



Library Board of Trustees General Meeting Packet Contents

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2. General Meeting Minutes – April 17, 2025
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 - a. Balance Sheet
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Library Board of Trustees Meeting Agenda – May 15, 2025

7:00 PM

Call the Meeting to Order
Call to the Audience (5-minute maximum per person)

By Unanimous Consent

Approve Agenda

By Unanimous Consent

Approve April 17, 2025 Meeting Minutes

Administrative Reports

Communications
Report of the Library Director
Trustee Comments

Committee Reports

None

New Business

Home Delivery Trial Presentation, Circulation Services Department Head
Kat Bounds & Circulation Supervisor Barb Gudenburr

Adjourn

Final Call to the Audience (5-minute maximum per person)



Canton Public Library Board of Trustees General Meeting Minutes

April 17, 2025 – 7:00 PM

The Chairperson, J. Lee, called the meeting to order at 7:00 PM.

Present: H. Abdu, N. Eggenberger, A. Iqbal, J. Lee, A. Wahby

Absent: A. Watts

Also Present: S. Bewick, E. Davis

CALL TO AUDIENCE

Present: K. Bounds, S. Fanning, L. Golden, M. Hathaway, D. McHugh, N. Moussa, M. Nicholson, C. Swanberg, K. Szymanski

No comments

APPROVAL OF AGENDA

The agenda was approved by unanimous consent.

APPROVAL OF GENERAL MEETING MINUTES

The minutes were approved by unanimous consent.

COMMUNICATIONS

Director Davis shared two handwritten thank-you notes from members of the community.

DIRECTOR'S REPORT

The library has received an update regarding the misappropriated Wayne County penal fines. Fausone & Grysko, PLC has presented the Wayne County Treasury with a settlement agreement on behalf of the owed libraries that the firm represents, proposing that the owed funds be reimbursed by June 30, 2025. Wayne County has not yet issued a response.

As of March 31, the library was 25% of the way through the fiscal year. The first-quarter budget amendment accounts for unbudgeted revenue and reallocates several expenditure line items.

Davis thanked Accountant Debbie McHugh for her work preparing the 2024 Pension Report Summary, which confirms that the MERS pension plan remains in compliance.

TRUSTEE COMMENTS

None

NEW BUSINESS

2024 Audit presentation, Plante Moran – Keith Szymanski of Plante Moran presented the findings from their audit of the library's 2024 fiscal year. The library received an *unmodified opinion* without any issues or findings in accordance with Generally Accepted Auditing Standards (GAAS). Szymanski confirmed this represents a clean audit and reflects strong financial reporting practices.

Accept the 2024 audit report as presented – A. Wahby moved, and N. Eggenberger supported a motion to accept the 2024 audit as presented by Plante Moran.

The motion passed unanimously 25/4-17-1 (5-0-0)

Approve 1st Quarter Budget Amendment – A. Iqbal moved, and N. Eggenberger supported a motion to accept the 1st Quarter Budget Amendment as presented.

The motion passed unanimously 25/4-17-2 (5-0-0)

2026 Budget Discussion – Expenditures

Salaries – Business Services Department Head Marian Nicholson advised the proposed salary budget supports the addition of a second communications specialist and part-time *experience* librarian and contains provisional hours should the library choose to transition to in-house home delivery of materials in 2026. The board did not have any additional questions at this time.

CALL TO AUDIENCE

No comments

ADJOURN

The meeting was adjourned at 8:01 PM.

Amy Watts, Secretary-Treasurer

05/05/2025

BALANCE SHEET FOR CANTON PUBLIC LIBRARY
Period Ending 04/30/2025

GL Number	Description	Balance
Fund 101 - GENERAL FUND		
*** Assets ***		
101-000.00-001.01	CHECKING-GENERAL	9,270,138.58
101-000.00-001.03	CHECKING-FSA REIMBURSEMENT	16,853.79
101-000.00-002.00	SAVINGS	1,002,854.87
101-000.00-017.01	MICHIGAN CLASS-GENERAL FUND	2,076,984.91
	Total Assets	12,366,832.15
*** Liabilities ***		
101-000.00-202.00	ACCOUNTS PAYABLE	35,846.30
101-000.00-219.01	SOCIAL COMMITTEE	6,370.05
101-000.00-219.02	MISCELLANEOUS GRANTS & DONATIONS	4,282.20
101-000.00-231.08	FLEXIBLE SPENDING ACCOUNT DEDUCTION	3,525.63
	Total Liabilities	50,024.18
*** Fund Balance ***		
101-000.00-390.00	GENERAL FUND BALANCE	6,962,701.85
	Total Fund Balance	6,962,701.85
	Beginning Fund Balance	6,962,701.85
	Net of Revenues VS Expenditures	5,354,106.12
	Ending Fund Balance	12,316,807.97
	Total Liabilities And Fund Balance	12,366,832.15

GL Number	Description	Balance
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Fund 901 - GASB FUND

*** Assets ***

901-000.00-130.00	LAND	67,500.00
901-000.00-132.00	LAND IMPROVEMENTS-DEPRECIATING	64,845.20
901-000.00-133.00	ACCUMULATED DEPR-LAND IMPROVEMENTS	(20,033.85)
901-000.00-136.00	BUILDINGS, FIXTURES & IMPROVEMENTS	13,907,418.71
901-000.00-137.00	ACCUMULATED DEPR-BLDGS, FIX&IMPROVEMENTS	(6,671,530.75)
901-000.00-146.00	FURNITURE AND EQUIPMENT	2,024,912.88
901-000.00-147.00	ACCUMULATED DEPR-FURNITURE & EQUIPMENT	(1,570,080.01)
901-000.00-150.00	LIBRARY MATERIALS	4,397,966.21
901-000.00-151.00	ACCUMULATED DEPR-LIBRARY MATERIALS	(3,139,040.57)
901-000.00-160.00	HARDWARE	1,350,742.60
901-000.00-161.00	ACCUMULATED DEPRECIATION-HARDWARE	(927,741.71)
901-000.00-162.00	SOFTWARE	1,172,520.03
901-000.00-163.00	ACCUMULATED DEPRECIATION-SOFTWARE	(1,031,140.70)
901-000.00-196.00	DEFERRED OUTFLOWS-PENSION	668,117.00
	Total Assets	10,294,455.04

*** Liabilities ***

901-000.00-334.00	NET PENSION LIABILITY	87,948.00
901-000.00-343.00	COMPENSATED ABSENCES - < 1 YEAR	157,827.00
	Total Liabilities	245,775.00

*** Fund Balance ***

901-000.00-399.00	INVESTMENT IN ASSETS	10,048,680.04
	Total Fund Balance	10,048,680.04
	Beginning Fund Balance	10,048,680.04
	Net of Revenues VS Expenditures	0.00
	Ending Fund Balance	10,048,680.04
	Total Liabilities And Fund Balance	10,294,455.04

05/05/2025

REVENUE AND EXPENDITURE REPORT FOR CANTON PUBLIC LIBRARY

PERIOD ENDING 04/30/2025

DESCRIPTION	2025	YTD BALANCE	AVAILABLE	% BDGT
	AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	USED
INCOME				
PROPERTY TAXES	7,800,000.00	7,763,963.17	36,036.83	99.54
STATE AID TO LIBRARIES	95,000.00	52,909.44	42,090.56	55.69
LOCAL COMMUNITY STABILIZATION SHARE	57,588.00	57,587.85	0.15	100.00
PHOTOCOPY FEES	40,000.00	12,082.04	27,917.96	30.21
REPLACEMENT-LIBRARY MATERIALS	7,000.00	4,381.84	2,618.16	62.60
MEETING ROOM RENTAL	500.00	1,000.00	(500.00)	200.00
PENAL FINES	61,000.00	0.00	61,000.00	0.00
INTEREST INCOME	150,000.00	69,592.08	80,407.92	46.39
COMMISSION	7,000.00	2,747.28	4,252.72	39.25
OTHER REVENUE	2,500.00	2,753.77	(253.77)	110.15
TOTAL REVENUES	8,220,588.00	7,967,017.47	253,570.53	96.92
EXPENSES				
SALARIES & WAGES	3,790,000.00	1,078,728.49	2,711,271.51	28.46
FRINGE BENEFITS	989,400.00	506,995.22	482,404.78	51.24
SUPPLIES	163,850.00	29,253.17	134,596.83	17.85
LIBRARY MATERIALS	1,250,000.00	408,787.20	841,212.80	32.70
PROFESSIONAL & CONTRACTUAL	573,420.00	294,282.40	279,137.60	51.32
COMMUNICATIONS	40,000.00	4,033.91	35,966.09	10.08
PRINTING	51,800.00	2,084.25	49,715.75	4.02
UTILITIES	195,000.00	52,683.92	142,316.08	27.02
MAINTENANCE & REPAIRS	320,600.00	98,710.53	221,889.47	30.79
BUILDING IMPROVEMENTS	20,000.00	5,160.00	14,840.00	25.80
INSURANCE	73,500.00	60,014.88	13,485.12	81.65
CAPITAL OUTLAY	1,172,400.00	62,031.00	1,110,369.00	5.29
PROPERTY TAX REFUNDS	2,000.00	0.00	2,000.00	0.00
COMMUNITY PROMOTION	26,200.00	997.45	25,202.55	3.81
TRAVEL	55,930.00	6,864.07	49,065.93	12.27
RENTALS/LEASES	12,500.00	2,284.86	10,215.14	18.28
TOTAL EXPENDITURES	8,736,600.00	2,612,911.35	6,123,688.65	29.91
Fund 101 - GENERAL FUND:				
TOTAL REVENUES	8,220,588.00	7,967,017.47	253,570.53	96.92
TOTAL EXPENDITURES	8,736,600.00	2,612,911.35	6,123,688.65	29.91
NET OF REVENUES & EXPENDITURES	(516,012.00)	5,354,106.12	(5,870,118.12)	1,037.59
NET CHANGE IN FUND BALANCE				
FUND BALANCE - BEGINNING OF YEAR	6,962,701.85	6,962,701.85		
FUND BALANCE - END OF YEAR	6,446,689.85	12,316,807.97		

05/05/2025

REVENUE AND EXPENDITURE REPORT FOR CANTON PUBLIC LIBRARY
PERIOD ENDING 04/30/2025

		2025	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND					
Revenues					
101-000.00-401.00	PROPERTY TAXES	7,800,000.00	7,763,963.17	36,036.83	99.54
101-000.00-539.00	STATE AID TO LIBRARIES	95,000.00	52,909.44	42,090.56	55.69
101-000.00-573.00	LOCAL COMMUNITY STABILIZATION SHARE	57,588.00	57,587.85	0.15	100.00
101-000.00-602.00	PHOTOCOPY FEES	40,000.00	12,082.04	27,917.96	30.21
101-000.00-615.00	REPLACEMENT-LIBRARY MATERIALS	7,000.00	4,381.84	2,618.16	62.60
101-000.00-651.00	MEETING ROOM RENTAL	500.00	1,000.00	(500.00)	200.00
101-000.00-656.00	PENAL FINES	61,000.00	0.00	61,000.00	0.00
101-000.00-665.00	INTEREST INCOME	150,000.00	69,592.08	80,407.92	46.39
101-000.00-668.00	COMMISSION	7,000.00	2,747.28	4,252.72	39.25
101-000.00-675.00	OTHER REVENUE	2,500.00	2,753.77	(253.77)	110.15
TOTAL REVENUES		8,220,588.00	7,967,017.47	253,570.53	96.92
Expenditures					
101-790.00-702.00	SALARIES & WAGES	3,790,000.00	1,078,728.49	2,711,271.51	28.46
101-790.00-716.01	TAXES-FICA/MC	290,000.00	91,807.84	198,192.16	31.66
101-790.00-716.02	DENTAL	23,000.00	5,298.00	17,702.00	23.03
101-790.00-716.03	FLEXIBLE SPENDING ACCOUNT	1,020.00	1,020.00	0.00	100.00
101-790.00-716.04	LIFE INSURANCE/DISABILITY	16,000.00	6,401.87	9,598.13	40.01
101-790.00-716.05	MEDICAL INSURANCE	308,580.00	100,682.80	207,897.20	32.63
101-790.00-716.06	MEDICAL BUY OUTS	4,800.00	0.00	4,800.00	0.00
101-790.00-716.07	OPTICAL	7,500.00	979.97	6,520.03	13.07
101-790.00-716.08	UNEMPLOYMENT REIMBURSEMENT	1,000.00	0.00	1,000.00	0.00
101-790.00-716.09	WORKER'S COMPENSATION INSURANCE	5,000.00	3,712.12	1,287.88	74.24
101-790.00-717.01	RETIREMENT DC PLAN (401A)	52,500.00	17,092.62	35,407.38	32.56
101-790.00-717.02	RETIREMENT PENSION (MERS)	280,000.00	280,000.00	0.00	100.00
101-790.00-727.01	SUPPLIES-LIBRARY	13,000.00	3,124.70	9,875.30	24.04

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
101-790.00-729.00	STAFF BOOK ACCOUNT	0.00	0.00	0.00	0.00
101-790.00-730.01	BOOKS	262,940.00	73,227.61	189,712.39	27.85
101-790.00-730.02	AV (MEDIA)	96,560.00	26,809.90	69,750.10	27.77
101-790.00-730.03	SERVICES, SUBSCRIPTIONS & PREPROCESSING	890,500.00	308,749.69	581,750.31	34.67
101-790.00-802.00	LEGAL	25,000.00	1,496.00	23,504.00	5.98
101-790.00-803.00	AUDIT	19,000.00	19,000.00	0.00	100.00
101-790.00-804.01	BANK FEES-GENERAL	500.00	0.00	500.00	0.00
101-790.00-804.02	BANK FEES-CREDIT CARD	1,200.00	248.03	951.97	20.67
101-790.00-850.00	COMMUNICATIONS	40,000.00	4,033.91	35,966.09	10.08
101-790.00-902.00	LEGAL NOTICES & ADS	500.00	0.00	500.00	0.00
101-790.00-921.00	ELECTRICITY	160,000.00	41,037.69	118,962.31	25.65
101-790.00-922.00	GAS	20,000.00	5,969.51	14,030.49	29.85
101-790.00-923.00	WATER	15,000.00	5,676.72	9,323.28	37.84
101-790.00-931.00	CLEANING/JANITORIAL SERVICES	98,000.00	26,076.72	71,923.28	26.61
101-790.00-932.01	LAWN & GROUNDS	55,400.00	398.54	55,001.46	0.72
101-790.00-932.02	SNOW & ICE	38,000.00	11,200.00	26,800.00	29.47
101-790.00-933.00	BUILDING SECURITY	7,500.00	3,159.66	4,340.34	42.13
101-790.00-934.01	OFFICE EQUIPMENT MAINTENANCE CONTRACTS	800.00	0.00	800.00	0.00
101-790.00-934.02	MISCELLANEOUS CONTRACTS & INSPECTIONS	57,900.00	45,132.12	12,767.88	77.95
101-790.00-934.03	HVAC MAINTENANCE CONTRACTS	23,000.00	3,678.00	19,322.00	15.99
101-790.00-935.00	BUILDING REPAIRS	20,000.00	5,518.94	14,481.06	27.59
101-790.00-936.00	EQUIPMENT REPAIRS	20,000.00	3,546.55	16,453.45	17.73
101-790.00-941.00	COPY MACHINE CHARGES	10,000.00	1,811.97	8,188.03	18.12
101-790.00-942.00	POSTAGE METER CHARGES	2,500.00	472.89	2,027.11	18.92
101-790.00-965.00	BUILDING IMPROVEMENTS	20,000.00	5,160.00	14,840.00	25.80
101-790.00-969.00	INSURANCE	73,500.00	60,014.88	13,485.12	81.65
101-790.00-973.00	LAND IMPROVEMENTS-DEPRECIATING	50,000.00	10,434.00	39,566.00	20.87
101-790.00-974.00	BUILDINGS, FIXTURES & IMPROVEMENTS	530,000.00	0.00	530,000.00	0.00
101-790.00-975.00	FURNITURE AND EQUIPMENT	288,400.00	51,597.00	236,803.00	17.89
101-790.00-976.00	LIBRARY MATERIALS	0.00	0.00	0.00	0.00
101-790.00-978.00	HARDWARE	270,000.00	0.00	270,000.00	0.00
101-790.00-979.00	SOFTWARE	34,000.00	0.00	34,000.00	0.00
101-790.00-998.00	PROPERTY TAX REFUNDS	2,000.00	0.00	2,000.00	0.00

GL NUMBER	DESCRIPTION	2025	YTD BALANCE	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
101-790.01-808.01	MEMBERSHIP DUES-ADMINISTRATION-DIRECTOR	1,200.00	210.00	990.00	17.50
101-790.01-808.02	MEMBERSHIP DUES-ADMINISTRATION-TRUSTEES	300.00	0.00	300.00	0.00
101-790.01-861.01	CONFERENCES-ADMINISTRATION-DIRECTOR	3,000.00	0.00	3,000.00	0.00
101-790.01-861.02	CONFERENCES-ADMINISTRATION-TRUSTEES	1,000.00	0.00	1,000.00	0.00
101-790.01-862.01	MILEAGE-ADMINISTRATION-DIRECTOR	2,300.00	0.00	2,300.00	0.00
101-790.01-862.02	MILEAGE-ADMINISTRATION-TRUSTEES	200.00	0.00	200.00	0.00
101-790.02-727.01	SUPPLIES-BUSINESS SERVICES-OFFICE	12,500.00	2,169.76	10,330.24	17.36
101-790.02-727.02	SUPPLIES-BUSINESS SERVICES-BUILDING	30,500.00	2,568.00	27,932.00	8.42
101-790.02-727.03	SUPPLIES-BUSINESS SERVICES-JANITORIAL	14,500.00	4,470.18	10,029.82	30.83
101-790.02-728.00	POSTAGE-BUSINESS SERVICES	2,800.00	2,374.34	425.66	84.80
101-790.02-807.01	PROF SERVICES-PAYROLL FEES	16,500.00	6,010.27	10,489.73	36.43
101-790.02-807.02	PROF SERVICES-BUSINESS SERVICES	12,600.00	3,055.00	9,545.00	24.25
101-790.02-808.01	MEMBERSHIP DUES-BUSINESS SERVICES-GEN	1,975.00	984.00	991.00	49.82
101-790.02-808.02	MEMBERSHIP DUES-BUSINESS SERVICES-MISC	10,725.00	4,037.00	6,688.00	37.64
101-790.02-809.01	STAFF DEVELOPMENT-INSERVICE	5,000.00	154.50	4,845.50	3.09
101-790.02-809.02	STAFF DEVELOPMENT-LONGEVITY	2,950.00	600.00	2,350.00	20.34
101-790.02-809.03	STAFF DEVELOPMENT-TRAINING	5,000.00	0.00	5,000.00	0.00
101-790.02-861.00	CONFERENCES-BUSINESS SERVICES	5,150.00	1,000.00	4,150.00	19.42
101-790.02-862.00	MILEAGE-BUSINESS SERVICES	2,000.00	4.27	1,995.73	0.21
101-790.02-880.00	COMMUNITY PROMOTION-VOLUNTEER	1,200.00	0.00	1,200.00	0.00
101-790.02-901.00	PRINTING-BUSINESS SERVICES	1,300.00	453.00	847.00	34.85
101-790.03-727.01	SUPPLIES-CIRCULATION SERVICES-CIRC	4,000.00	1,843.47	2,156.53	46.09
101-790.03-727.02	SUPPLIES-CIRCULATION SERVICES-PAGES	5,500.00	377.50	5,122.50	6.86
101-790.03-727.03	SUPPLIES-CIRCULATION SERVICES-TPW	20,000.00	3,879.73	16,120.27	19.40
101-790.03-728.00	POSTAGE-CIRCULATION SERVICES	150.00	105.18	44.82	70.12
101-790.03-805.00	ONLINE INFO-CIRCULATION SERVICES	23,000.00	18,997.70	4,002.30	82.60
101-790.03-807.00	PROF SERVICES-CIRCULATION SERVICES	45,820.00	11,397.28	34,422.72	24.87
101-790.03-808.00	MEMBERSHIP DUES-CIRCULATION SERVICES	1,650.00	340.00	1,310.00	20.61
101-790.03-861.00	CONFERENCES-CIRCULATION SERVICES	6,680.00	0.00	6,680.00	0.00
101-790.03-862.00	MILEAGE-CIRCULATION SERVICES	2,800.00	0.00	2,800.00	0.00
101-790.04-727.00	SUPPLIES-ENGAGEMENT & DESIGN	1,300.00	287.97	1,012.03	22.15
101-790.04-728.00	POSTAGE-ENGAGEMENT & DESIGN	25,000.00	412.10	24,587.90	1.65
101-790.04-806.00	PROGRAMMING-ENGAGEMENT & DESIGN	40,000.00	5,292.86	34,707.14	13.23

GL NUMBER	DESCRIPTION	2025 AMENDED BUDGET	YTD BALANCE	AVAILABLE	% BDGT USED
			04/30/2025 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)	
101-790.04-807.00	PROF SERVICES-ENGAGEMENT & DESIGN	35,000.00	8,046.00	26,954.00	22.99
101-790.04-808.00	MEMBERSHIP DUES-ENGAGEMENT & DESIGN	1,000.00	480.00	520.00	48.00
101-790.04-861.00	CONFERENCES-ENGAGEMENT & DESIGN	2,000.00	856.36	1,143.64	42.82
101-790.04-862.00	MILEAGE-ENGAGEMENT & DESIGN	1,200.00	127.40	1,072.60	10.62
101-790.04-880.00	COMMUNITY PROMOTION-MARKETING	25,000.00	997.45	24,002.55	3.99
101-790.04-901.00	PRINTING-ENGAGEMENT & DESIGN	50,000.00	1,631.25	48,368.75	3.26
101-790.05-727.00	SUPPLIES-INFORMATION SERVICES	2,600.00	753.86	1,846.14	28.99
101-790.05-728.00	POSTAGE-INFORMATION SERVICES	2,000.00	454.38	1,545.62	22.72
101-790.05-808.00	MEMBERSHIP DUES-INFORMATION SERVICES	2,500.00	1,758.00	742.00	70.32
101-790.05-861.00	CONFERENCES-INFORMATION SERVICES	16,000.00	3,956.04	12,043.96	24.73
101-790.05-862.00	MILEAGE-INFORMATION SERVICES	1,500.00	0.00	1,500.00	0.00
101-790.06-727.00	SUPPLIES-INFORMATION TECHNOLOGY	30,000.00	6,432.00	23,568.00	21.44
101-790.06-805.00	ONLINE INFO-INFORMATION TECHNOLOGY	310,000.00	203,893.66	106,106.34	65.77
101-790.06-808.00	MEMBERSHIP DUES-INFORMATION TECHNOLOGY	1,500.00	327.00	1,173.00	21.80
101-790.06-809.00	STAFF DEVELOPMENT-IT-TRAINING	11,000.00	7,955.10	3,044.90	72.32
101-790.06-861.00	CONFERENCES-INFORMATION TECHNOLOGY	11,000.00	920.00	10,080.00	8.36
101-790.06-862.00	MILEAGE-INFORMATION TECHNOLOGY	1,100.00	0.00	1,100.00	0.00
TOTAL EXPENDITURES		8,736,600.00	2,612,911.35	6,123,688.65	29.91
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		8,220,588.00	7,967,017.47	253,570.53	96.92
TOTAL EXPENDITURES		8,736,600.00	2,612,911.35	6,123,688.65	29.91
NET OF REVENUES & EXPENDITURES		(516,012.00)	5,354,106.12	(5,870,118.12)	1,037.59
NET CHANGE IN FUND BALANCE		(516,012.00)	5,354,106.12		
FUND BALANCE - BEGINNING OF YEAR		6,962,701.85	6,962,701.85		
END FUND BALANCE		6,446,689.85	12,316,807.97		

05/05/2025

CHECK REGISTER FOR CANTON PUBLIC LIBRARY
CHECK DATE FROM 04/01/2025 - 04/30/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING						
04/02/2025	GEN	55548	1004	AFLAC	MONTHLY REMITTANCE-MARCH	120.60
04/02/2025	GEN	55549	1009	AMAZON CAPITAL SERVICES	BATTERIES	705.31
04/02/2025	GEN	55550	1406	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE/DISABILITY MONTHLY PREMIU	1,259.78
04/02/2025	GEN	55551	1420	AMERICAN UNITED LIFE INSURANCE CO	EMPLOYEE ASSISTANCE PROGRAM (EAP) MONTHL	25.00
04/02/2025	GEN	55552	1411	AUTOMATED LOGIC	REPLACED CURRENT SENSOR IN LOBBY AIR HAN	1,077.03
04/02/2025	GEN	55553	1425	BEARDED FISH AQUATICS	AQUARIUM MAINTENANCE FEE & SUPPLIES	190.00
04/02/2025	GEN	55554	1074	CANTON TOWNSHIP WATER DEPARTMENT	WATER & SEWER 1/02/2025-03/04/2025	2,396.80
04/02/2025	GEN	55555	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	71 ADULT VIDEO GAMES	729.38
04/02/2025	GEN	55556	1467	CTS COMPANIES, INC.	RMM SERVICE	270.00
04/02/2025	GEN	55557	1100	DEMCO, INC.	DVD CASES	1,844.36
04/02/2025	GEN	55558	1116	ELEMENTONE CONSULTING, INC	PROFESSIONAL FEE FOR FY2026 PAY STRUCTUR	2,800.00
04/02/2025	GEN	55559	1206	FARMINGTON COMMUNITY LIBRARY	MANGO LANGUAGES AND OVERDRIVE MAGAZINES	16,834.68
04/02/2025	GEN	55560	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	1,458.26
04/02/2025	GEN	55561	1213	MIDWEST TAPE	AV (MEDIA) & PREPROCESSING FEES	3,603.37
04/02/2025	GEN	55562	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	94.71
04/02/2025	GEN	55563	1126	PLAYAWAY PRODUCTS LLC	ORDER NOT TO EXCEED \$62.94	64.94
04/02/2025	GEN	55564	1255	PROGRESSIVE PRINTING	BUSINESS CARDS - MINSHALL, CHRISTENSON,	193.00
04/02/2025	GEN	55565	1264	RELIABLE LANDSCAPING, INC.	SNOW & ICE MANAGEMENT	5,600.00
04/02/2025	GEN	55566	1292	STAPLES	OFFICE SUPPLIES - RUBBER BANDS, GOLF PEN	38.01
04/02/2025	GEN	55567	1308	THE LIBRARY NETWORK	TLN WAN INTERNET ACCESS - 500MB	1,515.19
04/02/2025	GEN	55568	1318	TRUGREEN	LAWN FERTILIZER & GRUB CONTROL SERVICE	398.54
04/09/2025	GEN	472(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	401A EMPLOYER CONTRIBUTIONS	1,899.18
04/09/2025	GEN	473(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457B + 457BC EMPLOYEE CONTRIBUTIONS	8,440.75
04/09/2025	GEN	474(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457BR EMPLOYEE CONTRIBITIONS	50.00
04/09/2025	GEN	475(E)	1240	PAYLOCITY	PAYROLL PROCESSING FEES	276.11
04/09/2025	GEN	476(E)	1240	PAYLOCITY	DISPLAY ITEM	347.41
04/16/2025	GEN	477(E)	1476	JP MORGAN CHASE BANK-ONE CARD	OFFICE SUPPLIES - COPY PAPER	80,808.53
04/16/2025	GEN	55569	1009	AMAZON CAPITAL SERVICES	ORDER NOT TO EXCEED \$160	2,195.40
04/16/2025	GEN	55570	1420	AMERICAN UNITED LIFE INSURANCE CO	EMPLOYEE ASSISTANCE PROGRAM (EAP) MONTHL	25.50
04/16/2025	GEN	55571	1051	BLUE CARE NETWORK OF MICHIGAN	COVERAGE - MAY	24,276.56
04/16/2025	GEN	55572	1080	CENTRAL BUSINESS SYSTEMS, INC.	WEB EXPRESS PRINT CARD READER REPAIR	203.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/16/2025	GEN	55573	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	11 KIDS VIDEO GAMES	1,857.78
04/16/2025	GEN	55574	1108	DTE ENERGY	ELECTRICITY AND GAS MONTHLY CHARGES 03/1	11,199.60
04/16/2025	GEN	55575	1109	DUNN RITE MAINTENANCE, INC	MONTHLY FEE FOR NIGHTLY CLEANING/JANITOR	5,650.00
04/16/2025	GEN	55576	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	2,934.20
04/16/2025	GEN	55577	1176	KANOPY, INC	KANOPY - STREAMING VIDEO PLAY CREDITS	699.55
04/16/2025	GEN	55578	1193	LONG PLUMBING	PREVENTATIVE MAINT SERVER/WIRE AC	250.00
04/16/2025	GEN	55579	1205	METRO ENVIRONMENTAL SERVICES, INC.	PM JETTING OF STAFF RESTROOM DRAIN LINE	695.00
04/16/2025	GEN	55580	1210	MICHIGAN LIBRARY ASSOCIATION	MLA ANNUAL GROUP MEMBERSHIP RENEWALS	4,925.00
04/16/2025	GEN	55581	1213	MIDWEST TAPE	HOOPLA MONTHLY USAGE	28,364.65
04/16/2025	GEN	55582	1631	NATE MATTSON	WRESTLEFEST PRESENTER	125.00
04/16/2025	GEN	55583	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	94.71
04/16/2025	GEN	55584	1232	ODP BUSINESS SOLUTIONS	POSTER PRINTER PAPER E & D SUPPLIES	267.49
04/16/2025	GEN	55585	1243	PETTY CASH	STELLAR STAFF AWARDS REPLENISHMENT	1,305.00
04/16/2025	GEN	55586	1126	PLAYAWAY PRODUCTS LLC	32 JUVENILE WONDERBOOKS	1,842.70
04/16/2025	GEN	55587	1272	SAWA BOOKS	7 JUVENILE INTERNATIONAL LANGUAGE BOOKS	184.03
04/16/2025	GEN	55588	1327	UNIQUE MANAGEMENT SERVICES	COLLECTION AGENCY	344.10
04/16/2025	GEN	55589	1345	WHITE PINE LIBRARY COOPERATIVE	INTERLOAN SERVICES - BILLED QUARTERLY	104.50
04/23/2025	GEN	478(E)	1203	MERS	EMPLOYEE PENSION DEDUCTION	4,371.74
04/23/2025	GEN	479(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	401A EMPLOYER CONTRIBUTIONS	1,899.18
04/23/2025	GEN	480(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457B + 457BC EMPLOYEE CONTRIBUTIONS	9,740.75
04/23/2025	GEN	481(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457BR EMPLOYEE CONTRIBIONS	550.00
04/23/2025	GEN	482(E)	1240	PAYLOCITY	PAYROLL PROCESSING FEES	967.01
04/23/2025	GEN	483(E)	1240	PAYLOCITY	VISION CLAIM REIMBURSEMENT: P.HATHAWAY	266.76
04/30/2025	GEN	55590	1004	AFLAC	MONTHLY REMITTANCE-APRIL	120.60
04/30/2025	GEN	55591	1009	AMAZON CAPITAL SERVICES	BALLPOINT PENS	508.80
04/30/2025	GEN	55592	1406	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE/DISABILITY MONTHLY PREMIU	1,259.78
04/30/2025	GEN	55593	1017	ARBOR INSPECTION SERVICES LLC	ANNUAL FIRE SPRINKLER INSPECTION	600.00
04/30/2025	GEN	55594	1078	CEE-CLEAN WINDOW CLEANING CO., INC	COMMERCIAL WINDOW CLEANING SERVICE	797.00
04/30/2025	GEN	55595	1080	CENTRAL BUSINESS SYSTEMS, INC.	SERVICE COPY CARD DISPENSER	120.00
04/30/2025	GEN	55596	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	71 ADULT VIDEO GAMES	388.66
04/30/2025	GEN	55597	1467	CTS COMPANIES, INC.	RMM SERVICE	270.00
04/30/2025	GEN	55598	MISC	EAST LANSING PUBLIC LIBRARY	ILL REPLACEMENT FEES	10.53
04/30/2025	GEN	55599	1206	FARMINGTON COMMUNITY LIBRARY	GALE E-BOOK PLATFORM RENEWAL	450.00
04/30/2025	GEN	55600	1342	GREY HOUSE PUBLISHING	WEISS FINANCIAL RATINGS SERIES ONLINE DA	2,995.00
04/30/2025	GEN	55601	1159	HOME DEPOT CREDIT SERVICES	POM POM BOX SUPPLIES	280.47

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/30/2025	GEN	55602	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	2,169.40
04/30/2025	GEN	55603	1188	LIBRARY DESIGN ASSOCIATES, INC.	FRIENDS BOOK NOOK BUILT-IN SHELVING	4,765.00
04/30/2025	GEN	55604	1213	MIDWEST TAPE	AV (MEDIA) & PREPROCESSING FEES	1,637.27
04/30/2025	GEN	55605	MISC	MONROE COUNTY LIBRARY SYSTEM	ILL REPLACEMENT FEES	18.00
04/30/2025	GEN	55606	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	77.17
04/30/2025	GEN	55607	1235	OVERDRIVE, INC.	32 EBOOKS	15,854.09
04/30/2025	GEN	55608	1126	PLAYAWAY PRODUCTS LLC	32 JUVENILE WONDERBOOKS	58.99
04/30/2025	GEN	55609	1255	PROGRESSIVE PRINTING	PCCS KINDERGARTEN BOOKMARKS	266.00
04/30/2025	GEN	55610	1263	REDFORD LOCK COMPANY, INC.	REPLACE TWO ENTRY SETS, AND REKEY	1,223.00
04/30/2025	GEN	55611	1264	RELIABLE LANDSCAPING, INC.	LANDSCAPE NORTH FACE OF BUILDING	10,434.00
04/30/2025	GEN	55612	1313	TRACSYSTEMS, INC.	PHAROS UNIPRINT ANNUAL RENEWAL	<u>2,123.00</u>

GEN TOTALS:

Total of 77 Checks:	284,806.91
Less 0 Void Checks:	<u>0.00</u>
Total of 77 Disbursements:	284,806.91



Director's Report May 2025

1. While our annual calendar of agenda items lists May as the month to discuss the 2026 millage and property tax details, and also the capital replacement and use of fund balance, we are pushing these to the June meeting. With the way the calendar falls this year, our May meeting is earlier than when we typically receive the millage and property tax information from Wayne County, so we do not have that data to present to you. We are also awaiting estimates for some of our planned capital projects, so we can't discuss those with you this month, either.

However, you will have that much more time to enjoy the presentation on how our Home Delivery pilot project is going. Circulation Services Department Head Kat Bounds and Supervisor Barb Gudenburr are looking forward to sharing the six-month results and answering your questions.

2. In personnel news, we bid a fond farewell and sincere congratulations to Circulation Services Page Mackenzie Inman, who has graduated from Eastern Michigan University and is moving on to her new full-time accounting position with Ann Arbor Spark.
3. Federal courts have ruled to overturn the proposed Trump administration cuts to the Institute of Museum and Library Services. We have not yet heard when the agency will reopen or when staff who were suspended will return to the job. Michigan libraries are continuing to plan for the worst-case scenario if 2026 funding for IMLS is not approved.
4. As I mentioned last month, the law firm of Fausone & Grysko, representing several of the Wayne County public libraries whose Penal Fines revenue were mistakenly underpaid, has made contact with the Wayne County Treasurer's office. The latest update is that Wayne County has acknowledged receipt of Fausone & Grysko's official communication of a proposed settlement. We anticipated this will be a lengthy process, so I have no concerns about the situation so far. The Grosse Pointe Public Library is serving as fiduciary for Fausone & Grysko's efforts. The other libraries represented in this group are CPL, the William P. Faust Public Library of Westland, Wayne Public Library, Redford District Library, Inkster Public Library, Wyandotte Public Library, Garden City Public Library, and the Dearborn Heights Public Library.
5. We have revamped the Teen page on our website as Young Adults, which encompasses the older teen and young twenty-something demographic. My thanks to Engagement & Design Department Head Laurie Golden and the website content team for their analysis of our website usage and determining the best strategies to promote the library to this age group.
6. The new lobby shelving to replace the Friends of the Library's two booksale carts has been installed. The Friends board is working with Business Services Department Head Marian Nicholson and Laurie

Golden on signage and a new lockbox for the lobby sales. Still to come is a renovation to the Friends' sorting area, to include a more functional layout and new wall shelves to make better use of the space.

7. As far as collection moves, the International Language adult collection has been moved into the central stacks area. We will eventually be moving adult New Books into the old International Languages section, which will allow us to better showcase our New Materials and provide much-needed breathing room for patrons to browse without getting in each other's way. The department heads and I will be working on possibilities for the "old" New Books wall. The committee of staff from across the library who are researching possibilities for the open area that used to be Adult Fiction are finalizing their recommendations for presentation to me and the department heads later this month, and then we will start the design process with LDA to purchase furniture and fixtures to better serve the needs of our community.

Respectfully submitted,
Eva Davis, Director