



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

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**NOTICE OF LIBRARY BOARD MEETING
TUESDAY, OCTOBER 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, OCTOBER 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 August 19, 2025 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. Guest Presentation: Shirley Bruursema on Library Millages
- F. President's Report
- G. Friends of the Library Report
- H. Financial Reports
Move _____ Second _____ to approve the September 2025 financial reports.
- I. Committee Reports
 - 1. Finance
 - 2. Arts
 - 3. Building & Grounds
 - 4. Library Services
 - 5. Staff Excellence

J. Library Director's Report

K. Unfinished Business

L. New Business

1. Pay Structure Review and Recommendations for FY2025/2026

Move _____ Second _____ to approve the Pay Structure Review and Recommendations for FY2025/2026 as presented by ElementOne Consulting.

2. Policy Review

a. Policy 503: Emergency Situations (formerly Disasters)

Move _____ Second _____ to approve revised Policy 503: Emergency Situations (formerly Disasters).

3. Discussion of Board Officers for FY2025/2026

M. 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.

N. Adjournment

Move _____ Second _____ to adjourn the meeting at _____.

RECOMMENDED MOTIONS FOR MEETING on October 21, 2025

Move _____ Second _____ to approve the agenda as presented.

Move _____ Second _____ to approve the September 16, 2025 meeting minutes as written.

Move _____ Second _____ to approve the September 2025 financial reports.

Move _____ Second _____ to approve the Pay Structure Review and Recommendations for FY2025/2026 as presented by ElementOne Consulting.

Move _____ Second _____ to approve revised Policy 503: Emergency Situations (formerly Disasters).

Move _____ Second _____ to adjourn the meeting at _____.

DRAFT
SALINE DISTRICT LIBRARY BOARD OF TRUSTEES
BOARD MEETING MINUTES
TUESDAY SEPT 16, 2025, 7:00 p.m.

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

A. Call Meeting to Order at 7:01 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 TerHaar to approve the August 19, 2025 meeting minutes as written. Motion carried.

D. Public Discussion

No public comment

E. President's Report

Nothing to report

F. Friends of the Library Report

Will be reviewing some manuals and bylaws that need to be updated

G. Financial Reports

Move Byron, Second Hundley to approve the August 2025 financial reports. Motion carried.

H. Budget Hearing for FY2025/2026 Operating Millages

Move Byron, Second Hundley to open the Public Hearing for comments on the FY2025/26 operating millages. Motion carried.

1. Draft Budget Summary Discussion

Move Byron, Second TerHaar to set the FY2025/26 operating millages at .8058 and .33 for a total of 1.1358 to be assessed in December 2025. Motion carried.

Move Byron, Second Gray to close the Public Hearing on the FY2025/26 operating millages. Motion carried.

I. Committee Reports

1. Finance- Reviewed first draft of the budget. Investment policy still in review by attorney. Discussed CD that is expiring.

2. Arts- Did not meet

3. Building & Grounds- Did not meet

4. Library Services- Did not meet

5. Staff Excellence- Did not meet

J. Library Director's Report- Accepted as written. Registration is full for Manhattan Film Festival.

K. Unfinished Business- none

L. New Business- none

M. Public Discussion
No public comment

N. Adjournment
Move Byron, Second Sankaran to adjourn the meeting at 7:45 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 555 N. Maple Road, Saline, MI 48176 on Sept 16, 2025 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
September 1, 2025 - September 30, 2025

Reference	Date	GL Account	Description	Amount
Bank Statement Summary				
			Beginning Bank Balance	93,014.36
			+ Cleared Deposits & Other Additions	203,184.12
			- Cleared Checks & Other Payments	220,008.79
			Ending Bank Balance	76,189.69
 Open Deposits & Additions				
			Total	0.00
 Open Checks & Payments				
25744	09/09/25	790-955	MANHATTAN SHO...	600.00
			Total	600.00
			Reconciled Bank Balance	75,589.69
 Bank Transactions				
		000-258	EFTPS/EMPLEE	(15,581.34)
		790-722	EFTPS/EMPLER	(7,871.06)
		790-723	ALERUS RETIRE XFERS	(6,822.62)
		790-920	DTE - ELECTRICITY	(6,120.54)
		000-008	ALERUS RETIRE XFERS	(4,184.80)
		000-258.1	5080 MI TAX PYMT	(3,841.28)
		790-921	DTE - GAS	(983.50)
		790-804	PAYCHEX HRS	(684.80)
		790-802	STROM CPA	(645.00)
		790-802	PAYCHEX EIB	(521.36)
		790-965	BK SERVICE CHRGS	(178.30)
		790-965	MERCH FEE & DISC	(76.85)
		790-702	PAYCHEX FLEXPERKS	(7.28)
		790-722	PR FRACTION OF CENTS ADJ	(0.08)
		000-665.1	INTEREST	46.83
		000-017	TRANSFER FROM AGENCY SUB	50,000.00
		000-017	TRANSFER FROM AGENCY SUB	150,000.00
			Total	152,528.02
			Adjusted General Ledger Balance	75,589.69

Saline District Library
Statement of Financial Position
As of September 30, 2025

Assets

Current Assets

000-001	Key Bank - General	\$ 75,589.69
000-003	Old National CD 1	219,940.55
000-008	Employee Advances	24,071.65
000-013	Agency Account (Schrandt)	2,814,178.24
000-013.1	Agency Account-Unrealized Gain	(184,782.71)
000-017	Agency Sub Account (Investment Account)	2,834,306.77
000-017.1	Agency Sub Account-Unrealized Gain	(238,442.35)

Total Current Assets	5,544,861.84
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Property and Equipment

Net Property and Equipment	0.00
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Total Assets	\$ 5,544,861.84
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Liabilities and Net Assets

Current Liabilities

000-202	Accounts Payable	\$ 3,201.00
000-257	Accrued Payroll	44,466.98
000-275	MTT Liability	7,797.00

Total Current Liabilities	55,464.98
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Long-Term Liabilities

Total Long-Term Liabilities	0.00
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Total Liabilities	55,464.98
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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	(1,829,032.32)
000-399	Net Position	(400,558.82)

Total Net Assets	5,489,396.86
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Total Liabilities and Net Assets	\$ 5,544,861.84
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Saline District Library

Income Statement

Actual vs. Budget

		1 Month Ended	10 Months	12 Months Ended	Year to Date
		September 30,	September 30,	November 30, 2025	Percentage
		2025	2025		
		Actual	Actual	Budget	Budget
Revenue					
000-402.1	Saline-Real Tax	\$ 0.00	\$ 637,711.63	\$ 665,908.00	95.77
000-402.2	Bridgewater-Real Tax	0.00	27,045.20	26,641.00	101.52
000-402.3	Freedom-Real Tax	0.00	7,427.74	7,318.00	101.50
000-402.4	Lodi-Real Tax	0.00	509,527.01	502,697.00	101.36
000-402.5	Pittsfield-Real Tax	36.79	931,664.43	910,241.00	102.35
000-402.6	Saline Township-Real Tax	0.00	174,251.34	171,798.00	101.43
000-402.7	York Township-Real Tax	0.00	417,310.43	411,590.00	101.39
000-413	PPT Reimbursement	1,416.92	103,674.46	102,258.00	101.39
000-540	State Aid	0.00	30,736.12	30,214.00	101.73
000-628	Printers-Revenue	402.60	4,723.20	4,000.00	118.08
000-628.1	Copy Machine-Revenue	0.00	907.60	1,100.00	82.51
000-629	Non-Resident Fee	765.00	2,765.00	4,000.00	69.13
000-656	Penal Fines	0.00	21,112.58	22,000.00	95.97
000-658	Fines-Overdue Materials	100.11	354.81	0.00	0.00
000-658.1	Materials Replacement	415.87	5,882.11	7,400.00	79.49
000-665.1	General Account Interest	46.83	1,006.59	1,200.00	83.88
000-665.2	CD Interest	0.00	10,635.80	0.00	0.00
000-665.3	Sub-Agency Account Interest	3,983.29	49,090.67	90,135.00	54.46
000-665.4	Agency Account Interest	6,834.80	57,590.82	0.00	0.00
000-674	Donations-Unrestricted	0.00	3,880.00	6,000.00	64.67
000-674.1	Donations-Restricted	0.00	0.00	1,500.00	0.00
000-674.2	Donations-Friends	0.00	13,456.61	14,500.00	92.80
000-699	Trans from Other Funds	0.00	0.00	869,500.00	0.00
	Total Revenue	<u>14,002.21</u>	<u>3,010,754.15</u>	<u>3,850,000.00</u>	<u>78.20</u>
	Gross Profit	<u>14,002.21</u>	<u>3,010,754.15</u>	<u>3,850,000.00</u>	<u>78.20</u>
Operating Expenses					
790-702	Salaries	105,001.49	1,170,037.44	1,450,000.00	80.69
790-716	Employee Insurance/Benefits	7,305.22	67,751.93	89,000.00	76.13
790-719	Health Reimbursement	1,776.24	19,406.59	21,500.00	90.26
790-722	Employer FICA	7,871.14	87,867.68	108,750.00	80.80
790-723	Retirement	1,540.23	38,228.09	44,000.00	86.88
790-727	Office Supplies	440.82	5,219.74	7,800.00	66.92
790-727.4	Cartridges	203.38	1,387.76	4,100.00	33.85
790-730	Postage	0.00	695.17	1,200.00	57.93
790-732	Cleaning Supplies	299.38	3,783.79	6,000.00	63.06
790-734	Processing Supplies	2,000.91	8,084.12	11,000.00	73.49
790-740	Equipment	1,946.98	8,542.87	35,000.00	24.41
790-750.1	Adult Programming	1,468.26	14,853.32	18,000.00	82.52
790-750.2	Teen Programming	810.56	9,466.49	11,000.00	86.06
790-750.3	Youth Programming	1,961.02	14,651.65	15,000.00	97.68
790-750.4	Programming funded by Friends	584.75	6,396.49	7,500.00	85.29
790-752.1	Summer Reading-Adult	350.00	2,237.40	3,000.00	74.58
790-752.2	Summer Reading-Teen	0.00	769.93	2,000.00	38.50
790-752.3	Summer Reading-Youth	149.25	4,333.91	5,000.00	86.68
790-760	Youth Toys/Realia	247.98	2,745.02	2,500.00	109.80
790-762.1	Adult ETC	260.92	1,487.55	3,500.00	42.50
790-762.3	Youth ETC	801.19	1,272.80	2,500.00	50.91
790-770	Periodicals	182.00	11,150.97	12,300.00	90.66
790-772.1	eLibrary-Adults	26,788.95	161,315.98	175,000.00	92.18
790-772.4	eLibrary Funded by Friends	0.00	5,000.00	5,000.00	100.00
790-780	Software	0.00	11,554.19	22,000.00	52.52

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

		1 Month Ended	10 Months Ended	12 Months Ended	Year to Date
		September 30, 2025	September 30, 2025	November 30, 2025	Percentage
		Actual	Actual	Budget	Budget
790-785	Online Database	4,382.75	27,620.68	42,000.00	65.76
790-801	PS-Auditor	0.00	31,145.00	27,000.00	115.35
790-802	PS-Bookkeeping	1,166.36	13,638.62	13,800.00	98.83
790-803	PS-Attorney	0.00	306.00	1,200.00	25.50
790-804	PS-Consultants	684.80	4,601.00	5,000.00	92.02
790-805	PS--Computer Consultants	0.00	0.00	5,000.00	0.00
790-806	PS-Tax Collection	0.00	0.00	350.00	0.00
790-810	Cooperative Fees	0.00	0.00	3,500.00	0.00
790-820	Polaris	0.00	2,500.00	50,000.00	5.00
790-850	Internet	0.00	2,377.30	21,000.00	11.32
790-851	Telephone	984.74	4,154.65	5,400.00	76.94
790-860	Travel/Lodging	162.40	664.14	2,500.00	26.57
790-880	Marketing	397.49	17,100.22	20,000.00	85.50
790-885	Misc Funded by Friends	58.28	1,307.41	1,000.00	130.74
790-920	Electricity	6,120.54	44,617.94	52,000.00	85.80
790-921	Gas	983.50	14,321.49	20,000.00	71.61
790-922	Water	0.00	4,461.89	6,800.00	65.62
790-930	Building Maintenance	1,589.55	19,025.59	25,000.00	76.10
790-932	Grounds Maintenance	0.00	36,221.46	40,000.00	90.55
790-934	Equipment Maintenance	420.81	8,505.55	12,000.00	70.88
790-955	Grants	1,276.24	13,569.57	0.00	0.00
790-956	Miscellaneous	60.39	1,720.76	1,600.00	107.55
790-957	Continued Education	325.00	3,002.90	5,500.00	54.60
790-958	Dues	0.00	3,614.50	4,400.00	82.15
790-964	Tax Adjustment	0.00	1,520.32	4,500.00	33.78
790-964.4	MelCat Reimbursements	0.00	612.03	500.00	122.41
790-965	Bank Charges	255.15	2,800.44	4,500.00	62.23
790-969	Insurance	0.00	19,055.00	20,000.00	95.28
790-971	Capital Improvement	11,943.00	11,943.00	30,000.00	39.81
790-975	Furniture	35.99	7,945.24	20,000.00	39.73
790-981	Books Funded by Friends	50.21	205.99	1,000.00	20.60
790-982.1	Adult Fiction	7,026.63	31,190.29	35,000.00	89.12
790-982.15	Large Print	564.73	2,885.93	9,000.00	32.07
790-982.2	Teen Fiction	2,171.67	5,967.80	11,000.00	54.25
790-982.3	Youth Fiction	4,105.86	18,730.38	25,000.00	74.92
790-983.1	Adult Nonfiction	4,750.81	20,143.17	34,000.00	59.24
790-983.15	Reference	0.00	3,374.62	3,500.00	96.42
790-983.2	Teen Nonfiction	616.73	2,618.58	4,000.00	65.46
790-983.3	Youth Nonfiction	2,318.23	9,874.40	15,000.00	65.83
790-984.1	Audiobooks-Adult	89.98	2,343.47	4,000.00	58.59
790-984.2	Audiobooks-Teen	355.94	1,072.78	1,400.00	76.63
790-984.3	Audiobooks-Youth	408.71	4,095.09	6,200.00	66.05
790-985.1	DVD/Blu Rays-Adult	340.36	5,094.32	9,000.00	56.60
790-985.2	DVD/Blu Rays-Teen	0.00	314.74	500.00	62.95
790-985.3	DVD/Blu Rays-Youth	95.96	2,000.81	2,600.00	76.95
790-986.1	Music CDs-Adult	11.24	694.95	1,400.00	49.64
790-986.3	Music CDs-Youth	23.23	179.86	200.00	89.93
790-998	Special Projects	0.00	1,431,788.03	1,180,000.00	121.34
Total Operating Expenses		<u>215,767.95</u>	<u>3,499,168.79</u>	<u>3,850,000.00</u>	<u>90.89</u>
Operating Income (Loss)		<u>(201,765.74)</u>	<u>(488,414.64)</u>	<u>0.00</u>	<u>0.00</u>

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

		1 Month Ended	10 Months Ended	12 Months Ended	Year to Date
		September 30, 2025 Actual	September 30, 2025 Actual	November 30, 2025 Budget	Percentage Budget
Other Income (Expenses)					
000-669.1	Sub-Agency Long Term Gain	0.00	(120,324.24)	0.00	0.00
000-670	Sub-Agency Change in Market Value	6,112.54	169,307.29	0.00	0.00
000-670.4	Agency Change in Market Value	5,848.45	49,053.89	0.00	0.00
000-965.4	Agency Admin Charges	<u>(1,054.54)</u>	<u>(10,181.12)</u>	<u>0.00</u>	<u>0.00</u>
Total Other Income (Expenses)		<u>10,906.45</u>	<u>87,855.82</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss) Before Taxes		<u>(190,859.29)</u>	<u>(400,558.82)</u>	<u>0.00</u>	<u>0.00</u>
Net Income (Loss)		<u>\$ (190,859.29)</u>	<u>\$ (400,558.82)</u>	<u>\$ 0.00</u>	<u>0.00</u>

Saline District Library Fund 101
Monthly Revenue
September 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
402 · Property Taxes Control Account								
402.5 · Pittsfield Township-Real Tax								
Deposit	09/25/2025			Deposit		001 · Key Bank...	36.79	36.79
Total 402.5 · Pittsfield Township-Real Tax							36.79	36.79
413 · PPT Reimbursement								
Deposit	09/25/2025			Deposit		001 · Key Bank...	1,416.92	1,416.92
Total 413 · PPT Reimbursement							1,416.92	1,416.92
Total 402 · Property Taxes Control Account							1,453.71	1,453.71
628 · Printers-Revenue								
Deposit	09/03/2025			Deposit		001 · Key Bank...	16.50	16.50
Deposit	09/04/2025			Deposit		001 · Key Bank...	8.10	24.60
Deposit	09/05/2025			Deposit		001 · Key Bank...	11.00	35.60
Deposit	09/08/2025			Deposit		001 · Key Bank...	7.00	42.60
Deposit	09/08/2025			Deposit		001 · Key Bank...	14.90	57.50
Deposit	09/09/2025			Deposit		001 · Key Bank...	10.00	67.50
Deposit	09/10/2025			Deposit		001 · Key Bank...	21.50	89.00
Deposit	09/11/2025			Deposit		001 · Key Bank...	11.00	100.00
Deposit	09/12/2025			Deposit		001 · Key Bank...	33.80	133.80
Deposit	09/15/2025			Deposit		001 · Key Bank...	19.30	153.10
Deposit	09/15/2025			Deposit		001 · Key Bank...	6.10	159.20
Deposit	09/15/2025			Deposit		001 · Key Bank...	10.50	169.70
Deposit	09/16/2025			Deposit		001 · Key Bank...	36.40	206.10
Deposit	09/17/2025			Deposit		001 · Key Bank...	15.60	221.70
Deposit	09/18/2025			Deposit		001 · Key Bank...	9.70	231.40
Deposit	09/19/2025			Deposit		001 · Key Bank...	2.00	233.40
Deposit	09/22/2025			Deposit		001 · Key Bank...	15.00	248.40
Deposit	09/23/2025			Deposit		001 · Key Bank...	17.60	266.00
Deposit	09/24/2025			Deposit		001 · Key Bank...	24.80	290.80
Deposit	09/25/2025			Deposit		001 · Key Bank...	90.30	381.10
Deposit	09/26/2025			Deposit		001 · Key Bank...	10.90	392.00
Deposit	09/29/2025			Deposit		001 · Key Bank...	10.60	402.60
Total 628 · Printers-Revenue							402.60	402.60
629 · Non-Resident Fees								
Deposit	09/03/2025			Deposit		001 · Key Bank...	25.00	25.00
Deposit	09/04/2025			Deposit		001 · Key Bank...	50.00	75.00
Deposit	09/08/2025			Deposit		001 · Key Bank...	175.00	250.00
Deposit	09/11/2025			Deposit		001 · Key Bank...	25.00	275.00
Deposit	09/15/2025			Deposit		001 · Key Bank...	150.00	425.00
Deposit	09/16/2025			Deposit		001 · Key Bank...	15.00	440.00
Deposit	09/19/2025			Deposit		001 · Key Bank...	150.00	590.00
Deposit	09/25/2025			Deposit		001 · Key Bank...	175.00	765.00

Saline District Library Fund 101
Monthly Revenue
September 2025

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Total 629 · Non-Resident Fees							765.00	765.00
658 · Fines-Overdue Materials								
Deposit	09/02/2025			Deposit		001 · Key Bank...	100.11	100.11
Total 658 · Fines-Overdue Materials							100.11	100.11
658.1 · Materials Replacement Fees								
Deposit	09/02/2025			Deposit		001 · Key Bank...	28.98	28.98
Deposit	09/08/2025			Deposit		001 · Key Bank...	25.95	54.93
Deposit	09/08/2025			Deposit		001 · Key Bank...	31.74	86.67
Deposit	09/10/2025			Deposit		001 · Key Bank...	16.00	102.67
Deposit	09/11/2025			Deposit		001 · Key Bank...	21.95	124.62
Deposit	09/17/2025			Deposit		001 · Key Bank...	31.94	156.56
Deposit	09/19/2025			Deposit		001 · Key Bank...	19.99	176.55
Deposit	09/22/2025			Deposit		001 · Key Bank...	31.00	207.55
Deposit	09/22/2025			Deposit		001 · Key Bank...	17.50	225.05
Deposit	09/22/2025			Deposit		001 · Key Bank...	5.99	231.04
Deposit	09/25/2025			Deposit		001 · Key Bank...	114.92	345.96
Deposit	09/25/2025			Deposit		001 · Key Bank...	22.99	368.95
Deposit	09/26/2025			Deposit		001 · Key Bank...	22.98	391.93
Deposit	09/29/2025			Deposit		001 · Key Bank...	23.94	415.87
Total 658.1 · Materials Replacement Fees							415.87	415.87
665.1 · General Account Interest								
Deposit	09/30/2025			Deposit		001 · Key Bank...	46.83	46.83
Total 665.1 · General Account Interest							46.83	46.83
699 · Transfer from Other Funds								
Deposit	09/05/2025			Deposit		001 · Key Bank...	150,000.00	150,000.00
Deposit	09/23/2025			Deposit		001 · Key Bank...	50,000.00	200,000.00
Total 699 · Transfer from Other Funds							200,000.00	200,000.00
TOTAL							203,184.12	203,184.12

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
702 · Salaries					
Check	09/19/2025			pay period en...	36,907.77
Check	09/19/2025			MERS pay p...	2,117.03
Check	09/19/2025			MERS Staff L...	88.19
Check	09/19/2025			MERS Staff L...	149.91
Check	09/19/2025			MERS 457 pa...	2,092.40
Check	09/19/2025			paychex perks	3.88
Check	09/25/2025			pay period en...	37,662.13
Check	09/25/2025			MERS pay p...	2,112.56
Check	09/25/2025			MERS Staff L...	88.19
Check	09/25/2025			MERS Staff L...	149.81
Check	09/25/2025			MERS 457 pa...	2,092.40
Check	09/25/2025			Flexperks	3.40
Total 702 · Salaries					83,467.67
716 · Employee Insurances/Benefits					
Bill	09/16/2025	97611...	SBIS		1,220.20
Bill	09/23/2025	10/1-1...	BLUE CROSS BLU...		8,196.32
Total 716 · Employee Insurances/Benefits					9,416.52
719 · Health Reimbursement					
Bill	09/10/2025	ADM0...	EHIM		165.50
Bill	09/10/2025	FND0...	EHIM		1,610.74
Total 719 · Health Reimbursement					1,776.24
723 · Retirement					
Check	09/19/2025			MERS pay p...	2,117.03
Check	09/25/2025			MERS pay pe...	0.00
Total 723 · Retirement					2,117.03
727 · Office Supplies					
Bill	09/09/2025	70066...	STAPLES		17.07
Bill	09/11/2025	8/1-8/...	AMAZON		30.75
Bill	09/16/2025	133820	USA PAPER, LLC		393.00
Total 727 · Office Supplies					440.82
727.4 · Cartridges					
Bill	09/09/2025	70066...	STAPLES		203.38
Total 727.4 · Cartridges					203.38
732 · Cleaning Supplies					
Bill	09/09/2025	70066...	STAPLES		299.38
Total 732 · Cleaning Supplies					299.38

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
734 · Processing Supplies					
Bill	09/09/2025	7682426	DEMCO INC		485.16
Bill	09/09/2025	INV-U...	ENVISIONWARE, I...		955.00
Bill	09/09/2025	330928	SHOWCASES		280.80
Bill	09/09/2025	78542	ELM USA, INC		279.95
Total 734 · Processing Supplies					2,000.91
740 · Equipment					
Bill	09/09/2025	4350	FULLY LOADED EL...	XBOX SERIE...	1,527.00
Bill	09/11/2025	8/1-8/...	AMAZON		419.98
Total 740 · Equipment					1,946.98
750.1 · Adult Programming					
Bill	09/09/2025	8/29/25	MCFRY, JO ANN Y...	8 YOGA CLA...	400.00
Bill	09/09/2025	05-08-...	CARRIGAN CAFE	Refreshments...	45.00
Bill	09/11/2025	8/1-8/...	AMAZON		820.66
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		202.60
Total 750.1 · Adult Programming					1,468.26
750.2 · Teen Programming					
Bill	09/11/2025	8/1-8/...	AMAZON		810.56
Total 750.2 · Teen Programming					810.56
750.3 · Youth Programming					
Bill	09/09/2025	8201	ANN ARBOR SYMP...		320.00
Bill	09/09/2025	8200	ANN ARBOR HAND...	Crime Lab Pr...	410.40
Bill	09/09/2025	73497...	SCHOLASTIC INC.		93.90
Bill	09/09/2025	73663...	SCHOLASTIC INC.		194.22
Bill	09/11/2025	8/1-8/...	AMAZON		657.98
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		284.52
Total 750.3 · Youth Programming					1,961.02
750.4 · Programming Funded by Friends					
Bill	09/09/2025	73663...	SCHOLASTIC INC.	BOOKS FOR ...	152.75
Bill	09/09/2025	73517...	SCHOLASTIC INC.	1000 BBK	432.00
Total 750.4 · Programming Funded by Friends					584.75
752.1 · Summer Reading-Adult					
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		350.00
Total 752.1 · Summer Reading-Adult					350.00
752.3 · Summer Reading-Youth					
Bill	09/11/2025	8/1-8/...	AMAZON		149.25

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Accrual Basis

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
Total 752.3 · Summer Reading-Youth					149.25
760 · Youth Toys/Realia					
Bill	09/11/2025	8/1-8/...	AMAZON		125.52
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		122.46
Total 760 · Youth Toys/Realia					247.98
762.1 · Adult ETC					
Bill	09/11/2025	8/1-8/...	AMAZON		260.92
Total 762.1 · Adult ETC					260.92
762.3 · Youth ETC					
Bill	09/11/2025	8/1-8/...	AMAZON		801.19
Total 762.3 · Youth ETC					801.19
770 · Periodicals					
Bill	09/09/2025	36521...	THE NEW YORK TI...	9/1/2025 - 8/3...	182.00
Total 770 · Periodicals					182.00
772.1 · Ebooks-Adult					
Bill	09/09/2025	50767...	MIDWEST TAPE	HOOPLA	8,395.05
Bill	09/09/2025	46554...	KANOPY, INC.		580.55
Bill	09/09/2025	76334	THE LIBRARY NET...	Overdrive	12,813.35
Bill	09/16/2025	CD01...	OVERDRIVE, INC		5,000.00
Total 772.1 · Ebooks-Adult					26,788.95
785 · Online Database					
Bill	09/09/2025	91011...	EBSCO INFORMAT...	9/1/2025-8/31...	1,858.00
Bill	09/09/2025	99910...	CENGAGE LEARNI...	8/1/2025-7/31...	1,884.75
Bill	09/16/2025	76416	THE LIBRARY NET...	LOTE4Kids A...	640.00
Total 785 · Online Database					4,382.75
802 · Professional Services-Bookkeep					
Bill	09/12/2025		STROM ACCOUNTI...		645.00
Check	09/19/2025			Paychex Eib	296.65
Check	09/26/2025			Paychex Eib	224.71
Total 802 · Professional Services-Bookkeep					1,166.36
804 · Professioanl services-Consult					
Check	09/12/2025			Paychex HR	684.80
Total 804 · Professioanl services-Consult					684.80
851 · Telephone					

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
Bill	09/09/2025	IN84114	TELNET WORLDWI...	2 INVOICES	984.74
Total 851 · Telephone					984.74
860 · Travel/Lodging					
Bill	09/09/2025	7/24 &...	LUPTON, JENNIFER	MILEAGE	27.02
Bill	09/09/2025	8/21/2...	ANNA HINKLEY	MILEAGE	93.80
Bill	09/09/2025		PATRICIA BROWN	MILEAGE	41.58
Total 860 · Travel/Lodging					162.40
880 · Marketing					
Bill	09/09/2025	27889-R	THE SUN TIMES N...		199.00
Bill	09/09/2025	3448027	MLIVE MEDIA GRO...		75.50
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		122.99
Total 880 · Marketing					397.49
885 · Msc funded by Friends					
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		58.28
Total 885 · Msc funded by Friends					58.28
920 · Electricity					
Bill	09/12/2025		DTE ENERGY - EL...		6,120.54
Total 920 · Electricity					6,120.54
921 · Gas					
Bill	09/12/2025		DTE ENERGY - GAS		983.50
Total 921 · Gas					983.50
930 · Building Maintenance					
Bill	09/09/2025	75943	MCW PARTNERS, ...	FIRE EXTING...	255.00
Bill	09/09/2025	12757...	CERTASITE, LLC		923.69
Bill	09/09/2025	261469	WYANDOTTE ALA...		135.00
Bill	09/09/2025	88871...	WASTE MANAGEM...		275.86
Total 930 · Building Maintenance					1,589.55
934 · Equipment Maintenance					
Bill	09/09/2025	50719...	RICOH USA, INC		420.81
Total 934 · Equipment Maintenance					420.81
955 · Grants					
Bill	09/02/2025	9/2/20...	SLOMOVITS, LASZ...	Social Club C...	600.00
Bill	09/09/2025	2095	MANHATTAN SHO...		600.00
Bill	09/15/2025	9/15/2...	KEYBANK - NATIO...		76.24

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
Total 955 · Grants					1,276.24
956 · Miscellaneous					
Bill	09/09/2025	9/5/20...	LASH, JESSICA	Refreshments...	60.39
Total 956 · Miscellaneous					60.39
957 · Continuing Education					
Bill	09/09/2025	23128	MICHIGAN LIBRAR...	Karrie Waaral...	325.00
Total 957 · Continuing Education					325.00
965 · Bank Charges					
Check	09/03/2025			KB merch fee	43.97
Check	09/03/2025			KB merch fee	32.88
Check	09/10/2025			Aug. Analysis ...	178.30
Total 965 · Bank Charges					255.15
971 · Capital Improvement					
Bill	09/09/2025	11713	K&B ASPHALT SEA...		11,943.00
Total 971 · Capital Improvement					11,943.00
975 · Furniture					
Bill	09/11/2025	8/1-8/...	AMAZON		35.99
Total 975 · Furniture					35.99
981 · Books funded by friends					
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		50.21
Total 981 · Books funded by friends					50.21
982.1 · Adult Fiction					
Bill	09/11/2025	8/1-8/...	AMAZON		1,199.66
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		5,826.97
Total 982.1 · Adult Fiction					7,026.63
982.15 · Large Print					
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		564.73
Total 982.15 · Large Print					564.73
982.2 · Teen Fiction					
Bill	09/11/2025	8/1-8/...	AMAZON		466.39
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		1,705.28
Total 982.2 · Teen Fiction					2,171.67
982.3 · Youth Fiction					

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
Bill	09/09/2025	73497...	SCHOLASTIC INC.		43.38
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		4,062.48
Total 982.3 · Youth Fiction					4,105.86
983.1 · Adult Nonfiction					
Bill	09/11/2025	8/1-8/...	AMAZON		22.22
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		4,728.59
Total 983.1 · Adult Nonfiction					4,750.81
983.2 · Teen Nonfiction					
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		616.73
Total 983.2 · Teen Nonfiction					616.73
983.3 · Youth Nonfiction					
Bill	09/09/2025	1540844	LEARNER PUBLISHI...		1,009.55
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		1,308.68
Total 983.3 · Youth Nonfiction					2,318.23
984.1 · Audiobooks-Adult					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		89.98
Total 984.1 · Audiobooks-Adult					89.98
984.2 · Audiobooks-Teen					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		355.94
Total 984.2 · Audiobooks-Teen					355.94
984.3 · Audiobooks-Youth					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		50.98
Bill	09/16/2025	7/25-8...	BAKER & TAYLOR		357.73
Total 984.3 · Audiobooks-Youth					408.71
985.1 · DVDBlu Rays-Adult					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		340.36
Total 985.1 · DVDBlu Rays-Adult					340.36
985.3 · DVD/Blu Rays-Youth					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		95.96
Total 985.3 · DVD/Blu Rays-Youth					95.96
986.1 · Music CDs-Adult					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		11.24

Saline District Library Fund 101
Bill List
September 2025

Type	Date	Num	Name	Memo	Amount
Total 986.1 · Music CDs-Adult					11.24
986.3 · Music CDs-Youth					
Bill	09/09/2025	8/1-8/...	MIDWEST TAPE		23.23
Total 986.3 · Music CDs-Youth					23.23
TOTAL					189,051.09



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

- Like many public libraries, SDL has been greatly impacted by the news that book distributors Baker & Taylor are going out of business. Delivery times had been getting increasingly longer over the past few months, and in September it was reported that B&T was going to be purchased by Readerlink. When that acquisition fell through, B&T announced that they will be closing. We purchased almost all of our books from Baker & Taylor, and members of the Management Team are working on getting accounts set up with Ingram, another book distributor. While this is horrible news for libraries everywhere, it is happening at the best possible time in our fiscal year, as we always wind down purchasing in October to prepare for amending the budget by the end of November. Hopefully we can get new ordering workflows set up with Ingram in time to start purchasing again at the start of December.
- Work continues on the FY2025/2026 budget. Updates include:
 - Michigan's budget was passed, and State Aid funding for libraries remains at the same level. The budget also included a one-time \$900,000 for MeL.org, which is the result of strong advocacy on behalf of libraries with regards to the importance of IMLS funding for this statewide service.
 - Actual figures for 2026 PPT tax reimbursement payments are now available from the State of Michigan. We will see a 1.1% increase from \$102,258 to \$103,385.
 - An additional State reimbursement was recently added, for the Small Business Tax Exemption. SDL recently received \$1,416.92 in reimbursements for the 2023 tax year. Figures are not yet available for the amount we can expect to receive in 2026.
 - The Pay Structure Review and Recommendations from ElementOne have been incorporated. They follow the approach set last year, with an average midpoint increase of 4.3%. The Administrative Assistant position has been increased from Grade 9 to Grade 11 based on actual job responsibilities, and a title change is recommended. Michigan's minimum wage increase to \$13.75/hour on January 1 is included.

- Members of the Management Team continue to work with Polaris to update the pickup location issue that has prevented users from selecting the Holds Pickup Window when placing a hold using the SDL app. We are nearing a solution and fix for this.
- We are in the process of shifting from owning to leasing our two printer/copiers. The Ricoh units we have for staff and the public are quite outdated, especially the one for public use. They will be replaced soon with Kyocera units we will lease from Elite Imaging Systems.
- Envisionware has announced the end of life for the X-11 model self-check stations, which is what SDL installed in 2018. We have ordered two new countertop X-25 models, with improved design. We will also be installing a new Easy Pay station with the new Kyocera printer/copier, which will allow for one-stop payments for both printing and photocopying. (Photocopying currently requires coin payment, and it is confusing having two different pieces of payment equipment.)
- We have a few staffing updates:
 - We welcomed our new Technology Manager, Andrew Sutherland, on October 6. Andrew has several years of IT systems and security experience in the corporate world, as well as over a decade of public library experience. Ron Andrews' last day at SDL was October 10.
 - Our Head of Youth Services, Kelly Soerens, has left for other opportunities; her last day at SDL was October 18. Kelly accomplished much in her 3+ years here, creating a warm, welcoming Youth Department with lots of activity.
 - Interviews for the Head of Youth Services position were conducted October 13-15.
 - We welcomed new Library Assistant Carol Scherer to SDL on September 29.
- At the October 6 City Council meeting, Mayor Marl declared October 19-25 Friends of Libraries week in honor of the Friends of the Saline District Library.
- Jess and I will be attending the Michigan Library Association Annual Conference in Lansing Wednesday, October 29 through Friday, October 31.
- SDL will be closed on Friday, November 7 for Staff Development Day. Jess is overseeing the planning of this event, which will include a sensory-inclusivity presentation, CPR and AED training, new technology updates for staff, and departmental and all-staff meetings.
- SDL will close at 5pm on Wednesday, November 26 and remain closed Thursday and Friday, November 27 and 28, for the Thanksgiving holiday.

September 30, 2025

Pay Structure Review and Recommendations for FY2026

FOR

SALINE DISTRICT LIBRARY

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SUMMARY

This report contains the results of our study of competitive compensation levels for Saline District Library (SDL), and our recommended pay ranges for the fiscal year ending November 30, 2026.

The library has followed a compensation philosophy that takes into account living wage information (derived from the Massachusetts Institute of Technology living wage model) for the surrounding area, as well as labor market data. Initially living wage data for Washtenaw County was used but, because of the significant influence from Ann Arbor (primarily related to housing costs), living wage data for the broader Detroit Metropolitan Area was considered. In 2023 the living wage rate for one single adult with no children (\$16.43/hr) was used to establish the minimum of pay grade 2, the lowest grade in which there are jobs (excluding the Page). In 2024 the comparable living wage rate rose over 20% (to \$20.45/hr); using the same logic would have created a structure that was not fiscally feasible. Given the desire to use both labor market data and the living wage data, our recommendation last year for FY2025 was to establish a structure where the living wage figure was at the minimum of pay grade 9, the lowest grade in which there are jobs SDL would likely hire individuals for careers beyond high school. For the current update, the comparable living wage rate rose 4% (to \$21.23/hr), increasing pay grade 9 by the same percentage.

The proposed wage structure using this approach increases at an average rate of about 4.3% from last year's structure, ranging from 4.8% in grade 2 down to 1.4% in grade 18. Grade 19, reserved for the Library Director, did not change. This increase represents one year of a softening labor market and no increase in projected fiscal year revenue of 3.0 million when reviewing the market data.

Pay Structure Percent Changes:

Structure on Average: 4.3%

Grade 2: 4.8%

Grade 18: 1.4%

Library Director: 0.0%

PROCESS

The Saline District Library pay grades and ranges are based on an approach that considers three aspects of pay:

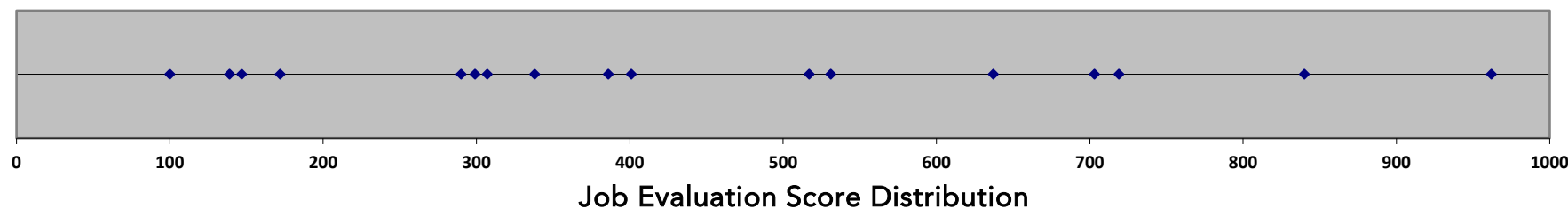
- The contribution of jobs to the organization, as measured by the job evaluation plan
- The competitive market for jobs, determined by research into labor market studies, and
- The ability of individuals to perform the specific duties and responsibilities of their jobs

Job Evaluation

The job evaluation program assesses the contribution of jobs to the organization by looking at various characteristics, namely:

- Knowledge, Skill and Ability
- Problem Solving & Decision Making
- Scope of Authority
- Communication and Contacts
- Impact of Work Performance

Each of the characteristics above is defined through a series of ever-increasing definitions of complexity and every position at SDL has been reviewed and evaluated using this criteria. Once the individual points have been determined they are added together to give each job an overall score. Jobs with similar scores are then placed in the same pay grade. Any new jobs and thus job evaluations at SDL since the original program was implemented have been incorporated in our analysis. The distribution of scores, including changes reported to ElementOne by SDL, is illustrated below:



The number of ranges was originally determined by looking at the number of "job groupings" based on total point scores, ensuring that jobs which represented "promotions" would be separated, and then dividing the range of total scores into grades to accommodate these groupings and provide for growth and development of new jobs.

Pay Grade Assignments: New and Changed Jobs

As jobs change and evolve, the job evaluation plan is used to generate new point totals in the job evaluation worksheet or tool, which may result in pay grade reassignments. In addition, when new jobs are created they will also be evaluated and assigned to an existing pay grade. These evaluations are designed to be administered by the organization with occasional assistance by ElementOne.

METHODOLOGY

Competitive Market Data

Each year, ElementOne conducts a review of published surveys to determine, for as many jobs as possible, the prevailing “market rate.” The market for each job is defined in terms of the geographic area in which recruiting typically takes place, the industry in which Saline District Library likely competes for employees, as well as similar sized organizations with whom SDL is fiscally able to compete. The review for FY2026 was based on an estimated \$3 million in revenue.

It is important to note that market data is based on the “cost of labor” in a given area, rather than the “cost of living.” Different geographic areas may have higher or lower costs for items such as housing; however, this does not necessarily translate to different levels of pay. Additionally, changes in the market rates reflect changes in what employers are paying, and will not necessarily reflect changes in the cost of living as measured by the Consumer Price Index.

The surveys selected are based on their consistent publication, sufficient sample size and ability to provide segments of data that reflect the real markets in which SDL competes for talent. This year, the review included the following studies:

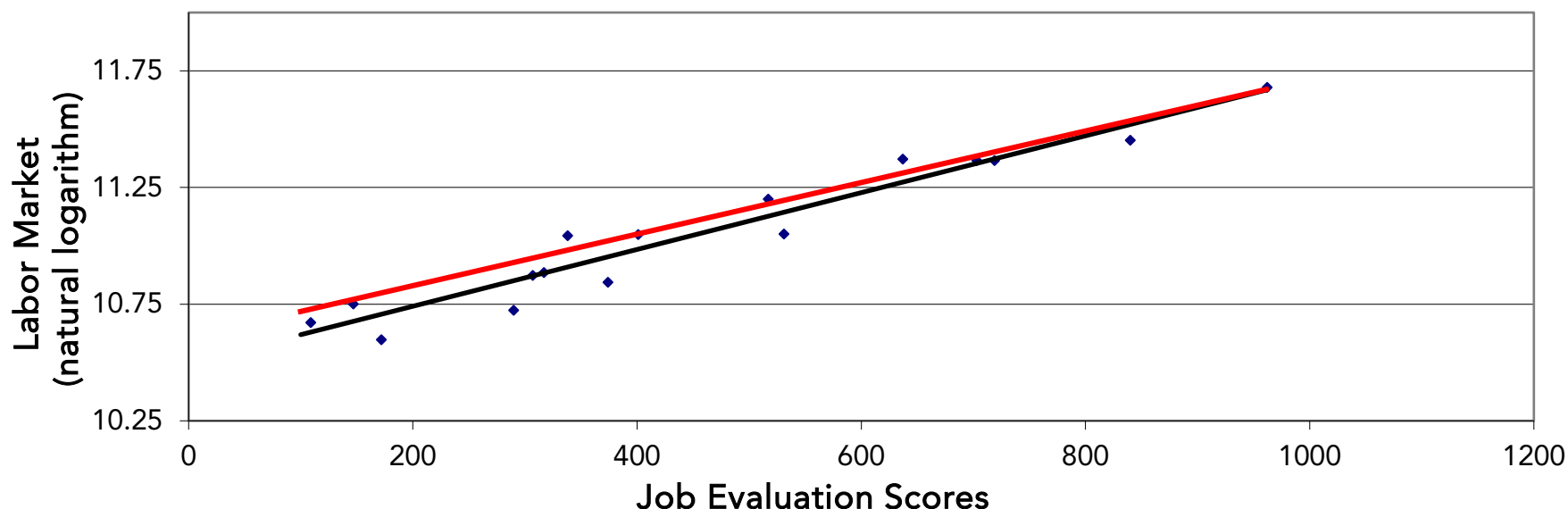
- American Library Association, Public Librarian Salary Survey
- Bureau of Labor Statistics, Metropolitan Area Compensation Survey
- Detroit Suburban Library Roundtable, Statistics Compilation Report
- Economic Research Institute, Wage & Salary Assessor
- Michigan Public Library Statistics

Data from the surveys was used for as many of the SDL jobs as possible. In each survey, the data is “projected” to a common date (June 1, 2026, the middle of the fiscal year) based on reported actual and planned increases to market rates. A simple average of the sources was calculated that represents the market rate for each job.

Pay Range Development

The pay ranges are developed using a single regression process in which the internal evaluation scores are the “independent” variable and the labor market rates are the “dependent” variable. The resulting equation, or “payline,” serves as the means for developing the midpoint of each range. The range of pay, and resulting pay levels, are derived mathematically from the midpoint.

Displayed below in black is the payline from which the market-based structure update was created and the red payline is the mathematical model from which the MIT living wage ranges are calculated. Essentially this living wage payline hinges at the top of the market-based payline which is the rate for the Library Director.



Individual Pay Adjustments

The pay ranges are designed to ensure that employees are paid based on their contributions to the organization, thus the pay administration program provides guidance for individual increases. Employees are assessed based on their ability to perform the specific functions outlined in their job descriptions. Once an employee is able to perform every job function at the performance levels expected by the organization, their target pay will be in “Mastery,” which represents a position in which pay is both externally competitive and fully in line with the organization’s objectives. Most employees will reach Mastery over time; many will spend several years in a developmental mode and will be paid in “Developing”. Occasionally employees whose performance is far above expectations will be paid in either “Added Value” or “Unique”. The organization uses this performance appraisal and contribution assessment methodology to determine target pay; current pay is then compared to the target to determine if adjustments are warranted.

Pay Ranges

The chart below displays the hourly midpoints for each grade for the FY2026 new living wage midpoints as compared to the FY2025 living wage recommendations. In between the midpoint column is the percent difference between the midpoints.

Grade	Midpoint for FY2025 Living Wage	% Change from FY2026	Midpoint for FY2026 Living Wage In Grade 9
19	57.93	0.0%	57.93
18	48.32	1.4%	48.99
17	42.84	1.8%	43.61
16	37.98	2.3%	38.85
15	34.71	2.5%	35.58
14	32.64	2.9%	33.61
13	30.77	3.0%	31.68
12	28.94	3.3%	29.90
11	27.26	3.5%	28.22
10	25.67	3.7%	26.63
9	24.52	3.9%	25.48
8	23.80	4.0%	24.76
7	23.13	4.0%	24.04
6	22.40	4.3%	23.37
5	21.78	4.2%	22.69
4	21.11	4.6%	22.07
3	20.48	4.7%	21.44
2	19.86	4.8%	20.82
1C	17.74	7.3%	19.04
1B	15.63	10.5%	17.26
1A	13.51	14.6%	15.48

FINDINGS & RECOMMENDATIONS FOR FY2026

Pay Structure Update for FY2026

Based on the market data, and using the philosophy adopted by the organization in 2007, ElementOne has prepared a set of recommended pay ranges for Saline District Library for FY2026. The majority of SDL positions are included in the recommended FY2026 structure.

The library has followed a compensation philosophy that takes into account living wage information (derived from the Massachusetts Institute of Technology living wage model) for the surrounding area, as well as labor market data. Initially living wage data for Washtenaw County was used but, because of the significant influence from Ann Arbor (primarily related to housing costs), living wage data for the broader Detroit Metropolitan Area was considered. In 2023 the living wage rate for one single adult with no children (\$16.43/hr) was used to establish the minimum of pay grade 2, the lowest grade in which there are jobs (excluding the Page). In 2024 the comparable living wage rate rose over 20% (to \$20.45/hr); using the same logic would have created a structure that was not fiscally feasible. Given the desire to use both labor market data and the living wage data, our recommendation last year for FY2025 was to establish a structure where the living wage figure was at the minimum of pay grade 9, the lowest grade in which there are jobs SDL would likely hire individuals for careers beyond high school. For the current update, the comparable living wage rate rose 4% (to \$21.23/hr), increasing pay grade 9 by the same percentage.

The proposed wage structure using this approach increases at an average rate of about 4.3% from last year's structure, ranging from 4.8% in grade 2 down to 1.4% in grade 18. Grade 19, reserved for the Library Director, did not change. This increase represents one year of a softening labor market and no increase in projected fiscal year revenue of 3.0 million when reviewing the market data.

This salary structure is displayed in annualized and hourly formats as Exhibit 1 and the grade and ranges are shown in Exhibit 2.

Saline District Library

Exhibit 1 - Recommended Base Pay Structure Ranges for FY2026 (9/30/2025) - Living Wage Gd 9

Grade	Point Range		Entry		Mastery			Unique	
	Low	High	Minimum	Developing	Midpoint	Added Value		Maximum	
ANNUAL AMOUNTS									
19	900	1000	92,700	103,800	114,900	120,500	126,100	137,200	148,300
18	800	899	79,900	88,700	97,500	101,900	106,200	115,000	123,800
17	700	799	71,100	78,900	86,700	90,700	94,600	102,400	110,200
16	600	699	63,400	70,400	77,400	80,800	84,300	91,300	98,300
15	550	599	59,200	65,100	71,000	74,000	77,000	82,900	88,800
14	500	549	55,900	61,500	67,100	69,900	72,700	78,300	83,900
13	450	499	52,700	58,000	63,300	65,900	68,500	73,800	79,100
12	400	449	50,800	55,400	60,000	62,200	64,500	69,100	73,700
11	350	399	47,900	52,200	56,500	58,700	60,900	65,200	69,500
10	300	349	45,200	49,300	53,300	55,400	57,400	61,400	65,500
9	275	299	44,200	47,700	51,300	53,000	54,800	58,400	61,900
8	250	274	42,900	46,300	49,800	51,500	53,200	56,700	60,100
7	225	249	41,700	45,000	48,400	50,000	51,700	55,100	58,400
6	200	224	40,500	43,700	47,000	48,600	50,200	53,500	56,700
5	175	199	40,200	43,000	45,800	47,200	48,700	51,500	54,300
4	150	174	39,100	41,800	44,600	45,900	47,300	50,100	52,800
3	125	149	38,000	40,700	43,300	44,600	46,000	48,600	51,300
2	100	124	37,700	40,000	42,200	43,300	44,500	46,700	49,000
1C	--	--	34,400	36,500	38,500	39,600	40,600	42,600	44,700
1B	--	--	31,200	33,100	35,000	35,900	36,800	38,700	40,600
1A	--	--	28,600	30,000	31,500	32,200	32,900	34,400	35,800

Saline District Library

Exhibit 1 - Recommended Base Pay Structure Ranges for FY2026 (9/30/2025) - Living Wage Gd 9

Grade	Point Range		Entry		Mastery			Unique	
	Low	High	Minimum	Developing	Midpoint	Added Value		Maximum	
HOURLY AMOUNTS									
19	900	1000	44.57	49.90	55.24	57.93	60.63	65.96	71.30
18	800	899	38.41	42.64	46.88	48.99	51.06	55.29	59.52
17	700	799	34.18	37.93	41.68	43.61	45.48	49.23	52.98
16	600	699	30.48	33.85	37.21	38.85	40.53	43.89	47.26
15	550	599	28.46	31.30	34.13	35.58	37.02	39.86	42.69
14	500	549	26.88	29.57	32.26	33.61	34.95	37.64	40.34
13	450	499	25.34	27.88	30.43	31.68	32.93	35.48	38.03
12	400	449	24.42	26.63	28.85	29.90	31.01	33.22	35.43
11	350	399	23.03	25.10	27.16	28.22	29.28	31.35	33.41
10	300	349	21.73	23.70	25.63	26.63	27.60	29.52	31.49
9	275	299	21.25	22.93	24.66	25.48	26.35	28.08	29.76
8	250	274	20.63	22.26	23.94	24.76	25.58	27.26	28.89
7	225	249	20.05	21.63	23.27	24.04	24.86	26.49	28.08
6	200	224	19.47	21.01	22.60	23.37	24.13	25.72	27.26
5	175	199	19.33	20.67	22.02	22.69	23.41	24.76	26.11
4	150	174	18.80	20.10	21.44	22.07	22.74	24.09	25.38
3	125	149	18.27	19.57	20.82	21.44	22.12	23.37	24.66
2	100	124	18.13	19.23	20.29	20.82	21.39	22.45	23.56
1C	--	--	16.54	17.55	18.51	19.04	19.52	20.48	21.49
1B	--	--	15.00	15.91	16.83	17.26	17.69	18.61	19.52
1A	--	--	13.75	14.42	15.14	15.48	15.82	16.54	17.21

Saline District Library

Exhibit 2 - Recommended Base Pay Structure for FY2026 (9/30/2025)

Grade	Eval. Score		Job Title	Job Score	Entry		Mastery		Unique		
	Low	High			Minimum	Developing	Midpoint	Added Value	Maximum		
ANNUAL AMOUNTS											
19	900	1000	Director	962	92,700	103,800	114,900	120,500	126,100	137,200	148,300
18	800	899	Assistant Director	840	79,900	88,700	97,500	101,900	106,200	115,000	123,800
17	700	799	Head of Adult Services Head of Youth Services	719 703	71,100	78,900	86,700	90,700	94,600	102,400	110,200
16	600	699	Technology Manager	637	63,400	70,400	77,400	80,800	84,300	91,300	98,300
15	550	599	no jobs assigned	--	59,200	65,100	71,000	74,000	77,000	82,900	88,800
14	500	549	Librarian II Support Services Manager	517 531	55,900	61,500	67,100	69,900	72,700	78,300	83,900
13	450	499	Administrative Assistant	459	52,700	58,000	63,300	65,900	68,500	73,800	79,100
12	400	449	Librarian I	401	50,800	55,400	60,000	62,200	64,500	69,100	73,700
11	350	399	Facilities Coordinator	374	47,900	52,200	56,500	58,700	60,900	65,200	69,500
10	300	349	Cataloger Substitute Librarian Technology Assistant	307 338 317	45,200	49,300	53,300	55,400	57,400	61,400	65,500
9	275	299	Adult Assistant Youth Assistant	290 290	44,200	47,700	51,300	53,000	54,800	58,400	61,900
8	250	274	no jobs assigned	--	42,900	46,300	49,800	51,500	53,200	56,700	60,100
7	225	249	no jobs assigned	--	41,700	45,000	48,400	50,000	51,700	55,100	58,400
6	200	224	no jobs assigned	--	40,500	43,700	47,000	48,600	50,200	53,500	56,700
5	175	199	no jobs assigned	--	40,200	43,000	45,800	47,200	48,700	51,500	54,300
4	150	174	Library Assistant	172	39,100	41,800	44,600	45,900	47,300	50,100	52,800
3	125	149	Building Monitor Substitute Library Assistant Youth Desk Aide	139 127 147	38,000	40,700	43,300	44,600	46,000	48,600	51,300
2	100	124	Custodian	109	37,700	40,000	42,200	43,300	44,500	46,700	49,000
1C	--	--	no jobs assigned	--	34,400	36,500	38,500	39,600	40,600	42,600	44,700
1B	--	--	no jobs assigned	--	31,200	33,100	35,000	35,900	36,800	38,700	40,600
1A	--	--	Page	100	28,600	30,000	31,500	32,200	32,900	34,400	35,800

Saline District Library

Exhibit 2 - Recommended Base Pay Structure for FY2026 (9/30/2025)

Grade	Eval. Score		Job Title	Job Score	Entry		Mastery		Unique		
	Low	High			Minimum	Developing	Midpoint	Added Value	Maximum		
HOURLY AMOUNTS											
19	900	1000	Director	962	44.57	49.90	55.24	57.93	60.63	65.96	71.30
18	800	899	Assistant Director	840	38.41	42.64	46.88	48.99	51.06	55.29	59.52
17	700	799	Head of Adult Services Head of Youth Services	719 703	34.18	37.93	41.68	43.61	45.48	49.23	52.98
16	600	699	Technology Manager	637	30.48	33.85	37.21	38.85	40.53	43.89	47.26
15	550	599	no jobs assigned	- -	28.46	31.30	34.13	35.58	37.02	39.86	42.69
14	500	549	Librarian II Support Services Manager	517 531	26.88	29.57	32.26	33.61	34.95	37.64	40.34
13	450	499	Administrative Assistant	459	25.34	27.88	30.43	31.68	32.93	35.48	38.03
12	400	449	Librarian I	401	24.42	26.63	28.85	29.90	31.01	33.22	35.43
11	350	399	Facilities Coordinator	374	23.03	25.10	27.16	28.22	29.28	31.35	33.41
10	300	349	Cataloger Substitute Librarian Technology Assistant	307 338 317	21.73	23.70	25.63	26.63	27.60	29.52	31.49
9	275	299	Adult Assistant Youth Assistant	290 290	21.25	22.93	24.66	25.48	26.35	28.08	29.76
8	250	274	no jobs assigned	- -	20.63	22.26	23.94	24.76	25.58	27.26	28.89
7	225	249	no jobs assigned	- -	20.05	21.63	23.27	24.04	24.86	26.49	28.08
6	200	224	no jobs assigned	- -	19.47	21.01	22.60	23.37	24.13	25.72	27.26
5	175	199	no jobs assigned	- -	19.33	20.67	22.02	22.69	23.41	24.76	26.11
4	150	174	Library Assistant	172	18.80	20.10	21.44	22.07	22.74	24.09	25.38
3	125	149	Building Monitor Substitute Library Assistant Youth Desk Aide	139 127 147	18.27	19.57	20.82	21.44	22.12	23.37	24.66
2	100	124	Custodian	109	18.13	19.23	20.29	20.82	21.39	22.45	23.56
1C	- -	- -	no jobs assigned	- -	16.54	17.55	18.51	19.04	19.52	20.48	21.49
1B	- -	- -	no jobs assigned	- -	15.00	15.91	16.83	17.26	17.69	18.61	19.52
1A	- -	- -	Page	100	13.75	14.42	15.14	15.48	15.82	16.54	17.21

SALINE DISTRICT LIBRARY
POLICY BULLETIN

POLICY NO: 503

SUBJECT: DISASTERS EMERGENCY SITUATIONS

1. ~~Bomb~~ Active threats, fire, snowstorms, tornadoes, public health crises, statewide emergency or disaster declarations, and the malfunction of building systems (breakdown of existing systems, i.e. electricity, heating, cooling, etc.) constitute emergency situations ~~or disasters~~.
2. Once an emergency situation has been determined by the Director or by a designated staff person, ~~the building will be evacuated by both patrons and staff. Procedures exist for each type of disaster, and staff will implement these directives~~ staff will follow the appropriate procedures, which may include evacuating the building.
3. Staff will notify and provide updates to the public in a timely fashion using a variety of delivery methods.
4. All staff members are required to be trained and to know ~~disaster emergency~~ procedures as stated in the ~~Procedural Manual~~ Emergency Action Plan.
5. Periodic in-service training on ~~disaster emergency~~ procedures will be scheduled.

CITY OF SALINE
(Washtenaw County, Michigan)

RESOLUTION NO. 2025-156

NATIONAL FRIENDS OF LIBRARIES WEEK

Minutes of a regular meeting of the City Council of the City of Saline, Washtenaw County, Michigan, held on October 6, 2025, at 7:00 p.m., local time.

PRESENT: Members

ABSENT: Members

The following resolution was offered by Member _____ and supported by Member _____

Whereas, Friends of the Saline District Library raise money that enables our library to move from good to great -- providing the resources for additional programming, equipment, furniture, support for summer reading programs for all ages, and special events throughout the year;

Whereas, the work of the Friends highlights on an on-going basis the fact that our library is the cornerstone of the community, providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends understand the critical importance of well-funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages, including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

Whereas, the Friends' gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

Now, therefore, be it resolved that Brian D. Marl, Mayor of Saline, proclaims October 19th – 25th, as Friends of Libraries week in Saline, Michigan and urges everyone to join the Friends of the Library and thank them for all they do to make our Library and community so much better.

AYES: _____

NAYS: _____

ABSENT: _____

Resolution declared adopted at a regular meeting of the Saline City Council held on October 6, 2025.

Terri Royal
Saline City Clerk

Circulation FY2024-2025

ITEM	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
Book Materials													
Total Books	10,227	14,238	16,794	19,054	16,827	16,250	20,210	22,401	18,817	17,528			172,346
% of Total Circ.	77.97%	79.64%	80.98%	82.13%	82.30%	81.70%	82.15%	83.62%	82.38%	82.61%	#DIV/0!	#DIV/0!	81.79%
AV Materials													
DVD/BLU-RAY	2,013	2,424	2,637	2,679	2,391	2,247	2,823	2,829	2,527	2,142			24,712
Music CDs	147	155	213	288	244	217	227	203	251	252			2,197
Audio Books	233	301	352	331	341	309	338	373	328	337			3,243
J Kits	164	240	259	261	214	288	372	343	351	288			2,780
Total AV	2,557	3,120	3,461	3,559	3,190	3,061	3,760	3,748	3,457	3,019	0	0	32,932
% of Total Circ.	19.50%	17.45%	16.69%	15.34%	15.60%	15.39%	15.28%	13.99%	15.13%	14.23%	#DIV/0!	#DIV/0!	15.63%
Interlibrary Loans													
SDL Patron Filled Requests	695	900	826	940	758	750	824	738	775	768			7,974
% of Total Circ.	5.30%	5.03%	3.98%	4.05%	3.71%	3.77%	3.35%	2.75%	3.39%	3.62%	#DIV/0!	#DIV/0!	3.78%
Lends Out to Libs	647	942	885	986	849	726	848	1,006	930	948			8,767
Equipment	190	248	212	250	257	287	288	279	235	232			2,478
Periodicals	142	272	271	338	173	291	342	361	334	438			2,962
% of Total Circ.	1.08%	1.52%	1.31%	1.46%	0.85%	1.46%	1.39%	1.35%	1.46%	2.06%	#DIV/0!	#DIV/0!	1.41%
TOTAL 2025 CIRC	13,116	17,878	20,738	23,201	20,447	19,889	24,600	26,789	22,843	21,217	0	0	210,718
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%	-22.10%	-5.07%	1.83%	-2.72%	-9.20%	6.81%	24.06%	21.70%	10.06%	-100.00%	-100.00%	-14.75%
Downloads													
Ebooks	3,933	5,628	4,029	4,370	3,858	4,174	4,014	3,961	3,902	3,573			41,442
AudioBooks	4,226	4,870	4,485	4,888	4,851	5,111	5,181	5,449	5,134	4,931			49,126
Music	182	149	140	171	109	148	190	187	173	171			1,620
Video	743	883	380	435	330	409	379	438	417	764			5,178
Magazines	961	1,198	1,126	1,125	1,096	1,158	1,159	1,124	1,251	1,218			11,416
Tumble books	76	116	28	13	134	30	52	38	0	2			489
Total Downloads	10,121	12,844	10,188	11,002	10,378	11,030	10,975	11,197	10,877	10,659	0	0	109,271
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%	22.10%	14.76%	14.86%	16.10%	14.25%	14.63%	11.31%	8.88%	8.22%	-100.00%	-100.00%	-5.31%
GRAND TOTAL CIRC	23,237	30,722	30,926	34,203	30,825	30,919	35,575	37,986	33,720	31,876	0	0	319,989
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%	-8.20%	0.66%	5.69%	2.89%	-2.02%	9.11%	20.01%	17.25%	9.44%	-100.00%	-100.00%	-11.74%
Cards Issued	87	131	118	155	133	113	243	201	139	153			1,473
Prior Year	126	157	119	166	129	98	177	137	141	125	120	89	1,584
% Difference	-30.95%	-16.56%	-0.84%	-6.63%	3.10%	15.31%	37.29%	46.72%	-1.42%	22.40%	-100.00%	-100.00%	-7.01%
3 M Gate Count	7,033	9,042	15,787	20,269	13,188	11,055	14,046	13,806	11,587	14,119			129,932
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%	-22.10%	24.35%	44.16%	-4.35%	-14.06%	18.73%	39.74%	26.14%	22.96%	-100.00%	-100.00%	0.94%
Average Per Day	226	291	544	653	439	356	468	445	373	470	0	0	429

*Total Gate Count Estimated 12/1/2024 through 2/28/2025 due to construction

*Total Gate Count Estimated 3/1/2025 through 3/31/2025 based on one out of four gates working 3/19/2025 through 3/31/2025

Programs and Services FY2024-2025

	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	TOTALS
YOUTH													
Youth Storytimes	6	0	26	18	28	9	13	16	7	22			145
# attending	77	0	540	414	598	165	357	436	178	453			3,218
Staff Programs	2	1	14	20	12	6	16	20	8	8			107
# attending	9	20	273	355	199	107	245	225	159	109			1,701
Guest Performers	0	1	1	4	0	4	5	6	0	2			23
# attending	0	60	17	164	0	130	337	188	0	71			967
Visits & Tours	0	0	3	4	4	13	6	0	0	6			36
# attending	0	0	36	80	47	343	305	0	0	64			875
Off Site Presentations	2	2	2	5	1	6	3	1	5	4			31
# attending	44	36	88	332	12	709	396	50	655	137			2,459
Total events/month	10	4	46	51	45	38	3	43	20	42	0	0	302
Prior Year	39	46	39	40	49	26	557	40	14	36	28	17	931
% difference	-74.36%	-91.30%	17.95%	27.50%	-8.16%	46.15%	-99.46%	7.50%	42.86%	16.67%	-100.00%	-100.00%	-67.56%
Total attendance	130	116	954	1,345	856	1,454	1,640	899	992	834	0	0	9,220
Prior Year	881	1069	767	887	1331	1211	1586	825	248	660	1579	407	11,451
% difference													-19.48%
1KBBK	2	5	5	2	2	10	15	4	3	5			53
New Baby Packets	3	7	5	8	3	7	6	3	5	5			52
ADULT/TEEN													
Teen Programs	4	5	12	14	16	12	11	5	3	12			94
# attending	99	127	284	383	348	230	451	137	85	283			2,427
Teen Book Discussion	0	0	0	0	0	0	0	0	0	0			0
# attending	0	0	0	0	0	0	0	0	0	0			0
Visits & Tours	0	0	0	0	4	0	0	0	0	6			10
# attending	0	0	0	0	80	0	0	0	0	880			960
Off Site Presentations	0	0	0	0	0	0	0	0	0	0			0
# attending	0	0	0	0	0	0	0	0	0	0			0
Adult Programs	20	15	19	18	18	21	20	24	22	19			196
# attending	794	219	320	373	220	288	345	248	277	405			3,489
Adult Book Discussion	3	3	3	3	3	3	3	3	3	4			31
# attending	14	16	16	13	15	14	30	29	30	30			207
Family Programs	0	0	0	0	0	0	0	0	0	0			0
# attending	0	0	0	0	0	0	0	0	0	0			0
Internet Classes	0	0	0	0	0	0	0	0	0	0			0
# attending	0	0	0	0	0	0	0	0	0	0			0
Outreach/Bk Deliveries	2	2	2	2	2	2	2	2	1	7			24
# of items	25	29	36	46	51	75	61	40	21	52			436
Total events/month	27	23	34	35	41	36	34	32	28	41	0	0	331
Prior Year	36	39	44	38	41	36	33	30	27	35	35	27	421
% difference	-25.00%	-41.03%	-22.73%	-7.89%	0.00%	0.00%	3.03%	6.67%	3.70%	17.14%	-100.00%	-100.00%	-21.38%
Total attendance	932	391	656	815	714	607	887	454	413	1650	0	0	7,519
Prior Year	535	702	768	685	795	578	706	592	452	997	679	360	7,849
% difference	74.21%	-44.30%	-14.58%	18.98%	-10.19%	5.02%	25.64%	-23.31%	-8.63%	65.50%	-100.00%	-100.00%	-4.20%

Programs and Services FY2024-2025

COMPUTER USAGE													
PC usage onsite	460	438	594	649	675	661	720	674	594	578			6,043
Prior Year	523	567	660	616	597	568	56	62	38	309	424	416	4,836
% difference	-12.05%	-22.75%	-10.00%	5.36%	13.07%	16.37%	1185.71%	987.10%	1463.16%	87.06%	-100.00%	-100.00%	24.96%
WiFi usage onsite	2,214	2,563	3,072	3,373	3,548	3,870	3,577	3,594	3,120	4,794			33,725
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	-24.75%	-11.13%	-18.86%	-3.88%	-5.84%	1.84%	72.72%	73.96%	39.29%	45.63%	-100.00%	-100.00%	-6.19%
Youth AWE computers	0	0	345	398	230	243	419	469	352	266			2,722
Prior Year	410	322	551	535	502	249	572	574	429	220	210	0	4,574
% difference	-100.00%	-100.00%	-37.39%	-25.61%	-54.18%	-2.41%	-26.75%	-18.29%	-17.95%	20.91%	-100.00%	#DIV/0!	-40.49%
Ref. Questions:													
Youth	441	1,085	1,270	1,230	805	894	2,359	1,964	1,217	797			12,062
Adult	532	646	714	713	642	562	760	681	568	587			6,405
Circ Desk	258	402	374	372	366	373	318	554	559	539			4,115
Total Reference	1,231	2,133	2,358	2,315	1,813	1,829	3,437	3,199	2,344	1,923	0	0	22,582
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	11.71%	63.07%	47.38%	28.11%	3.48%	22.59%	-1.21%	26.19%	8.92%	3.55%	-100.00%	-100.00%	2.65%
Program Rm: #Groups	0	0	0	0	0	0	1	4	1	2			8
Prior Year #Groups	5	7	10	11	13	7	2	0	0	0	0	0	55
# of individuals	0	0	0	0	0	0	20	33	30	35			118
Study Rms: #Groups	0	72	132	166	177	184	243	345	233	328			1,880
Prior Year #Groups	150	192	212	197	202	189	0	0	0	0	0	0	1,142
# of individuals	0	83	214	235	274	281	354	456	301	451			2,649

Online Access FY2024-2025

ONLINE SERVICES	Dec.	Jan.	Feb.	March	April	May	June	July	August	Sept.	Oct.	Nov.	TOTAL
Website access	11,125	18,361	13,883	13,777	13,235	18,986	16,181	14,929	13,713	14,704			148,894
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%	8.80%	-5.27%	-27.59%	-11.35%	22.09%	-17.53%	-9.66%	-2.23%	10.77%	-100.00%	-100.00%	-20.16%
Databases	3,024	2,410	2,227	3,009	4,513	2,730	2,873	2,600	2,710	3,064			29,160
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%	-8.02%	-11.45%	15.55%	56.00%	-11.16%	20.36%	3.09%	24.03%	37.28%	-100.00%	-100.00%	-4.42%
SDL App													
New Downloads	38	69	53	55	57	68	82	83	51	49			605
Prior Year	129	190	95	81	27	65	63	62	59	45	38	41	895
% difference	-71%	-64%	-44%	-32%	111%	5%	30%	34%	-14%	9%	-100%	-100%	-32%
Sessions	1,978	2,864	2,695	3,108	2,999	3,396	4,084	4,333	3,866	3,702			33,025
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%	161%	121%	90%	85%	81%	123%	96%	74%	96%	-100%	-100%	65%
MI Activity Pass	4	5	9	25	19	17	15	33	50	18			195
Prior Year	7	6	11	30	13	18	22	31	39	16	28	6	227
% difference	-43%	-17%	-18%	-17%	46%	-6%	-32%	6%	28%	13%	-100%	-100%	-14%
New eNews subscribers	140	142	119	149	130	148	265	238	172	153			1,656
Total subscribers	11,866	11,964	11,998	12,087	12,840	12,878	12,964	13,114	13,131	13,199			13,199
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%	1.25%	1.08%	10.00%	16.09%	6.81%	0.71%	-15.89%	10.96%	10.91%	-100.00%	-100.00%	9.63%

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