Year	1,102	1,308	1,600	1,807	1,752	1,492	3,479	2,535	2,152	1,857	1,546	1,370	22,000
% difference	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Program Rm: #Groups													0
Prior Year #Groups	5	7	10	11	13	7	2	0	0	0	0	0	55
# of individuals													0
Study Rms: #Groups													0
Prior Year #Groups	150	192	212	197	202	189	0	0	0	0	0	0	1,142
# of individuals													0
* Includes views of online programs beginning December 2021													

Online Access FY2024-2025

ONLINE SERVICES	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	TOTAL
Website access	11,125												11,125
Prior Year	14,116	16,876	14,655	19,027	14,929	15,551	19,620	16,526	14,026	13,274	13,464	14,418	186,482
% difference	-21.19%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-94.03%
Databases	3,024												3,024
Prior Year	2,580	2,620	2,515	2,604	2,893	3,073	2,387	2,522	2,185	2,232	2,597	2,301	30,509
% difference	17.21%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-90.09%
SDL App													
New Downloads	38												38
Prior Year	129	190	95	81	27	65	63	62	59	45	38	41	895
% difference	-71%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-96%
Sessions	1,978												1,978
Prior Year	463	1,096	1,220	1,637	1,621	1,881	1,835	2,214	2,222	1,889	1,963	2,002	20,043
% difference	327%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-90%
MI Activity Pass	4												4
Prior Year	7	6	11	30	13	18	22	31	39	16	28	6	227
% difference	-43%	-100%	-100%	-100%	500%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-98%
New eNews subscribers	140												140
Total subscribers	11,866												11,866
Prior Year	11,702	11,816	11,870	10,988	11,060	12,057	12,872	15,592	11,834	11,901	11,990	12,040	12,040
% difference	1.40%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-1.45%

* Bot emails started subscribing to eNews in 5/24, purged 8/24



SALINE DISTRICT LIBRARY INTERIOR RENOVATIONS and SITE IMPROVEMENTS

COST CONTROL BOOK

REPORT #07

January 10, 2025

DISTRIBUTION:

SALINE DISTRICT LIBRARY
Karrie Waarala

ELECTRONIC

QUINN EVANS ARCHITECTS
Fatima Beacham

ELECTRONIC

McCARTHY & SMITH, INC.
Cost Control File

(1)



January 10, 2025

Karrie Waarala
Saline District Library
555 N. Maple Road
Saline, MI 48176

RE: Saline District Library – Interior Renovations & Site Improvements

SUBJECT: Pay Application No. 07

Dear Ms. Waarala:

We submit and recommend this Cost Control Book No. 07 for your approval. The information contained within the payment assessment reports reflects the review of work completed through 12/30/2024.

For your ease of review, we have prepared a summary sheet labeled Application No. 07. On that summary, we have listed the individual contractors, and the associated payments, which will be made to them from the proceeds of the check deposited into our account.

I have approved this payment application and have signed the signature copy. Please review and approve the payment application summary. A check in the amount of \$256,216.62 should be made out to McCarthy & Smith Inc. Payments will be made to the individual contractors, after receipt of the necessary Partial Waiver of Liens, Application and Certificate for Payments and Sworn Statements from the subcontractors. For more project specific information, you should refer to the schedule of values report.

Sincerely,

A handwritten signature in blue ink that reads "William T. McCarthy".

William T. McCarthy
President

Disbursements Approval
Saline District Library

Assessment for payment as stated in Application No. 07 on the following pages approved for
payment. Saline District Library

Karrie Waarala

PROJECT APPLICATION AND PROJECT CERTIFICATE FOR PAYMENT

OWNER: SALINE DISTRICT LIBRARY

PROJECT: SALINE DISTRICT LIBRARY-INTERIOR RENO AND SITE IMPROVEMENTS

555 N. MAPLE ROAD
SALINE, MI 48176

McCarthy & Smith, Inc.

PAYBOOK: 007
PERIOD FROM: 12/1/2024
PERIOD TO: 12/31/2024
CM PROJECT#: 2433-1221

ATTENTION:

PROJECT APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Project.
The Project Application Summary is attached.

PREVIOUS PROJECT COSTS	3,295,439.64
PLUS CHANGE ORDERS APPROVED THIS MONTH	9,191.41
PLUS OTHER PROJECT COSTS INCURRED THIS MONTH	.00
CURRENT PROJECT COSTS TO DATE	3,304,631.05

ORIGINAL CONSTRUCTION CONTRACT SUMS	2,814,497.48
CHANGE ORDERS TO DATE	18,642.60
TOTAL CONSTRUCTION CONTRACT SUMS TO DATE	2,833,140.08

TOTAL CERTIFIED COMPLETED TO DATE	2,310,767.08
LESS CERTIFIED RETAINAGE TO DATE	214,360.20
LESS CERTIFIED PREVIOUS APPLICATIONS FOR PAYMENT	1,883,023.39
CURRENT CERTIFIED PAYMENT DUE	213,383.49
TOTAL OF AMOUNTS CERTIFIED	213,383.49

PROJECT CERTIFICATE FOR PAYMENT

The undersigned Construction Manager certifies that to the best of Construction Manager's knowledge, information and belief, work covered by this Project Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractors for work for which previous Project Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

CONSTRUCTION MANAGER: MCCARTHY & SMITH, INC.
24317 INDOPLEX CIRCLE
FARMINGTON HILLS, MI 48335

By: William T. McCarthy Date: 11/14/2023
WILLIAM T. MCCARTHY
PRESIDENT

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above Application, the Architect certifies to the Owner that work has progressed as indicated; that to the best of the Architect's knowledge, information and belief, the quality of the work is in accordance with the Contract Documents; and that the Contractors are entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT: QUINN EVANS ARCHITECTS

By: _____ Date: _____
FATIMA BEACHAM

This Certificate is not negotiable. The AMOUNTS CERTIFIED are payable only to the Contractors named in the Project Application Summary. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or the Contractors under their Contracts.

**SALINE DISTRICT LIBRARY
RENOVATIONS AND SITE IMPROVEMENTS**

**CCB #07
P/E: 12/30/2024**

APPLICATION SUMMARY BY BUDGET ID NUMBER

<i>Budget ID #</i>		
9701-01-01	CONSTRUCTION	\$ 197,873.43
9702-01-02	CONTINGENCY	\$ 15,510.06
9703-01-03	SITework	
9704-01-04	CM FEES	\$ 10,638.80
9705-01-05	CM REIMBURSABLES	\$ 22,827.00
9706-01-06	CM GENERAL CONDITIONS	\$ 9,367.33
9707-01-07	CM PRE-CONSTRUCTION	
9708-01-08	CM PLM BOND AND INSURANCE	
SUBTOTAL		\$ 256,216.62

PAY APPLICATION TOTAL \$ 256,216.62

APPLICATION SUMMARY

CLIENT NAME: SALINE DISTRICT LIBRARY

PERIOD ENDING DATE: 12/31/2024

PROJECT: 2433-1221

PROJECT: SALINE DISTRICT LIBRARY-INTERIOR RENO AND SITE IMPROVEMENTS

COST CONTROL BOOK: 007

APPLICATION SUMMARY # 007

BID DIV #	BID DIV NAME	VENDOR #	CONTRACTOR	TOTAL/BID DIV.	CHECK AMT.	REPORTED % COMPLETE
0105	FLATWORK	13968	CONTEK, INC.	10,045.35	10,045.35	89.80
0106	MASONRY	17054	GRIT INDUSTRIAL SERVICES, LLC	8,730.00	8,730.00	97.50
0107	STEEL	33423	WOLVERINE STEEL ERECTORS INC	14,757.48	14,757.48	86.50
0108	CARPENTRY & GENERAL TRADES	13970	COMMERCIAL CONTRACTING CORP	26,248.28	26,248.28	85.64
0116	HARD TILE	12052	BOSTON TILE & TERRAZZO CO.	11,915.47	11,915.47	90.84
0117	ACOUSTICAL CEILINGS	12029	ACOUSTIC CEILING & PARTITION	51,925.50	51,925.50	86.21
0120	PAINTING	30057	TWIN BROTHERS PAINTING LLC	9,972.00	9,972.00	73.13
0128	EDUCATIONAL CASEWORK	30098	TREND MILLWORK, LLC	1,464.48	1,464.48	71.77
0140	PLUMBING	30086	TEMPCO MECHANICAL CONTRACTORS INC	20,175.75	20,175.75	87.31
0141	FIRE PROTECTION	26060	PROFESSIONAL SPRINKLER INC	2,289.42	2,289.42	69.65
0142	HVAC	28093	ROBERTSON MORRISON INC.	35,168.76	35,168.76	52.87
0143	ELECTRICAL	23071	MAX ELECTRIC LLC	20,691.00	20,691.00	93.67
SUBTOTAL-ARCHITECT CERTIFIED PAYMENTS				213,383.49	213,383.49	
0901	CM FEES	23076	MCCARTHY & SMITH, INC	10,638.80	10,638.80	81.60
0902	CM REIMBURSABLES	23076	MCCARTHY & SMITH, INC	22,827.00	22,827.00	91.45
0903	CM GENERAL CONDITIONS	23076	MCCARTHY & SMITH, INC	9,367.33	9,367.33	57.07
SUBTOTAL-OTHER PROJECT COSTS				42,833.13	42,833.13	
Report Totals				256,216.62	256,216.62	

APPLICATION SUMMARY BY ID NUMBER

CLIENT NAME: SALINE DISTRICT LIBRARY

PERIOD ENDING DATE: 12/31/2024

PROJECT: 2433-1221

PROJECT: SALINE DISTRICT LIBRARY-INTERIOR RENO AND SITE IMPROVEMENTS

COST CONTROL BOOK: 007

APPLICATION SUMMARY # 007

BID DIV #	ID#	BID DIV NAME	VENDOR #	CONTRACTOR	TOTAL/BID DIV.	CHECK AMT.
0105	97010101	FLATWORK	13968	CONTEK, INC.	7,407.00	7,407.00
0106	97010101	MASONRY	17054	GRIT INDUSTRIAL SERVICES, LLC	8,730.00	8,730.00
0107	97010101	STEEL	33423	WOLVERINE STEEL ERECTORS INC	14,757.48	14,757.48
0108	97010101	CARPENTRY & GENERAL TRADES	13970	COMMERCIAL CONTRACTING CORP	21,648.84	21,648.84
0116	97010101	HARD TILE	12052	BOSTON TILE & TERRAZZO CO.	3,643.20	3,643.20
0117	97010101	ACOUSTICAL CEILINGS	12029	ACOUSTIC CEILING & PARTITION	51,925.50	51,925.50
0120	97010101	PAINTING	30057	TWIN BROTHERS PAINTING LLC	9,972.00	9,972.00
0128	97010101	EDUCATIONAL CASEWORK	30098	TREND MILLWORK, LLC	1,464.48	1,464.48
0140	97010101	PLUMBING	30086	TEMPCO MECHANICAL CONTRACTORS INC	20,175.75	20,175.75
0141	97010101	FIRE PROTECTION	26060	PROFESSIONAL SPRINKLER INC	2,289.42	2,289.42
0142	97010101	HVAC	28093	ROBERTSON MORRISON INC.	35,168.76	35,168.76
0143	97010101	ELECTRICAL	23071	MAX ELECTRIC LLC	20,691.00	20,691.00
ID Totals					197,873.43	197,873.43
0105	97020102	FLATWORK	13968	CONTEK, INC.	2,638.35	2,638.35
0108	97020102	CARPENTRY & GENERAL TRADES	13970	COMMERCIAL CONTRACTING CORP	4,599.44	4,599.44
0116	97020102	HARD TILE	12052	BOSTON TILE & TERRAZZO CO.	8,272.27	8,272.27
ID Totals					15,510.06	15,510.06
0901	97040104	CM FEES	23076	MCCARTHY & SMITH, INC	10,638.80	10,638.80
ID Totals					10,638.80	10,638.80
0902	97050105	CM REIMBURSABLES	23076	MCCARTHY & SMITH, INC	22,827.00	22,827.00
ID Totals					22,827.00	22,827.00
0903	97060106	CM GENERAL CONDITIONS	23076	MCCARTHY & SMITH, INC	9,367.33	9,367.33

APPLICATION SUMMARY BY ID NUMBER

PROJECT: 2433-1221

CLIENT NAME: SALINE DISTRICT LIBRARY

PROJECT: SALINE DISTRICT LIBRARY-INTERIOR RENO AND SITE IMPROVEMENTS

PERIOD ENDING DATE: 12/31/2024

COST CONTROL BOOK: 007

APPLICATION SUMMARY # 007

BID DIV #	ID#	BID DIV NAME	VENDOR #	CONTRACTOR	TOTAL/BID DIV.	CHECK AMT.
				ID Totals	9,367.33	9,367.33
				Report Totals	256,216.62	256,216.62

Date: 01/09/2025

Time: 10:57 AM

PAYMENT SUMMARY

PROJECT: 2433-1221

PROJECT: SALINE DISTRICT LIBRARY-INTERIOR
RENO AND SITE IMPROVEMENTS

PERIOD ENDING DATE: 12/31/2024
COST CONTROL BOOK: 007

	<u>CURRENT</u>	<u>PREVIOUS</u>	<u>TOTAL</u>
Application No. 001	219,822.34	0.00	219,822.34
Application No. 002	548,692.83	0.00	548,692.83
Application No. 003	367,125.34	0.00	367,125.34
Application No. 004	349,069.55	0.00	349,069.55
Application No. 005	423,401.84	0.00	423,401.84
Application No. 006	255,918.43	0.00	255,918.43
Application No. 007	256,216.62	0.00	256,216.62
Report Totals	<u>2,420,246.95</u>	<u>0.00</u>	<u>2,420,246.95</u>

SWORN STATEMENT

State of Michigan

County of Oakland

BILLING SUMMARY

PERIOD ENDING DATE: 12/31/2024

COST CONTROL BOOK: 007

PROJECT NUMBER: 2433-1221 PROJECT: SALINE DISTRICT LIBRARY-INTERIOR RENO AND SITE IMPROVEMENTS

BID DIV #	NAME	VENDOR	VENDOR NAME	ORIGINAL CONTRACT SUM	NET C.O.'S	TOTAL CONTRACT SUM TO DATE	TOTAL COMPLETED TO DATE	RETAINED TO DATE	BILLED AMOUNT TO DATE	PREVIOUS BILLED AMOUNTS	CURRENT AMOUNT DUE	ACTUAL PAYMENTS	BALANCE INCLUDING RETAINAGE	PCT COMP
0101	EARTHWORK & SITE U	15065	EAGLE EXCAVATION, INC	161,500.00	5,665.21	167,165.21	167,165.21	.00	167,165.21	167,165.21	.00	167,165.21	.00	100.00
0103	SELECTIVE DEMOLITIO	17046	GREAT LAKES CONSTRUCTI	111,650.00	-163.20	111,486.80	99,286.80	9,928.68	89,358.12	89,358.12	.00	89,358.12	22,128.68	89.06
0105	FLATWORK	13968	CONTEK, INC.	189,230.00	2,931.50	192,161.50	172,561.50	17,256.15	155,305.35	145,260.00	10,045.35	145,260.00	36,856.15	89.80
0106	MASONRY	17054	GRIT INDUSTRIAL SERVICES,	21,000.00	0.00	21,000.00	20,475.00	2,047.50	18,427.50	9,697.50	8,730.00	9,697.50	2,572.50	97.50
0107	STEEL	33423	WOLVERINE STEEL ERECTO	150,540.00	0.00	150,540.00	130,216.00	13,021.60	117,194.40	102,436.92	14,757.48	102,436.92	33,345.60	86.50
0108	CARPENTRY & GENER	13970	COMMERCIAL CONTRACTIN	336,389.00	-17,803.28	318,585.72	272,827.12	27,282.71	245,544.41	219,296.13	26,248.28	219,296.13	73,041.31	85.64
0109	ROOFING	15041	ESKO ROOFING & SHEET ME	38,920.00	0.00	38,920.00	37,945.00	3,794.50	34,150.50	34,150.50	.00	34,150.50	4,769.50	97.49
0114	ALUMINUM GLASS & G	13074	CRYSTAL GLASS INC	41,325.00	0.00	41,325.00	29,236.70	2,923.67	26,313.03	26,313.03	.00	26,313.03	15,011.97	70.75
0115	METAL STUDS/DRYWA	12041	ALPHA COMMERCIAL CONST	109,668.15	1,179.88	110,848.03	83,811.99	8,381.22	75,430.77	75,430.77	.00	75,430.77	35,417.26	75.61
0116	HARD TILE	12052	BOSTON TILE & TERRAZZO C	48,130.00	9,191.41	57,321.41	52,068.70	5,206.87	46,861.83	34,946.36	11,915.47	34,946.36	10,459.58	90.84
0117	ACOUSTICAL CEILINGS	12029	ACOUSTIC CEILING & PARTIT	226,688.00	0.00	226,688.00	195,437.00	19,543.70	175,893.30	123,967.80	51,925.50	123,967.80	50,794.70	86.21
0118	CARPET & RESILIENT F	13031	COHN'S COMMERCIAL FLOO	249,815.00	0.00	249,815.00	226,660.35	22,666.02	203,994.33	203,994.33	.00	203,994.33	45,820.67	90.73
0120	PAINTING	30057	TWIN BROTHERS PAIINTING	56,000.00	7,725.93	63,725.93	46,605.93	4,660.59	41,945.34	31,973.34	9,972.00	31,973.34	21,780.59	73.13
0122	SIGNAGE	14062	DMP SIGN COMPANY, LLC	25,350.00	0.00	25,350.00	12,077.50	1,207.75	10,869.75	10,869.75	.00	10,869.75	14,480.25	47.64
0123	OPERABLE PARTITION	17024	GARDINER C. VOSE, INC.	29,520.00	0.00	29,520.00	.00	.00	.00	.00	.00	.00	29,520.00	.00
0128	EDUCATIONAL CASEW	30098	TREND MILLWORK, LLC	130,375.00	4,954.30	135,329.30	97,128.50	9,712.85	87,415.65	85,951.17	1,464.48	85,951.17	47,913.65	71.77
0140	PLUMBING	30086	TEMPCO MECHANICAL CON	138,020.00	0.00	138,020.00	120,507.50	12,050.75	108,456.75	88,281.00	20,175.75	88,281.00	29,563.25	87.31
0141	FIRE PROTECTION	26060	PROFESSIONAL SPRINKLER	76,980.00	0.00	76,980.00	53,616.00	5,361.60	48,254.40	45,964.98	2,289.42	45,964.98	28,725.60	69.65
0142	HVAC	28093	ROBERTSON MORRISON INC	255,913.00	0.00	255,913.00	135,301.40	13,530.14	121,771.26	86,602.50	35,168.76	86,602.50	134,141.74	52.87
0143	ELECTRICAL	23071	MAX ELECTRIC LLC	299,425.00	6,411.10	305,836.10	286,468.85	28,646.89	257,821.96	237,130.96	20,691.00	237,130.96	48,014.14	93.67
0148	LANDSCAPING	21016	KLM SCAPE & SNOW LLC	118,059.33	-1,450.25	116,609.08	71,370.03	7,137.01	64,233.02	64,233.02	.00	64,233.02	52,376.06	61.20
0900	PRE CONSTRUCTION	23076	MCCARTHY & SMITH, INC	19,000.00	0.00	19,000.00	19,000.00	.00	19,000.00	19,000.00	.00	19,000.00	.00	100.00
0901	CM FEES	23076	MCCARTHY & SMITH, INC	81,154.72	0.00	81,154.72	66,181.59	.00	66,181.59	55,542.79	10,638.80	55,542.79	14,973.13	81.55
0902	CM REIMBURSABLES	23076	MCCARTHY & SMITH, INC	153,000.00	0.00	153,000.00	139,923.00	.00	139,923.00	117,096.00	22,827.00	117,096.00	13,077.00	91.45
0903	CM GENERAL CONDITI	23076	MCCARTHY & SMITH, INC	173,000.00	0.00	173,000.00	98,735.48	.00	98,735.48	89,368.15	9,367.33	89,368.15	74,264.52	57.07
0904	PLM BOND AND INSUR	23076	MCCARTHY & SMITH, INC	45,336.25	0.00	45,336.25	.00	.00	.00	.00	.00	.00	45,336.25	.00
Project Totals				3,285,988.45	18,642.60	3,304,631.05	2,634,607.15	214,360.20	2,420,246.95	2,164,030.33	256,216.62	2,164,030.33	884,384.10	79.72

SWORN STATEMENT

I, William T. McCarthy, being duly sworn, deposes and says: That McCarthy & Smith, Inc. is the Construction Manager for improvements to the following described real property situated in Washtenaw County, Michigan, described as follows: Saline District Library, 555 N. Maple Road, Saline, MI 48176. That the statement above of each contractor, supplier, and laborer with whom the Owner has under contract, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names as stated above. EXCEPTIONS: BD#115 ALPHA COMMERCIAL CONTRACTING (CCB#1 FOR \$20,787.55, CCB#02 for \$14,274.11), BD#141 PROFESSIONAL SPRINKLER CCB#4 FOR \$9,197.10) AND ALL CHECKS FOR CCB#5. THESE CHECKS ARE BEING HELD IN OUR OFFICE UNTIL THE CONTRACTOR SUBMITS THE REQUIRED DOCUMENTATION FOR RELEASE. Deponent further says that he makes the foregoing statement as the President of the Construction Manager for the purpose of representing to the Owner or Lessee of the afore-described premises and his or her agents that the afore-described property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth above.

Subscribed and sworn to before me this
10th Day of January 2025



William T. McCarthy, President



SUZANNE T. WILSON
NOTARY PUBLIC, STATE OF MI
COUNTY OF WAYNE
MY COMMISSION EXPIRES Feb 19, 2027
ACTING IN COUNTY OF



ORIGINAL CONTRACT SUMMARY SHEET

CUSTOMER NAME Saline District Library
PROJECT NAME Interior Renovations & Site Improvements

1 Awarded Contracts

Contract Award Recommendation Letter 1 dated 26 June 2023 \$ 2,814,497.48

\$ 2,814,497.48

2 CM Fees and Costs

CM Pre-Construction \$ 19,000.00
 CM Fee \$ 81,154.72
 CM Reimbursable \$ 153,000.00
 General Conditions \$ 173,000.00
 PLM Bond and Insurance \$ 45,336.25

\$ 471,490.97

3 Other Costs

\$ -
 \$ -

4 Total Original Contract Value

\$ 3,285,988.45

5 Contingency Budget - Not included in Original Contract Value

Contingency Budget \$ 197,014.82

\$ 197,014.82



KARRIE WAARALA
SALINE DISTRICT LIBRARY
555 N. MAPLE RD
SALINE MI 48176

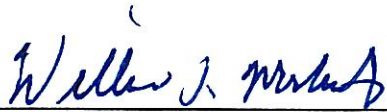
Inv Date 11/30/2024
Inv No 16996

This invoice has been applied
for in Cost Control Book #7

1221-23 SALINE DISTRICT LIBRARY - INTERIOR RENOVATIONS & SITE DEVELOPMENT

CONSTRUCTION FEE	
PHASE	Fee Earned
CONSTRUCTION	10,638.80

Total: 10,638.80

Approved By: 
William T. McCarthy
President



KARRIE WAARALA
 SALINE DISTRICT LIBRARY
 555 N. MAPLE RD
 SALINE MI 48176

Date 11/30/2024
 Invoice 16997

This invoice has been applied for in
 Cost Control Book #7

1221-23 SALINE DISTRICT LIBRARY - INTERIOR RENOVATIONS & SITE DEVELOPMENT

CONSTRUCTION MGMT - PERSONNEL COSTS

11/1/2024 Thru 11/30/2024

LABOR:

		Hours	Rate	Amount
FIELD SUPERINTENDENT	SAWMILLER, MARK R	136.00	102.00	13,872.00
PROJECT DIRECTOR	PHILLIPS, AARON	7.00	157.00	1,099.00
PROJECT ENGINEER	MARSHALL, ROBB E	40.00	74.00	2,960.00
PROJECT MANAGER	PIETILA, KYLE E	48.00	102.00	4,896.00
			Total Labor:	22,827.00

Approved by: William T. McCarthy
 William T. McCarthy
 President

TOTAL AMOUNT DUE: 22,827.00



KARRIE WAARALA
 SALINE DISTRICT LIBRARY
 555 N. MAPLE RD
 SALINE MI 48176

Date 11/30/2024
 Invoice 16998

This invoice has been applied for in
 Cost Control Book #7

1221-23 SALINE DISTRICT LIBRARY - INTERIOR RENOVATIONS & SITE DEVELOPMENT

CONSTRUCTION MGMT - GENERAL CONDITION COSTS 11/1/2024 Thru 11/30/2024

LABOR:

		<u>Hours</u>		<u>Rate</u>	<u>Amount</u>
LABORER - UNION	LIGHTFOOT, RYAN A	24.00	REG	63.00	1,512.00
LABORER APPRENTICE	FLICKER, ZACHARY L	8.00	REG	55.00	440.00
LABORER APPRENTICE	LIGHTFOOT, TATE R	8.00	REG	55.00	440.00
Total Labor:					2,392.00

MATERIAL:

	<u># of Invoices</u>	<u>Amount</u>
BOB'S SANITATION SERVICE	1.00	300.00
DOCUSIGN - NOVEMBER	1.00	7.56
ENGINEERING REPRODUCTION INC	1.00	99.83
GD TOP NOTCH CLEANING SERVICE	1.00	663.00
HOME DEPOT CREDIT SERVICES	1.00	277.54
KNIGHT TRANSFER SERVICES	3.00	1,908.98
KYLE PIETILA	1.00	286.19
MIDWESTERN CONSULTING, LLC	1.00	2,843.50
STAPLES ADVANTAGE	1.00	124.23
VERIZON WIRELESS	1.00	187.00
WEX BANK - FLEET GAS CARD	4.00	92.50
Total Material:		6,790.33

EQUIPMENT:

COMPUTER RENTAL - NOVEMBER	185.00	
Total Equipment:		185.00

Approved by: William T. McCarthy
 William T. McCarthy
 President

TOTAL AMOUNT DUE: 9,367.33

**Saline District Library
Renovations Site Improvements Project
FY2023-2024 Expenditures**

		Payees								
		Quinn		Materials	Mulder's	McCarthy	Teoma		Library	
Date	Memo	Evans	City of Saline	Testing	Moving	& Smith	Systems	MarxModa	Design Assoc.	Total
1/31/2024	Design & cons. documents	\$9,975.00								
2/28/2024	Design & cons. documents	\$39,725.00								
3/19/2024	Design & cons. documents	\$32,195.00								
4/15/2024	ZBA Variance		\$300.00							
4/17/2024	Plan review/ZBA variance		\$2,031.00							
4/23/2024	Geotechnical services			\$8,000.00						
5/7/2024	Quinn Evans	\$13,255.00								
5/13/2024	Construction administration	\$18,195.00								
6/5/2024	Design & construction admin	\$1,230.00								
6/5/2024	Moving deposit				\$17,075.10					
6/10/2024	Building permit		\$300.00							
6/12/2024	Engineering deposit		\$1,250.00							
6/12/2024	Building permits		\$22,882.25							
6/13/2024	Inspections escrow		\$10,000.00							
6/14/2024	Phase 1 moving				\$30,193.48					
7/16/2024	Cost Control Book #1					\$219,822.34				
7/16/2024	Cabling deposit						\$7,578.72			
7/22/2024	Cons. admin, furn. schematics	\$17,850.00								
7/30/2024	Extra moving pre-Phase 2				\$17,313.50					
8/20/2024	Phase 2 moving				\$39,598.82					
8/20/2024	Cost Control Book #2					\$548,692.83				
8/20/2024	Furnishings deposit							\$127,464.33		
8/27/2024	Cons. documents & admin	\$22,230.10								
9/17/2024	Cost Control Book #3					\$367,125.34				
9/17/2024	Cons. documents & admin	\$9,325.00								
10/15/2024	Cost Control Book #4					\$349,069.55				
10/15/2024	Construction administration	\$12,212.59								
10/15/2024	Phase 2 cabling						\$4,578.71			
11/5/2024	Phase 2 cabling						\$881.94			
11/5/2024	Shelving								\$43,959.00	
11/8/2024	Phase 3 moving				\$36,548.55					
11/19/2024	Cost Control Book #5					\$423,401.84				
11/19/2024	Cost Control Book #6					\$255,918.43				
	FY2023-2024 Totals	\$176,192.69	\$36,763.25	\$8,000.00	\$140,729.45	\$2,164,030.33	\$13,039.37	\$127,464.33	\$43,959.00	\$2,710,178.42

**Saline District Library
Renovations Site Improvements Project
FY2023-2024 Expenditures**

Date	Memo	Quinn Evans	City of Saline	Materials Testing	Mulder's Moving	McCarthy & Smith	Teoma Systems	MarxModa	Library Design Assoc.	Total
12/3/2024	Phase 2 cabling						\$1,394.01			
1/21/2024	Final shelving invoice								\$11,941.00	
1/21/2024	Cost Control Book #7					\$256,216.62				
1/21/2024	Phase 3 cabling						\$3,000.00			
	FY2024-2025 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$256,216.62	\$4,394.01	\$0.00	\$11,941.00	
	Project Totals	\$176,192.69	\$36,763.25	\$8,000.00	\$140,729.45	\$2,420,246.95	\$17,433.38	\$127,464.33	\$55,900.00	\$2,982,730.05

PROJECT STATUS UPDATE

Saline District Library

Interior Renovations & Site Improvements Project

SALINE DISTRICT LIBRARY

Project Description:

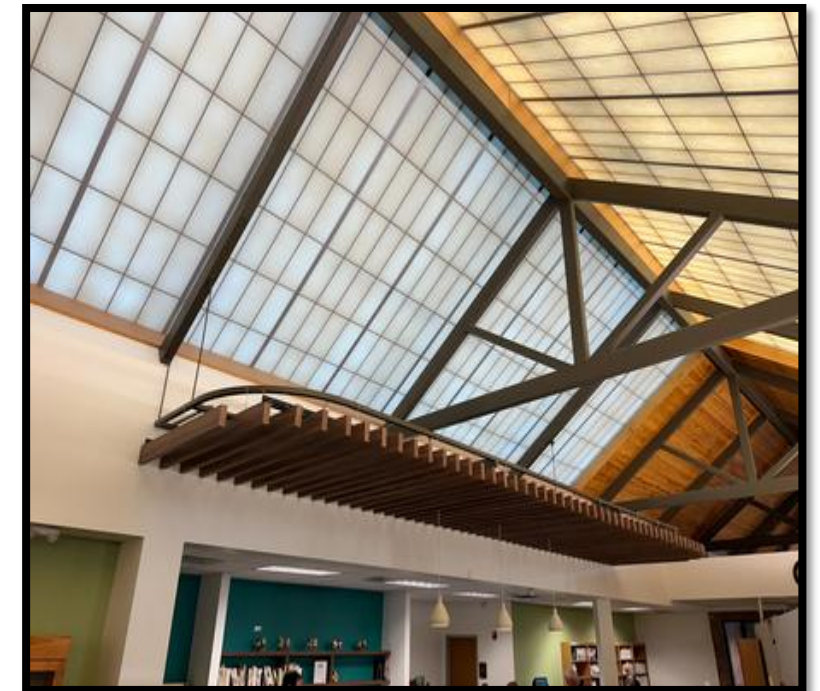
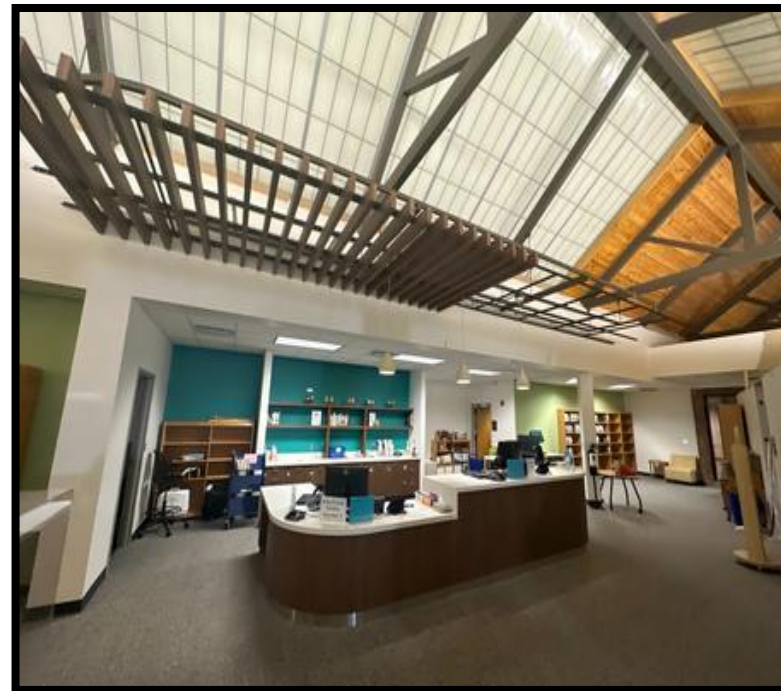
This exciting project consists of interior renovations and site improvements. Building renovations include additional study rooms, a large teen room, increased seating areas, a drive-through service window to pick up holds, improved program rooms, a fully accessible non-gendered public restroom, and more. Site improvements include a new outdoor pavilion and a paved story trail on library grounds.



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

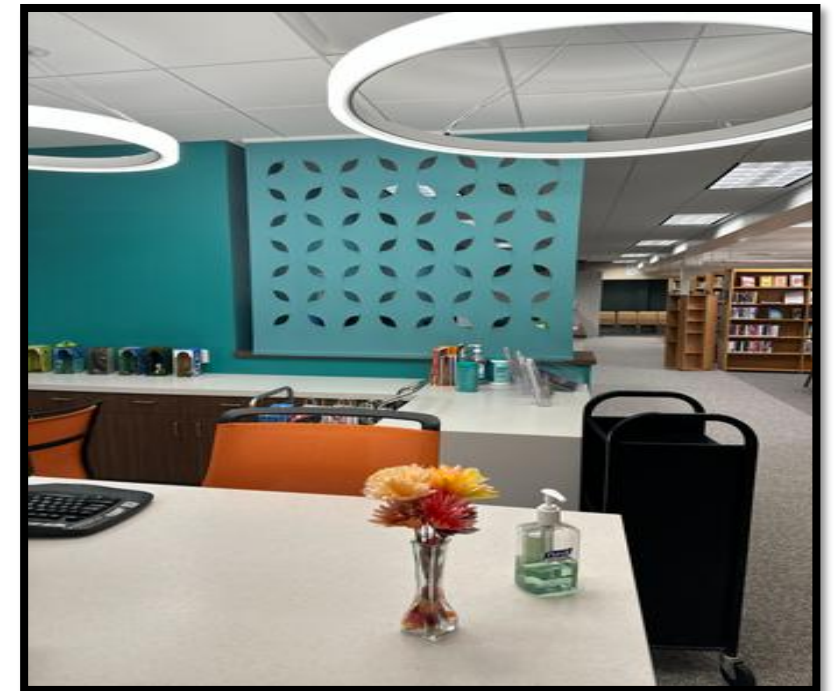
- Saline District Library is installing slatted ceilings above its main desk this week



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- The Filz felt panel has been installed at the information desk
- A new look to the Phase I and Phase II entry way at Saline District Library



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

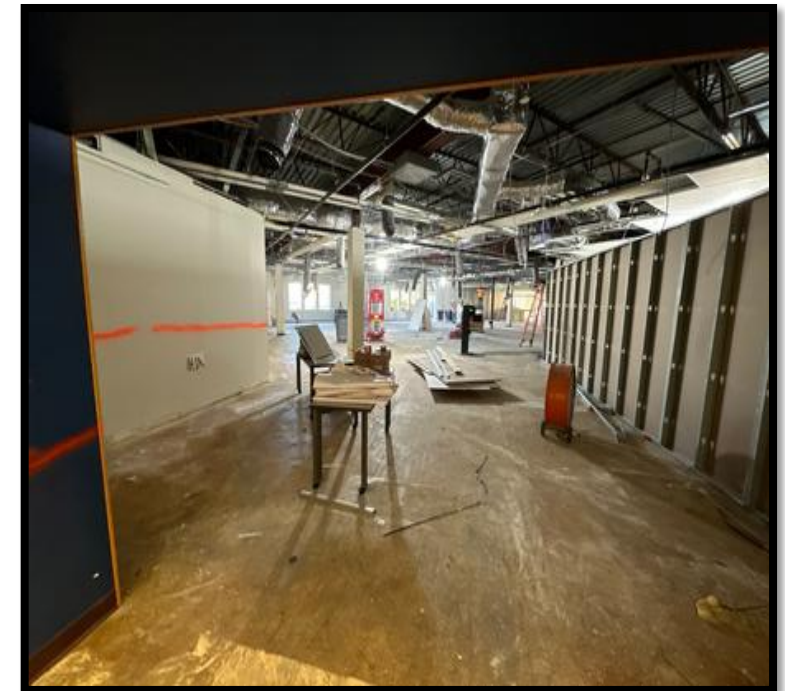
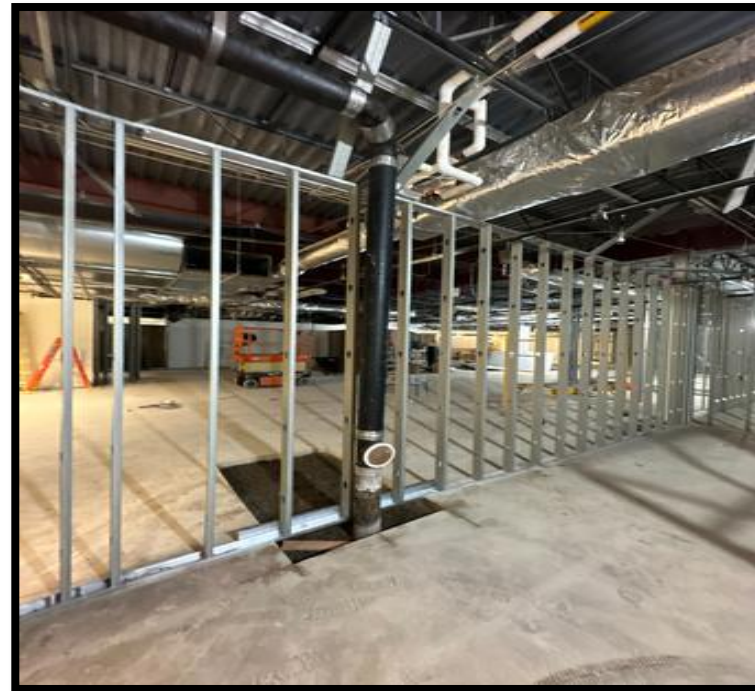
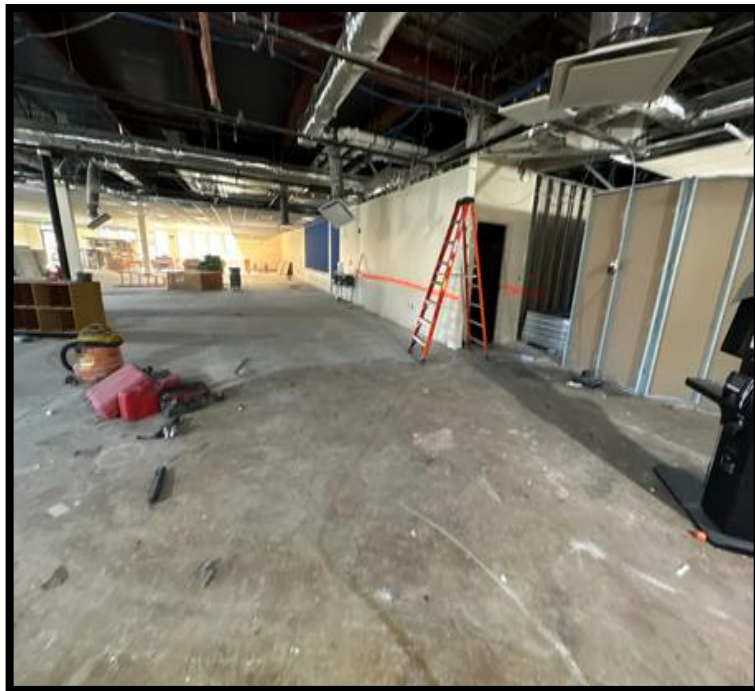
- The AV collection room modified light fixtures have been reinstalled
- The transaction counter at the drive thru window was installed last week



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Phase III demolition is 100% completed as of last week
- Metal Stud and Framing is ongoing
- Inwall electrical and plumbing is 80% complete as of last week



SALINE DISTRICT LIBRARY

Site Improvements Progress:

- Pavilion siding installation will be completed at the end of the day on Friday
- Landscape seeding has set in and the grass has finally started to show
- The temporary construction fencing has been removed this week



SALINE DISTRICT LIBRARY

Pavilion Ribbon Cutting Ceremony:

Saline District Library's pavilion ribbon cutting ceremony was last Sunday and we had an amazing turn out for the event. We would like to thank everyone who has been involved in this successful project.



SALINE DISTRICT LIBRARY

Schedule Look Ahead:

- The main desk is 100% complete
- SDL data and telecommunications have been finalized
- Transition from Phase II to Phase III is complete
- Phase II interior steel hanging slat ceiling is 100% complete
- Pavilion thermally modified wood siding is 100% complete
- Phase III demo and floor trenching are 100% complete
- Metal stud and framing is ongoing through Thanksgiving



PROJECT STATUS UPDATE

Saline District Library

Interior Renovations & Site Improvements Project

SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Phase III demo is 100% complete
- Main entrance brick floor removal was completed as we prep for new flooring



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Saw cuts for underground electrical and plumbing is complete
- Compaction test for the saw cuts have been inspected (and passed)
- We have the green light to place concrete



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

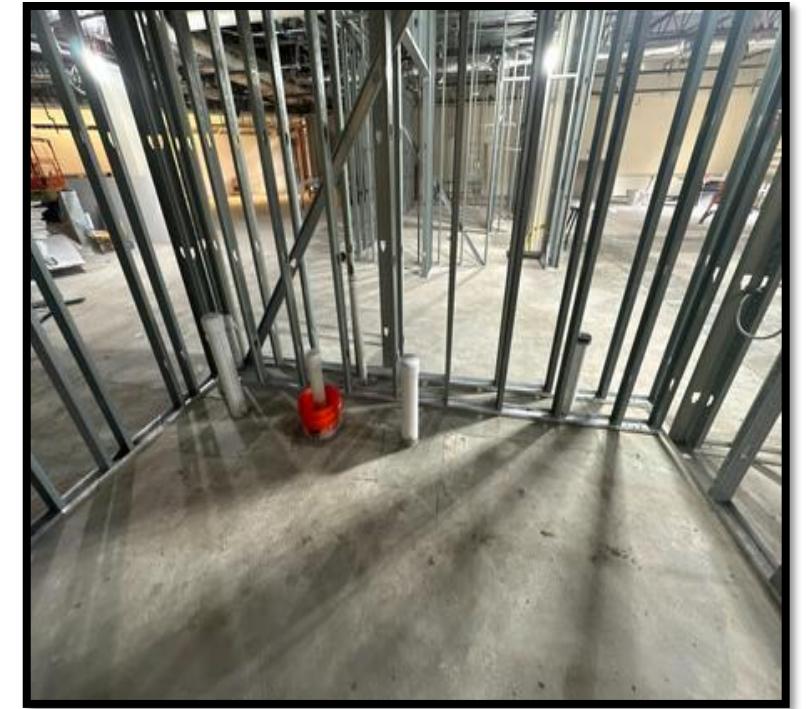
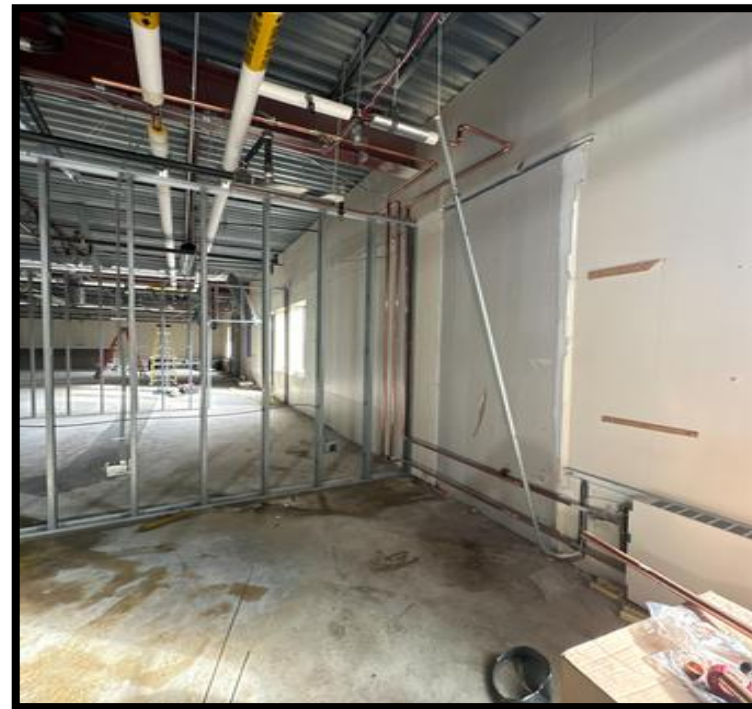
- Concrete has been placed in all saw cuts
- Metal stud and framing is 90% complete



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- In wall electrical and plumbing have been completed (passed inspection)
- Dry wall to follow



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Phase III dry wall started this week and will be ongoing to next week
- Screw inspection has been scheduled for December 10



SALINE DISTRICT LIBRARY

Site Improvements Progress:

- Saline District Library drive thru book drop has reopened!



SALINE DISTRICT LIBRARY

Site Improvements Progress:

- New exterior door and glazing have been installed
- Pre-frost slab has been placed to complete the entire installation of the emergency exit of Phase III



SALINE DISTRICT LIBRARY

Schedule Look Ahead:

- Metal Stud and framing is on 90% complete
- In-wall electrical and plumbing is 100% complete
- In-wall electrical and plumbing passed inspections
- Dry wall installation is 50% complete
- Screw inspection scheduled December 10
- Drive-thru book drop has reopened



PROJECT STATUS UPDATE

Saline District Library

Interior Renovations & Site Improvements Project

SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Screw inspection passed for the drywall inspection
- Following will be the completion of insulation, drywall, mudding, and taping



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

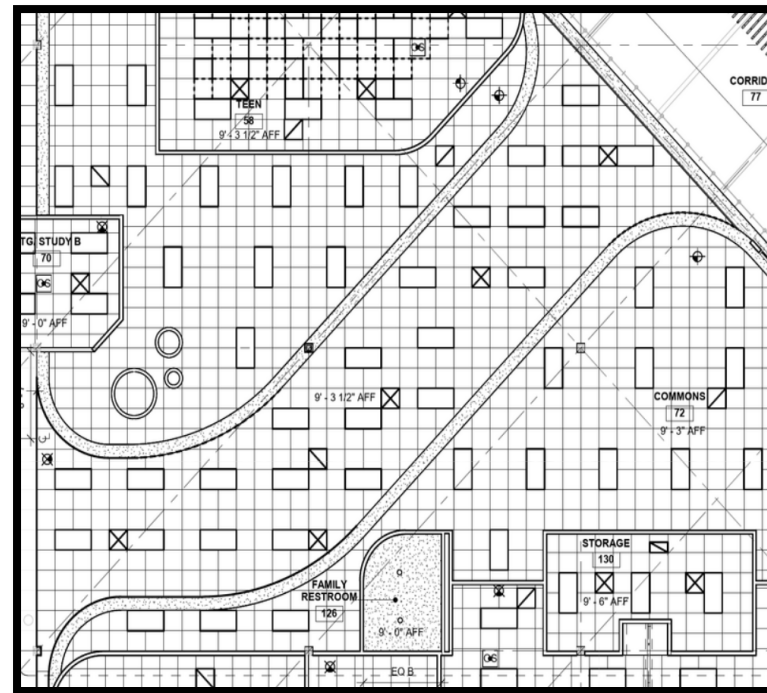
- The first coat of mudding has been applied to the wall joints and fasteners
- Sanding down to a smooth surface and painting will follow



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Phase III soffit framing and layout is ongoing
- Will bring an exceptional ceiling design to the youth and common areas



SALINE DISTRICT LIBRARY

Site Improvements Progress:

- Steel angle supports were welded and installed at the new roof access location
- For a more aesthetic finish, smaller items like metal studs and dry wall are being built out



SALINE DISTRICT LIBRARY

Site Improvements Progress:

- The old Saline District Library sign was demoed earlier in the week
- The new concrete sign was formed and placed; the curing process is ongoing



SALINE DISTRICT LIBRARY

Schedule Look Ahead:

- Metal Stud and framing is 100% complete
- In-wall electrical and plumbing is 100% complete
- Dry wall installation is 85% complete
- Screw inspection passed December 10
- Drywall mudding and taping is ongoing
- Bathroom tiling and painting ongoing through next week
- Saline District Library new concrete sign was placed



PROJECT STATUS UPDATE

Saline District Library

Interior Renovations & Site Improvements Project

SALINE DISTRICT LIBRARY

Interior Renovations Progress:

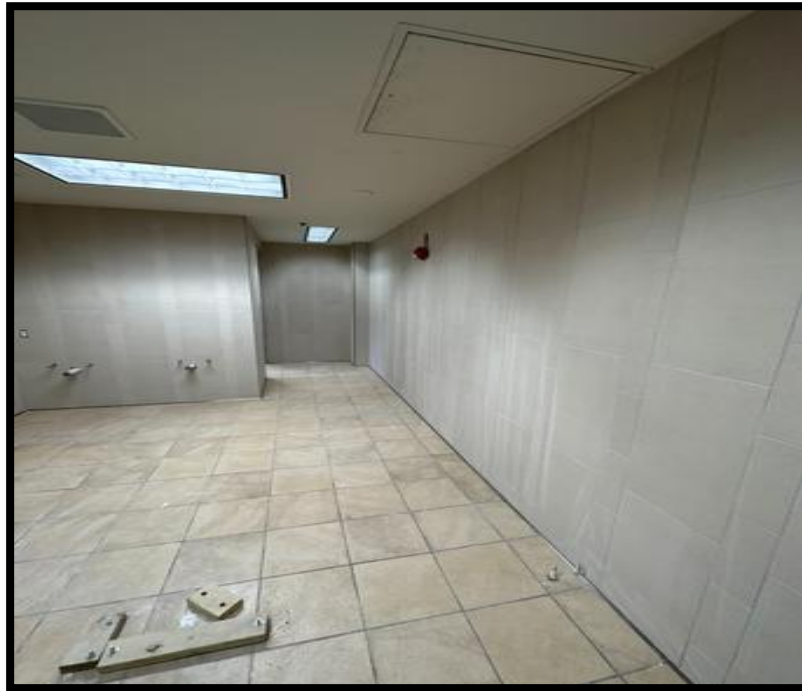
- Phase III interior painting started early this week and will be ongoing into the New Year.



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

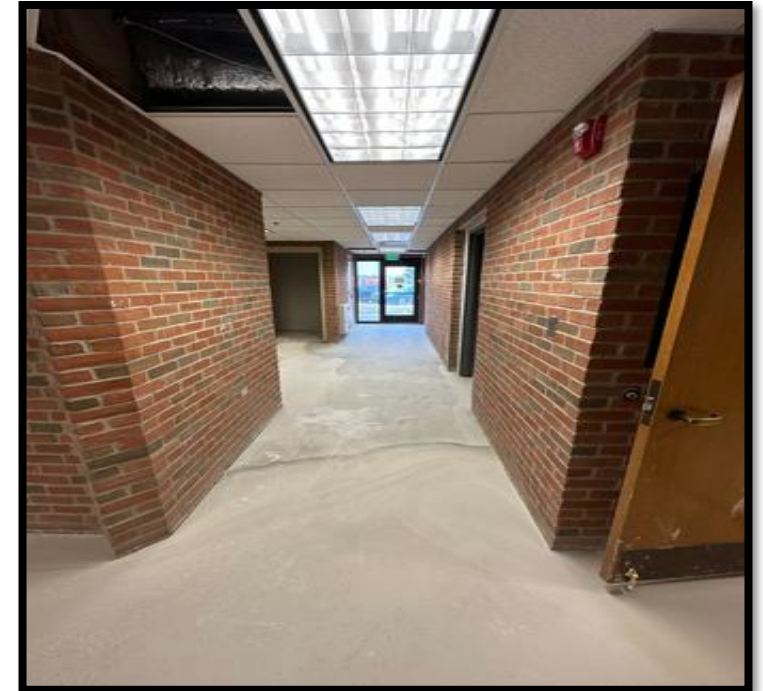
- Tiling was completed for the Men's & Women's bathroom last week
- Phase III tiling is 30% completed at the end of December



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

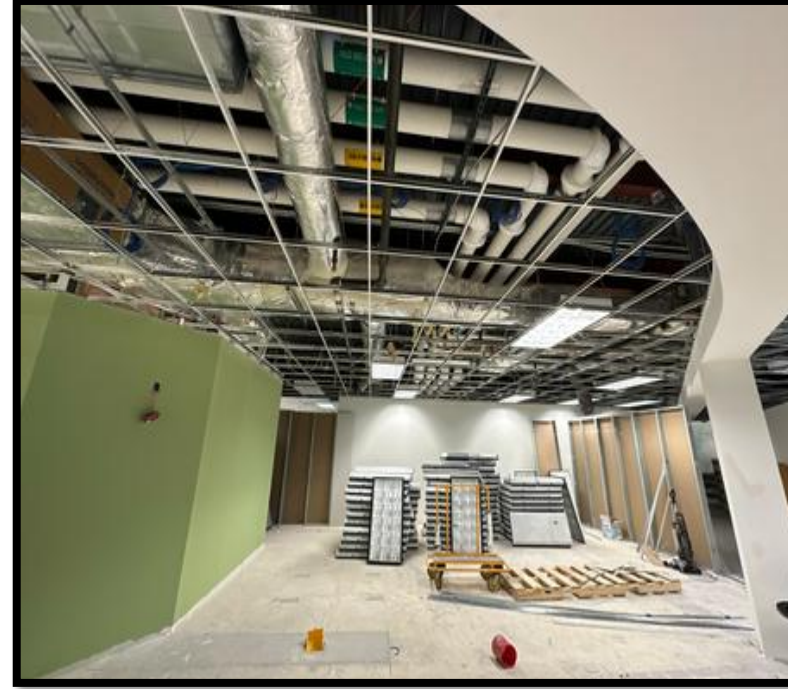
- Phase III family bathroom floor tiling was completed the end of last week. Following will be wall tiling
- 2" mud bed to be placed for the walk off carpet installation for the main entrance at Saline District Library



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Acoustical ceiling grid installation is ongoing and currently 80% completed
- Following will be the acoustical ceiling panel installation and reinstallation of the ceiling grid lighting



SALINE DISTRICT LIBRARY

Interior Renovations Progress:

- Above ceiling mechanical inspection passed 12/26/2024
- Following will be the HVAC Insulation



SALINE DISTRICT LIBRARY

Schedule Look Ahead:

- In-wall electrical and plumbing is 100% complete
- Dry wall installation is 100% complete
- Above ceiling electrical and mechanical have passed inspection
- Drywall mudding and tapping were completed this week
- Bathroom tiling is roughly 30% for phase III
- Painting is on going through next week
- Happy New Year and a successful start to 2025!



SDL Annual Statistics Package FY2023-2024

Order for Annual Statistics Package:

- 5-year comparison of major statistics

CIRCULATION

- Circulation for fiscal year on monthly basis
- Detailed circulation statistics – 4 years

COLLECTIONS

- Detailed collection statistics – 4 years
- ELibrary statistics for OverDrive – 5 years (Hoopla, Freegal, and Kanopy are not considered part of individual library collections according to State Aid statistics because staff have no control over content offered)
- Collection information provided to the auditors each year

PROGRAMS and SERVICES

- Program offerings & attendance for fiscal year

PATRON STATISTICS

- Annual patron counts by residence – 6 years

**Saline District Library
5 Year Comparison**

Annual Totals	2023-2024	% Growth	2022-23	% Growth	2021-22	% Growth	2020-21	% Growth	2019-20
Circulation	247,170	-10.44%	275,986	2.44%	269,415	16.83%	230,613	44.89%	159,168
Collection	126,849	-1.15%	128,325	-3.65%	133,185	0.54%	132,473	0.21%	132,199
Cardholders	12,562	2.22%	12,289	-4.57%	12,877	-3.00%	13,275	-6.72%	14,232
Visits	128,722	-12.45%	147,023	22.18%	120,332	60.87%	74,803	0.33%	74,554
Program Attendance	19,300	-31.42%	28,143	60.04%	17,585	45.85%	12,057	5.04%	11,478
Summer Reading	1,682	-7.28%	1,814	5.96%	1,712	55.50%	1,101	120.64%	499
Reference Questions	22,000	18.26%	18,603	26.16%	14,746	22.56%	12,032	12.75%	10,671
Meeting Room Usage	2,473	-49.77%	4,923	56.19%	3,152	227.99%	961	-49.10%	1,888
eLibrary Downloads	115,402	22.93%	93,876	17.12%	80,153	5.65%	75,866	-1.36%	76,910
Computer Usage	4,836	-32.35%	7,149	1.12%	7,070	168.01%	2,638	-55.42%	5,917
Wifi Usage	35,950	-4.14%	37,502	-8.40%	40,940	47.56%	27,745	60.16%	17,323
eNews Subscriptions	12,040	3.68%	11,613	9.48%	10,607	-0.68%	10,680	255.41%	3,005
Website Visits	186,482	57.76%	118,207	-11.59%	133,697	-4.70%	140,290	7.24%	130,822
Catalog Visits	no data	no data	79,312	-24.65%	105,255	-7.29%	113,536	15.82%	98,028
* 2023/2024 stats are skewed due to renovations; 2020/2021 stats are skewed due to pandemic									
** Website analytics changed in 2023, skewing numbers									

Circulation FY2023-2024

ITEM	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
Book Materials													
Total Books	15,178	18,112	17,577	18,126	16,726	17,636	19,157	17,941	15,324	15,756	15,872	11,666	199,071
% of Total Circ.	77.87%	78.92%	80.46%	79.56%	79.58%	80.51%	83.18%	83.08%	81.64%	81.73%	81.35%	77.81%	80.54%
AV Materials													
DVD/BLU-RAY	2,977	3,334	2,917	3,175	2,790	2,781	2,457	2,222	2,019	1,945	2,121	2,027	30,765
Music CDs	300	288	241	284	277	246	235	211	198	248	243	179	2,950
Audio Books	441	472	407	478	441	433	355	287	368	440	449	323	4,894
J Kits	185	321	264	259	280	275	295	344	281	263	284	220	3,271
Total AV	3,903	4,415	3,829	4,196	3,788	3,735	3,342	3,064	2,866	2,896	3,097	2,749	41,880
% of Total Circ.	20.02%	19.24%	17.53%	18.42%	18.02%	17.05%	14.51%	14.19%	15.27%	15.02%	15.87%	18.34%	16.94%
Interlibrary Loans													
SDL Patron Filled Requests	627	910	782	797	839	755	1,176	1,124	819	942	834	759	10,364
% of Total Circ.	3.22%	3.97%	3.58%	3.50%	3.99%	3.45%	5.11%	5.21%	4.36%	4.89%	4.27%	5.06%	4.19%
Lends Out to Libs	857	1,052	1,018	978	1,042	849	373	428	681	898	952	671	9,799
Equipment	168	183	175	221	218	233	287	329	264	249	268	235	2,830
Periodicals	243	239	264	241	287	300	245	260	316	377	274	343	3,389
% of Total Circ.	1.25%	1.04%	1.21%	1.06%	1.37%	1.37%	1.06%	1.20%	1.68%	1.96%	1.40%	2.29%	1.37%
TOTAL 2024 CIRC	19,492	22,949	21,845	22,784	21,019	21,904	23,031	21,594	18,770	19,278	19,511	14,993	247,170
Prior Year Circ.	20,026	23,804	21,698	25,194	22,054	20,547	26,491	27,828	25,143	21,071	22,007	20,123	275,986
% Difference	-2.67%	-3.59%	0.68%	-9.57%	-4.69%	6.60%	-13.06%	-22.40%	-25.35%	-8.51%	-11.34%	-25.49%	-10.44%
Downloads													
Ebooks	3,371	4,882	3,701	4,072	3,711	3,878	4,016	4,080	4,090	3,651	3,740	3,871	47,063
AudioBooks	3,747	4,054	3,943	4,189	4,158	4,420	4,292	4,607	4,572	4,359	4,391	4,072	50,804
Music	187	142	111	125	126	148	155	145	161	150	217	242	1,909
Video	830	293	293	321	316	380	269	353	355	866	323	383	4,982
Magazines	1,011	1,045	805	782	589	820	784	778	702	806	838	948	9,908
Tumble books	147	103	25	90	39	8	58	96	110	17	20	23	736
Total Downloads	9,293	10,519	8,878	9,579	8,939	9,654	9,574	10,059	9,990	9,849	9,529	9,539	115,402
Prior Year	7,282	7,762	6,980	7,401	7,225	7,502	7,894	8,444	8,660	7,784	8,538	8,404	93,876
% Difference	27.62%	35.52%	27.19%	29.43%	23.72%	28.69%	21.28%	19.13%	15.36%	26.53%	11.61%	13.51%	22.93%
GRAND TOTAL CIRC	28,785	33,468	30,723	32,363	29,958	31,558	32,605	31,653	28,760	29,127	29,040	24,532	362,572
Prior Year Grand Total	27,308	31,566	28,678	32,595	29,279	28,049	34,385	36,272	33,803	28,855	30,545	28,527	369,862
% Difference	5.41%	6.03%	7.13%	-0.71%	2.32%	12.51%	-5.18%	-12.73%	-14.92%	0.94%	-4.93%	-14.00%	-1.97%
Cards Issued													
126	157	119	166	129	98	177	137	141	125	120	89	1,584	
Prior Year	73	131	151	147	126	115	216	195	145	131	97	98	1,625
% Difference	72.60%	19.85%	-21.19%	12.93%	2.38%	-14.78%	-18.06%	-29.74%	-2.76%	-4.58%	23.71%	-9.18%	-2.52%
3 M Gate Count													
10,452	11,607	12,696	14,060	13,788	12,863	11,830	11,830	9,880	9,186	11,483	6,233	4,644	128,722
prior year	10,113	12,615	12,215	12,474	11,897	11,744	13,520	12,803	13,238	11,606	12,953	11,845	147,023
% Difference	3.35%	-7.99%	3.94%	12.71%	15.89%	9.53%	-12.50%	-22.83%	-30.61%	-1.06%	-51.88%	-60.79%	-12.45%
Average Per Day	337	374	437	453	459	414	394	318	296	382	201	154	400

*Total Gate Count Estimated in June due to Envisionware Gates Down 6/7/2024 through 6/11/2024
 *Total Gate Count Estimated in July due to Envisionware Gates Down 7/8/2024
 *Total Gate Count Estimated in August due to Envisionware Gates Down 8/9/2024 through 9/4/2024
 *Total Gate Count Estimated in September due to Envisionware Gates Down 9/1/2024 through 9/30/2024
 *Total Gate Count Estimated in October due to Envisionware Gates Down 10/1/2024 through 10/31/2024
 *Total Gate Count Estimated in November due to Envisionware Gates Down 11/1/2024 through 11/30/2024

**Saline District Library
Circulation Statistics 2024**

	2024								2023							
	Adult	change	Teen	change	Youth	change	Total	change	Adult	change	Teen	change	Youth	change	Total	change
BOOKS																
Fiction	39,758	-3.0%	5,968	-9.8%	17,658	1.7%	63,384	-2.4%	40,990	3.7%	6,615	-8.3%	17,363	-8.5%	64,968	-1.2%
Nonfiction	21,185	-14.8%	856	-24.2%	17,789	-9.1%	39,830	-12.6%	24,862	2.9%	1,130	-0.2%	19,567	11.2%	45,559	6.2%
Graphic Novels	1,328	-6.3%	5,655	-2.8%	13,296	12.6%	20,279	6.5%	1,417	36.9%	5,817	-12.2%	11,812	35.6%	19,046	16.4%
Large Print	3,835	-24.9%					3,835	-24.9%	5,104	9.1%					5,104	9.1%
Picture Books					38,708	-16.4%	38,708	-16.4%					46,286	5.3%	46,286	5.3%
JE Readers					18,485	-7.6%	18,485	-7.6%					20,011	-8.7%	20,011	-8.7%
Board Books					5,307	-3.8%	5,307	-3.8%					5,518	-8.2%	5,518	-8.2%
Kits					3,281	0.0%	3,281	0.0%					3,282	39.2%	3,282	39.2%
TOTAL BOOKS	66,106	-8.7%	12,479	-8.0%	114,524	-7.5%	193,109	-7.9%	72,373	4.2%	13,562	-9.4%	123,839	3.6%	209,774	2.9%
Magazines							3,391	0.7%							3,366	5.9%
TOTAL PRINT	66,106	-8.7%	12,479	-8.0%	114,524	-7.5%	196,500	-7.8%	72,373	4.2%	13,562	-9.4%	123,839	3.6%	213,140	2.9%
% of total	33.6%		6.4%		58.3%		83.5%		34.0%		6.4%		58.1%		81.0%	
MEDIA																
DVDs	16,390	-36.1%	397	-35.7%	10,627	-1.3%	27,414	-26.0%	25,664	6.4%	617	27.5%	10,763	-6.5%	37,044	2.6%
Blu-Rays	1,618	-32.8%	72	-22.6%	582	14.6%	2,272	-24.5%	2,409	-10.7%	93	50.0%	508	3.3%	3,010	-7.5%
Books on CD	2,337	-35.2%	74	-55.2%	1,067	41.7%	3,478	-23.1%	3,604	-10.7%	165	-11.3%	753	-28.9%	4,522	-14.4%
Playaways	0		0		0		0	0.0%	27	-52.6%	7	133.3%			34	-43.3%
Music CDs	2,266	-9.0%			710	-15.7%	2,976	-10.7%	2,490	-12.4%			842	33.7%	3,332	-4.0%
TOTAL MEDIA	22,611	-33.9%	543	-38.4%	12,986	0.9%	36,140	-24.6%	34,194	1.3%	882	20.0%	12,866	-6.0%	47,942	-0.5%
% of total	62.6%		1.5%		35.9%		15.4%		71.3%		1.8%		26.8%		18.2%	
ETC Collection	1,726	8.0%			1,071	119.0%	2,797	34.0%	1,598	42.7%			489	160.1%	2,087	59.6%
TOTAL SDL MATERIAL	90,443	-16.4%	13,022	-9.8%	128,581	-6.3%	235,437	-10.5%	108,165	3.7%	14,444	-8.0%	137,194	2.8%	263,169	2.6%
% of total	38.4%		5.5%		54.6%				41.1%		5.5%		52.1%			
MELCAT ILL							12,950	1.0%							12,817	0.0%
TOTAL CIRCULATION	90,443	-16.4%	13,022	-9.8%	128,582	-6.3%	248,387	-10.0%	108,165	3.7%	14,444	-8.0%	137,195	2.8%	275,986	2.4%
ELIBRARY DOWNLOADS							115,402	22.9%							93,876	17.1%
TOTAL CIRCULATION + DOWNLOADS							363,789	-1.6%							369,862	5.8%

* 2020 statistics skewed greatly by the pandemic

**Saline District Library
Circulation Statistics 2024**

	2022								2021							
	Adult	change	Teen	change	Youth	change	Total	change	Adult	change	Teen	change	Youth	change	Total	
BOOKS																
Fiction	39,542	16.4%	7,216	-3.3%	18,972	-1.9%	65,730	8.2%	33,980	32.1%	7,460	50.2%	19,336	37.4%	60,776	
Nonfiction	24,171	22.7%	1,132	14.8%	17,592	10.6%	42,895	17.2%	19,701	31.0%	986	27.9%	15,899	54.4%	36,586	
Graphic Novels	1,035	43.2%	6,622	40.6%	8,711	69.0%	16,368	54.6%	723	127.4%	4,711	110.7%	5,153	72.4%	10,587	
Large Print	4,679	3.6%					4,679	3.6%	4,516	76.0%					4,516	
Picture Books					43,974	14.7%	43,974	14.7%					38,343	86.0%	38,343	
JE Readers					21,906	13.7%	21,906	13.7%					19,266	81.7%	19,266	
Board Books					6,013	56.7%	6,013	56.7%					3,838	114.4%	3,838	
Kits					2,358	47.6%	2,358	47.6%					1,598	49.6%	1,598	
TOTAL BOOKS	69,427	17.8%	14,970	13.8%	119,526	15.6%	203,923	16.2%	58,920	35.0%	13,157	65.0%	103,433	68.4%	175,510	
Magazines							3,177	14.1%							2,784	
TOTAL PRINT	69,427	17.8%	14,970	13.8%	119,526	15.6%	207,100	16.2%	58,920	35.0%	13,157	65.0%	103,433	68.4%	178,294	
% of total	33.5%		7.2%		57.7%		80.7%		33.0%		7.4%		58.0%			
MEDIA																
DVDs	24,129	31.9%	484	9.3%	11,507	19.8%	36,120	27.5%	18,292	1.6%	443	39.7%	9,605	17.7%	28,340	
Blu-Rays	2,699	50.5%	62	51.2%	492	59.7%	3,253	51.9%	1,793	-14.3%	41	192.9%	308	8.8%	2,142	
Books on CD	4,038	8.1%	186	-20.9%	1,059	6.6%	5,283	6.4%	3,735	7.9%	235	-1.7%	993	9.6%	4,963	
Playaways	57	3.6%	3	50.0%			60	5.3%	55	48.6%	2	-71.4%			57	
Music CDs	2,842	29.7%			630	24.0%	3,472	28.6%	2,191	7.7%			508	-1.7%	2,699	
TOTAL MEDIA	33,765	29.5%	735	1.9%	13,688	19.9%	48,188	26.1%	26,066	1.7%	721	25.0%	11,414	15.7%	38,201	
% of total	70.1%		1.5%		28.4%		18.8%		68.2%		1.9%		29.9%			
ETC Collection	1,120	64.7%			188	#DIV/0!	1,308	92.4%	680	26.9%			0	-100.0%	680	
TOTAL SDL MATERIAL	104,312	21.8%	15,705	13.2%	133,402	16.2%	256,596	18.2%	85,666	22.7%	13,878	62.3%	114,847	60.9%	217,175	
% of total	40.7%		6.1%		52.0%				39.4%		6.4%		52.9%			
MELCAT ILL							12,819	-4.6%							13,438	
TOTAL CIRCULATION	104,312	21.8%	15,705	13.2%	133,403	16.2%	269,415	16.8%	85,666	22.7%	13,878	62.3%	114,848	60.9%	230,613	
ELIBRARY DOWNLOADS							80,153	5.7%							75,866	
TOTAL CIRCULATION + DOWNLOADS							349,568	14.1%							306,479	

**Saline District Library
Collection Statistics 2024**

	2024								2023							
	Adult	change	Teen	change	Youth	change	Total	change	Adult	change	Teen	change	Youth	change	Total	change
BOOKS																
Fiction	25,930	3.7%	4,397	2.4%	8,483	-8.0%	38,810	0.8%	25,002	-11.3%	4,296	0.1%	9,222	-3.6%	38,520	-8.4%
Nonfiction	22,674	-4.4%			14,071	0.6%	36,745	-2.6%	23,725	-4.9%			13,992	-6.7%	37,717	-5.6%
Graphic Novels	1,000	1.1%	3,016	13.1%	2,196	22.8%	6,212	14.1%	989	15.9%	2,667	12.6%	1,788	27.6%	5,444	17.8%
Large Print	2,318	-2.5%					2,318	-2.5%	2,378	2.1%					2,378	2.1%
Picture Books					14,371	-1.6%	14,371	-1.6%					14,612	2.1%	14,612	2.1%
JE Readers					5,702	0.6%	5,702	0.6%					5,670	0.3%	5,670	0.3%
Board Books					1,074	0.5%	1,074	0.5%					1,069	5.8%	1,069	5.8%
Kits					924	6.7%	924	6.7%					866	-3.1%	866	-3.1%
TOTAL BOOKS	51,922	-0.3%	7,413	6.5%	46,821	-0.8%	106,156	-0.1%	52,094	-7.5%	6,963	4.5%	47,219	-1.3%	106,276	-4.1%
Storage							86	-31.2%							125	-3.8%
Magazines/Newspapers							140	-0.7%							141	-13.5%
TOTAL PRINT	51,922	-0.3%	7,413	6.5%	46,821	-0.8%	106,382	-0.2%	52,094	-7.5%	6,963	4.5%	47,219	-1.3%	106,542	-4.1%
% of total	48.8%		7.0%		44.0%			48.9%		6.5%		44.3%				
MEDIA																
DVDs	7,629	-0.2%	435	-2.5%	3,566	-0.8%	11,630	-0.5%	7,646	-2.3%	446	0.2%	3,594	-0.8%	11,686	-1.8%
Blu-Rays	481	7.1%	64	6.7%	124	20.4%	669	9.3%	449	9.2%	60	3.4%	103	8.4%	612	8.5%
Books on CD	3,300	-23.8%			976	11.0%	4,276	-17.9%	4,332	-4.2%			879	3.3%	5,211	-3.0%
Playaways		-100.0%		-100.0%			0	-100.0%	3	-95.5%	0	-100.0%			3	-95.8%
Music CDs	2,743	-14.6%			863	1.2%	3,606	-11.3%	3,211	1.8%			853	-0.1%	4,064	1.4%
TOTAL MEDIA	14,153	-9.5%	499	-1.4%	5,529	1.8%	20,181	-6.5%	15,641	-2.1%	506	-0.6%	5,429	0.1%	21,576	-1.5%
% of total	70.1%		2.5%		27.4%			72.5%		2.3%		25.2%				
ETC Collection	185	14.9%			101	119.6%	286	38.2%	161	16.7%			46	84.0%	207	27.0%
TOTAL COLLECTION	66,260	-2.4%	7,912	5.9%	52,451	-0.5%	126,849	-1.2%	67,896	-6.3%	7,469	4.2%	52,694	-1.1%	128,325	-3.6%
% of total	52.2%		6.2%		41.3%			52.9%		5.8%		41.1%				
ELIBRARY							167,170	5.1%							159,058	39.2%
TOTAL COLLECTION + ELIBRARY							294,019	2.3%							287,383	16.1%

* 2020 statistics skewed greatly by the pandemic

**Saline District Library
Collection Statistics 2024**

	2022								2021							
	Adult	change	Teen	change	Youth	change	Total	change	Adult	change	Teen	change	Youth	change	Total	change
BOOKS																
Fiction	28,191	5.7%	4,293	-2.7%	9,570	-5.3%	42,054	2.1%	26,663	2.1%	4,413	0.6%	10,110	-2.9%	41,186	0.7%
Nonfiction	24,949	2.5%			14,989	-6.9%	39,938	-1.2%	24,338	-1.8%			16,105	-3.0%	40,443	-2.3%
Graphic Novels	853	8.0%	2,369	11.4%	1,401	38.9%	4,623	17.8%	790	15.8%	2,126	9.5%	1,009	10.8%	3,925	11.0%
Large Print	2,328	-4.0%					2,328	-4.0%	2,426	4.9%					2,426	4.9%
Picture Books					14,316	1.2%	14,316	1.2%					14,142	2.5%	14,142	2.5%
JE Readers					5,653	5.1%	5,653	5.1%					5,377	1.9%	5,377	1.9%
Board Books					1,010	-4.6%	1,010	-4.6%					1,059	1.6%	1,059	1.6%
Kits					894	4.8%	894	4.8%					853	-9.4%	853	-9.4%
TOTAL BOOKS	56,321	3.9%	6,662	1.9%	47,833	-1.7%	110,816	1.3%	54,217	0.6%	6,539	3.3%	48,655	-0.7%	109,411	0.2%
Storage							130	-0.8%							131	0.8%
Magazines/Newspapers							163	-1.8%							166	-18.2%
TOTAL PRINT	56,321	3.9%	6,662	1.9%	47,833	-1.7%	111,109	1.3%	54,217	0.6%	6,539	3.3%	48,655	-0.7%	109,708	0.1%
% of total	50.7%		6.0%		43.1%				49.4%		6.0%		44.3%			
MEDIA																
DVDs	7,830	-2.1%	445	-3.5%	3,623	-0.9%	11,898	-1.8%	8,002	4.7%	461	-4.2%	3,657	1.5%	12,120	3.3%
Blu-Rays	411	7.9%	58	26.1%	95	21.8%	564	11.7%	381	-4.8%	46	15.0%	78	8.3%	505	-1.4%
Books on CD	4,521	-1.5%			851	5.8%	5,372	-0.4%	4,592	0.3%			804	-13.4%	5,396	-2.0%
Playaways	66	-2.9%	6	0.0%			72	-2.7%	68	-4.2%	6	0.0%			74	-3.9%
Music CDs	3,153	-13.8%			854	1.3%	4,007	-11.0%	3,657	1.0%			843	-19.9%	4,500	-3.7%
TOTAL MEDIA	15,981	-4.3%	509	-0.8%	5,423	0.8%	21,913	-3.0%	16,700	2.4%	513	-2.7%	5,382	-4.8%	22,595	0.4%
% of total	72.9%		2.3%		24.7%				73.9%		2.3%		23.8%			
ETC Collection	138	-4.2%			25	-3.8%	163	-4.1%	144	9.9%			26	0.0%	170	8.3%
TOTAL COLLECTION	72,440	1.9%	7,171	1.7%	53,281	-1.4%	133,185	0.5%	71,061	1.0%	7,052	2.9%	54,063	-1.1%	132,473	0.2%
% of total	54.4%		5.4%		40.0%				53.6%		5.3%		40.8%			
ELIBRARY							114,306	18.4%							96,523	29.1%
TOTAL COLLECTION + ELIBRARY							247,491	8.1%							228,996	10.7%

eLibrary Annual Collection Totals

	2024	% change	2023	% change	2022	% change	2021	% change	2020	% change	2019
OverDrive eBooks											
1 Copy/1 Use Metered											
Total Shared	111,127	2.82%	108,084	45.93%	74,064	16.87%	63,374	20.92%	52,411	16.60%	44,948
Advantage (SDL only)	2,136	7.18%	1,993	22.19%	1,631	10.35%	1,478	12.22%	1,317	78.46%	738
TOTAL EBOOKS	113,263	2.89%	110,077	45.42%	75,695	16.72%	64,852	20.70%	53,728	17.60%	45,686
OverDrive Audio											
1 Copy/1 Use Metered											
Total Shared	46,521	10.05%	42,273	27.24%	33,222	26.96%	26,167	32.34%	19,772	20.03%	16,473
Advantage (SDL only)	1,660	17.90%	1,408	37.23%	1,026	37.90%	744	77.99%	418	100.96%	208
TOTAL AUDIOBOOKS	48,181	10.30%	43,681	27.54%	34,248	27.26%	26,911	33.29%	20,190	21.04%	16,681
OverDrive Videos	0	#DIV/0!	0	#DIV/0!	0	-100.00%	823	0.00%	823	-3.52%	853
OverDrive Magazines	5,726	8.04%	5,300	21.48%	4,363	10.82%	3,937				327
TOTAL ELIBRARY	167,170	5.10%	159,058	39.15%	114,306	18.42%	96,523	29.14%	74,741	17.62%	63,547

* New OverDrive reporting doesn't allow for differentiation between lending types

** RBDigital switched to the "full-access" model like Hoopla and Kanopy in 2020

***OverDrive acquired RBDigital in 2021 for magazines & discontinued videos in 2022

Collection Information for the Annual Audit

ADULT BOOKS	Code	11/30/24	Added	% add	Deleted	% w/d	12/1/23
Adult Fiction	1	15,865	1,478	10.09%	172	1.17%	14,647
Mystery	2	7434	412	5.25%	983	12.53%	7,848
SF/Fantasy	3	2631	212	8.84%	15	0.63%	2,397
Large Print	5	2318	202	8.49%	260	10.93%	2,378
Teen Fiction	6	4397	456	10.61%	327	7.61%	4,296
Professional	15	36	1	1.79%	21	37.50%	56
Local History	16	514	7	1.39%	0	0.00%	504
Adult NonFic 000	100	329	43	12.32%	70	20.06%	349
ANF 100	101	1099	121	10.93%	126	11.38%	1,107
ANF 200	102	805	29	3.29%	117	13.27%	882
ANF 300	103	4358	321	7.45%	275	6.38%	4,311
ANF 400	104	110	3	2.65%	6	5.31%	113
ANF 500	105	1118	127	11.05%	151	13.14%	1,149
ANF 600	106	4431	366	8.12%	479	10.63%	4,507
ANF 700	107	2640	150	5.25%	363	12.71%	2,856
ANF 800	108	1298	43	3.41%	3	0.24%	1,262
ANF 900	109	5658	328	5.17%	1,198	18.87%	6,350
Teen GN	317	3016	381	14.29%	38	1.42%	2,667
Adult GN	321	1000	59	5.97%	50	5.06%	989
Storage	21	86	0	0.00%	75	60.00%	125
Book Clubs	19	0	213	193.64%	83	75.45%	110
TOTAL		59,143	4,952	8.41%	4,812	8.17%	58,903

REFERENCE							
Reference	11	229	7	2.94%	14	5.88%	238
Youth Reference	12	10	0	0.00%	57	85.07%	67
TOTAL		239	7	2.30%	71	23.28%	305

MISC.							
Magazines	18	130	0	0.00%	0	0.00%	130
Newspapers	312	10	0	0.00%	0	0.00%	10
Serials	313	0	0	0.00%	0	0.00%	1
TOTAL		140	0	0.00%	0	0.00%	141

ETC							
ETC Collection	322	171	28	19.31%	1	0.69%	145
Youth ETC	323	101	56	121.74%	1	2.17%	46
All Abilities	324	14	0	0.00%	1	6.25%	16
TOTAL		286	84	40.58%	3	1.45%	207

YOUTH BOOKS	Code	11/30/24	Added	% add	Deleted	% w/d	12/1/23
Easy Books	7	14,024	693	4.96%	585	4.18%	13,983
Beginning Readers	8	5702	338	5.96%	357	6.30%	5,670
Youth Fiction	9	8483	527	5.72%	1220	13.23%	9,220
Board Books	10	1074	123	11.51%	123	11.51%	1,069
Parent Teacher	13	49	9	21.95%	2	4.88%	41
Storytime	14	347	0	0.00%	276	43.88%	629
J Non-Fiction 000	200	214	39	18.48%	29	13.74%	211
JNF 100	201	234	14	5.96%	14	5.96%	235
JNF 200	202	342	22	6.38%	26	7.54%	345
JNF 300	203	1829	98	5.21%	167	8.87%	1,882
JNF 400	204	324	37	12.98%	3	1.05%	285
JNF 500	205	2984	175	5.99%	125	4.28%	2,922
JNF 600	206	1779	138	7.85%	123	7.00%	1,757
JNF 700	207	1788	158	8.95%	141	7.98%	1,766
JNF 800	208	596	15	2.55%	11	1.87%	589
JNF 900	209	3971	144	3.66%	118	3.00%	3,933
Oversize Youth Fic	315	0	0	0.00%	1	50.00%	2
Youth GN	320	2196	493	27.57%	149	8.33%	1,788
TOTAL		45,936	3,023	6.53%	3,470	7.49%	46,327

AV							
Videos	300	4	0	0.00%	0	0.00%	4
DVD	301	7625	294	3.85%	293	3.83%	7,642
Youth DVD	303	3566	142	3.95%	172	4.79%	3,594
Kits	306	924	81	9.35%	24	2.77%	866
Books on CD	307	3300	92	2.12%	1101	25.42%	4,332
Youth Books on CD	308	976	99	11.26%	9	1.02%	879
Music CDs	309	2656	72	2.37%	448	14.76%	3,036
Youth Music CDs	310	863	15	1.76%	4	0.47%	853
Oversize Music CDs	314	87	1	0.57%	88	50.29%	175
Anime	316	435	11	2.47%	17	3.81%	446
Playaway	318	0	0	0.00%	3	100.00%	3
T Playaway	319	0	0	#DIV/0!	0	#DIV/0!	0
Blu-ray	325	481	43	9.58%	12	2.67%	449
Blu-ray Anime	326	64	4	6.67%	0	0.00%	60
Youth Blu-ray	327	124	22	21.36%	1	0.97%	103
TOTAL		21,105	876	3.90%	2,172	9.68%	22,442

12-1-23 Total	128,325
Addition Total	8,942
Withdrawal Total	10,528
11-30-24 Total	126,849
(variance: 110 0.09%)	
Less Serials for compilation:	126,849

Programs and Services FY2023-2024

	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
YOUTH													
Youth Storytimes	19	21	19	19	26	4	11	14	1	18	11	8	171
# attending	356	430	443	454	664	117	349	355	22	321	226	130	3,867
Staff Programs	12	12	11	14	9	6	22	17	9	7	4	3	126
# attending	189	197	201	218	294	90	389	288	137	76	36	20	2,135
Guest Performers	1	6	2	1	4	2	4	2	0	2	2	0	26
# attending	22	287	31	17	94	103	212	85	0	61	56	0	968
Visits & Tours	3	3	4	5	7	6	3	0	0	4	4	0	39
# attending	38	36	39	151	163	260	32	0	0	43	19	0	781
Off Site Presentations	4	4	3	1	3	8	9	7	4	5	7	6	61
# attending	276	119	53	47	116	641	604	97	89	159	1242	257	3,700
Total events/month	39	46	39	40	49	26	49	40	14	36	28	17	423
Prior Year	42	48	41	47	43	36	50	44	38	40	52	46	527
% difference	-7.14%	-4.17%	-4.88%	-14.89%	13.95%	-27.78%	-2.00%	-9.09%	-63.16%	-10.00%	-46.15%	-63.04%	-19.73%
Total attendance	881	1069	767	887	1,331	1,211	1,586	825	248	660	1,579	407	11,451
Prior Year	1273	1313	1269	1657	1260	1520	2293	1637	2066	1329	1923	1238	18,778
% difference													-39.02%
1KBBK	0	3	2	5	4	11	17	9	6	5	6	3	71
New Baby Packets	4	8	4	15	11	2	7	4	4	9	9	3	80
ADULT/TEEN													
Teen Programs	10	10	11	11	12	9	7	6	4	9	8	5	102
# attending	180	243	216	307	279	182	349	156	168	271	246	126	2,723
Teen Book Discussion	0	0	0	0	0	0	0	0	0	0	0	0	0
# attending	0	0	0	0	0	0	0	0	0	0	0	0	0
Visits & Tours	0	0	0	0	0	0	0	0	0	0	0	0	0
# attending	0	0	0	0	0	0	0	0	0	0	0	0	0
Off Site Presentations	0	0	0	0	0	0	0	0	0	0	0	0	0
# attending	0	0	0	0	0	0	0	0	0	0	0	0	0
Adult Programs	23	26	30	24	26	24	23	21	20	23	24	19	283
# attending	302	404	458	285	422	298	258	281	185	369	337	156	3,755
Adult Book Discussion	3	3	3	3	3	3	3	3	3	3	3	3	36
# attending	13	15	14	13	14	18	19	21	19	16	16	16	194
Family Programs	0	0	0	0	0	0	0	0	0	0	0	0	0
# attending	0	0	0	0	0	0	0	0	0	0	0	0	0
Internet Classes	0	0	0	0	0	0	0	0	0	0	0	0	0
# attending	0	0	0	0	0	0	0	0	0	0	0	0	0
Outreach/Bk Deliveries	2	2	2	2	2	2	2	3	2	5	3	3	30
# of items	40	40	80	80	80	80	80	134	80	341	80	62	1,177
Total events/month	36	39	44	38	41	36	33	30	27	35	35	27	421
Prior Year	25	35	37	43	46	42	42	38	36	46	44	44	478
% difference	44.00%	11.43%	18.92%	-11.63%	-10.87%	-14.29%	-21.43%	-21.05%	-25.00%	-23.91%	-20.45%	-38.64%	-11.92%
Total attendance	535	702	768	685	795	578	706	592	452	997	679	360	7,849
Prior Year	104	506	677	781	913	834	725	1114	788	648	720	795	864

Programs and Services FY2023-2024

% difference	5.73%	3.69%	-1.66%	-24.97%	-4.68%	-20.28%	-36.62%	-24.87%	-30.25%	38.47%	-14.59%	-58.33%	-16.19%
COMPUTER USAGE													
PC usage onsite	523	567	660	616	597	568	56	62	38	309	424	416	4,836
Prior Year	535	631	586	652	608	580	571	498	593	577	671	647	7,149
% difference	-2.24%	-10.14%	12.63%	-5.52%	-1.81%	-2.07%	-90.19%	-87.55%	-93.59%	-46.45%	-36.81%	-35.70%	-32.35%
WiFi usage onsite	2,942	2,884	3,786	3,509	3,768	3,800	2,071	2,066	2,240	3,292	3,286	2,306	35,950
Prior Year	1,162	3,668	4,150	3,072	2,732	2,995	2,791	2,802	2,857	3,349	4,103	3,821	37,502
% difference	153.18%	-21.37%	-8.77%	14.23%	37.92%	26.88%	-25.80%	-26.27%	-21.60%	-1.70%	-19.91%	-39.65%	-4.14%
Youth AWE computers	410	322	551	535	502	249	572	574	429	220	210	0	4,574
Prior Year	269	330	418	312	388	271	373	578	540	292	476	207	4,454
% difference	52.42%	-2.42%	31.82%	71.47%	29.38%	-8.12%	53.35%	-0.69%	-20.56%	-24.66%	-55.88%	-100.00%	2.69%
Ref. Questions:													
Youth	427	464	640	842	631	634	2,363	1,591	1,206	921	829	549	11,097
Adult	388	429	560	580	495	462	490	475	598	625	481	525	6,108
Circ Desk	287	415	400	385	626	396	626	469	348	311	236	296	4,795
Total Reference	1,102	1,308	1,600	1,807	1,752	1,492	3,479	2,535	2,152	1,857	1,546	1,370	22,000
Prior Year	1,098	1,620	1,489	1,547	1,328	1,176	2,373	1,985	1,709	1,339	1,586	1,353	18,603
% difference	0.36%	-19.26%	7.45%	16.81%	31.93%	26.87%	46.61%	27.71%	25.92%	38.69%	-2.52%	1.26%	18.26%
Brecon Rm: #Groups	5	7	10	11	13	7	2	0	0	0	0	0	55
Prior Year #Groups	6	6	14	18	18	16	13	9	8	7	12	9	136
# of individuals	41	81	138	195	284	130	17	0	0	0	0	0	886
Study Rms: #Groups	150	192	212	197	202	189	0	0	0	0	0	0	1,142
Prior Year #Groups	179	199	195	198	202	204	188	221	207	177	226	206	2,402
# of individuals	194	248	307	294	282	262	0	0	0	0	0	0	1,587
* Includes views of online programs beginning December 2021													

**Saline District Library
Cardholder Statistics 2024**

Patron Database by Residence											
	2024	%	2023	%	2022	%	2021	%	2020	%	2019
City of Saline	4437	35.32%	4414	35.92%	4907	38.11%	4988	37.57%	5413	38.03%	5115
Non-Resident	205	1.63%	192	1.56%	181	1.41%	185	1.39%	185	1.30%	158
Bridgewater	80	0.64%	81	0.66%	97	0.75%	116	0.87%	127	0.89%	120
Freedom	21	0.17%	21	0.17%	19	0.15%	24	0.18%	21	0.15%	21
Lodi	1775	14.13%	1746	14.21%	1770	13.75%	1859	14.00%	1977	13.89%	1861
Pittsfield	3140	25.00%	3098	25.21%	3121	24.24%	3200	24.11%	3360	23.61%	3161
Saline Township	937	7.46%	846	6.88%	773	6.00%	817	6.15%	910	6.39%	851
York	1908	15.19%	1891	15.39%	2007	15.59%	2083	15.69%	2231	15.68%	2097
Michicard		0.00%		0.00%		0.00%		0.00%		0.00%	
Other**	58	0.46%		0.00%	2	0.02%	3	0.02%	8	0.06%	13
Total Cards	12,561	100.00%	12,289	100.00%	12,877	100.00%	13,275	100.00%	14,232	100.00%	13,397
Gender											
Men											
Women											
Not classified	*		*		*		*		*		*
Total Cards	12,561	100.00%	12,289	100.00%	12,877	100.00%	13,275	100.00%	14,232	100.00%	13,397

***Note: Each January, expired cards are deleted two years back.

** "Other" category includes Educator, Business and Null cards. Null means a place of residence was not given.

* Mgmt Team determined no longer a need to collect & report gender.