



Library Board of Trustees General Meeting Packet Contents

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Library Board of Trustees Meeting Agenda – November 20, 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 October 16, 2025 Meeting Minutes
Administrative Reports	Communications Report of the Library Director Trustee Comments
Committee Reports	None
Unfinished Business & General Orders	Action Item 25/11-20-1: Nomination and election of 2026 officers Discussion Item: Director's evaluation process
New Business	Action Item 25/11-20-2 (Roll Call Vote): Closed session to consider material exempted by statute (Library Privacy Act 455 of 1982, MCL 397.603) Action Item 25/11-20-3: Patron Appeal 2025-11-01, to uphold, revise, or revoke suspension of rental room privileges
Adjourn	Final Call to the Audience (5-minute maximum per person)



Canton Public Library Board of Trustees General Meeting Minutes

October 16, 2025 – 7:00 PM

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

Present: H. Abdu (joined at 7:03 PM), N. Eggenberger, A. Iqbal, J. Lee, A. Wahby (joined at 7:03 PM), A. Watts

Absent: None

Also Present: S. Bewick, E. Davis

CALL TO AUDIENCE

Present: L. Golden, M. Hathaway, M. Nicholson, C. Parker

No comments

APPROVAL OF AGENDA

The agenda was approved by unanimous consent.

APPROVAL OF BUDGET HEARING MINUTES

The minutes were approved by unanimous consent.

APPROVAL OF GENERAL MEETING MINUTES

The minutes were approved by unanimous consent.

COMMUNICATIONS

None

DIRECTOR'S REPORT

Davis reported the library is 75% through the fiscal year as of September 30. The 3rd Quarter Budget Amendment will recognize excess revenues, including an increase in collected property taxes. She noted that because this has been increased on each of the past budget amendments, it may be a factor to consider when forecasting next year's property tax collection rate.

Davis recognized staff efforts following the closure announcement of library vendor Baker & Taylor; in less than a week, the Technical Processing Workgroup and Information Services teams cancelled more than 2,200 items with Baker & Taylor and reordered those materials with Ingram.

The library has collaborated with the University of Michigan School of Information to conduct an online community engagement survey. In addition to QR codes displayed throughout the library, an email was

sent to all library cardholders located in the 48187 and 48188 zip codes; the survey will collect responses until October 24.

TRUSTEE COMMENTS

Trustee A. Wahby relayed a patron concern regarding smoking on library property. Business Services Department Head M. Nicholson will review available security footage and follow up with the director.

Trustee A. Iqbal asked if the library has received requests for a designated room for quiet reflection and prayer. Davis noted there have been similar requests through the years, but the library's focus has been on reserving the available space for library-specific purposes. M. Nicholson shared that the new furniture being installed in the former Adult Fiction area will include movable whiteboards, which may be used to increase privacy. The installation is scheduled for late November. The board will revisit the topic in January.

Trustee J. Lee shared that the Village Arts Factory is accepting applications for its Partnership for the Arts & Humanities Grants Program, which is available to nonprofits and individuals who promote cultural, arts, and humanities programming in Canton Township.

COMMITTEE REPORTS

None

UNFINISHED BUSINESS & GENERAL ORDERS

None

NEW BUSINESS

Approve 3rd Quarter Budget Amendment – A. Watts moved, and N. Eggenberger supported a motion to accept the 3rd Quarter Budget Amendment as presented.

The motion passed unanimously 25/10-16-1 (6-0-0)

2026 Board Officers – Davis confirmed that the current board officers are all in the first year of their roles and are eligible to remain in their current positions for another year. J. Lee expressed interest in continuing to serve as Chairperson. N. Eggenberger recommended A. Iqbal remain in the Vice Chair position. A. Watts stated she is willing to continue as Secretary-Treasurer for another year but would support another trustee assuming the role if interested.

Director's evaluation process – Davis requested the board conduct her annual review using the performance evaluation tool currently used by the rest of staff. M. Nicholson distributed copies of the CPL Performance Evaluation rubric for review. The board will continue discussion of the director's evaluation process at the November meeting and will deliver Davis's annual review in December.

CALL TO AUDIENCE

None

ADJOURN

The meeting was adjourned at 8:10 PM.

Amy Watts, Secretary-Treasurer

11/06/2025

BALANCE SHEET REPORT FOR CANTON PUBLIC LIBRARY
Balance As Of 10/31/2025

		YTD Balance 10/31/2025 Normal (Abnormal)
GL Number	Description	
Fund: 101 GENERAL FUND		
*** Assets ***		
101-000.00-001.01	CHECKING-GENERAL	3,323,776.29
101-000.00-001.03	CHECKING-FSA REIMBURSEMENT	20,175.12
101-000.00-002.00	SAVINGS	1,004,510.29
101-000.00-017.01	MICHIGAN CLASS-GENERAL FUND	5,184,852.80
101-000.00-123.00	PREPAID EXPENSES	15,828.89
Total Assets		9,549,143.39
*** Liabilities ***		
101-000.00-202.00	ACCOUNTS PAYABLE	32,243.91
101-000.00-219.01	SOCIAL COMMITTEE	3,299.54
101-000.00-219.02	MISCELLANEOUS GRANTS & DONATIONS	2,069.93
101-000.00-219.03	WELCOMING COMMITTEE	500.00
101-000.00-231.08	FLEXIBLE SPENDING ACCOUNT DEDUCTIONS	6,846.96
Total Liabilities		44,960.34
*** Fund Equity ***		
101-000.00-390.00	GENERAL FUND BALANCE	6,962,701.85
Total Fund Equity		6,962,701.85
Total Fund 101:		
TOTAL ASSETS		9,549,143.39
BEG. FUND BALANCE		6,962,701.85
+ NET OF REVENUES & EXPENDITURES		2,541,481.20
= ENDING FUND BALANCE		9,504,183.05
+ LIABILITIES		44,960.34
= TOTAL LIABILITIES AND FUND BALANCE		9,549,143.39

GL Number	Description	YTD Balance
		10/31/2025
		Normal (Abnormal)
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 Equity ***		
901-000.00-399.00	INVESTMENT IN ASSETS	10,048,680.04
Total Fund Equity		10,048,680.04
Total Fund 901:		
TOTAL ASSETS		10,294,455.04
BEG. FUND BALANCE		10,048,680.04
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		10,048,680.04
+ LIABILITIES		245,775.00
= TOTAL LIABILITIES AND FUND BALANCE		10,294,455.04

11/06/2025

REVENUE AND EXPENDITURE REPORT FOR CANTON PUBLIC LIBRARY

Balance As Of 10/31/2025

Description	2025 Amended Budget	YTD Balance 10/31/2025 Normal (Abnormal)	Available Balance 10/31/2025 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND				
Account Category: Revenues				
PROPERTY TAXES	7,876,418.00	7,876,418.64	(0.64)	100.00
STATE AID TO LIBRARIES	107,185.00	107,185.88	(0.88)	100.00
STATE GRANTS-OTHER	7,186.00	7,186.66	(0.66)	100.01
LOCAL COMMUNITY STABILIZATION SHARE	57,588.00	57,587.85	0.15	100.00
PHOTOCOPY FEES	40,000.00	31,324.35	8,675.65	78.31
REPLACEMENT-LIBRARY MATERIALS	11,500.00	12,074.11	(574.11)	104.99
MEETING ROOM RENTAL	1,700.00	1,850.00	(150.00)	108.82
PENAL FINES	360,570.00	360,570.47	(0.47)	100.00
INTEREST INCOME	250,000.00	219,776.04	30,223.96	87.91
COMMISSION	10,000.00	9,807.80	192.20	98.08
OTHER REVENUE	19,750.00	19,908.63	(158.63)	100.80
Revenues	8,741,897.00	8,703,690.43	38,206.57	99.56
Account Category: Expenditures				
SALARIES & WAGES	3,790,000.00	2,880,742.45	909,257.55	76.01
FRINGE BENEFITS	989,400.00	803,729.00	185,671.00	81.23
SUPPLIES	169,000.00	90,048.69	78,951.31	53.28
LIBRARY MATERIALS	1,289,500.00	1,012,314.57	277,185.43	78.50
PROFESSIONAL & CONTRACTUAL	580,120.00	458,721.03	121,398.97	79.07
COMMUNICATIONS	40,000.00	30,179.12	9,820.88	75.45
PRINTING	51,800.00	18,570.75	33,229.25	35.85
UTILITIES	200,000.00	141,724.74	58,275.26	70.86
MAINTENANCE & REPAIRS	324,000.00	219,213.58	104,786.42	67.66
RENTALS/LEASES	12,500.00	6,256.24	6,243.76	50.05
BUILDING IMPROVEMENTS	25,726.00	20,125.00	5,601.00	78.23
INSURANCE	73,500.00	60,014.88	13,485.12	81.65
CAPITAL OUTLAY	1,172,400.00	397,016.54	775,383.46	33.86
PROPERTY TAX REFUNDS	2,000.00		2,000.00	0.00
TRAVEL	63,230.00	18,930.43	44,299.57	29.94
COMMUNITY PROMOTION	26,200.00	4,622.21	21,577.79	17.64
Expenditures	8,809,376.00	6,162,209.23	2,647,166.77	69.95
Fund 101 - GENERAL FUND:				
TOTAL REVENUES	8,741,897.00	8,703,690.43	38,206.57	99.56
TOTAL EXPENDITURES	8,809,376.00	6,162,209.23	2,647,166.77	69.95
NET OF REVENUES & EXPENDITURES:	(67,479.00)	2,541,481.20	(2,608,960.20)	
BEG. FUND BALANCE - ALL FUNDS	6,962,701.85	6,962,701.85		
END FUND BALANCE - ALL FUNDS	6,895,222.85	9,504,183.05		

11/06/2025

REVENUE AND EXPENDITURE REPORT FOR CANTON PUBLIC LIBRARY
Balance As Of 10/31/2025

GL Number	Description	2025 Amended Budget	YTD Balance 10/31/2025 Normal (Abnormal)	Available Balance 10/31/2025 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND					
101-000.00-401.00	PROPERTY TAXES	7,876,418.00	7,876,418.64	(0.64)	100.00
101-000.00-539.00	STATE AID TO LIBRARIES	107,185.00	107,185.88	(0.88)	100.00
101-000.00-569.00	STATE GRANTS-OTHER	7,186.00	7,186.66	(0.66)	100.01
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	31,324.35	8,675.65	78.31
101-000.00-615.00	REPLACEMENT-LIBRARY MATERIALS	11,500.00	12,074.11	(574.11)	104.99
101-000.00-651.00	MEETING ROOM RENTAL	1,700.00	1,850.00	(150.00)	108.82
101-000.00-656.00	PENAL FINES	360,570.00	360,570.47	(0.47)	100.00
101-000.00-665.00	INTEREST INCOME	250,000.00	219,776.04	30,223.96	87.91
101-000.00-668.00	COMMISSION	10,000.00	9,807.80	192.20	98.08
101-000.00-675.00	OTHER REVENUE	19,750.00	19,908.63	(158.63)	100.80
Revenues		8,741,897.00	8,703,690.43	38,206.57	99.56
Account Category: Expenditures					
101-790.00-702.00	SALARIES & WAGES	3,790,000.00	2,880,742.45	909,257.55	76.01
101-790.00-716.01	TAXES-FICA/MC	290,000.00	225,797.78	64,202.22	77.86
101-790.00-716.02	DENTAL	23,000.00	11,559.00	11,441.00	50.26
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	14,091.05	1,908.95	88.07
101-790.00-716.05	MEDICAL INSURANCE	308,580.00	223,273.55	85,306.45	72.36
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	3,563.57	3,936.43	47.51
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	4,903.12	96.88	98.06
101-790.00-717.01	RETIREMENT DC PLAN (401A)	52,500.00	39,520.93	12,979.07	75.28
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	18,000.00	9,756.48	8,243.52	54.20
101-790.00-729.00	STAFF BOOK ACCOUNT	0.00	0.00	0.00	0.00

GL Number	Description	2025 Amended Budget	YTD Balance 10/31/2025 Normal (Abnormal)	Available Balance 10/31/2025 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND					
101-790.00-730.01	BOOKS	266,120.00	201,187.03	64,932.97	75.60
101-790.00-730.02	AV (MEDIA)	97,910.00	76,691.69	21,218.31	78.33
101-790.00-730.03	SERVICES, SUBSCRIPTIONS & PREPROCESSING	925,470.00	734,435.85	191,034.15	79.36
101-790.00-802.00	LEGAL	25,000.00	2,787.05	22,212.95	11.15
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	727.74	472.26	60.65
101-790.00-850.00	COMMUNICATIONS	40,000.00	30,179.12	9,820.88	75.45
101-790.00-902.00	LEGAL NOTICES & ADS	500.00	15.00	485.00	3.00
101-790.00-921.00	ELECTRICITY	160,000.00	115,507.88	44,492.12	72.19
101-790.00-922.00	GAS	20,000.00	8,772.38	11,227.62	43.86
101-790.00-923.00	WATER	20,000.00	17,444.48	2,555.52	87.22
101-790.00-931.00	CLEANING/JANITORIAL SERVICES	98,000.00	73,185.00	24,815.00	74.68
101-790.00-932.01	LAWN & GROUNDS	58,800.00	31,494.92	27,305.08	53.56
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	6,495.54	1,004.46	86.61
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	52,687.52	5,212.48	91.00
101-790.00-934.03	HVAC MAINTENANCE CONTRACTS	23,000.00	12,483.00	10,517.00	54.27
101-790.00-935.00	BUILDING REPAIRS	20,000.00	21,812.78	(1,812.78)	109.06
101-790.00-936.00	EQUIPMENT REPAIRS	20,000.00	9,854.82	10,145.18	49.27
101-790.00-941.00	COPY MACHINE CHARGES	10,000.00	4,837.57	5,162.43	48.38
101-790.00-942.00	POSTAGE METER CHARGES	2,500.00	1,418.67	1,081.33	56.75
101-790.00-965.00	BUILDING IMPROVEMENTS	25,726.00	20,125.00	5,601.00	78.23
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	455,000.00	7,835.00	447,165.00	1.72
101-790.00-975.00	FURNITURE AND EQUIPMENT	363,400.00	165,944.00	197,456.00	45.66
101-790.00-976.00	LIBRARY MATERIALS	0.00	0.00	0.00	0.00
101-790.00-978.00	HARDWARE	270,000.00	184,738.72	85,261.28	68.42
101-790.00-979.00	SOFTWARE	34,000.00	28,064.82	5,935.18	82.54

GL Number	Description	2025 Amended Budget	YTD Balance 10/31/2025 Normal (Abnormal)	Available Balance 10/31/2025 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND					
101-790.00-998.00	PROPERTY TAX REFUNDS	2,000.00	0.00	2,000.00	0.00
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	6,000.00	2,020.00	3,980.00	33.67
101-790.01-861.02	CONFERENCES-ADMINISTRATION-TRUSTEES	2,500.00	655.00	1,845.00	26.20
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	1,000.00	0.00	1,000.00	0.00
101-790.02-727.01	SUPPLIES-BUSINESS SERVICES-OFFICE	12,500.00	9,528.14	2,971.86	76.23
101-790.02-727.02	SUPPLIES-BUSINESS SERVICES-BUILDING	30,500.00	14,269.80	16,230.20	46.79
101-790.02-727.03	SUPPLIES-BUSINESS SERVICES-JANITORIAL	14,500.00	11,905.55	2,594.45	82.11
101-790.02-728.00	POSTAGE-BUSINESS SERVICES	2,800.00	1,861.65	938.35	66.49
101-790.02-807.01	PROF SERVICES-PAYROLL FEES	16,500.00	14,118.61	2,381.39	85.57
101-790.02-807.02	PROF SERVICES-BUSINESS SERVICES	12,600.00	3,350.00	9,250.00	26.59
101-790.02-808.01	MEMBERSHIP DUES-BUSINESS SERVICES-GEN	1,975.00	1,189.30	785.70	60.22
101-790.02-808.02	MEMBERSHIP DUES-BUSINESS SERVICES-MISC	10,725.00	8,787.00	1,938.00	81.93
101-790.02-809.01	STAFF DEVELOPMENT-INSERVICE	10,000.00	7,180.34	2,819.66	71.80
101-790.02-809.02	STAFF DEVELOPMENT-LONGEVITY	2,950.00	2,600.00	350.00	88.14
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	1,809.12	3,340.88	35.13
101-790.02-862.00	MILEAGE-BUSINESS SERVICES	2,000.00	615.72	1,384.28	30.79
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	769.00	531.00	59.15
101-790.03-727.01	SUPPLIES-CIRCULATION SERVICES-CIRC	4,000.00	3,565.09	434.91	89.13
101-790.03-727.02	SUPPLIES-CIRCULATION SERVICES-PAGES	5,500.00	4,966.21	533.79	90.29
101-790.03-727.03	SUPPLIES-CIRCULATION SERVICES-TPW	20,000.00	12,557.25	7,442.75	62.79
101-790.03-728.00	POSTAGE-CIRCULATION SERVICES	300.00	231.82	68.18	77.27
101-790.03-805.00	ONLINE INFO-CIRCULATION SERVICES	23,000.00	19,726.45	3,273.55	85.77
101-790.03-807.00	PROF SERVICES-CIRCULATION SERVICES	47,520.00	34,656.54	12,863.46	72.93
101-790.03-808.00	MEMBERSHIP DUES-CIRCULATION SERVICES	1,650.00	789.00	861.00	47.82
101-790.03-861.00	CONFERENCES-CIRCULATION SERVICES	6,680.00	1,503.18	5,176.82	22.50
101-790.03-862.00	MILEAGE-CIRCULATION SERVICES	2,800.00	522.96	2,277.04	18.68

GL Number	Description	2025 Amended Budget	YTD Balance 10/31/2025 Normal (Abnormal)	Available Balance 10/31/2025 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND					
101-790.04-727.00	SUPPLIES-ENGAGEMENT & DESIGN	1,300.00	851.57	448.43	65.51
101-790.04-728.00	POSTAGE-ENGAGEMENT & DESIGN	25,000.00	428.38	24,571.62	1.71
101-790.04-806.00	PROGRAMMING-ENGAGEMENT & DESIGN	40,000.00	27,416.00	12,584.00	68.54
101-790.04-807.00	PROF SERVICES-ENGAGEMENT & DESIGN	35,000.00	12,858.50	22,141.50	36.74
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	4,000.00	1,108.54	2,891.46	27.71
101-790.04-862.00	MILEAGE-ENGAGEMENT & DESIGN	1,200.00	359.03	840.97	29.92
101-790.04-880.00	COMMUNITY PROMOTION-MARKETING	25,000.00	4,622.21	20,377.79	18.49
101-790.04-901.00	PRINTING-ENGAGEMENT & DESIGN	50,000.00	17,786.75	32,213.25	35.57
101-790.05-727.00	SUPPLIES-INFORMATION SERVICES	2,600.00	1,694.55	905.45	65.18
101-790.05-728.00	POSTAGE-INFORMATION SERVICES	2,000.00	1,147.65	852.35	57.38
101-790.05-808.00	MEMBERSHIP DUES-INFORMATION SERVICES	2,500.00	2,330.00	170.00	93.20
101-790.05-861.00	CONFERENCES-INFORMATION SERVICES	16,000.00	8,143.46	7,856.54	50.90
101-790.05-862.00	MILEAGE-INFORMATION SERVICES	1,500.00	365.62	1,134.38	24.37
101-790.06-727.00	SUPPLIES-INFORMATION TECHNOLOGY	30,000.00	17,284.55	12,715.45	57.62
101-790.06-805.00	ONLINE INFO-INFORMATION TECHNOLOGY	310,000.00	289,739.93	20,260.07	93.46
101-790.06-808.00	MEMBERSHIP DUES-INFORMATION TECHNOLOGY	1,500.00	532.00	968.00	35.47
101-790.06-809.00	STAFF DEVELOPMENT-IT-TRAINING	11,000.00	10,242.57	757.43	93.11
101-790.06-861.00	CONFERENCES-INFORMATION TECHNOLOGY	11,000.00	1,738.69	9,261.31	15.81
101-790.06-862.00	MILEAGE-INFORMATION TECHNOLOGY	1,100.00	89.11	1,010.89	8.10
Expenditures		8,809,376.00	6,162,209.23	2,647,166.77	69.95
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		8,741,897.00	8,703,690.43	38,206.57	99.56
TOTAL EXPENDITURES		8,809,376.00	6,162,209.23	2,647,166.77	69.95
NET OF REVENUES & EXPENDITURES:		(67,479.00)	2,541,481.20	(2,608,960.20)	
BEG. FUND BALANCE - ALL FUNDS		6,962,701.85	6,962,701.85		
END FUND BALANCE - ALL FUNDS		6,895,222.85	9,504,183.05		

11/06/2025

CHECK REGISTER FOR CANTON PUBLIC LIBRARY
CHECK DATE 10/01/2025 - 10/31/2025

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING					
10/01/2025	55856	1004	AFLAC	MONTHLY REMITTANCE-SEPTEMBER	120.60
10/01/2025	55857	1009	AMAZON CAPITAL SERVICES	IS SUPPLIES	1,312.16
10/01/2025	55858	1406	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE/DISABILITY MONTHLY PREMIUM	1,255.48
10/01/2025	55859	1420	AMERICAN UNITED LIFE INSURANCE CO	EMPLOYEE ASSISTANCE PROGRAM (EAP) MONTHLY FEE	25.50
10/01/2025	55860	1425	BEARDED FISH AQUATICS	AQUARIUM MAINTENANCE FEE & SUPPLIES	259.00
10/01/2025	55861	1053	BOOK PAGE	BOOKPAGE RENEWAL 2025-2026	1,134.00
10/01/2025	55862	1666	BRENDA KIESWETTER	STAFF DAY 2025 HONORARIUM	100.00
10/01/2025	55863	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	62 ADULT VIDEO GAMES	1,366.35
10/01/2025	55864	1467	CTS COMPANIES, INC.	RMM SERVICE	270.00
10/01/2025	55865	1109	DUNN RITE MAINTENANCE, INC	MONTHLY FEE FOR NIGHTLY CLEANING/JANITORIAL SERVICES	5,200.00
10/01/2025	55866	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	3,417.34
10/01/2025	55867	1415	LIBRARY PASS, INC	COMICS PLUS RENEWAL 2025-2026	2,320.44
10/01/2025	55868	1214	MIKE K MCCLURE	RESEARCH AND WRITING FOR NATIVE AMERICAN AND TASTE OF CANTON BLOGS	500.00
10/01/2025	55869	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	77.17
10/01/2025	55870	1232	ODP BUSINESS SOLUTIONS	TPW STORAGE BINS	23.89
10/01/2025	55871	1243	PETTY CASH	STELLAR STAFF AWARDS REPLENISHMENT	1,545.00
10/01/2025	55872	1288	SONITROL GREAT LAKES	REMOVE MOTION DETECTOR FROM ALARM POINTS	280.00
10/01/2025	55873	1308	THE LIBRARY NETWORK	RFID TAGS	4,800.00
10/01/2025	55874	1658	WESTERN WAYNE COUNTY GENEALOGICAL SOCIETY	GENEALOGY CONNECT 9/18/2025	100.00
10/03/2025	555(A)	1213	MIDWEST TAPE	AV (MEDIA) & PREPROCESSING FEES	2,445.97
10/03/2025	556(A)	1235	OVERDRIVE, INC.	32 EBOOKS, 27 AUDIOBOOKS	13,623.15
10/08/2025	563(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457BR EMPLOYEE CONTRIBUTIONS	550.00
10/08/2025	564(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457B + 457BC EMPLOYEE CONTRIBUTIONS	8,571.12
10/08/2025	565(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	401A EMPLOYER CONTRIBUTIONS	1,628.06
10/08/2025	566(E)	1240	PAYLOCITY	PAYROLL PROCESSING FEES	297.00
10/08/2025	567(E)	1240	PAYLOCITY	DISPOSAL FEE FOR HAZARDOUS WASTE: PAINT ADHESIVE, ETC.	236.18
10/15/2025	55875	1009	AMAZON CAPITAL SERVICES	ANIMANGA TEA PARTY, FAC, CRAFTS FOR EVERYONE	1,227.70
10/15/2025	55876	1020	ASSOCIATED NEWSPAPERS	LEGAL AD FOR ANNUAL BUDGET HEARING	15.00
10/15/2025	55877	1425	BEARDED FISH AQUATICS	AQUARIUM MAINTENANCE FEE & SUPPLIES	158.00
10/15/2025	55878	1051	BLUE CARE NETWORK OF MICHIGAN	COVERAGE - NOVEMBER 2025	26,404.03
10/15/2025	55879	1635	BOLLYWOOD GROOVE, LLC	BOLLYWOOD GROOVE RHYTHMIC EXPLORATION 10/18/25	250.00
10/15/2025	55880	1074	CANTON TOWNSHIP WATER DEPARTMENT	WATER & SEWER 06/29/2025-09/01/20025	6,931.16
10/15/2025	55881	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	39 ADULT VIDEO GAMES	1,260.37
10/15/2025	55882	1108	DTE ENERGY	ELECTRICITY AND GAS MONTHLY CHARGES 09/11/2025-10/09/2025	11,911.68
10/15/2025	55883	1206	FARMINGTON COMMUNITY LIBRARY	FY26 METRONET ANNUAL DUES & CREATIVEBUG SUBSCRIPTION RENEWAL	10,622.36
10/15/2025	55884	1412	GRAZYNA G CUMMING	JUNTEENTH, SOCIAL MEDIA POST HERIO SLIDERS VEGGIE SWAP	250.00
10/15/2025	55885	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	4,184.87
10/15/2025	55886	1193	LONG PLUMBING	REPAIRED LEAK IN MAIN WATER LINE IN RISER ROOM	930.00
10/15/2025	55887	1657	MELISSA PRIEBE	AURORA PROGRAM 10/28/2025	200.00
10/15/2025	55888	1205	METRO ENVIRONMENTAL SERVICES, INC.	PM-JETTED DRAIN LINE (FROM EMPLOYEE RR)	695.00
10/15/2025	55889	1214	MIKE K MCCLURE	RESEARCH, INTERVIEWS, TRACKING DOWN PEOPLE, WRITING 3 BLOGS	700.00

Check Date	Check	Vendor	Vendor Name	Description	Amount
10/15/2025	55890	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	77.17
10/15/2025	55891	1243	PETTY CASH	STELLAR STAFF AWARDS REPLENISHMENT	635.00
10/15/2025	55892	1597	RL DEPPMANN	DESCALING SOLUTION FOR HUMIDIFIER	432.00
10/15/2025	55893	1273	SCHOLASTIC INC	BIG BOOKS FOR STORYTIME COLLECTION	54.52
10/15/2025	55894	1662	SUSAN KNIPPER	STICKER/DECAL AND POSTER FOR STAFF PARKING	400.00
10/15/2025	55895	1320	TSAI FONG BOOKS, INC.	11 CHILDREN'S INTERNATIONAL BOOKS	237.93
10/15/2025	55896	1656	WELK-KO FABRICATORS, INC	SHELF DIVIDERS	2,575.00
10/16/2025	580(E)	1476	JP MORGAN CHASE BANK-ONE CARD	WEBINAR MANN, RIVENBARK, GRAY, KAYS	82,720.71
10/17/2025	568(E)	1095	D.K. AGENCIES (P) LTD.	INTERNATIONAL LANGUAGE BOOKS	9,588.50
10/17/2025	569(A)	1176	KANOPY, INC	KANOPY - STREAMING VIDEO PLAY CREDITS	819.40
10/17/2025	570(A)	1213	MIDWEST TAPE	AV (MEDIA) & PREPROCESSING FEES	29,034.76
10/17/2025	571(A)	1235	OVERDRIVE, INC.	7 EBOOKS, 7 AUDIOBOOKS	20,068.11
10/17/2025	572(A)	1264	RELIABLE LANDSCAPING, INC.	ANNUAL LAWN AND GROUNDS CARE	11,821.25
10/17/2025	573(A)	1308	THE LIBRARY NETWORK	TLN WAN INTERNET ACCESS - 500MB	2,498.11
10/22/2025	574(E)	1203	MERS	EMPLOYEE PENSION DEDUCTION	4,371.74
10/22/2025	575(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457B + 457BC EMPLOYEE CONTRIBUTIONS	8,840.75
10/22/2025	576(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	457BR EMPLOYEE CONTRIBITIONS	550.00
10/22/2025	577(E)	1225	NATIONWIDE RETIREMENT SOLUTIONS	401A EMPLOYER CONTRIBUTIONS	1,762.87
10/22/2025	578(E)	1240	PAYLOCITY	PAYROLL PROCESSING FEES	1,038.90
10/22/2025	579(E)	1240	PAYLOCITY	VISION CLAIM REIMBURSEMENT: L.CRAIG	723.27
10/29/2025	55897	1004	AFLAC	MONTHLY REMITTANCE-OCTOBER	120.60
10/29/2025	55898	1406	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE/DISABILITY MONTHLY PREMIUM	1,255.48
10/29/2025	55899	1420	AMERICAN UNITED LIFE INSURANCE CO	EMPLOYEE ASSISTANCE PROGRAM (EAP) MONTHLY FEE	25.50
10/29/2025	55900	1078	CEE-CLEAN WINDOW CLEANING CO., INC	COMMERCIAL WINDOW CLEANING SERVICE	832.00
10/29/2025	55901	1094	CRIMSON MULTIMEDIA DISTRIBUTION, IN	17 KIDS VIDEO GAMES	2,570.46
10/29/2025	55902	1109	DUNN RITE MAINTENANCE, INC	MONTHLY FEE FOR NIGHTLY CLEANING/JANITORIAL SERVICES	5,200.00
10/29/2025	55903	MISC ILL	HOWELL CARNEGIE DISTRICT LIBRARY	ILL REPLACEMENT FEES	26.00
10/29/2025	55904	1379	INGRAM LIBRARY SERVICES	BOOKS & PREPROCESSING FEES	6,932.91
10/29/2025	55905	1670	NICOLE ROBICHAUD	DESIGN CONCEPTS MEDICARE EMAIL TEMPLATE	212.50
10/29/2025	55906	1228	NORTHSTAR MAT SERVICE	BI-WEEKLY FLOOR MAT SERVICE	77.17
10/29/2025	55907	1255	PROGRESSIVE PRINTING	BUSINESS CARDS - O'DONNELL, CHRISTENSON, RIEMKE, GHALIB, VARTON	198.00
10/29/2025	55908	1318	TRUGREEN	LAWN FERTILIZER & GRUB CONTROL SERVICE	478.26
10/29/2025	55909	1325	ULINE	WHITE PLASTIC A-FRAME SIGN-DELUXE	157.40
10/29/2025	55910	1327	UNIQUE MANAGEMENT SERVICES	COLLECTION AGENCY	388.50
10/31/2025	581(A)	1009	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	2,111.05
10/31/2025	582(A)	1188	LIBRARY DESIGN ASSOCIATES, INC.	L&M TO REPLACE DAMAGED BOOK RETURN STEEL PLATE	3,500.00
10/31/2025	583(A)	1674	LIBRARY MARKET	LIBRARY CALENDAR ROOM RESERVATION SYSTEM	4,000.00
10/31/2025	584(A)	1213	MIDWEST TAPE	AV (MEDIA) & PREPROCESSING FEES	2,606.29
10/31/2025	585(A)	1235	OVERDRIVE, INC.	2 EBOOKS, 2 AUDIOBOOKS	21,709.03
GEN TOTALS:					
Total of 80 Checks:					347,849.72
Less 0 Void Checks:					0.00
Total of 80 Disbursements:					347,849.72



Director's Report November 2025

1. At this month's meeting, you will nominate and elect 2026 officers. You will also discuss whether you wish to use the evaluation form we use for library staff or continue to use the existing form. You will enter a closed session to consider material exempt from disclosure by statute. After returning to the open meeting, you will vote uphold, revise, or revoke suspension of rental room privileges.
2. Furniture and décor for the Open Study Space (formerly Adult Fiction) will begin to arrive the week of November 17. We are excited to add more seating—comfortable soft seating, study tables, and study booths—to meet the needs of our patrons.
3. My thanks to Hasina Abdu, Jasmine Lee, and Ahmed Wahby for representing the Board at the Michigan Library Association Annual Conference in Lansing at the end of October. I received numerous compliments from my colleagues about how friendly and engaged they found all three of them!
4. Trustee Ahmed Wahby attended, along with more than a dozen library staff, the 2025 Top Workplaces celebration at the Motor City Casino Hotel. We are honored to receive this award for the second year in a row, and to have significantly moved up in the rankings—from 27th in 2024 to 12th this year. We remain the only public library in Michigan to receive this honor. The Top Workplaces will be officially announced in the Sunday, November 16 *Detroit Free Press*.

Respectfully submitted,
Eva Davis, Director