

Ann Arbor District Library Financial Summary for February 2013

Cash:

The unrestricted cash balance as of February 28, 2013 was \$11,580,194 down from \$12,350,308 in January.

Tax Receipts:

The Library has received tax receipts totaling \$10,919,816, 97.4% of the budgeted amount, as of February 28th.

Budget vs. Actual:

The Library showed an operating surplus of \$284,911 through February 28th. This gives the Library a positive fund balance of \$8,268,617 at the end of February, up from \$8,126,424 in January.

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 February:

Utilities- January and February usage was higher than normal.

Communications – A payment for the annual payment for the internet was made in July.

Software – A large payment of approximately \$63,000 was made in October putting this line item over budget.

Other Expenditures – A large payment was made in February.

ANN ARBOR DISTRICT LIBRARY
Operating
For the Eight Months Ending February 28, 2013

	<u>Actual</u>	<u>February Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Tax Collections - Operating	\$927,667	\$927,667		\$7,421,335	\$7,421,333	\$2
State Aid	6,667	6,667		53,336	53,333	3
Penal Fines	22,500	19,167	3,333	153,333	153,333	
Interest	6,455	12,500	(6,045)	58,779	100,000	(41,221)
Copiers	2,521	2,917	(396)	20,976	23,333	(2,357)
Grants/Memorials	48,213	7,500	40,713	110,652	60,000	50,652
Library Fines & Fees	33,419	37,500	(4,081)	278,897	300,000	(21,103)
Non-Resident Fees	1,800	1,333	467	10,170	10,667	(497)
Total Revenue	\$1,049,242	\$1,015,251	\$33,991	\$8,107,478	\$8,121,999	(\$14,521)
Expenditures						
Salaries & Wages	468,821	483,333	(14,512)	3,840,311	3,866,667	(26,356)
Employee Benefits	130,006	130,417	(411)	1,025,257	1,043,333	(18,076)
Employment Taxes	35,257	37,000	(1,743)	286,537	296,000	(9,463)
Total Employment Cost	\$634,084	\$650,750	(\$16,666)	\$5,152,105	\$5,206,000	(\$53,895)
Custodial and Electrical	\$16,173	\$16,667	(\$494)	\$115,733	\$133,333	(\$17,600)
Accounting/Audit	1,000	1,000		8,000	8,000	
Legal		4,167	(4,167)	19,653	33,333	(13,680)
Purchased Services	3,718	11,583	(7,865)	76,410	92,667	(16,257)
Utilities	57,946	35,417	22,529	289,266	283,333	5,933
Property Insurance	6,881	7,000	(119)	55,046	56,000	(954)
Communications	17,434	13,333	4,101	130,184	106,667	23,517
Materials	73,746	154,167	(80,421)	1,109,287	1,233,333	(124,046)
Software Licenses/Maintenanc	4,545	10,000	(5,455)	101,081	80,000	21,081
Building Rental	23,090	12,917	10,173	93,534	103,333	(9,799)
Seminars/Conferences/Travel	348	2,083	(1,735)	5,701	16,667	(10,966)
Copier Expense	3,731	3,750	(19)	24,904	30,000	(5,096)
Library Programming	20,441	20,833	(392)	161,067	166,667	(5,600)
Grants/Memorials	926	7,500	(6,574)	39,853	60,000	(20,147)
Supplies	14,151	15,000	(849)	113,859	120,000	(6,141)
Repairs and Maintenance	(1,896)	24,750	(26,646)	170,892	198,000	(27,108)
Postage	5,186	2,917	2,269	16,883	23,333	(6,450)
Lcards/Circ Cards	5,140	5,833	(693)	43,835	46,667	(2,832)
Other Operating Expenditures	2,959	1,917	1,042	16,335	15,333	1,002
Total Operating Expense	\$255,519	\$350,834	(\$95,315)	\$2,591,523	\$2,806,666	(\$215,143)
Capital Outlays	\$13,728	\$13,667	\$61	\$78,939	\$109,333	(\$30,394)
Total Expenditures	\$903,331	\$1,015,251	(\$111,920)	\$7,822,567	\$8,121,999	(\$299,432)
Net	\$145,911		\$145,911	\$284,911		\$284,911

ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Eight Months Ending February 28, 2013

	<u>Actual</u>	<u>February Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$48,213	\$7,500	\$40,713	\$102,837	\$60,000	\$42,837
Total Revenue	<u>\$48,213</u>	<u>\$7,500</u>	<u>\$40,713</u>	<u>\$102,837</u>	<u>\$60,000</u>	<u>\$42,837</u>
Expenditures						
Materials				10,703		10,703
Library Programming	640	7,500	(6,860)	25,684	60,000	(34,316)
Supplies				385		385
Other Operating Expenditures	286		286	2,524		2,524
Total Operating Expense	<u>\$926</u>	<u>\$7,500</u>	<u>(6,574)</u>	<u>\$39,296</u>	<u>\$60,000</u>	<u>(20,704)</u>
Total Expenditures	<u>\$926</u>	<u>\$7,500</u>	<u>(6,574)</u>	<u>\$39,296</u>	<u>\$60,000</u>	<u>(20,704)</u>
Net	<u>\$47,287</u>		<u>\$47,287</u>	<u>\$63,541</u>		<u>\$63,541</u>

ANN ARBOR DISTRICT LIBRARY
Friends of the Library
For the Eight Months Ending February 28, 2013

	<u>Actual</u>	<u>February Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$40,000	\$7,500	\$32,500	\$80,000	\$60,000	\$20,000
Total Revenue	<u>\$40,000</u>	<u>\$7,500</u>	<u>\$32,500</u>	<u>\$80,000</u>	<u>\$60,000</u>	<u>\$20,000</u>
Expenditures						
Materials				9,784		9,784
Library Programming	640	7,500	(6,860)	17,684	60,000	(42,316)
Supplies				385		385
Other Operating Expenditures	<u>286</u>		<u>286</u>	<u>2,524</u>		<u>2,524</u>
Total Operating Expense	<u>\$926</u>	<u>\$7,500</u>	<u>(\$6,574)</u>	<u>\$30,377</u>	<u>\$60,000</u>	<u>(\$29,623)</u>
Total Expenditures	<u>\$926</u>	<u>\$7,500</u>	<u>(\$6,574)</u>	<u>\$30,377</u>	<u>\$60,000</u>	<u>(\$29,623)</u>
Net	<u>\$39,074</u>		<u>\$39,074</u>	<u>\$49,623</u>		<u>\$49,623</u>

Balance Sheet

ASSETS

As of 2/28/2013

Current Assets:

Cash

CASH-COMMERCIAL CHECKING	\$59,121.32
CASH-PAYROLL	22,395.42
HOLTREY FUND	331,581.00
CASH-SAVINGS	1,226,417.70
KENISTON FUND	30,285.13
SHAFFER FUND	10,465.61
WESTERMAN FUND	43,069.00
PETTY CASH	2,100.00
WLBP ACCOUNT	37,096.45
CDs - SHORT TERM	5,000,000.00

Total Cash	\$6,762,531.63
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Investments

BANK OF ANN ARBOR INVESTMENT	\$3,369,074.63
UNITED BANK AND TRUST INVESTMENT	1,901,084.76

Total Investments	\$5,270,159.39
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Accounts Receivable

ACCOUNTS RECEIVABLE	\$206,669.00
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Total Accounts Receivable	\$206,669.00
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Property Taxes Receivable

Total Property Taxes Receivable	\$0.00
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Prepaid Expenses

PRE-PAID INSURANCE	\$10,202.64
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Total Prepaid Expenses	\$10,202.64
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Total Current Assets	\$12,249,562.66
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Capital Assets:

BUILDINGS	\$25,988,344.00
LAND	2,108,182.82
AUDIO VISUAL EQUIPMENT	476,481.00
COMMUNICATIONS EQUIPMENT	431,035.00
BUSINESS MACHINES	175,244.00
COMPUTER EQUIPMENT	1,363,432.33
MACHINERY & TOOLS	42,068.00
APPLIANCES & ACCESSORIES	43,135.00
FURNITURE & FIXTURES	1,302,241.00
VEHICLES	183,256.00

Total Capital Assets	\$32,113,419.15
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Amount Provided for Long-Term Debt:

LONG TERM SICK	\$28,025.46
LONG TERM VACATION	228,880.49

Total Provided for Long-Term Debt	256,905.95
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TOTAL ASSETS	\$44,619,887.76
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Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$2,258.32
ACCRUED ACCOUNTS PAYABLE	12,775.00
ACCRUED PAYROLL	259,000.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	1,549.30
ACCRUED EMPLOYER 403(b) - UNDECIDED	34,274.66
ACCRUED 403B/MPSERS EMPLOYER	9,945.63
ACCRUED LIABILITY-VACATION S/T	110,110.96

Total Current Liabilities	\$429,913.87
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Long-Term Liabilities:

ACCRUED LIABILITY-SICK PAY	\$28,025.46
ACCRUED LIABILITY-VACATION L/T	228,880.49

Total Long-Term Liabilities	256,905.95
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Fund Equity:

INVESTMENT-GEN FIXED ASSETS	\$32,113,419.15
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Fund Balance:

RESERVE-ENCUMBRANCES	\$119,115.39
DEFERRED REVENUE - PROPERTY TAX	3,431,916.00
FUND BALANCE - UNDESIGNATED	7,983,704.69
EXCESS REVENUE (SPENDING)	284,912.71

Total Fund Balance	\$11,819,648.79
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Total Fund Equity	\$43,933,067.94
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TOTAL LIABILITIES AND FUND EQUITY

\$44,619,887.76

Ann Arbor District Library

Rollforward of undesignated fund balance
For the Period Ending February 28, 2013

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 8,126,424	\$ 8,071,490
Total revenues	1,049,242	8,107,478
Expenditures:		
Operating	(889,603)	(7,743,627)
Capital outlays	(13,728)	(78,939)
(Increase) decrease in encumbrances	<u>(3,718)</u>	<u>(87,785)</u>
Ending surplus (deficit)	<u>\$ 8,268,617</u>	<u>\$ 8,268,617</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward For Period ending February 28, 2013

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

Monthly rollforward	Beginning of period balance	Receipts	Disbursements	Transfers	End of period balance
Commercial checking	\$ 35,261	\$ 12,597	\$ (363,737)	\$ 375,000	\$ 59,121
Payroll	23,629	4	(445,225)	443,987	22,395
Petty cash	2,100	-	-	-	2,100
Savings	625,284	89,530	(69,409)	581,013	1,226,418
CDs - Bank of Ann Arbor	6,400,000	-	-	(1,400,000)	5,000,000
Investments - Bank of Ann Arbor	3,362,949	6,126	-	-	3,369,075
Investments - United Bank and Trust	1,901,085	-	-	-	1,901,085
Westerman Fund	43,066	3	-	-	43,069
Shafer Fund	10,465	1	-	-	10,466
Holtrey Fund	331,543	38	-	-	331,581
Keniston Fund	30,283	2	-	-	30,285
WLBPD	37,094	2	-	-	37,096
	<u>\$ 12,802,759</u>	<u>\$ 108,303</u>	<u>\$ (878,371)</u>	<u>\$ -</u>	<u>\$ 12,032,691</u>

Year-to-date rollforward					
Commercial checking	\$ 13,935	\$ 108,138	\$ (3,834,952)	\$ 3,772,000	\$ 59,121
Payroll	17,412	41	(3,997,708)	4,002,650	22,395
Petty cash	2,000	-	-	100	2,100
Savings	695,424	11,689,976	(434,232)	(10,724,750)	1,226,418
CDs - Bank of Ann Arbor	2,000,000	-	-	3,000,000	5,000,000
Investments - Bank of Ann Arbor	3,331,486	37,589	-	-	3,369,075
Investments - United Bank and Trust	1,869,257	31,828	-	-	1,901,085
Westerman Fund	43,040	29	-	-	43,069
Shafer Fund	10,459	7	-	-	10,466
Holtrey Fund	330,949	632	-	-	331,581
Keniston Fund	30,265	20	-	-	30,285
WLBPD	37,022	74	-	-	37,096
	<u>\$ 8,381,249</u>	<u>\$ 11,868,334</u>	<u>\$ (8,266,892)</u>	<u>\$ 50,000</u>	<u>\$ 12,032,691</u>

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Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

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 User ID: NIEMANK

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	2/1/2013 2/28/2013
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
045404	CITOF	CITY OF ANN ARBOR	2/27/2013	CHECK	PMCHK00001530	\$82.00
045405	CITOF	CITY OF ANN ARBOR	2/27/2013	CHECK	PMCHK00001530	\$82.00
045392	AGRSE	A GROWING SERVICE LLC	2/27/2013	CHECK	PMCHK00001530	\$340.00
045391	AFSMITH	A.F. SMITH ELECTRIC, INC.	2/27/2013	CHECK	PMCHK00001530	\$463.34
045317	AASCH	AAPS/WISD TRANSPORTATION	2/12/2013	CHECK	PMCHK00001527	\$396.75
045350	AARRT&HA	AARRT&HA	2/18/2013	CHECK	PMCHK00001528	\$24.00
045277	ACORN	ACORN NATURALISTS	2/6/2013	CHECK	PMCHK00001526	\$78.90
045351	AFTDEL	AFTERNOON DELIGHT	2/18/2013	CHECK	PMCHK00001528	\$139.50
045393	ALBIONC	ALBION COLLEGE LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$100.00
045394	AMACOM	AMAZON.COM CREDIT PLAN	2/27/2013	CHECK	PMCHK00001530	\$7,057.76
045318	AMEX	AMERICAN EXPRESS	2/12/2013	CHECK	PMCHK00001527	\$54,995.64
045278	ANNARB	ANN ARBOR OBSERVER	2/6/2013	CHECK	PMCHK00001526	\$3,430.30
045352	ANNMAR	ANNE MARTINO	2/18/2013	CHECK	PMCHK00001528	\$67.00
045353	ARMCLE	ARMEN CLEANERS	2/18/2013	CHECK	PMCHK00001528	\$74.95
045382	ATTMOB	AT&T MOBILITY	2/18/2013	CHECK	PMCHK00001528	\$1,251.41
045396	BBCAUD	AUDIO GO	2/27/2013	CHECK	PMCHK00001530	\$747.57
045279	BANMED	BANG MEDIA	2/6/2013	CHECK	PMCHK00001526	\$250.00
045395	BARNOB1	BARNES & NOBLE INC.	2/27/2013	CHECK	PMCHK00001530	\$104.89
045280	BATPLU	BATTERIES PLUS	2/6/2013	CHECK	PMCHK00001526	\$29.96
045354	BEADEL	BEAU DELOACH	2/18/2013	CHECK	PMCHK00001528	\$600.00
045281	BERNAN	BERNAN	2/6/2013	CHECK	PMCHK00001526	\$2,000.00
045397	BETAND	BETH ANDERSEN	2/27/2013	CHECK	PMCHK00001530	\$26.66
045319	BETBAT	BETH BATTEY	2/12/2013	CHECK	PMCHK00001527	\$300.00
045356	BETMAN	BETH MANUEL	2/18/2013	CHECK	PMCHK00001528	\$21.73
045355	BETBEC	BETSY BECKERMAN	2/18/2013	CHECK	PMCHK00001528	\$575.00
045398	BLOLIB	BLOOMFIELD TWP PUBLIC LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$10.00
045399	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	2/27/2013	CHECK	PMCHK00001530	\$47,519.41
045400	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	2/27/2013	CHECK	PMCHK00001530	\$6,848.62
045357	BP	BP	2/18/2013	CHECK	PMCHK00001528	\$247.11
045282	BREWER	BREWER'S	2/6/2013	CHECK	PMCHK00001526	\$900.75
045358	BRIAUD	BRILLIANCE AUDIO, INC.	2/18/2013	CHECK	PMCHK00001528	\$615.18
045359	BRODCO	BRODART CO.	2/18/2013	CHECK	PMCHK00001528	\$1,608.96
045283	BUSCAR	BUSINESS CARD	2/6/2013	CHECK	PMCHK00001526	\$4,370.96
045401	CALNEW	CALIFORNIA NEWSREEL	2/27/2013	CHECK	PMCHK00001530	\$85.95
045402	CAPDIS	CAPITAL AREA DISTRICT LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$12.99
045320	CARBIR	CAROL BIRCH	2/12/2013	CHECK	PMCHK00001527	\$250.00
045284	CARBRO	CARPENTER BROS.	2/6/2013	CHECK	PMCHK00001526	\$41.78
045321	CELCHO	CELESTE CHOATE	2/12/2013	CHECK	PMCHK00001527	\$510.23
045442	THOLEA	CENGAGE LEARNING	2/27/2013	CHECK	PMCHK00001530	\$88.58
045285	CHESN	CHELSEA SENIOR CENTER	2/6/2013	CHECK	PMCHK00001526	\$35.00
045403	CHRVLIB	CHIPPEWA RIVER DISTRICT LIBRAR	2/27/2013	CHECK	PMCHK00001530	\$6.99
* 045322	CINCOR	CINTAS CORPORATION	2/12/2013	CHECK	PMCHK00001527	\$1,449.52
045383	CINCOR	CINTAS CORPORATION	2/18/2013	CHECK	PMCHK00001528	\$1,511.14
045360	CIRAMO	CIRQUE AMONGUS	2/18/2013	CHECK	PMCHK00001528	\$100.00
045361	CITOF1	CITY OF ANN ARBOR TREASURER	2/18/2013	CHECK	PMCHK00001528	\$2,636.52
045287	COMCAS	COMCAST	2/6/2013	CHECK	PMCHK00001526	\$126.01
045384	COMCAS	COMCAST	2/18/2013	CHECK	PMCHK00001528	\$34.95
045286	COMALLW	COMPUTER ALLEY WEST	2/6/2013	CHECK	PMCHK00001526	\$992.90
045406	CRODIS	CROMAINE DISTRICT LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$51.95
045323	DEMCO	DEMCO	2/12/2013	CHECK	PMCHK00001527	\$2,990.00
045324	DENOWE	DENISE OWENS	2/12/2013	CHECK	PMCHK00001527	\$100.00
045325	DYKGOS	DYKEMA GOSSETT	2/12/2013	CHECK	PMCHK00001527	\$75.60
045362	EBSCO	EBSCO	2/18/2013	CHECK	PMCHK00001528	\$756.00
045326	ERISCH	ERIC SCHOENBAECHLER	2/12/2013	CHECK	PMCHK00001527	\$36.57
045327	FASTSI	FASTSIGNS	2/12/2013	CHECK	PMCHK00001527	\$25.00
045288	FILIDE	FILM IDEAS, INC.	2/6/2013	CHECK	PMCHK00001526	\$566.90

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Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

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 User ID: NIEMANK

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
045289	FRIOF	FRIENDS OF THE ANN ARBOR	2/6/2013	CHECK	PMCHK00001526	\$710.50
045308	THOGAL	GALE	2/6/2013	CHECK	PMCHK00001526	\$734.40
045408	GARISTE	GARI STEIN	2/27/2013	CHECK	PMCHK00001530	\$100.00
045409	GENDIS	GENESEE DISTRICT LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$334.00
* 045328	GLEANN	GLEN-ANN TOWING	2/12/2013	CHECK	PMCHK00001527	\$142.50
045363	GRASHA	GRACE SHACKMAN	2/18/2013	CHECK	PMCHK00001528	\$350.00
045411	GRARAP	GRAND RAPIDS PUBLIC LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$49.99
045290	GRANEW	GRAVOGRAPH-NEW HERMES, INC.	2/6/2013	CHECK	PMCHK00001526	\$88.04
045410	GLCHRCOLIB	GREAT LAKE CHRISTIAN COLLEGE L	2/27/2013	CHECK	PMCHK00001530	\$35.00
045407	FIRMAR	GREEN ROAD ASSOCIATES, LP	2/27/2013	CHECK	PMCHK00001530	\$3,208.33
045329	HARPBEAT	HARPBEAT	2/12/2013	CHECK	PMCHK00001527	\$295.00
045412	HOPCOL	HOPE COLLEGE-VAN WYLEN LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$390.00
045413	HURHSE	HURON HIGH SCHOOL ENTHYMION	2/27/2013	CHECK	PMCHK00001530	\$140.00
045414	HUTPLU	HUTZEL PLUMBING AND HEATING	2/27/2013	CHECK	PMCHK00001530	\$262.00
045364	INGLIB	INGRAM LIBRARY SERVICES INC.	2/18/2013	CHECK	PMCHK00001528	\$1,741.77
045415	JACSAS	JACQUELINE SASAKI	2/27/2013	CHECK	PMCHK00001530	\$88.41
045291	JANBOW	JANET L. BOWER	2/6/2013	CHECK	PMCHK00001526	\$23.45
045330	JOEREI	JOE REILLY	2/12/2013	CHECK	PMCHK00001527	\$900.00
045416	KALPUB	KALAMAZOO PUBLIC LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$17.99
045417	KATBRA	KATHY BRADY	2/27/2013	CHECK	PMCHK00001530	\$100.00
045292	KATCHY	KATIE CHYNOWETH	2/6/2013	CHECK	PMCHK00001526	\$33.86
045293	KELZEC	KELLY ZECHMEISTER	2/6/2013	CHECK	PMCHK00001526	\$100.00
045387	KENNIE	KEN NIEMAN	2/21/2013	CHECK	PMCHK00001529	\$51.33
045331	KINCAR	KINGDOM CARTRIDGE	2/12/2013	CHECK	PMCHK00001527	\$396.00
045294	LAURUY	LAURIANNE UY	2/6/2013	CHECK	PMCHK00001526	\$12.99
045418	LAURUY	LAURIANNE UY	2/27/2013	CHECK	PMCHK00001530	\$100.00
045332	LIBDES	LIBRARY DESIGN ASSOCIATES, INC	2/12/2013	CHECK	PMCHK00001527	\$113.67
045333	LIRZHE	LIRONG ZHENG	2/12/2013	CHECK	PMCHK00001527	\$59.83
045368	NEOPOS	MAIL FINANCE, INC/NEOPOST USA	2/18/2013	CHECK	PMCHK00001528	\$226.29
045365	MANENT	MANCHESTER ENTERPRISE	2/18/2013	CHECK	PMCHK00001528	\$69.60
045295	METCOM	METCOM	2/6/2013	CHECK	PMCHK00001526	\$142.19
045419	METLIFE	METLIFE SBC	2/27/2013	CHECK	PMCHK00001530	\$7,444.97
045388	MICKRE	MICHELLE KRELL KYDD	2/21/2013	CHECK	PMCHK00001529	\$150.00
045420	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	2/27/2013	CHECK	PMCHK00001530	\$1,822.70
045334	MICOFF	MICHIGAN OFFICE SOLUTIONS	2/12/2013	CHECK	PMCHK00001527	\$1,565.49
045421	MICPOW	MICHIGAN POWER RODDING	2/27/2013	CHECK	PMCHK00001530	\$821.00
045296	MICPRI	MICHIGAN PRINTER SERVICE	2/6/2013	CHECK	PMCHK00001526	\$110.00
045422	MICSTA2	MICHIGAN STATE UNIVERSITY	2/27/2013	CHECK	PMCHK00001530	\$200.00
045366	MIDTAP	MIDWEST TAPE	2/18/2013	CHECK	PMCHK00001528	\$41,304.94
045423	MILNEW	MILAN NEWS-LEADER	2/27/2013	CHECK	PMCHK00001530	\$62.40
045390	AANEWS	MLIVE MEDIA GROUP	2/27/2013	CHECK	PMCHK00001530	\$1,392.00
045297	MONHIG	MONICA HIGMAN	2/6/2013	CHECK	PMCHK00001526	\$100.00
045367	MOVLIC	MOVIE LICENSING USA	2/18/2013	CHECK	PMCHK00001528	\$100.00
045335	NATTIM	NATIONAL TIME & SIGNAL CORPORA	2/12/2013	CHECK	PMCHK00001527	\$555.00
045424	NATTIM	NATIONAL TIME & SIGNAL CORPORA	2/27/2013	CHECK	PMCHK00001530	\$487.04
045336	NICWIL	NICHOLAS WILCOX	2/12/2013	CHECK	PMCHK00001527	\$1,000.00
045369	NICBOO	NICOLA'S BOOKS	2/18/2013	CHECK	PMCHK00001528	\$339.78
045337	NOWTRU	NOWATZKE TRUCK AND TRAILER, IN	2/12/2013	CHECK	PMCHK00001527	\$1,689.06
045425	OAKCOM	OAKLAND COMMUNITY COLLEGE	2/27/2013	CHECK	PMCHK00001530	\$35.99
045298	OCLINS	OCLC, INC.	2/6/2013	CHECK	PMCHK00001526	\$3,494.81
045299	OFFDEP	OFFICE DEPOT, INC.	2/6/2013	CHECK	PMCHK00001526	\$3,286.03
045300	PACMEC	PACE MECHANICAL SERVICES, INC.	2/6/2013	CHECK	PMCHK00001526	\$22,050.01
045370	PACMEC	PACE MECHANICAL SERVICES, INC.	2/18/2013	CHECK	PMCHK00001528	\$9,800.00
045426	PANASI	PAN ASIAN PUBLICATION (USA) IN	2/27/2013	CHECK	PMCHK00001530	\$193.70
045427	PIOHSO	PIONEER OMEGA	2/27/2013	CHECK	PMCHK00001530	\$110.00
045428	PIOJAN	PIONEER JANITORIAL SERVICE	2/27/2013	CHECK	PMCHK00001530	\$13,398.21
045338	PITCHA	PITTSFIELD CHARTER TOWNSHIP	2/12/2013	CHECK	PMCHK00001527	\$429.73
045301	PREPLA	PREHISTORIC PLANET LLC	2/6/2013	CHECK	PMCHK00001526	\$897.40
045339	PRITEC	PRINT TECH INC.	2/12/2013	CHECK	PMCHK00001527	\$1,927.35
045429	PRIORITY	PRIORITY HEALTH	2/27/2013	CHECK	PMCHK00001530	\$10,020.27
045436	SAGLIB	PUBLIC LIBRARIES OF SAGINAW	2/27/2013	CHECK	PMCHK00001530	\$10.47
045434	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	2/27/2013	CHECK	PMCHK00001530	\$2,775.00
045302	RACYAN	RACHEL YANIKOGLU	2/6/2013	CHECK	PMCHK00001526	\$55.48

System: 3/7/2013 11:16:14 AM
 User Date: 3/7/2013

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 3
 User ID: NIEMANK

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
045371	RECBOO	RECORDED BOOKS, INC.	2/18/2013	CHECK	PMCHK00001528	\$2,032.62
045431	RECBOO	RECORDED BOOKS, INC.	2/27/2013	CHECK	PMCHK00001530	\$3,744.15
045430	RECANN	RECYCLE ANN ARBOR	2/27/2013	CHECK	PMCHK00001530	\$180.00
045340	RENUPH	RENDEL'S UPHOLSTERING & INTERI	2/12/2013	CHECK	PMCHK00001527	\$250.00
045341	REPINC	REPROGRAPHICS, INC.	2/12/2013	CHECK	PMCHK00001527	\$57.88
045432	REPPAR	REPUBLIC PARKING	2/27/2013	CHECK	PMCHK00001530	\$145.00
045433	RICBUS	RICOH AMERICAS CORP	2/27/2013	CHECK	PMCHK00001530	\$273.00
045303	RICBUS1M	RICOH USA, INC.	2/6/2013	CHECK	PMCHK00001526	\$1,082.54
045342	ROLTUS	ROLLIE TUSSING	2/12/2013	CHECK	PMCHK00001527	\$900.00
045435	ROYLIM	ROYAL LIMOUSINE	2/27/2013	CHECK	PMCHK00001530	\$365.80
045304	RUBSTA	RUBBER STAMPS UNLIMITED	2/6/2013	CHECK	PMCHK00001526	\$29.30
045305	SARKEL	SARA MELTON KELLER	2/6/2013	CHECK	PMCHK00001526	\$125.00
045374	SCHSOU	SCHEDULE SOURCE, INC	2/18/2013	CHECK	PMCHK00001528	\$945.00
045373	SCHSEC	SCHILKE SECURITY	2/18/2013	CHECK	PMCHK00001528	\$340.00
045372	SCHLE	SCHINDLER ELEVATOR CORPORATION	2/18/2013	CHECK	PMCHK00001528	\$592.05
045437	SCHLIB	SCHOLASTIC INC.	2/27/2013	CHECK	PMCHK00001530	\$760.50
045438	SCOREE	SCOTT REED	2/27/2013	CHECK	PMCHK00001530	\$150.00
045343	SIGIN	SIGNS IN 1 DAY	2/12/2013	CHECK	PMCHK00001527	\$270.00
045439	SOUPUB	SOUTHFIELD PUBLIC LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$20.00
045375	SPRINT	SPRINT PCS	2/18/2013	CHECK	PMCHK00001528	\$353.52
045306	STAHAR	STADIUM HARDWARE	2/6/2013	CHECK	PMCHK00001526	\$44.23
045344	STAPLE	STAPLES ADVANTAGE	2/12/2013	CHECK	PMCHK00001527	\$269.64
045440	STAMIC4	STATE OF MICHIGAN	2/27/2013	CHECK	PMCHK00001530	\$370.00
045376	STEOSB	STEVE OSBURN	2/18/2013	CHECK	PMCHK00001528	\$75.00
045377	SUPERD	SUPER D	2/18/2013	CHECK	PMCHK00001528	\$497.15
045378	TANMED	TANTOR MEDIA	2/18/2013	CHECK	PMCHK00001528	\$228.26
045441	TANMED	TANTOR MEDIA	2/27/2013	CHECK	PMCHK00001530	\$176.37
045307	TDSMET	TDS METROCOM	2/6/2013	CHECK	PMCHK00001526	\$6,771.49
045385	THEANN	THE ANN MAGAZINE	2/18/2013	CHECK	PMCHK00001528	\$500.00
045309	TIMGRI	TIM GRIMES	2/6/2013	CHECK	PMCHK00001526	\$1,353.67
045310	TONBIC	TONIA BICKFORD	2/6/2013	CHECK	PMCHK00001526	\$39.07
045443	TRACSYS	TRACSYSTEMS	2/27/2013	CHECK	PMCHK00001530	\$5,025.00
045389	TRECOL	TRENT COLLIER	2/21/2013	CHECK	PMCHK00001529	\$300.00
045345	TSAFON	TSAI FONG BOOKS, INC.	2/12/2013	CHECK	PMCHK00001527	\$1,373.79
045311	ULINE	ULINE, INC.	2/6/2013	CHECK	PMCHK00001526	\$280.27
045445	UNIOMA	UNIQUE MANAGEMENT SERVICES, IN	2/27/2013	CHECK	PMCHK00001530	\$1,843.70
045312	UNIPAR	UNITED PARCEL SERVICE	2/6/2013	CHECK	PMCHK00001526	\$36.00
045346	UNIPAR	UNITED PARCEL SERVICE	2/12/2013	CHECK	PMCHK00001527	\$46.26
045380	UNIPAR	UNITED PARCEL SERVICE	2/18/2013	CHECK	PMCHK00001528	\$55.04
045444	UNIPAR	UNITED PARCEL SERVICE	2/27/2013	CHECK	PMCHK00001530	\$99.86
045381	UNISTA	UNITED STATES POSTAL SERVICES	2/18/2013	CHECK	PMCHK00001528	\$5,000.00
045379	UMICH8	UNIVERSITY OF MICHIGAN	2/18/2013	CHECK	PMCHK00001528	\$138.50
045446	UNUMPRO	UNUM LIFE INSURANCE	2/27/2013	CHECK	PMCHK00001530	\$2,813.48
045447	VANDIS	VAN BUREN DISTRICT LIBRARY	2/27/2013	CHECK	PMCHK00001530	\$4.99
045313	VERWIRC	VERIZON WIRELESS	2/6/2013	CHECK	PMCHK00001526	\$642.65
045386	VERWIRC	VERIZON WIRELESS	2/18/2013	CHECK	PMCHK00001528	\$201.44
045347	VICDUR	VICTORIA FORMAN DURANONA	2/12/2013	CHECK	PMCHK00001527	\$50.00
045348	VOSLIG	VOSS LIGHTING	2/12/2013	CHECK	PMCHK00001527	\$155.74
045314	WAGTAL	WAGGING TALES PRODUCTIONS, LLC	2/6/2013	CHECK	PMCHK00001526	\$89.85
045315	WASMAN	WASTE MANAGEMENT OF MICHIGAN	2/6/2013	CHECK	PMCHK00001526	\$201.69
045448	WESENT	WESTGATE ENTERPRISES, LLC	2/27/2013	CHECK	PMCHK00001530	\$15,263.98
045349	WOLSUP	WOLVERINE SUPPLY, INC	2/12/2013	CHECK	PMCHK00001527	\$140.70
045449	WORCHA	WORLD CHAMBER OF COMMERCE DIR	2/27/2013	CHECK	PMCHK00001530	\$54.00
045316	XEROX	XEROX CORPORATION	2/6/2013	CHECK	PMCHK00001526	\$726.67

Total Checks: 173

Total Amount of Checks: \$342,383.73