

## Ann Arbor District Library Financial Summary for April 2014

### **Cash:**

The unrestricted cash balance as of April 30, 2014 was \$10,076,133 down from \$11,038,330 in March.

### **Tax Receipts:**

The Library has received tax receipts totaling \$11,253,449, 98.4% of the budgeted amount, as of April 30th.

### **Budget vs. Actual:**

The Library showed an operating surplus of \$462,393 through April 30th. This gives the Library a positive fund balance of \$8,433,138 at the end of April, up from \$8,415,087 in March.

### **Year-to-Date Revenue (Budget vs. Actual):**

Tax, penal fine and state aid revenues are being recognized monthly at the monthly budgeted amount. These line items will be reconciled with actual receipts at the end of the year.

### **Year-to-Date Expenditures (Budget vs. Actual):**

The following operating expense line items are over budget through April:

Purchased Services – The final payment for the survey was made in March.

Software – A large payment of approximately \$66,000 was made in July putting this line item over budget.

Copier Expense – A semi annual payment for copier and printer maintenance was paid in September.

Supplies – Several supply purchases that will last through the rest of the year were made in April.

ANN ARBOR DISTRICT LIBRARY  
Operating  
For the Ten Months Ending April 30, 2014

	<i>Actual</i>	<i>April Budget</i>	<i>Variance</i>	<i>Actual</i>	<i>YTD Budget</i>	<i>Variance</i>
<b>Revenue</b>						
Tax Collections - Operating	\$947,333	\$947,333		\$9,473,331	\$9,473,333	(\$2)
State Aid	6,667	6,667		159,398	66,667	92,731
Penal Fines	16,250	16,250		162,500	162,500	
Interest	6,217	8,333	(2,116)	82,414	83,333	(919)
Copiers	2,691	2,500	191	25,141	25,000	141
Grants/Memorials	250	7,500	(7,250)	107,435	75,000	32,435
Library Fines & Fees	30,171	35,417	(5,246)	318,586	354,167	(35,581)
Non-Resident Fees	1,463	1,250	213	13,594	12,500	1,094
Fund Bal./Restricted Funds		25,250	(25,250)		252,500	(252,500)
<b>Total Revenue</b>	<b>\$1,011,042</b>	<b>\$1,050,500</b>	<b>(\$39,458)</b>	<b>\$10,342,399</b>	<b>\$10,505,000</b>	<b>(\$162,601)</b>
<b>Expenditures</b>						
Salaries & Wages	453,359	497,083	(43,724)	4,866,684	4,970,833	(104,149)
Employee Benefits	119,029	131,167	(12,138)	1,327,770	1,311,667	16,103
Employment Taxes	34,597	38,000	(3,403)	364,269	380,000	(15,731)
<b>Total Employment Cost</b>	<b>\$606,985</b>	<b>\$666,250</b>	<b>(\$59,265)</b>	<b>\$6,558,723</b>	<b>\$6,662,500</b>	<b>(\$103,777)</b>
Custodial and Electrical	\$15,691	\$15,833	(\$142)	\$149,131	\$158,333	(\$9,202)
Accounting/Audit	833	833		8,330	8,333	(3)
Legal	6,791	4,167	2,624	27,369	41,667	(14,298)
Purchased Services	7,084	13,167	(6,083)	142,038	131,667	10,371
Utilities	27,215	36,667	(9,452)	348,719	366,667	(17,948)
Property Insurance	(5,370)	7,500	(12,870)	56,557	75,000	(18,443)
Communications	12,964	25,000	(12,036)	150,036	250,000	(99,964)
Materials	125,306	145,833	(20,527)	1,324,734	1,458,333	(133,599)
Software Licenses/Maintenanc	15,716	12,500	3,216	153,064	125,000	28,064
Building Rental	10,063	12,917	(2,854)	123,985	129,167	(5,182)
Seminars/Conferences/Travel	3,508	2,333	1,175	12,105	23,334	(11,229)
Copier Expense	3,083	3,750	(667)	44,661	37,500	7,161
Library Programming	34,109	22,750	11,359	195,606	227,500	(31,894)
Grants/Memorials	7,719	9,583	(1,864)	55,161	95,833	(40,672)
Supplies	17,498	15,333	2,165	155,814	153,333	2,481
Repairs and Maintenance	32,582	28,500	4,082	258,956	285,000	(26,044)
Postage	152	2,917	(2,765)	11,868	29,167	(17,299)
Lcards/Circ Cards	1,055	6,000	(4,945)	44,393	60,000	(15,607)
Other Operating Expenditures	1,019	2,000	(981)	14,342	20,000	(5,658)
<b>Total Operating Expense</b>	<b>\$317,018</b>	<b>\$367,583</b>	<b>(\$50,565)</b>	<b>\$3,276,869</b>	<b>\$3,675,834</b>	<b>(\$398,965)</b>
Capital Outlays	\$5,134	\$16,667	(\$11,533)	\$44,414	\$166,667	(\$122,253)
<b>Total Expenditures</b>	<b>\$929,137</b>	<b>\$1,050,500</b>	<b>(\$121,363)</b>	<b>\$9,880,006</b>	<b>\$10,505,001</b>	<b>(\$624,995)</b>
<b>Net</b>	<b>\$81,905</b>		<b>\$81,905</b>	<b>\$462,393</b>	<b>(\$1)</b>	<b>\$462,394</b>

ANN ARBOR DISTRICT LIBRARY  
Grant Administration  
For the Ten Months Ending April 30, 2014

	<u>Actual</u>	<u>April Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$250	\$7,500	(\$7,250)	\$107,435	\$75,000	\$32,435
Total Revenue	<u>\$250</u>	<u>\$7,500</u>	<u>(\$7,250)</u>	<u>\$107,435</u>	<u>\$75,000</u>	<u>\$32,435</u>
Expenditures						
Materials	9	833	(824)	4,292	8,333	(4,041)
Seminars/Conferences/Travel		250	(250)		2,500	(2,500)
Library Programming	5,834	8,500	(2,666)	41,555	85,000	(43,445)
Supplies				414		414
Other Operating Expenditures	<u>1,876</u>		<u>1,876</u>	<u>8,900</u>		<u>8,900</u>
Total Operating Expense	<u>\$7,719</u>	<u>\$9,583</u>	<u>(\$1,864)</u>	<u>\$55,161</u>	<u>\$95,833</u>	<u>(\$40,672)</u>
Total Expenditures	<u>\$7,719</u>	<u>\$9,583</u>	<u>(\$1,864)</u>	<u>\$55,161</u>	<u>\$95,833</u>	<u>(\$40,672)</u>
Net	<u>(\$7,469)</u>	<u>(\$2,083)</u>	<u>(\$5,386)</u>	<u>\$52,274</u>	<u>(\$20,833)</u>	<u>\$73,107</u>

ANN ARBOR DISTRICT LIBRARY  
 Friends of the Library  
 For the Ten Months Ending April 30, 2014

	<i>April</i>			<i>YTD</i>		
	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>
Revenue						
Grants/Memorials		\$7,500	( <b>\$7,500</b> )	\$80,000	\$75,000	<b>\$5,000</b>
Total Revenue		<u>\$7,500</u>	<u>(<b>\$7,500</b>)</u>	<u>\$80,000</u>	<u>\$75,000</u>	<u><b>\$5,000</b></u>
Expenditures						
Materials				1,180		<b>1,180</b>
Library Programming	4,130	7,500	( <b>3,370</b> )	32,622	75,000	( <b>42,378</b> )
Other Operating Expenditures	1,876		<b>1,876</b>	8,900		<b>8,900</b>
Total Operating Expense	<u>\$6,006</u>	<u>\$7,500</u>	<u>(<b>\$1,494</b>)</u>	<u>\$42,702</u>	<u>\$75,000</u>	<u>(<b>\$32,298</b>)</u>
Total Expenditures	<u>\$6,006</u>	<u>\$7,500</u>	<u>(<b>\$1,494</b>)</u>	<u>\$42,702</u>	<u>\$75,000</u>	<u>(<b>\$32,298</b>)</u>
Net	<u>(\$6,006)</u>		<u>(<b>\$6,006</b>)</u>	<u>\$37,298</u>		<u><b>\$37,298</b></u>

## Balance Sheet

**ASSETS**As of 4/30/2014Current Assets:

## Cash

CASH-COMMERCIAL CHECKING	\$3,147.32
CASH-PAYROLL	222,025.05
HOLTREY FUND	332,162.05
CASH-SAVINGS	1,148,066.77
KENISTON FUND	30,320.49
SHAFFER FUND	10,477.83
WESTERMAN FUND	49,224.03
PETTY CASH	2,300.00
WLBPD ACCOUNT	37,139.76
CDs - SHORT TERM	3,500,000.00

Total Cash	\$5,334,863.30
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## Investments

BANK OF ANN ARBOR INVESTMENT	\$3,327,118.14
UNITED BANK AND TRUST INVESTMENT	1,873,476.51

Total Investments	\$5,200,594.65
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## Accounts Receivable

ACCOUNTS RECEIVABLE	\$190,049.78
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Total Accounts Receivable	\$190,049.78
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## Property Taxes Receivable

Total Property Taxes Receivable	\$0.00
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## Prepaid Expenses

PRE-PAID INSURANCE	\$83,198.30
PREPAID EXPENSES	1,250.00

Total Prepaid Expenses	\$84,448.30
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Total Current Assets	\$10,809,956.03
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Capital Assets:

BUILDINGS	\$26,000,844.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	492,257.00
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	145,532.00
COMPUTER EQUIPMENT	1,336,624.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	40,760.00
FURNITURE & FIXTURES	1,260,109.00
VEHICLES	183,256.00

Total Capital Assets	\$32,040,668.15
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Amount Provided for Long-Term Debt:

LONG TERM SICK	\$28,025.46
LONG TERM VACATION	211,907.84

Total Provided for Long-Term Debt	239,933.30
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TOTAL ASSETS	\$43,090,557.48
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## Ann Arbor District Library

## Balance Sheet

**LIABILITIES AND FUND EQUITY**Current Liabilities:

ACCOUNTS PAYABLE	(\$87,602.17)
ACCRUED ACCOUNTS PAYABLE	54,576.79
ACCRUED PAYROLL	325,278.29
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	4,592.83
ACCRUED EMPLOYER 403(b) - UNDECIDED	53,091.75
ACCRUED 403B/MPSERS EMPLOYER	(3,585.20)
ACCRUED LIABILITY-VACATION S/T	89,969.27

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Total Current Liabilities	\$436,321.56
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,025.46
ACCRUED LIABILITY-VACATION L/T	211,907.84

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Total Long-Term Liabilities	239,933.30
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,040,668.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$220,345.95
DEFERRED REVENUE - PROPERTY TAX	1,720,150.00
FUND BALANCE - UNDESIGNATED	7,970,744.50
EXCESS REVENUE (SPENDING)	462,394.02

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Total Fund Balance	\$10,373,634.47
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Total Fund Equity	\$42,414,302.62
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TOTAL LIABILITIES AND FUND EQUITY	\$43,090,557.48
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# Ann Arbor District Library

Rollforward of undesignated fund balance  
For the Period Ending April 30, 2014

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 8,415,087	\$ 8,185,929
Total revenues	1,011,042	10,342,399
Expenditures:		
Operating	(924,003)	(9,835,592)
Capital outlays	(5,134)	(44,414)
(Increase) decrease in encumbrances	<u>(63,854)</u>	<u>(215,184)</u>
Ending surplus (deficit)	<u>\$ 8,433,138</u>	<u>\$ 8,433,138</u>

# Ann Arbor District Library

Monthly and year-to-date cash rollforward  
For Period ending April 30, 2014

Source: cash activity as recorded in the Great Plains general ledger system

	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
1120625.31					
<b>Monthly rollforward</b>					
Commercial checking	\$ 88,460	\$ 11,011	\$ (566,324)	\$ 470,000	\$ 3,147
Payroll	7,242	3	(435,845)	650,625	222,025
Petty cash	2,300	-	-	-	2,300
Savings	939,733	78,333	(49,374)	179,375	1,148,066
CDs - Bank of Ann Arbor	4,800,000	-	-	(1,300,000)	3,500,000
Investments - Bank of Ann Arbor	3,327,118	-	-	-	3,327,118
Investments - United Bank and Trust	1,873,477	-	-	-	1,873,477
Westerman Fund	49,220	4	-	-	49,224
Shafer Fund	10,477	-	-	-	10,477
Holtrey Fund	332,121	41	-	-	332,162
Keniston Fund	30,318	2	-	-	30,320
WLBPD	37,137	2	-	-	37,139
	<u>\$ 11,497,603</u>	<u>\$ 89,396</u>	<u>\$ (1,051,543)</u>	<u>\$ (0)</u>	<u>\$ 10,535,456</u>
<b>Year-to-date rollforward</b>					
Commercial checking	\$ 18,370	\$ 133,611	(4,958,834)	\$ 4,810,000	\$ 3,147
Payroll	15,593	17	(4,764,283)	4,970,698	222,025
Petty cash	2,200	-	-	100	2,300
Savings	706,253	12,287,294	(564,682)	(11,280,799)	1,148,066
CDs - Bank of Ann Arbor	2,000,000	-	-	1,500,000	3,500,000
Investments - Bank of Ann Arbor	3,290,341	36,777	-	-	3,327,118
Investments - United Bank and Trust	1,839,822	33,655	-	-	1,873,477
Westerman Fund	43,080	6,144	-	-	49,224
Shafer Fund	10,468	9	-	-	10,477
Holtrey Fund	331,706	456	-	-	332,162
Keniston Fund	30,293	27	-	-	30,320
WLBPD	37,106	34	-	-	37,140
	<u>\$ 8,325,232</u>	<u>\$ 12,498,024</u>	<u>\$ (10,287,799)</u>	<u>\$ (1)</u>	<u>\$ 10,535,456</u>

Ranges: From: To: From: To:  
 Check Number First Last Check Date 4/1/2014 4/30/2014  
 Vendor ID First Last Checkbook ID First Last  
 Vendor Name First Last

Sorted By: Vendor Name

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047834	4IMPRINT	4IMPRINT, INC	4/21/2014	CHECK	PMCHK00001630	\$608.39
047931	4IMPRINT	4IMPRINT, INC	4/30/2014	CHECK	PMCHK00001632	\$1,143.60
047837	AGRSER	A GROWING SERVICE LLC	4/21/2014	CHECK	PMCHK00001630	\$340.00
047839	ARENDA	A-1 RENTAL, INC.	4/21/2014	CHECK	PMCHK00001630	\$580.20
047836	AFTDEL	AFTERNOON DELIGHT	4/21/2014	CHECK	PMCHK00001630	\$123.40
047838	ALLENT	ALLIANCE ENTERTAINMENT	4/21/2014	CHECK	PMCHK00001630	\$4,359.31
047765	AMASCH	AMANDA SCHOTT	4/7/2014	CHECK	PMCHK00001627	\$49.35
047932	AMACOM	AMAZON.COM CREDIT PLAN	4/30/2014	CHECK	PMCHK00001632	\$3,924.37
047801	AMEX	AMERICAN EXPRESS	4/15/2014	CHECK	PMCHK00001629	\$53,654.07
047780	ANGNAF	ANGEL NAFIS	4/8/2014	CHECK	PMCHK00001628	\$500.00
* 047780	ANGNAF	ANGEL NAFIS	4/8/2014	CHECK	PMCHK00001628	\$500.00
* 047781	ANNARB	ANN ARBOR OBSERVER	4/8/2014	CHECK	PMCHK00001628	\$1,536.30
047781	ANNARB	ANN ARBOR OBSERVER	4/8/2014	CHECK	PMCHK00001628	\$1,536.30
047933	ANNARB	ANN ARBOR OBSERVER	4/30/2014	CHECK	PMCHK00001632	\$2,520.00
047934	ANNGAO	ANNIE GAO	4/30/2014	CHECK	PMCHK00001632	\$150.00
047893	ATTMOB	AT&T MOBILITY	4/28/2014	CHECK	PMCHK00001631	\$1,081.37
047751	ATTWIR	AT&T WIRELESS	4/3/2014	CHECK	PMCHK00001626	\$1,120.72
047935	AVIZAN	AVIS ZANE	4/30/2014	CHECK	PMCHK00001632	\$250.00
047802	B&H	B&H PHOTO-VIDEO	4/15/2014	CHECK	PMCHK00001629	\$1,213.68
047840	BANMED	BANG MEDIA	4/21/2014	CHECK	PMCHK00001630	\$350.00
047841	BARNOB1	BARNES & NOBLE INC.	4/21/2014	CHECK	PMCHK00001630	\$118.55
047842	BASPLAY	BASS PLAYER	4/21/2014	CHECK	PMCHK00001630	\$37.99
047734	BATPLU	BATTERIES PLUS	4/1/2014	CHECK	PMCHK00001625	\$216.37
047843	BEADEL	BEAU DELOACH	4/21/2014	CHECK	PMCHK00001630	\$150.00
047803	BETBAT	BETH BATTEY	4/15/2014	CHECK	PMCHK00001629	\$450.00
047894	BETMAN	BETH MANUEL	4/28/2014	CHECK	PMCHK00001631	\$22.09
047844	BETBEC	BETSY BECKERMAN	4/21/2014	CHECK	PMCHK00001630	\$200.00
* 047782	BLAAUD	BLACKSTONE AUDIO BOOKS	4/8/2014	CHECK	PMCHK00001628	\$1,469.92
047782	BLAAUD	BLACKSTONE AUDIO BOOKS	4/8/2014	CHECK	PMCHK00001628	\$1,469.92
047895	BLAAUD	BLACKSTONE AUDIO BOOKS	4/28/2014	CHECK	PMCHK00001631	\$1,518.84
047896	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	4/28/2014	CHECK	PMCHK00001631	\$55,252.23
047897	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	4/28/2014	CHECK	PMCHK00001631	\$10,120.54
047804	BP	BP	4/15/2014	CHECK	PMCHK00001629	\$649.87
047936	BRADAY	BRANDON DAYTON	4/30/2014	CHECK	PMCHK00001632	\$100.00
047766	BREWER	BREWER'S	4/7/2014	CHECK	PMCHK00001627	\$542.99
047752	BRIAND	BRIAN ANDERSON	4/3/2014	CHECK	PMCHK00001626	\$110.16
047845	BRODCO	BRODART CO.	4/21/2014	CHECK	PMCHK00001630	\$657.12
047805	BUSVAL	BUSCH'S, INC.	4/15/2014	CHECK	PMCHK00001629	\$458.24
047846	BUSVAL	BUSCH'S, INC.	4/21/2014	CHECK	PMCHK00001630	\$72.91
047937	BUSVAL	BUSCH'S, INC.	4/30/2014	CHECK	PMCHK00001632	\$164.39
047753	BUSCAR	BUSINESS CARD	4/3/2014	CHECK	PMCHK00001626	\$11,260.87
047898	BUSCAR	BUSINESS CARD	4/28/2014	CHECK	PMCHK00001631	\$9,718.98
047806	CAMINN	CAMPUS INN	4/15/2014	CHECK	PMCHK00001629	\$388.50
047938	CAMINN	CAMPUS INN	4/30/2014	CHECK	PMCHK00001632	\$388.50
047735	CAPPRE	CAPSTONE PRESS	4/1/2014	CHECK	PMCHK00001625	\$4,306.15
047847	CARBRO	CARPENTER BROS.	4/21/2014	CHECK	PMCHK00001630	\$76.89
047848	CCTSCAMERA	CCTS CAMERA	4/21/2014	CHECK	PMCHK00001630	\$2,712.66
047807	CDW-G	CDW GOVERNMENT, INC.	4/15/2014	CHECK	PMCHK00001629	\$4,929.18
047849	CDW-G	CDW GOVERNMENT, INC.	4/21/2014	CHECK	PMCHK00001630	\$9,232.81
047808	CHELAK	CHERRY LAKE PUBLISHING	4/15/2014	CHECK	PMCHK00001629	\$42,042.26
047850	CHITRI	CHICAGO TRIBUNE	4/21/2014	CHECK	PMCHK00001630	\$108.29
* 047851	CINFON	CINDY FONTANA	4/21/2014	CHECK	PMCHK00001630	\$300.00
047899	CINFON	CINDY FONTANA	4/28/2014	CHECK	PMCHK00001631	\$150.00
047783	CINCOR	CINTAS CORPORATION	4/8/2014	CHECK	PMCHK00001628	\$1,799.92
* 047783	CINCOR	CINTAS CORPORATION	4/8/2014	CHECK	PMCHK00001628	\$1,799.92
047852	CITOF1	CITY OF ANN ARBOR TREASURER	4/21/2014	CHECK	PMCHK00001630	\$1,350.00
047900	CITOF1	CITY OF ANN ARBOR TREASURER	4/28/2014	CHECK	PMCHK00001631	\$891.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047754	COMCAS	COMCAST	4/3/2014	CHECK	PMCHK00001626	\$250.39
047901	COMCAS	COMCAST	4/28/2014	CHECK	PMCHK00001631	\$285.66
047853	COMALLW	COMPUTER ALLEY WEST	4/21/2014	CHECK	PMCHK00001630	\$727.98
047939	COMALLW	COMPUTER ALLEY WEST	4/30/2014	CHECK	PMCHK00001632	\$310.78
047855	COTINN	COTTAGE INN CATERING SERVICES	4/21/2014	CHECK	PMCHK00001630	\$170.00
047736	CRAPUB	CRABTREE PUBLISHING	4/1/2014	CHECK	PMCHK00001625	\$1,695.00
047809	DAWHEN	DAWN HENRY	4/15/2014	CHECK	PMCHK00001629	\$900.00
* 047737	DEAFKAN	DEAF C.A.N.	4/1/2014	CHECK	PMCHK00001625	\$80.00
047856	DEAFKAN	DEAF C.A.N.	4/21/2014	CHECK	PMCHK00001630	\$202.14
047902	DEBGAB	DEBORAH GABRION	4/28/2014	CHECK	PMCHK00001631	\$200.00
047784	DEMCO	DEMCO	4/8/2014	CHECK	PMCHK00001628	\$3,240.11
* 047784	DEMCO	DEMCO	4/8/2014	CHECK	PMCHK00001628	\$3,240.11
047857	DEMCO	DEMCO	4/21/2014	CHECK	PMCHK00001630	\$4,919.50
047940	DEMCO	DEMCO	4/30/2014	CHECK	PMCHK00001632	\$130.76
047785	DIADUD	DIANE DUDLEY	4/8/2014	CHECK	PMCHK00001628	\$100.00
* 047785	DIADUD	DIANE DUDLEY	4/8/2014	CHECK	PMCHK00001628	\$100.00
047738	DTEENE	DTE ENERGY	4/1/2014	CHECK	PMCHK00001625	\$26,527.11
047903	DTEENE	DTE ENERGY	4/28/2014	CHECK	PMCHK00001631	\$27,108.46
047904	DYKGOS	DYKEMA GOSSETT	4/28/2014	CHECK	PMCHK00001631	\$4,613.10
047858	EDIWOW	EDIBLE WOW	4/21/2014	CHECK	PMCHK00001630	\$56.00
047810	EDWOO	EDWARD WOODS	4/15/2014	CHECK	PMCHK00001629	\$12.00
047859	ELALMA	EL ALMA ESPANOLA	4/21/2014	CHECK	PMCHK00001630	\$550.00
047941	ELEBER	ELENA BERNIER	4/30/2014	CHECK	PMCHK00001632	\$150.00
047860	ELILAW	ELITE LAWN & LANDSCAPE, INC.	4/21/2014	CHECK	PMCHK00001630	\$5,010.78
047861	ERGDES	ERGO DESKTOP	4/21/2014	CHECK	PMCHK00001630	\$3,177.00
047767	ERISCH	ERIC SCHOENBAECHLER	4/7/2014	CHECK	PMCHK00001627	\$76.43
047942	EVELIU	EVELINE LIU	4/30/2014	CHECK	PMCHK00001632	\$250.00
047811	FRIOF	FRIENDS OF THE ANN ARBOR	4/15/2014	CHECK	PMCHK00001629	\$704.75
047885	THOGAL	GALE/CENGAGE LEARNING, INC	4/21/2014	CHECK	PMCHK00001630	\$461.10
047924	THOGAL	GALE/CENGAGE LEARNING, INC	4/28/2014	CHECK	PMCHK00001631	\$398.99
047943	GAMESTART	GAMESTART	4/30/2014	CHECK	PMCHK00001632	\$1,200.00
047755	GANDOR	GANDOL DOORS & HARDWARE	4/3/2014	CHECK	PMCHK00001626	\$406.50
047906	GARISTE	GARI STEIN	4/28/2014	CHECK	PMCHK00001631	\$100.00
047768	GLEMOD	GLEN MODELL	4/7/2014	CHECK	PMCHK00001627	\$1,487.10
047769	GRASHA	GRACE SHACKMAN	4/7/2014	CHECK	PMCHK00001627	\$350.00
047799	WVGRAI	GRAINGER	4/8/2014	CHECK	PMCHK00001628	\$1,152.54
* 047799	WVGRAI	GRAINGER	4/8/2014	CHECK	PMCHK00001628	\$1,152.54
047905	FIRMAR	GREEN ROAD ASSOCIATES, LP	4/28/2014	CHECK	PMCHK00001631	\$3,208.33
047862	GUITWOR	GUITAR WORLD	4/21/2014	CHECK	PMCHK00001630	\$24.95
047812	HERJON	HERFF JONES NYSTROM	4/15/2014	CHECK	PMCHK00001629	\$247.50
047863	HOOHAT	HOOPER, HATHAWAY, PRICE, BEUCH	4/21/2014	CHECK	PMCHK00001630	\$2,177.50
047739	HUTPLU	HUTZEL PLUMBING AND HEATING	4/1/2014	CHECK	PMCHK00001625	\$16.98
047928	VANTIGU	INFORM STUDIO	4/28/2014	CHECK	PMCHK00001631	\$2,500.00
047864	INGLIB	INGRAM LIBRARY SERVICES INC.	4/21/2014	CHECK	PMCHK00001630	\$94.72
047865	INTERVIEW	INTERVIEW	4/21/2014	CHECK	PMCHK00001630	\$24.97
047944	JACHAS	JACKSON HASSELL	4/30/2014	CHECK	PMCHK00001632	\$100.00
047866	JACSAY	JACOB W. SAYRAF	4/21/2014	CHECK	PMCHK00001630	\$25.00
047740	JIMLEO	JAMES LEONARD	4/1/2014	CHECK	PMCHK00001625	\$200.00
047787	JEFKAS	JEFFREY KASS	4/8/2014	CHECK	PMCHK00001628	\$300.00
* 047787	JEFKAS	JEFFREY KASS	4/8/2014	CHECK	PMCHK00001628	\$300.00
047788	JERDRO	JERZY DROZD	4/8/2014	CHECK	PMCHK00001628	\$50.00
* 047788	JERDRO	JERZY DROZD	4/8/2014	CHECK	PMCHK00001628	\$50.00
047945	JERDRO	JERZY DROZD	4/30/2014	CHECK	PMCHK00001632	\$50.00
047789	JOSHAU	JOSHUA HAUKE	4/8/2014	CHECK	PMCHK00001628	\$100.00
* 047789	JOSHAU	JOSHUA HAUKE	4/8/2014	CHECK	PMCHK00001628	\$100.00
047867	KMODES	KAREN MOELLER DESIGN	4/21/2014	CHECK	PMCHK00001630	\$1,200.00
047907	KATCUR	KATHERINE'S CATERING	4/28/2014	CHECK	PMCHK00001631	\$1,327.10
047946	KELTOW	KELSEY TOWNE	4/30/2014	CHECK	PMCHK00001632	\$150.00
047908	KITMCK	KITO MCKINNEY	4/28/2014	CHECK	PMCHK00001631	\$100.00
047909	KOFAME	KOFI AMEYAN	4/28/2014	CHECK	PMCHK00001631	\$750.00
047947	KOLOSS	KOLOSSOS	4/30/2014	CHECK	PMCHK00001632	\$46.12
047814	LARZIE	LARA ZIELIN	4/15/2014	CHECK	PMCHK00001629	\$250.00
047813	LARWIL	LARON WILLIAMS	4/15/2014	CHECK	PMCHK00001629	\$495.00
047770	LAURAY	LAURA RAYNOR	4/7/2014	CHECK	PMCHK00001627	\$251.35

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047771	LEACEN	LEARNING CENTER	4/7/2014	CHECK	PMCHK00001627	\$466.50
047872	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	4/21/2014	CHECK	PMCHK00001630	\$619.98
047741	MANPOW	MANPOWER	4/1/2014	CHECK	PMCHK00001625	\$950.40
047772	MANPOW	MANPOWER	4/7/2014	CHECK	PMCHK00001627	\$475.20
047815	MANPOW	MANPOWER	4/15/2014	CHECK	PMCHK00001629	\$123.20
047948	MANPOW	MANPOWER	4/30/2014	CHECK	PMCHK00001632	\$123.20
047816	MARYAN	MARGARET YANG	4/15/2014	CHECK	PMCHK00001629	\$250.00
047742	MARCHE	MARIAH CHEREM	4/1/2014	CHECK	PMCHK00001625	\$166.88
047774	MARCHE	MARIAH CHEREM	4/7/2014	CHECK	PMCHK00001627	\$274.40
047868	MARQUNI	MARQUETTE UNIVERSITY	4/21/2014	CHECK	PMCHK00001630	\$100.00
047773	MARBAN	MARTIN BANDYKE	4/7/2014	CHECK	PMCHK00001627	\$400.00
047949	MARCOL	MARY COLLINS	4/30/2014	CHECK	PMCHK00001632	\$100.00
047743	MATDUB	MATT DUBAY	4/1/2014	CHECK	PMCHK00001625	\$32.83
047869	MERRILL	MERRILLVILLE BRANCH	4/21/2014	CHECK	PMCHK00001630	\$15.00
047817	METCOM	METCOM	4/15/2014	CHECK	PMCHK00001629	\$78.13
047950	METCOM	METCOM	4/30/2014	CHECK	PMCHK00001632	\$78.13
047756	METLIFE	METLIFE SBC	4/3/2014	CHECK	PMCHK00001626	\$7,242.36
047910	METLIFE	METLIFE SBC	4/28/2014	CHECK	PMCHK00001631	\$7,481.97
047757	MICOFF	MICHIGAN OFFICE SOLUTIONS	4/3/2014	CHECK	PMCHK00001626	\$1,723.00
047871	MICPOW	MICHIGAN POWER RODDING	4/21/2014	CHECK	PMCHK00001630	\$553.00
047818	MICSTA3	MICHIGAN STATE UNIVERSITY	4/15/2014	CHECK	PMCHK00001629	\$11.00
047870	MICLIBC	MIDWEST COLLABORATIVE FOR LIBR	4/21/2014	CHECK	PMCHK00001630	\$250.00
047790	MIDGRA	MIDWEST GRAPHICS & AWARDS	4/8/2014	CHECK	PMCHK00001628	\$155.67
* 047790	MIDGRA	MIDWEST GRAPHICS & AWARDS	4/8/2014	CHECK	PMCHK00001628	\$155.67
047820	MIDTAP	MIDWEST TAPE	4/15/2014	CHECK	PMCHK00001629	\$26,058.74
047911	MIDTAP	MIDWEST TAPE	4/28/2014	CHECK	PMCHK00001631	\$13,470.36
047819	MIDGOT	MIDWESTERN GOTHIC	4/15/2014	CHECK	PMCHK00001629	\$750.00
047835	AANEWS	MLIVE MEDIA GROUP	4/21/2014	CHECK	PMCHK00001630	\$2,436.00
047912	NATSTO	NATIONAL STORAGE CENTER	4/28/2014	CHECK	PMCHK00001631	\$222.00
047758	NICWIL	NICHOLAS WILCOX	4/3/2014	CHECK	PMCHK00001626	\$800.00
047913	NICBOO	NICOLA'S BOOKS	4/28/2014	CHECK	PMCHK00001631	\$334.80
047951	NINSHA	NINA SHALLMAN	4/30/2014	CHECK	PMCHK00001632	\$100.00
047821	NUWAVE	NUWAVE AQUARIUMS	4/15/2014	CHECK	PMCHK00001629	\$423.90
047952	NUWAVE	NUWAVE AQUARIUMS	4/30/2014	CHECK	PMCHK00001632	\$239.90
047822	OCLINS	OCLC, INC.	4/15/2014	CHECK	PMCHK00001629	\$3,847.99
047791	OFFDEP	OFFICE DEPOT, INC.	4/8/2014	CHECK	PMCHK00001628	\$654.86
* 047791	OFFDEP	OFFICE DEPOT, INC.	4/8/2014	CHECK	PMCHK00001628	\$654.86
047873	OFFDEP	OFFICE DEPOT, INC.	4/21/2014	CHECK	PMCHK00001630	\$957.89
047953	OFFDEP	OFFICE DEPOT, INC.	4/30/2014	CHECK	PMCHK00001632	\$644.22
047823	OXFUNI	OXFORD UNIVERSITY PRESS USA	4/15/2014	CHECK	PMCHK00001629	\$143.47
047775	PIOJAN	PIONEER JANITORIAL SERVICE	4/7/2014	CHECK	PMCHK00001627	\$5,825.00
047874	PIOJAN	PIONEER JANITORIAL SERVICE	4/21/2014	CHECK	PMCHK00001630	\$10,615.68
047875	PITCHA	PITTSFIELD CHARTER TOWNSHIP	4/21/2014	CHECK	PMCHK00001630	\$106.98
047824	PRITEC	PRINT TECH INC.	4/15/2014	CHECK	PMCHK00001629	\$2,909.45
047916	PRITEC	PRINT TECH INC.	4/28/2014	CHECK	PMCHK00001631	\$1,092.49
047954	PRITEC	PRINT TECH INC.	4/30/2014	CHECK	PMCHK00001632	\$14,041.33
047744	PRIORITY	PRIORITY HEALTH	4/1/2014	CHECK	PMCHK00001625	\$631.07
047915	PRIORITY	PRIORITY HEALTH	4/28/2014	CHECK	PMCHK00001631	\$1,893.21
047879	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	4/21/2014	CHECK	PMCHK00001630	\$5,075.00
047917	RACYAN	RACHEL YANIKOGLU	4/28/2014	CHECK	PMCHK00001631	\$90.45
047955	RACYAN	RACHEL YANIKOGLU	4/30/2014	CHECK	PMCHK00001632	\$145.09
047825	RANHOU	RANDOM HOUSE, INC.	4/15/2014	CHECK	PMCHK00001629	\$1,205.25
047826	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	4/15/2014	CHECK	PMCHK00001629	\$19.00
047918	RECMAN	RECON MANAGEMENT SYSTEMS, INC.	4/28/2014	CHECK	PMCHK00001631	\$111.00
047776	RECBOO	RECORDED BOOKS, INC.	4/7/2014	CHECK	PMCHK00001627	\$1,647.60
047877	RECBOO	RECORDED BOOKS, INC.	4/21/2014	CHECK	PMCHK00001630	\$2,395.50
047876	RECANN	RECYCLE ANN ARBOR	4/21/2014	CHECK	PMCHK00001630	\$159.00
047919	REGBOO	REGENT BOOK CO., INC.	4/28/2014	CHECK	PMCHK00001631	\$14.01
047759	REHROB	REHMANN ROBSON	4/3/2014	CHECK	PMCHK00001626	\$900.00
047878	REPINC	REPROGRAPHICS, INC.	4/21/2014	CHECK	PMCHK00001630	\$64.30
047777	RICBUS	RICOH AMERICAS CORP	4/7/2014	CHECK	PMCHK00001627	\$351.09
047920	RICBUS	RICOH AMERICAS CORP	4/28/2014	CHECK	PMCHK00001631	\$341.84
047921	ROLTUS	ROLLIE TUSSING	4/28/2014	CHECK	PMCHK00001631	\$900.00
047792	ROSCOCL	ROSCO THE CLOWN	4/8/2014	CHECK	PMCHK00001628	\$450.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
* 047792	ROSCOC	ROSCO THE CLOWN	4/8/2014	CHECK	PMCHK00001628	\$450.00
047827	ROYLIM	ROYAL LIMOUSINE	4/15/2014	CHECK	PMCHK00001629	\$182.90
047828	RTI	RTI	4/15/2014	CHECK	PMCHK00001629	\$179.95
047880	RUBSTA	RUBBER STAMPS UNLIMITED	4/21/2014	CHECK	PMCHK00001630	\$73.53
047854	CONQUA	SAGE PUBLICATIONS, INC	4/21/2014	CHECK	PMCHK00001630	\$244.46
047881	SARKEL	SARA MELTON KELLER	4/21/2014	CHECK	PMCHK00001630	\$475.00
047786	DOUSCH	SCHEER GENIUS	4/8/2014	CHECK	PMCHK00001628	\$375.00
* 047786	DOUSCH	SCHEER GENIUS	4/8/2014	CHECK	PMCHK00001628	\$375.00
047830	SCHSEC	SCHILKE SECURITY	4/15/2014	CHECK	PMCHK00001629	\$335.00
047745	SCHELE	SCHINDLER ELEVATOR CORPORATION	4/1/2014	CHECK	PMCHK00001625	\$1,383.16
047793	SCHELE	SCHINDLER ELEVATOR CORPORATION	4/8/2014	CHECK	PMCHK00001628	\$2,422.35
* 047793	SCHELE	SCHINDLER ELEVATOR CORPORATION	4/8/2014	CHECK	PMCHK00001628	\$2,422.35
047829	SCHELE	SCHINDLER ELEVATOR CORPORATION	4/15/2014	CHECK	PMCHK00001629	\$603.31
047794	SCRILIN	SCREENLINE	4/8/2014	CHECK	PMCHK00001628	\$200.00
* 047794	SCRILIN	SCREENLINE	4/8/2014	CHECK	PMCHK00001628	\$200.00
047914	PACMEC	SHAMBAUGH & SON, L.P	4/28/2014	CHECK	PMCHK00001631	\$20,966.25
047882	SHEAUG	SHERLONYA TURNER	4/21/2014	CHECK	PMCHK00001630	\$125.03
047956	SHEAUG	SHERLONYA TURNER	4/30/2014	CHECK	PMCHK00001632	\$33.38
047760	SPRINT	SPRINT PCS	4/3/2014	CHECK	PMCHK00001626	\$823.82
047883	STAHAR	STADIUM HARDWARE	4/21/2014	CHECK	PMCHK00001630	\$86.58
047795	STAPLE	STAPLES ADVANTAGE	4/8/2014	CHECK	PMCHK00001628	\$271.58
* 047795	STAPLE	STAPLES ADVANTAGE	4/8/2014	CHECK	PMCHK00001628	\$271.58
047957	STAPLE	STAPLES ADVANTAGE	4/30/2014	CHECK	PMCHK00001632	\$50.60
047746	STAMIC4	STATE OF MICHIGAN	4/1/2014	CHECK	PMCHK00001625	\$250.00
047884	STAMIC4	STATE OF MICHIGAN	4/21/2014	CHECK	PMCHK00001630	\$60.00
047796	SWESOU	SWEETWATER SOUND INC.	4/8/2014	CHECK	PMCHK00001628	\$798.00
* 047796	SWESOU	SWEETWATER SOUND INC.	4/8/2014	CHECK	PMCHK00001628	\$798.00
047958	SWESOU	SWEETWATER SOUND INC.	4/30/2014	CHECK	PMCHK00001632	\$199.00
047761	TDSMET	TDS METROCOM	4/3/2014	CHECK	PMCHK00001626	\$6,958.22
047923	THAELE	TEL SYSTEMS	4/28/2014	CHECK	PMCHK00001631	\$606.00
047762	THEANN	THE ANN MAGAZINE	4/3/2014	CHECK	PMCHK00001626	\$500.00
047959	THEANN	THE ANN MAGAZINE	4/30/2014	CHECK	PMCHK00001632	\$500.00
047892	AROCAMP	THE AROUNDCAMPUS GROUP	4/28/2014	CHECK	PMCHK00001631	\$300.00
047922	TEACOM	THE GREAT COURSES	4/28/2014	CHECK	PMCHK00001631	\$5,511.15
047778	TMGROU	THE TM GROUP INC	4/7/2014	CHECK	PMCHK00001627	\$15,058.63
047747	TIMGRI	TIM GRIMES	4/1/2014	CHECK	PMCHK00001625	\$43.58
047886	TOMCLY	TOM CLYNES	4/21/2014	CHECK	PMCHK00001630	\$100.00
047779	TOMSMI	TOM SMITH	4/7/2014	CHECK	PMCHK00001627	\$22.23
047831	TOMTHO	TOM THOMPSON FLOWERS	4/15/2014	CHECK	PMCHK00001629	\$225.00
047800	ADTSEC	TYCO INTEGRATED SECURITY	4/15/2014	CHECK	PMCHK00001629	\$290.00
047832	ULINE	ULINE, INC.	4/15/2014	CHECK	PMCHK00001629	\$342.12
047749	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	4/1/2014	CHECK	PMCHK00001625	\$60.00
* 047888	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	4/21/2014	CHECK	PMCHK00001630	\$1,145.06
047926	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	4/28/2014	CHECK	PMCHK00001631	\$1,109.80
047748	UNIPAR	UNITED PARCEL SERVICE	4/1/2014	CHECK	PMCHK00001625	\$84.30
047887	UNIPAR	UNITED PARCEL SERVICE	4/21/2014	CHECK	PMCHK00001630	\$133.35
047925	UNIPAR	UNITED PARCEL SERVICE	4/28/2014	CHECK	PMCHK00001631	\$52.16
047750	UNUMPRO	UNUM LIFE INSURANCE	4/1/2014	CHECK	PMCHK00001625	\$3,664.18
047927	UNUMPRO	UNUM LIFE INSURANCE	4/28/2014	CHECK	PMCHK00001631	\$2,952.39
047889	VALLINP	VALUE LINE PUBLISHING INC.	4/21/2014	CHECK	PMCHK00001630	\$948.00
047763	VERWIRC	VERIZON WIRELESS	4/3/2014	CHECK	PMCHK00001626	\$911.35
047929	VERWIRC	VERIZON WIRELESS	4/28/2014	CHECK	PMCHK00001631	\$1,385.51
047797	VOSLIG	VOSS LIGHTING	4/8/2014	CHECK	PMCHK00001628	\$54.54
047797	VOSLIG	VOSS LIGHTING	4/8/2014	CHECK	PMCHK00001628	\$54.54
047890	VOSLIG	VOSS LIGHTING	4/21/2014	CHECK	PMCHK00001630	\$264.00
047798	WASHTR	WASHTENAW COUNTY TREASURER	4/8/2014	CHECK	PMCHK00001628	\$13,387.53
047798	WASHTR	WASHTENAW COUNTY TREASURER	4/8/2014	CHECK	PMCHK00001628	\$13,387.53
047891	WASMAN	WASTE MANAGEMENT OF MICHIGAN	4/21/2014	CHECK	PMCHK00001630	\$225.88
047930	WESENT	WESTGATE ENTERPRISES, LLC	4/28/2014	CHECK	PMCHK00001631	\$6,855.00
047833	WESWOO	WESTON WOODS STUDIOS	4/15/2014	CHECK	PMCHK00001629	\$832.50
047764	XEROX	XEROX CORPORATION	4/3/2014	CHECK	PMCHK00001626	\$28.61
047960	ZOELUB	ZOE LUBETKIN	4/30/2014	CHECK	PMCHK00001632	\$250.00

\* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
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Total Checks:	247				Total Amount of Checks:	\$553,320.93
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