

Ann Arbor District Library Financial Summary for February 2014

Cash:

The unrestricted cash balance as of February 28, 2014 was \$11,944,204 down from \$12,710,441 in January.

Tax Receipts:

The Library has received tax receipts totaling \$11,162,711, 97.6% of the budgeted amount, as of February 28th.

Budget vs. Actual:

The Library showed an operating surplus of \$373,773 through February 28th. This gives the Library a positive fund balance of \$8,441,100 at the end of February, up from \$8,261,720 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:

Purchased Services – The first payment for the survey was made in February.

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.

ANN ARBOR DISTRICT LIBRARY
Operating
For the Eight Months Ending February 28, 2014

	<u>Actual</u>	<u>February Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Tax Collections - Operating	\$947,333	\$947,333		\$7,578,665	\$7,578,667	(\$2)
State Aid	25,252	6,667	18,585	146,064	53,333	92,731
Penal Fines	16,250	16,250		130,000	130,000	
Interest	36,569	8,333	28,236	66,877	66,667	210
Copiers	2,056	2,500	(444)	19,800	20,000	(200)
Grants/Memorials	40,330	7,500	32,830	107,135	60,000	47,135
Library Fines & Fees	31,932	35,417	(3,485)	255,154	283,333	(28,179)
Non-Resident Fees	1,875	1,250	625	10,482	10,000	482
Fund Bal./Restricted Funds		25,250	(25,250)		202,000	(202,000)
Total Revenue	\$1,101,597	\$1,050,500	\$51,097	\$8,314,177	\$8,404,000	(\$89,823)
Expenditures						
Salaries & Wages	444,054	497,083	(53,029)	3,923,490	3,976,667	(53,177)
Employee Benefits	146,154	131,167	14,987	1,089,916	1,049,333	40,583
Employment Taxes	34,492	38,000	(3,508)	293,181	304,000	(10,819)
Total Employment Cost	\$624,700	\$666,250	(\$41,550)	\$5,306,587	\$5,330,000	(\$23,413)
Custodial and Electrical	\$13,391	\$15,833	(\$2,442)	\$114,225	\$126,667	(\$12,442)
Accounting/Audit	833	833		6,664	6,667	(3)
Legal	1,450	4,167	(2,717)	16,548	33,333	(16,785)
Purchased Services	20,160	13,167	6,993	106,617	105,333	1,284
Utilities	38,867	36,667	2,200	286,032	293,333	(7,301)
Property Insurance	6,881	7,500	(619)	55,046	60,000	(4,954)
Communications	10,861	25,000	(14,139)	134,814	200,000	(65,186)
Materials	124,108	145,833	(21,725)	1,051,315	1,166,667	(115,352)
Software Licenses/Maintenanc	12,243	12,500	(257)	131,895	100,000	31,895
Building Rental	12,773	12,917	(144)	93,948	103,333	(9,385)
Seminars/Conferences/Travel	115	2,333	(2,218)	6,503	18,667	(12,164)
Copier Expense	3,354	3,750	(396)	37,087	30,000	7,087
Library Programming	18,301	22,750	(4,449)	143,064	182,000	(38,936)
Grants/Memorials	3,138	9,583	(6,445)	38,153	76,667	(38,514)
Supplies	16,169	15,333	836	117,198	122,667	(5,469)
Repairs and Maintenance	3,557	28,500	(24,943)	190,006	228,000	(37,994)
Postage	211	2,917	(2,706)	11,467	23,333	(11,866)
Lcards/Circ Cards	3,615	6,000	(2,385)	42,962	48,000	(5,038)
Other Operating Expenditures	670	2,000	(1,330)	10,993	16,000	(5,007)
Total Operating Expense	\$290,697	\$367,583	(\$76,886)	\$2,594,537	\$2,940,667	(\$346,130)
Capital Outlays	\$25,633	\$16,667	\$8,966	\$39,280	\$133,333	(\$94,053)
Total Expenditures	\$941,030	\$1,050,500	(\$109,470)	\$7,940,404	\$8,404,000	(\$463,596)
Net	\$160,567		\$160,567	\$373,773		\$373,773

ANN ARBOR DISTRICT LIBRARY
Grant Administration
For the Eight Months Ending February 28, 2014

	<u>Actual</u>	<u>February Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Revenue						
Grants/Memorials	\$40,330	\$7,500	\$32,830	\$107,135	\$60,000	\$47,135
Total Revenue	<u>\$40,330</u>	<u>\$7,500</u>	<u>\$32,830</u>	<u>\$107,135</u>	<u>\$60,000</u>	<u>\$47,135</u>
Expenditures						
Materials	104	833	(729)	4,171	6,667	(2,496)
Software Licenses/Maintenanc	(349)		(349)			
Seminars/Conferences/Travel		250	(250)		2,000	(2,000)
Library Programming	2,865	8,500	(5,635)	28,343	68,000	(39,657)
Supplies	(575)		(575)			
Other Operating Expenditures	1,094		1,094	5,639		5,639
Total Operating Expense	<u>\$3,139</u>	<u>\$9,583</u>	<u>(\$6,444)</u>	<u>\$38,153</u>	<u>\$76,667</u>	<u>(\$38,514)</u>
Total Expenditures	<u>\$3,139</u>	<u>\$9,583</u>	<u>(\$6,444)</u>	<u>\$38,153</u>	<u>\$76,667</u>	<u>(\$38,514)</u>
Net	<u>\$37,191</u>	<u>(\$2,083)</u>	<u>\$39,274</u>	<u>\$68,982</u>	<u>(\$16,667)</u>	<u>\$85,649</u>

ANN ARBOR DISTRICT LIBRARY
Friends of the Library
For the Eight Months Ending February 28, 2014

	<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				1,180		1,180
Library Programming	1,040	7,500	(6,460)	26,518	60,000	(33,482)
Other Operating Expenditures	1,094		1,094	5,639		5,639
Total Operating Expense	<u>\$2,134</u>	<u>\$7,500</u>	<u>(\$5,366)</u>	<u>\$33,337</u>	<u>\$60,000</u>	<u>(\$26,663)</u>
Total Expenditures	<u>\$2,134</u>	<u>\$7,500</u>	<u>(\$5,366)</u>	<u>\$33,337</u>	<u>\$60,000</u>	<u>(\$26,663)</u>
Net	<u>\$37,866</u>		<u>\$37,866</u>	<u>\$46,663</u>		<u>\$46,663</u>

Balance Sheet

ASSETSAs of 2/28/2014Current Assets:

Cash

CASH-COMMERCIAL CHECKING	\$18,326.24
CASH-PAYROLL	7,587.05
HOLTREY FUND	332,078.79
CASH-SAVINGS	1,124,419.00
KENISTON FUND	30,315.43
SHAFFER FUND	10,476.08
WESTERMAN FUND	49,215.80
PETTY CASH	2,300.00
WLBPD ACCOUNT	37,133.56
CDs - SHORT TERM	5,600,000.00

Total Cash	\$7,211,851.95
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Investments

BANK OF ANN ARBOR INVESTMENT	\$3,319,239.14
UNITED BANK AND TRUST INVESTMENT	1,872,332.51

Total Investments	\$5,191,571.65
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Accounts Receivable

ACCOUNTS RECEIVABLE	\$183,336.50
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Total Accounts Receivable	\$183,336.50
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Property Taxes Receivable

Total Property Taxes Receivable	\$0.00
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Prepaid Expenses

PRE-PAID INSURANCE	\$13,596.64
PREPAID EXPENSES	1,250.00

Total Prepaid Expenses	\$14,846.64
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Total Current Assets	\$12,601,606.74
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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	\$44,882,208.19
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Ann Arbor District Library

Balance Sheet

LIABILITIES AND FUND EQUITYCurrent Liabilities:

ACCOUNTS PAYABLE	\$9,776.97
ACCRUED ACCOUNTS PAYABLE	53,810.79
ACCRUED PAYROLL	245,300.00
EMPLOYEE 403(b)/MPSERS DEDUCTIONS	15,133.08
ACCRUED EMPLOYER 403(b) - UNDECIDED	53,091.75
ACCRUED 403B/MPSERS EMPLOYER	32,198.60
ACCRUED LIABILITY-VACATION S/T	89,969.27

Total Current Liabilities	\$499,280.46
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Long-Term Liabilities:

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

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	\$123,761.49
DEFERRED REVENUE - PROPERTY TAX	3,537,465.00
FUND BALANCE - UNDESIGNATED	8,067,328.96
EXCESS REVENUE (SPENDING)	373,770.83

Total Fund Balance	\$12,102,326.28
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Total Fund Equity	\$44,142,994.43
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TOTAL LIABILITIES AND FUND EQUITY	\$44,882,208.19
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Ann Arbor District Library

Rollforward of undesignated fund balance
For the Period Ending February 28, 2014

	<u>Month</u>	<u>Year-to-date</u>
Beginning surplus (deficit)	\$ 8,261,720	\$ 8,185,929
Total revenues	1,101,597	8,314,177
Expenditures:		
Operating	(915,395)	(7,901,126)
Capital outlays	(25,633)	(39,280)
(Increase) decrease in encumbrances	<u>18,811</u>	<u>(118,600)</u>
Ending surplus (deficit)	<u>\$ 8,441,100</u>	<u>\$ 8,441,100</u>

Ann Arbor District Library

Monthly and year-to-date cash rollforward
For Period ending February 28, 2014

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

<u>Monthly rollforward</u>	<u>Beginning of period balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Transfers</u>	<u>End of period balance</u>
Commercial checking	\$ 72,770	\$ 12,368	\$ (416,812)	\$ 350,000	\$ 18,326
Payroll	7,634	2	(466,455)	466,406	7,587
Petty cash	2,300	-	-	-	2,300
Savings	1,072,394	117,203	(48,772)	(16,406)	1,124,419
CDs - Bank of Ann Arbor	6,400,000	-	-	(800,000)	5,600,000
Investments - Bank of Ann Arbor	3,290,341	28,898	-	-	3,319,239
Investments - United Bank and Trust	1,865,002	7,331	-	-	1,872,333
Westerman Fund	49,112	104	-	-	49,216
Shafer Fund	10,475	1	-	-	10,476
Holtrey Fund	332,041	38	-	-	332,079
Keniston Fund	30,313	2	-	-	30,315
WLBDP	37,131	3	-	-	37,134
	<u>\$ 13,169,513</u>	<u>\$ 165,950</u>	<u>\$ (932,039)</u>	<u>\$ -</u>	<u>\$ 12,403,424</u>

<u>Year-to-date rollforward</u>					
Commercial checking	\$ 18,370	\$ 110,176	(3,900,220)	\$ 3,790,000	\$ 18,326
Payroll	15,593	12	(3,861,780)	3,853,762	7,587
Petty cash	2,200	-	-	100	2,300
Savings	706,253	12,091,942	(429,914)	(11,243,862)	1,124,419
CDs - Bank of Ann Arbor	2,000,000	-	-	3,600,000	5,600,000
Investments - Bank of Ann Arbor	3,290,341	28,898	-	-	3,319,239
Investments - United Bank and Trust	1,839,822	32,511	-	-	1,872,333
Westerman Fund	43,080	6,136	-	-	49,216
Shafer Fund	10,468	8	-	-	10,476
Holtrey Fund	331,706	373	-	-	332,079
Keniston Fund	30,293	22	-	-	30,315
WLBDP	37,106	28	-	-	37,134
	<u>\$ 8,325,232</u>	<u>\$ 12,270,106</u>	<u>\$ (8,191,914)</u>	<u>\$ -</u>	<u>\$ 12,403,424</u>

System: 3/11/2014 9:51:41 AM
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Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 1
 User ID: NIEMANK

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	2/1/2014
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047433	4IMPRINT	4IMPRINT, INC	2/11/2014	CHECK	PMCHK00001611	\$182.72
047476	AGRSER	A GROWING SERVICE LLC	2/14/2014	CHECK	PMCHK00001613	\$340.00
* 047434	AASCH	AAPS/WISD TRANSPORTATION	2/11/2014	CHECK	PMCHK00001611	\$7,771.25
047473	AASCH	AAPS/WISD TRANSPORTATION	2/11/2014	CHECK	PMCHK00001612	\$915.50
047391	AFTDEL	AFTERNOON DELIGHT	2/3/2014	CHECK	PMCHK00001608	\$219.85
047475	AFTDEL	AFTERNOON DELIGHT	2/14/2014	CHECK	PMCHK00001613	\$123.40
047500	ALIDOR	ALICIA DORSET	2/19/2014	CHECK	PMCHK00001614	\$125.00
047464	SFSTRO	ALLIED-EAGLE SUPPLY, INC.	2/11/2014	CHECK	PMCHK00001611	\$506.63
047435	AMEX	AMERICAN EXPRESS	2/11/2014	CHECK	PMCHK00001611	\$47,336.58
047392	ANNARB	ANN ARBOR OBSERVER	2/4/2014	CHECK	PMCHK00001609	\$1,764.90
047393	ANNHRA	ANNA HRACHOVEC	2/4/2014	CHECK	PMCHK00001609	\$1,250.00
047436	ARBBRE	ARBOR BREWING COMPANY	2/11/2014	CHECK	PMCHK00001611	\$110.00
047477	ARBSPR	ARBOR SPRING WATER CO.	2/14/2014	CHECK	PMCHK00001613	\$20.20
047501	ATTMOB	AT&T MOBILITY	2/19/2014	CHECK	PMCHK00001614	\$1,116.21
047394	BARNOB1	BARNES & NOBLE INC.	2/4/2014	CHECK	PMCHK00001609	\$59.34
047437	BARNOB1	BARNES & NOBLE INC.	2/11/2014	CHECK	PMCHK00001611	\$226.84
047523	BARRON	BARRON'S	2/24/2014	CHECK	PMCHK00001615	\$149.98
047438	BATPLU	BATTERIES PLUS	2/11/2014	CHECK	PMCHK00001611	\$109.00
047439	BEADEL	BEAU DELOACH	2/11/2014	CHECK	PMCHK00001611	\$175.00
047524	BERNAN	BERNAN	2/24/2014	CHECK	PMCHK00001615	\$2,000.00
047440	BETAND	BETH ANDERSEN	2/11/2014	CHECK	PMCHK00001611	\$11.20
047478	BETBAT	BETH BATTEY	2/14/2014	CHECK	PMCHK00001613	\$150.00
047502	BLAAUD	BLACKSTONE AUDIO BOOKS	2/19/2014	CHECK	PMCHK00001614	\$652.25
047400	DICBLI	BLICK ART MATERIALS	2/4/2014	CHECK	PMCHK00001609	\$20.80
047525	BLUCAR	BLUE CARE NETWORK OF SE MICHIG	2/24/2014	CHECK	PMCHK00001615	\$55,848.02
047526	BLUCRO	BLUE CROSS BLUE SHIELD OF MICH	2/24/2014	CHECK	PMCHK00001615	\$11,441.14
047442	BOOPAG	BOOKLETTERS	2/11/2014	CHECK	PMCHK00001611	\$1,200.00
047441	BOOKLIST	BOOKLIST / ALA	2/11/2014	CHECK	PMCHK00001611	\$147.50
047479	BP	BP	2/14/2014	CHECK	PMCHK00001613	\$390.88
047443	BREWER	BREWER'S	2/11/2014	CHECK	PMCHK00001611	\$495.56
047480	BREWER	BREWER'S	2/14/2014	CHECK	PMCHK00001613	\$181.50
047444	BRIAUD	BRILLIANCE AUDIO, INC.	2/11/2014	CHECK	PMCHK00001611	\$274.41
047395	BRODCO	BRODART CO.	2/4/2014	CHECK	PMCHK00001609	\$578.63
047481	BRODCO	BRODART CO.	2/14/2014	CHECK	PMCHK00001613	\$111.96
047527	BRODCO	BRODART CO.	2/24/2014	CHECK	PMCHK00001615	\$465.79
047396	BRUSAG	BRUCE SAGAN	2/4/2014	CHECK	PMCHK00001609	\$400.00
047445	CAMINN	CAMPUS INN	2/11/2014	CHECK	PMCHK00001611	\$361.20
047482	CARBRO	CARPENTER BROS.	2/14/2014	CHECK	PMCHK00001613	\$83.62
047483	CCTSCAMERA	CCTS CAMERA	2/14/2014	CHECK	PMCHK00001613	\$88.57
047468	THOLEA	CENGAGE LEARNING	2/11/2014	CHECK	PMCHK00001611	\$50.34
047397	CHELAK	CHERRY LAKE PUBLISHING	2/4/2014	CHECK	PMCHK00001609	\$1,077.30
047398	CHISPR	CHINA SPROUT, INC.	2/4/2014	CHECK	PMCHK00001609	\$449.59
047446	CINCOR	CINTAS CORPORATION	2/11/2014	CHECK	PMCHK00001611	\$2,180.36
047484	CITOF1	CITY OF ANN ARBOR TREASURER	2/14/2014	CHECK	PMCHK00001613	\$2,617.42
047503	COMCAS	COMCAST	2/19/2014	CHECK	PMCHK00001614	\$35.25
047447	COMALLW	COMPUTER ALLEY WEST	2/11/2014	CHECK	PMCHK00001611	\$19.92
047485	DAWHEN	DAWN HENRY	2/14/2014	CHECK	PMCHK00001613	\$900.00
047399	DEMCO	DEMCO	2/4/2014	CHECK	PMCHK00001609	\$1,185.72
047401	DTEENE	DTE ENERGY	2/4/2014	CHECK	PMCHK00001609	\$11,443.12
047486	DTEENE	DTE ENERGY	2/14/2014	CHECK	PMCHK00001613	\$11,442.30
047528	DTEENE	DTE ENERGY	2/24/2014	CHECK	PMCHK00001615	\$6,206.39
047529	EDCEDU	EDC EDUCATIONAL SERVICE USBORN	2/24/2014	CHECK	PMCHK00001615	\$59.95
047530	ELILAW	ELITE LAWN & LANDSCAPE, INC.	2/24/2014	CHECK	PMCHK00001615	\$250.00
047504	EMPASS	EMPLOYEE ASSISTANCE PROGRAM	2/19/2014	CHECK	PMCHK00001614	\$3,780.00
047505	EPICMRA	EPIC - MRA	2/19/2014	CHECK	PMCHK00001614	\$10,000.00
047402	FINTIM	FINANCIAL TIMES	2/4/2014	CHECK	PMCHK00001609	\$398.00

System: 3/11/2014 9:51:41 AM
 User Date: 3/11/2014

Ann Arbor District Library
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 2
 User ID: NIEMANK

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
047448	FRIOF	FRIENDS OF THE ANN ARBOR	2/11/2014	CHECK	PMCHK00001611	\$731.75
047425	THOGAL	GALE/CENGAGE LEARNING, INC	2/4/2014	CHECK	PMCHK00001609	\$279.90
047518	THOGAL	GALE/CENGAGE LEARNING, INC	2/19/2014	CHECK	PMCHK00001614	\$179.14
047488	GLEMOR	GLEN MORNINGSTAR, JR.	2/14/2014	CHECK	PMCHK00001613	\$900.00
047531	FIRMAR	GREEN ROAD ASSOCIATES, LP	2/24/2014	CHECK	PMCHK00001615	\$3,208.33
047449	HUTPLU	HUTZEL PLUMBING AND HEATING	2/11/2014	CHECK	PMCHK00001611	\$297.00
047403	INGLIB	INGRAM LIBRARY SERVICES INC.	2/4/2014	CHECK	PMCHK00001609	\$1,509.83
047405	KMODES	KAREN MOELLER DESIGN	2/4/2014	CHECK	PMCHK00001609	\$445.00
047430	KARWIL	KAREN WILSON	2/7/2014	CHECK	PMCHK00001610	\$91.99
047532	KATCUR	KATHERINE'S CATERING	2/24/2014	CHECK	PMCHK00001615	\$958.42
047450	KATCHY	KATIE CHYNOWETH	2/11/2014	CHECK	PMCHK00001611	\$14.34
047404	KITMCK	KITO MCKINNEY	2/4/2014	CHECK	PMCHK00001609	\$100.00
* 047431	KUHNspe	KUHN SPECIALITY FLOORING	2/7/2014	CHECK	PMCHK00001610	\$8,280.00
047506	KUHNspe	KUHN SPECIALITY FLOORING	2/19/2014	CHECK	PMCHK00001614	\$8,280.00
047533	LAURAY	LAURA RAYNOR	2/24/2014	CHECK	PMCHK00001615	\$91.88
047451	LCAESPIZ	LITTLE CAESARS PIZZA	2/11/2014	CHECK	PMCHK00001611	\$135.10
047406	MANPOW	MANPOWER	2/4/2014	CHECK	PMCHK00001609	\$334.40
047489	MANPOW	MANPOWER	2/14/2014	CHECK	PMCHK00001613	\$334.40
047507	MANPOW	MANPOWER	2/19/2014	CHECK	PMCHK00001614	\$404.80
047534	MANPOW	MANPOWER	2/24/2014	CHECK	PMCHK00001615	\$334.40
047490	MARBAN	MARTIN BANDYKE	2/14/2014	CHECK	PMCHK00001613	\$400.00
047452	MEP/DIS	MEP, INC/DISTRIBOOKS	2/11/2014	CHECK	PMCHK00001611	\$9.48
047453	METCOM	METCOM	2/11/2014	CHECK	PMCHK00001611	\$1,120.55
047407	MICKRE	MICHELLE KRELL KYDD	2/4/2014	CHECK	PMCHK00001609	\$450.00
047508	MICEMP	MICHIGAN EMPLOYEE BENEFIT SERV	2/19/2014	CHECK	PMCHK00001614	\$1,900.31
047509	MICOFF	MICHIGAN OFFICE SOLUTIONS	2/19/2014	CHECK	PMCHK00001614	\$1,723.00
047510	MIDTAP	MIDWEST TAPE	2/19/2014	CHECK	PMCHK00001614	\$33,488.37
047474	AANEWS	MLIVE MEDIA GROUP	2/14/2014	CHECK	PMCHK00001613	\$1,740.00
047491	MONHIG	MONICA HIGMAN	2/14/2014	CHECK	PMCHK00001613	\$100.00
047535	MORNIN	MORNINGSTAR, INC.	2/24/2014	CHECK	PMCHK00001615	\$175.00
047408	NATTIM	NATIONAL TIME & SIGNAL CORPORA	2/4/2014	CHECK	PMCHK00001609	\$234.80
047492	NOWTRU	NOWATZKE TRUCK AND TRAILER, IN	2/14/2014	CHECK	PMCHK00001613	\$1,675.96
047409	NUWAVE	NUWAVE AQUARIUMS	2/4/2014	CHECK	PMCHK00001609	\$204.00
047454	NUWAVE	NUWAVE AQUARIUMS	2/11/2014	CHECK	PMCHK00001611	\$253.89
047410	OCLINS	OCLC, INC.	2/4/2014	CHECK	PMCHK00001609	\$3,705.63
047411	OFFDEP	OFFICE DEPOT, INC.	2/4/2014	CHECK	PMCHK00001609	\$2,131.04
047511	PETRUT	PETER RUTH	2/19/2014	CHECK	PMCHK00001614	\$200.00
047512	PIOJAN	PIONEER JANITORIAL SERVICE	2/19/2014	CHECK	PMCHK00001614	\$10,615.68
047413	PITCHA	PITTSFIELD CHARTER TOWNSHIP	2/4/2014	CHECK	PMCHK00001609	\$431.62
047536	PITCHA	PITTSFIELD CHARTER TOWNSHIP	2/24/2014	CHECK	PMCHK00001615	\$115.13
047412	PAUKEL	PKO RECORDS	2/4/2014	CHECK	PMCHK00001609	\$650.00
047493	PRITEC	PRINT TECH INC.	2/14/2014	CHECK	PMCHK00001613	\$795.09
047494	QUACK!	QUACK!MEDIA	2/14/2014	CHECK	PMCHK00001613	\$1,031.25
047414	QUANTA	QUANTA, INC.	2/4/2014	CHECK	PMCHK00001609	\$410.63
047456	R&RDEL	R&R DELIVERY	2/11/2014	CHECK	PMCHK00001611	\$70.00
047459	RNAOFAA	R.N.A. OF ANN ARBOR, INC.	2/11/2014	CHECK	PMCHK00001611	\$2,775.00
047538	RRBOWK	R.R. BOWKER, LLC	2/24/2014	CHECK	PMCHK00001615	\$6,368.00
047457	RACYAN	RACHEL YANIKOGLU	2/11/2014	CHECK	PMCHK00001611	\$25.09
047495	RACYAN	RACHEL YANIKOGLU	2/14/2014	CHECK	PMCHK00001613	\$25.93
047513	RANHOU	RANDOM HOUSE, INC.	2/19/2014	CHECK	PMCHK00001614	\$665.25
047415	RECBOO	RECORDED BOOKS, INC.	2/4/2014	CHECK	PMCHK00001609	\$367.65
047514	RECBOO	RECORDED BOOKS, INC.	2/19/2014	CHECK	PMCHK00001614	\$4,983.41
047458	RECANN	RECYCLE ANN ARBOR	2/11/2014	CHECK	PMCHK00001611	\$339.00
047515	RICAME	RICHARD KOFI AMEYAW	2/19/2014	CHECK	PMCHK00001614	\$400.00
047537	RICBUS	RICOH AMERICAS CORP	2/24/2014	CHECK	PMCHK00001615	\$273.00
047496	ROBHES	ROB HESS	2/14/2014	CHECK	PMCHK00001613	\$150.00
047460	ROYLIM	ROYAL LIMOUSINE	2/11/2014	CHECK	PMCHK00001611	\$182.90
047416	RTI	RTI	2/4/2014	CHECK	PMCHK00001609	\$484.95
047487	ENLENT	SANDRA GREENSTONE	2/14/2014	CHECK	PMCHK00001613	\$1,400.00
047417	SARKEL	SARA MELTON KELLER	2/4/2014	CHECK	PMCHK00001609	\$125.00
047497	SARKEL	SARA MELTON KELLER	2/14/2014	CHECK	PMCHK00001613	\$475.00
047463	SCHSOU	SCHEDULE SOURCE, INC	2/11/2014	CHECK	PMCHK00001611	\$960.00
047462	SCHSEC	SCHILKE SECURITY	2/11/2014	CHECK	PMCHK00001611	\$215.00

System: 3/11/2014 9:51:41 AM
 User Date: 3/11/2014

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
047418	SCHELE	SCHINDLER ELEVATOR CORPORATION	2/4/2014	CHECK	PMCHK00001609	\$603.31
047461	SCHELE	SCHINDLER ELEVATOR CORPORATION	2/11/2014	CHECK	PMCHK00001611	\$1,820.68
047455	PACMEC	SHAMBAUGH & SON, L.P	2/11/2014	CHECK	PMCHK00001611	\$20,966.25
047419	SIGIN	SIGNS IN 1 DAY	2/4/2014	CHECK	PMCHK00001609	\$32.00
047516	SPRINT	SPRINT PCS	2/19/2014	CHECK	PMCHK00001614	\$655.83
047420	STAHAR	STADIUM HARDWARE	2/4/2014	CHECK	PMCHK00001609	\$49.40
047465	STATOW	STADIUM TOWING	2/11/2014	CHECK	PMCHK00001611	\$85.00
047498	STATOW	STADIUM TOWING	2/14/2014	CHECK	PMCHK00001613	\$250.00
047517	STAPOO	STANDARD & POOR'S	2/19/2014	CHECK	PMCHK00001614	\$4,548.92
047421	STAPLE	STAPLES ADVANTAGE	2/4/2014	CHECK	PMCHK00001609	\$39.51
047466	STEOSB	STEVE OSBURN	2/11/2014	CHECK	PMCHK00001611	\$50.00
047422	SWESOU	SWEETWATER SOUND INC.	2/4/2014	CHECK	PMCHK00001609	\$2,122.77
047467	SWESOU	SWEETWATER SOUND INC.	2/11/2014	CHECK	PMCHK00001611	\$449.97
047423	TDSMET	TDS METROCOM	2/4/2014	CHECK	PMCHK00001609	\$7,034.11
047424	THEANN	THE ANN MAGAZINE	2/4/2014	CHECK	PMCHK00001609	\$500.00
047432	TIMGRI	TIM GRIMES	2/7/2014	CHECK	PMCHK00001610	\$1,663.01
047426	TOMSMI	TOM SMITH	2/4/2014	CHECK	PMCHK00001609	\$39.48
047469	TRACSYS	TRACSYSTEMS	2/11/2014	CHECK	PMCHK00001611	\$2,120.00
047427	TRECOL	TRENT COLLIER	2/4/2014	CHECK	PMCHK00001609	\$500.00
047428	ULINE	ULINE, INC.	2/4/2014	CHECK	PMCHK00001609	\$48.64
047521	UNIQMA	UNIQUE MANAGEMENT SERVICES, IN	2/19/2014	CHECK	PMCHK00001614	\$1,575.20
047429	UNIPAR	UNITED PARCEL SERVICE	2/4/2014	CHECK	PMCHK00001609	\$31.03
047471	UNIPAR	UNITED PARCEL SERVICE	2/11/2014	CHECK	PMCHK00001611	\$84.13
047520	UNIPAR	UNITED PARCEL SERVICE	2/19/2014	CHECK	PMCHK00001614	\$50.29
047539	UNIPAR	UNITED PARCEL SERVICE	2/24/2014	CHECK	PMCHK00001615	\$511.60
047519	UMICH8	UNIVERSITY OF MICHIGAN	2/19/2014	CHECK	PMCHK00001614	\$131.00
047540	UNUMPRO	UNUM LIFE INSURANCE	2/24/2014	CHECK	PMCHK00001615	\$2,146.55
047470	UMICH11	UOFM SCHOOL OF INFORMATION	2/11/2014	CHECK	PMCHK00001611	\$25.00
047499	VALLINP	VALUE LINE PUBLISHING INC.	2/14/2014	CHECK	PMCHK00001613	\$1,239.00
047541	VARFOR	VARSITY FORD	2/24/2014	CHECK	PMCHK00001615	\$25,633.45
047522	VERWIRC	VERIZON WIRELESS	2/19/2014	CHECK	PMCHK00001614	\$1,912.78
047472	WASMAN	WASTE MANAGEMENT OF MICHIGAN	2/11/2014	CHECK	PMCHK00001611	\$245.11
047542	WESENT	WESTGATE ENTERPRISES, LLC	2/24/2014	CHECK	PMCHK00001615	\$16,765.51
047543	XEROX	XEROX CORPORATION	2/24/2014	CHECK	PMCHK00001615	\$18.87

Total Checks: 153

Total Amount of Checks: \$378,155.53