

Rochester Hills Public Library
500 Olde Towne Road, Rochester, MI

Our Mission:

Rochester Hills Public Library empowers people to explore and create with resources that enlighten, educate, entertain, and inform.

October 8, 2024 – 6:00 p.m.

Special Meeting Agenda

- I. Call to order of the special meeting
- II. Public Comments
- III. Resolution to meet in closed session to discuss a written attorney/client privilege communication pursuant to MCL § 15.268, Sec.8(1)(h) of the Open Meetings Act and to include the library attorney and library director in closed session. (A roll call vote is required and the vote must be approved by a 2/3 majority of the board. The board will reconvene to open session, after the closed session, for purposes of taking formal action resulting from the closed session and for purposes of adjourning the special meeting.)
- IV. Move to Open Session
- V. Other Business
- VI. Adjournment

Rochester Hills Public Library
500 Olde Towne Road, Rochester, MI

Mission:

Rochester Hills Public Library empowers people to explore and create with resources that enlighten, educate, entertain, and inform.

October 8, 2024 – 7 p.m.

Regular Meeting Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Approval of the Agenda
- IV. Minutes
 - a. Regular meeting minutes on September 13, 2024
 - b. Special meeting minutes on September 25, 2024
- V. Treasurer's Report for September 2024
- VI. Monthly bills for September 2024 in the amount of \$380,939.24
- VII. Communications
 - a. Letter to Oakland Township regarding new library agreement
 - b. Letter to City of Rochester regarding new library agreement
 - c. Customer Comments
 - d. Press Coverage
- VIII. Reports
 - a. Library Director
 - b. Statistical Report
- IX. Committee Updates
 - a. Policy - met on September 25, 2024
 - i. First reading of GOV-8 Environmental Impact Policy
 - b. Centennial
 - i. Review the program & plan for the Centennial Gala
- X. Other Business

*Each individual shall state their name, municipality, and will be permitted 3 minutes of comment time.

- a. Discuss how to introduce the new library service agreements with each contract community.
- XI. Board Comments
- XII. Questions and Comments from the Liaisons
- XIII. Adjournment

*Each individual shall state their name, municipality, and will be permitted 3 minutes of comment time.

Minutes



ROCHESTER HILLS
PUBLIC LIBRARY

**Rochester Hills Public Library
Board of Trustees Meeting**

September 10, 2024

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Wednesday, September 10, 2024. The President called the meeting to order at 7:00 pm in the boardroom of the library. The presiding officer was Melinda Deel.

A quorum of the board was present including Bob Bonam, Melinda Deel, Anne Kucher, Madge Lawson, Julianne Reyes, and Harper West.

Guests included Library Director Juliane Morian, City of Rochester Liaison, Lauren Coleman, and Oakland Township Library Board President, Michael Tyler.

- II. Public Comments

- A. Scott Votaw, a resident of Rochester Hills, shared a list of questions he had about library operations. Ms. Deel directed Ms. Morian to follow-up with Mr. Votaw after the meeting regarding answers to his specific questions.
- B. Reg Brown, a resident of Oakland Township, commented on the fact Oakland Township Library Board did not approve a new millage question to be placed on the November ballot for the voters to decide about continuation of library service. He requested forbearance from the RHPL Board of Trustees and not terminate a contract within the next six months to Oakland Township Library Board and their residents to use the RHPL.

- III. Approval of Agenda

- A. On a motion by Mr. Bonam, which Ms. West seconded, the board unanimously approved the agenda as presented with no discussion.

- IV. Minutes

- A. On a motion by Ms. West, which Ms. Lawson seconded, the board unanimously approved the regular meeting minutes from August 7, 2024 with no discussion.

- V. Treasurer's Report was reviewed and filed.

- A. There was one question on the Supplemental Information sheet where the total for checks and EFTs showed a different amount than the final summation on the Cash Disbursement Journal, which resulted in a discrepancy of \$1,233.99. Ms. Morian said she would investigate and provide an explanation.

- VI. Monthly Bills

- A. On a motion by Ms. Kucher, which Mr. Bonam seconded, the board unanimously approved paying the monthly bills for August 2024, which totaled \$462,991.27.

- VII. Communications

- A. The board reviewed and filed the communications with no significant discussion.

VIII. Director's Reports

- A. The board reviewed and filed the director's report
 - 1. Ms. Coleman expressed concern that a safety incident occurred in the first two days of a construction crew working on a renovation project and asked what counter measures would be used to mitigate risk in the future. Ms. Morian said she will investigate and provide an update.
- B. The board reviewed and filed the statistical report
 - 1. Mr. Tyler asked about how students in Oakland Township are counted and Ms. Morian stated that if their parent/guardian has upgraded the student's card from virtual-only to full privileges it is then counted with the municipality where they reside. If the parent/guardian has not upgraded the card, that student is grouped with virtual student count, not with their home municipality.
- C. The board reviewed and filed the Sustainability Assessment at RHPL report

IX. Committee Reports – none for the month

X. Other Business

- A. Ms. Morian provided an update on the Centennial Gala plans.
 - 1. On a motion from Mr. Bonam, seconded by Ms. Reyes, the board unanimously approved closing early on Saturday, October 12th at 5:00pm to prepare for the after-hours party with no discussion.
 - 2. On a motion from Ms. Kucher, seconded by Ms. West, the board unanimously approved serving alcohol at the Centennial Gala with no discussion.
- B. Ms. Morian led the board through various options and decisions around the time capsule inscription and contents. The board directed Ms. Morian to prepare the contents for the time capsule at the next RHPL Board meeting on October 8, 2024 for final review.
- C. Update on library service contracts with neighboring communities
 - 1. Ms. Deel summarized her observations of the Oakland Township Library Board (OTLB) meeting that took place on August 8, 2024. Most notably, that their board voted not to place a .14 millage increase question on the ballot for November. That increase would have complemented the .39 millage increase approved in Rochester Hills and would have moved to equalize the tax revenue in both communities on a per capita basis. This calls into question the validity of the current library service agreement between OTLB and the RHPL Board that presently called for each party to levy 1.0 mills (Headlee reduced). As a result, there is a need for the RHPL board to hold a special meeting to discuss options and next steps with the contract, up to and including immediate loss of RHPL library privileges for Oakland Township residents when the current contract expires on April 1, 2025.
 - a. Ms. Deel called for a special meeting on September 25th at 7:00pm.
 - 2. Mr. Tyler provided an update from the OTLB meeting that took place on August 22, 2024. Explaining that this meeting was the annual meeting to amend the current year FY 2024 budget and to approve a budget for FY 2025. He shared his

surprise with three significant amendments to the 2024 budget that were adopted: increasing consulting fees by \$20,000 for the OTLB, allocating \$20,000 for a community wide survey regarding library support and increasing the budget for legal services to \$7,500.

3. Mr. Tyler said that he had advised his fellow board members that there would likely be a response from RHPL regarding the fact that OTLB voted to not take action on a millage question. To that end, Mr. Tyler urged the RHPL board to consider two options, or a blending of both, when considering next steps and to keep in mind that \$1.1 million for library service will still be raised from the tax bills sent out in the Township this coming December. That revenue would be unavailable to RHPL if there was no agreement between the parties.
 - a. He requested that the RHPL board consider the pros and cons of terminating the current contract as of April 1, 2026, thus allowing one year of transition to discuss future funding options without cutting off or reducing library services immediately.
 - b. Alternatively, he suggested that the RHPL board consider accepting the current revenue approved by the OTLB and reduce library privileges for Oakland Township patrons in a manner that is commensurate with the shortfall between their revenue pledge and the amount that RHPL is will receive from the additional .39 mills approved by the voters.

XI. Board Comments – none for the month

XII. Questions and Comments from the Liaisons

- A. Mr. Tyler appreciated the opportunity to suggest some alternate options for the RHPL board to consider that would not result in the immediate loss of library privileges by Oakland Township residents at the RHPL on April 1, 2025.

XIII. The regular meeting adjourned at 8:51pm

Anne Kucher, Secretary

**Rochester Hills Public Library
Board of Trustees Meeting**

September 25, 2024

- I. The Board of Trustees of the Rochester Hills Public Library held a special meeting on Wednesday, September 25, 2024. The President called the meeting to order at 7:02 pm in the boardroom of the library. The presiding officer was Melinda Deel.

A quorum of the board was present including Bob Bonam, Melinda Deel, Anne Kucher, Madge Lawson, and Harper West.

Julianne Reyes was absent with prior notice given and unable to attend in person.

Guests included Library Director Juliane Morian and library attorney Mary Kucharek.

- II. Public Comments
 - A. None

- III. Closed Session

- A. Mr. Bonam presented a resolution to move into closed session of the board, which Ms. Kucher seconded, to review and discuss a written legal opinion by the library attorney and to include the library attorney and library director in closed session, as permitted under Michigan Open Meetings Act (MCL § 15.268, Sec.8(1)(h)) at 7:05 p.m.

Roll Call Vote:

1. AYES: Bonam, Deel, Lawson, Kucher, West

2. NAYS: None

The resolution was adopted and a closed session convened.

- B. On a motion by Mr. Bonam, which Ms. Lawson seconded, the board unanimously approved moving out of closed session at 8:12pm with no discussion.

- IV. Other Business

- A. Mr. Bonam made a motion, seconded by Ms. Kucher, to direct the library attorney to draft and send a letter before October 1, 2024 to each contract community that announces termination of the current library service agreement and communicates a plan to present a new, contemporary agreement before November 8, 2024. It was unanimously approved without discussion.

- B. Ms. Morian stated that Oakland Township Library Board requested that the RHPL board waive a conflict of interest for a library attorney (who had previously been engaged by both RHPL and OTLB simultaneously) to provide a legal opinion to both boards.

1. The RHPL library board took no action and did not waive the conflict of interest.

Special Meeting - September 25, 2024 RHPL Board Minutes

- V. The special meeting adjourned at 8:25pm

Anne Kucher, Secretary

Treasurer's Report



ROCHESTER HILLS
PUBLIC LIBRARY

ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
September 30, 2024

ASSETS

Current Assets

Circ Registers/Coin	\$	2,020.00	
PNC			
Payroll - PNC		250.00	
Operating - PNC		456,334.41	
UBS			
Operating - UBS		3,953,137.06	
Plant		572,592.89	
Roof		0.00	
Self-Insurance		7,996.40	
Vanguard		16,136.31	
Total Current Assets			5,008,467.07

Other Current Assets

Total Other Current Assets			0.00
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TOTAL ASSETS			\$ 5,008,467.07
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LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$	132.93	
Flexible Spending W/H Payable		2,826.07	
Supplemental Ins W/H Payable		520.35	
Deferred Income - Rochester		101,589.90	
Deferred Income - Oakland Twp		259,762.04	
Total Current Liabilities			364,831.29

Fund Balance

Fund Balance-Unrestricted		1,914,386.39	
Fund Balance - Assigned		675,000.00	
Current Year Operations		2,054,249.39	
Total Fund Balance			4,643,635.78

TOTAL LIABILITIES & FUND BALANCE			\$ 5,008,467.07
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Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2024 through September 30, 2024

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	0	3,273,434	3,248,470	24,964	3,248,470
City of Rochester	101,590	592,521	478,240	114,281	575,500
Oakland Twp	86,587	1,021,440	950,808	70,632	1,038,000
State Aid	0	152,725	151,100	1,625	151,100
OTBS	0	155,365	155,365	0	155,365
Penal Fines	0	150,279	148,800	1,479	148,800
Fines and Fees	4,980	49,880	27,750	22,130	37,000
Interest	8,302	30,832	18,750	12,082	25,000
Gains/Losses	12,105	115,483	0	115,483	0
Designated Gifts	1,330	5,480	7,500	(2,020)	200,000
Undesignated Gifts	627	8,257	0	8,257	35,000
Undesignated Gifts-Friends	0	0	0	0	0
Grants	20,000	21,087	3,000	18,087	4,000
Miscellaneous Revenue	1,739	15,501	11,074	4,427	14,765
Transfer-ReservedOTBS	0	0	0	0	0
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	237,260	5,592,284	5,200,857	391,427	5,633,000
Expenditures					
Payroll	185,911	1,750,153	1,959,825	(209,672)	2,613,100
Employee Benefits	49,588	425,674	465,875	(40,201)	619,000
Books	25,574	210,988	267,900	(56,912)	357,200
Print Subscriptions	55	8,065	11,250	(3,185)	15,000
Electronic Materials	30,621	301,833	281,550	20,283	375,400
Innovative Items	643	12,198	12,000	198	16,000
Audiovisual	5,628	39,818	72,300	(32,482)	96,400
Bookmobile Operation	418	4,938	12,825	(7,887)	17,100
OTBS	401	2,800	4,875	(2,075)	6,500
Voice and Data Services	667	10,260	19,500	(9,240)	26,000
Utilities	17,585	142,592	129,750	12,842	173,000
Insurance	0	2,053	15,000	(12,947)	20,000
Professional/Contract Services	2,737	43,476	53,625	(10,149)	71,500
Supplies	1,519	21,412	23,925	(2,513)	31,900
Promotion and Printing	12,550	37,979	47,475	(9,496)	63,300
Mileage	223	1,891	3,000	(1,109)	4,000
Postage	770	17,976	16,500	1,476	22,000
Staff Development/Membership Programs	6,107	29,656	26,100	3,556	34,800
Facilities Maintenance	4,460	40,958	45,000	(4,042)	60,000
IT Maintenance	15,096	165,542	176,925	(11,383)	235,900
Staff/Volunteer Recognition	3,793	93,458	80,250	13,208	107,000
Gift and Grant Expense	125	3,204	5,625	(2,421)	7,500
Tax Tribunal Refunds	1,096	4,664	0	4,664	0
Equipment/Fixed Assets	0	0	375	(375)	500
Furnishings	0	6,586	57,225	(50,639)	76,300
Capital Improvements	0	29,630	0	29,630	0
Contingency	15,927	130,228	362,700	(232,472)	483,600
	0	0	75,000	(75,000)	100,000
Total Expenditures	381,494	3,538,032	4,226,375	(688,343)	5,633,000
Revenue Over Expenditures	(144,234)	2,054,252	974,482	1,079,770	0

Monthly Bills



ROCHESTER HILLS
PUBLIC LIBRARY

Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Oct 11, 2024		
New Balance	Minimum Payment Due	
\$6,357.34	\$63.00	
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 34.65%.</p> <p>MINIMUM PAYMENT WARNING: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:</p>		
If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Minimum Payment	27 Years	\$20,161
\$257	3 Years	\$9,250
Estimated savings if balance is paid off in about 3 years: \$10,911		
If you would like information about credit counseling services, call 888-326-8055.		

Account Summary	
Previous Balance	\$11,759.05
Payments	- \$11,759.05
Other Credits	- \$320.89
Transactions	+ \$6,678.23
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$6,357.34
Credit Limit	\$30,000.00
Available Credit (as of Sep 16, 2024)	\$23,642.66
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary		Rewards as of: 09/16/2024	
Rewards Balance	\$524.73	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$432.05	\$92.68	\$0.00	

Account Notifications

You can find changes to your Rewards program by logging into your account and navigating to the Rewards FAQ section.


Pay or manage your account at capitalone.com

Customer Service: 800-867-0904

See reverse for Important Information



JULIANE MORIAN
 ROCHESTER HILLS PUBLIC LIBRARY
 500 OLDE TOWNE RD
 ROCHESTER, MI 48307-2043



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Payment Due Date: **Oct 11, 2024**

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
\$6,357.34	\$63.00	\$ _____

Capital One
 P.O. Box 4069
 Carol Stream IL 60197-4069-69

Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.



How can I Avoid Paying Interest Charges? If you pay your New Balance in full by the due date **each month**, we will not charge interest on new transactions that post to the purchase balance. If you have been paying in full **without** Interest Charges, but fail to pay your next New Balance in full, we will charge interest on the unpaid balance. Interest Charges on Cash Advances and Special Transfers start on the transaction date. Promotional offers may allow you to pay less than the total New Balance and avoid paying interest on new transactions that post to your purchase balance. See the front of your statement for additional information.

How is the Interest Charge Determined? Interest Charges accrue from the date of the transaction, date the transaction is processed or the first day of the Billing Cycle. Interest accrues daily on every unpaid amount until it is paid in full. Interest accrued during a Billing Cycle posts to your account at the end of the Billing cycle and appears on your next statement. You may owe Interest Charges even if you pay the entire New Balance one month, but did not do so the prior month. Once you start accruing Interest Charges, you generally must pay your New Balance in full two consecutive Billing Cycles before Interest Charges stop being posted to your Statement. Interest Charges are added to the corresponding segment of your account.

Do you assess a Minimum Interest Charge? We may assess a minimum Interest Charge of \$0.00 for each Billing Cycle if your account is subject to an Interest Charge.

How do you Calculate the Interest Charge? We use a method called Average Daily Balance (including new transactions).

1. First, for each segment we take the beginning balance each day and add in new transactions and the periodic Interest Charge on the previous day's balance. Then we subtract any payments and credits for that segment as of that day. The result is the daily balance for each segment. However, if your previous statement balance was zero or a credit amount, new transactions which post to your purchase segment are not added to the daily balance.

2. Next, for each segment, we add the daily balances together and divide the sum by the number of days in the Billing Cycle. The result is the Average Daily Balance for each segment.

3. At the end of each Billing Cycle, we multiply your Average Daily Balance for each segment by the daily periodic rate (APR divided by 365) for that segment, and then we multiply the result by the number of days in the Billing Cycle. We add the Interest Charges for all segments together. The result is your total Interest Charge for the Billing Cycle.

The Average Daily Balance is referred to as the Balance Subject to Interest Rate in the Interest Charge Calculation section of this Statement.

NOTE: Due to rounding or a minimum Interest Charge, this calculation may vary slightly from the Interest Charge actually assessed.

How can I Avoid Membership Fees? If a Renewal Notice is printed on this statement, you may avoid paying an annual membership Fee by contacting Customer Service fewer than 40 days after the annual membership Fee was assessed to request that we close your account. To avoid paying a monthly membership Fee, close your account and we will stop assessing your monthly membership Fee.

How can I Close My Account? You can contact Customer Service anytime to request that we close your account.

How do you Process Payments? When you make a payment, you authorize us to initiate an ACH or electronic payment that will be debited from your bank account or other related account. When you provide a check or check information to make a payment, you authorize us to use information from the check to make a one-time ACH or other electronic transfer from your bank account. We may also process it as a check transaction. Funds may be withdrawn from your bank account as soon as the same day we process your payment.

How do you Apply My Payment? We generally apply payments up to your Minimum Payment first to the balance with the lowest APR (including 0% APR), and then to balances with higher APRs. We apply any part of your payment exceeding your Minimum Payment to the balance with the highest APR, and then to balances with lower APRs.

Billing Rights Summary (Does not Apply to Small Business Accounts)

What To Do If You Think You Find A Mistake On Your Statement: If you think there is an error on your statement, write to us at:
P.O. Box 30285, Salt Lake City, UT 84130-0285.

In your letter, give us the following information:

- Account information: Your name and account number.
- Dollar amount: The dollar amount of the suspected error.
- Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake. You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us or notify us electronically, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question. We will notify you in writing within 30 days of our receipt of your letter. While we investigate whether or not there has been an error, the following are true:
 - We cannot try to collect the amount in question, or report you as delinquent on that amount. The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
 - While you do not have to pay the amount in question until we send you a notice about the outcome of our investigation, you are responsible for the remainder of your balance.
 - We can apply any unpaid amount against your credit limit. Within 90 days of our receipt of your letter, we will send you a written notice explaining either that we corrected the error (to appear on your next statement) or the reasons we believe the bill is correct.

Your Rights If You Are Dissatisfied With Your Purchase: If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase. To use this right, the following must be true:

- 1) You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify; and
 - 2) You must not yet have fully paid for the purchase.
- If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: P.O. Box 30285, Salt Lake City, UT 84130-0285. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

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ETC-08 07/13/2023



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Customer Service 800-867-0904

Changing your mailing address?

You can change your address by signing into your account online or by calling Customer Service.

Any written request on this form will not be honored.

How do I Make Payments? You may make your payment in several ways:

1. Online Banking by logging into your account;
2. Capital One Mobile Banking app for approved electronic devices;
3. Calling the telephone number listed on the front of this statement and providing the required payment information;
4. Sending mail payments to the address on the front of this statement with the payment coupon or your account information.

When will you Credit My Payment?

- ◆ For mobile, online or over the phone, as of the business day we receive it, as long as it is made **by 8 p.m. ET**.
- ◆ For mail, as of the business day we receive it, as long as it is received **by 5 p.m. local time** at our processing center. You must send the bottom portion of this statement and your check to the payment address on the front of this statement. Please allow at least seven (7) business days for mail delivery. Mailed payments received by us at any other location or payments in any other form may not be credited as of the day we receive them.

Transactions

Visit capitalone.com to see detailed transactions.

JULIANE MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Aug 23	Aug 24	AMAZON MKTPLACE PMTSAmzn.com/billWA	-\$30.50
Aug 23	Aug 24	AMAZON MKTPLACE PMTSAmzn.com/billWA	-\$15.25
Aug 23	Aug 24	AMAZON MKTPLACE PMTSAmzn.com/billWA	-\$152.50
Aug 23	Aug 24	AMAZON MKTPLACE PMTSAmzn.com/billWA	-\$45.75
Aug 23	Aug 24	AMAZON MKTPLACE PMTSAmzn.com/billWA	-\$61.00
Aug 27	Aug 27	CAPITAL ONE ONLINE PYMTAuthDate 27-Aug	-\$11,759.05

JULIANE MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Aug 19	Aug 20	THINGLINK INCHTTPSWWW.THINCA	\$500.00
Aug 19	Aug 20	FTD.COMHTTTPSCHECKOUTIL	\$124.79
Aug 21	Aug 22	Staples Incstaples.comMA	\$40.14
Aug 23	Aug 23	ULINE *SHIP SUPPLIES800-295-5510WI	\$492.14
Aug 26	Aug 26	AMAZON RETA* R40A708Y0WWW.AMAZON.COWA	\$269.40
Sep 1	Sep 2	MARSHALLS #0235ROCHESTERMI	\$8.46
Sep 2	Sep 3	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$81.00
Sep 9	Sep 11	FRESH THYME #604ROCHESTER HMI	\$13.98
Sep 14	Sep 14	AMAZON MARK* 4K1ZJ7DK3HTTTPSAMAZON.CWA	\$165.92

JULIANE MORIAN #9289: Total Transactions **\$1,695.83**

DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Sep 5	Sep 6	ADOBE *ADOBE4085366000CA	-\$15.89

DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
Aug 18	Aug 19	SOCKETLABS484-418-1285PA	\$63.96
Aug 21	Aug 22	DNH*GODADDY.COM480-505-8855AZ	\$139.02
Aug 27	Aug 28	USPS STAMPS ENDICIA888-434-0055DC	\$50.00
Aug 29	Aug 30	USPS STAMPS ENDICIA888-434-0055DC	\$50.00
Aug 29	Aug 30	BATTERY GIANT ROCHESTER248-7594231MI	\$64.95
Aug 30	Aug 31	USPS STAMPS ENDICIA888-434-0055DC	\$100.00
Sep 2	Sep 3	STAMPS.COM855-608-2677TX	\$19.99
Sep 4	Sep 5	TECHSOUP4156339300CA	\$5.00
Sep 5	Sep 6	ADOBE *ADOBE408-536-6000CA	\$15.89

Additional Information on the next page

Transactions (Continued)

Trans Date	Post Date	Description	Amount
Sep 5	Sep 6	ADOBE *ADOBE408-536-6000CA	\$127.07
Sep 5	Sep 6	USPS STAMPS ENDICIA888-434-0055DC	\$200.00
Sep 5	Sep 7	MICRO CENTER #055-RETAILMADISON HEIGHMI	\$345.96
DEREK BROWN #8061: Total Transactions			\$1,181.84

ALLISON SARTWELL #6129: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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ALLISON SARTWELL #6129: Transactions

Trans Date	Post Date	Description	Amount
Aug 19	Aug 20	CRICUTWWW.CRICUT.COUT	\$55.87
Aug 20	Aug 21	AMAZON MKTPL*RU87T5DZ0Amzn.com/billWA	\$11.42
Aug 22	Aug 22	Hotmart Sci-Fi Loot - Mem319-9477252DE	\$15.00
Aug 22	Aug 22	Hotmart Fantasy Loot - Me319-9477252DE	\$15.00
Aug 23	Aug 23	D J*WSJ800-568-7625NJ	\$54.99
Aug 29	Aug 29	Patreon* MembershipInternetCA	\$10.06
Aug 29	Aug 30	MAKERSTOCKHTTPSMAKERSTOPA	\$76.02
Aug 30	Aug 31	EB *SCARECROWS IN THE801-413-7200CA	\$45.00
Sep 7	Sep 7	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$250.00
Sep 7	Sep 9	GRAND TRAV RESORT2315346050MI	\$219.00
Sep 9	Sep 10	CITY OF ROCHESTER PARKINGROCHESTERMI	\$3.75
Sep 9	Sep 10	BAMBULAB.USHTTPSUS.STORETX	\$148.30
Sep 9	Sep 10	KROGER #492ROCHESTERMI	\$2.19
Sep 9	Sep 11	GFS STORE #0947ROCHESTER HILMI	\$31.98
Sep 11	Sep 12	AMERICAN BUTTON MHTTPSWWW.AMERTX	\$53.84
Sep 12	Sep 13	ADOBE *ADOBE408-536-6000CA	\$659.88
ALLISON SARTWELL #6129: Total Transactions			\$1,652.30

MARY DAVIS #9241: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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MARY DAVIS #9241: Transactions

Trans Date	Post Date	Description	Amount
Sep 5	Sep 6	CALENDLYHTTPSCALENDLYGA	\$12.00
Sep 6	Sep 7	FSP*QUALITY LUBRICATION OAUBURN HILLSMI	\$84.77
MARY DAVIS #9241: Total Transactions			\$96.77

Transactions (Continued)

WENDY LEHMAN #9147: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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WENDY LEHMAN #9147: Transactions

Trans Date	Post Date	Description	Amount
Aug 27	Aug 27	ULINE *SHIP SUPPLIES800-295-5510WI	\$87.34
Aug 29	Aug 30	DOMINO'S 1046734-930-3030MI	\$28.69
Sep 5	Sep 11	SPIRIT AIRL 4870407766458800-7727117FL TK#: 4870407766458PSGR: PINKHAMJONES/S ORIG: DTW, DEST: LGA, S/O: X, CARRIER: NK, SVC: U ORIG: LGA, DEST: DTW, S/O: X, CARRIER: NK, SVC: U	\$267.98
Sep 5	Sep 11	SPIRIT AIRL 4870407767248800-7727117FL TK#: 4870407767248PSGR: SHERRILL/C ORIG: DTW, DEST: LGA, S/O: O, CARRIER: NK, SVC: U	\$133.99
Sep 12	Sep 13	MEIJER # 057ROCHESTER HLSMI	\$96.83
Sep 12	Sep 14	PARTY CITY 551ROCHESTER HILMI	\$36.04
Sep 13	Sep 16	THE HOME DEPOT #2727ROCHESTERMI	\$26.37
Sep 14	Sep 16	Spotify USA877-7781161NY	\$19.99
WENDY LEHMAN #9147: Total Transactions			\$697.23

CAMILLE WESTMORE #4614: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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CAMILLE WESTMORE #4614: Transactions

Trans Date	Post Date	Description	Amount
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STEVEN CLEMENT #7892: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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STEVEN CLEMENT #7892: Transactions

Trans Date	Post Date	Description	Amount
Aug 23	Aug 24	ZORO TOOLS INC855-2899676IL	\$379.46
Aug 30	Aug 31	AMAZON MKTPL*RK4H169F2Amzn.com/bilIWA	\$16.98
Sep 9	Sep 10	AMZN Mktp US*Z88UC2FK0Amzn.com/bilIWA	\$630.60
Sep 12	Sep 13	AMZN Mktp US*Z82CK1A71Amzn.com/bilIWA	\$79.69
Sep 13	Sep 16	SUPERIOR LOCK & KEY LLCROCHESTER HLSMI	\$52.00
Sep 14	Sep 16	AMAZON MKTPL*G85OY7JL3Amzn.com/bilIWA	\$93.80
STEVEN CLEMENT #7892: Total Transactions			\$1,252.53

Transactions (Continued)

ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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ELIZABETH RACZKOWSKI #9004: Transactions

Trans Date	Post Date	Description	Amount
Aug 29	Aug 30	SIR SPEEDY DETROIT586-7777500MI	\$101.73

ELIZABETH RACZKOWSKI #9004: Total Transactions	\$101.73
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Total Transactions for This Period	\$6,678.23
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Fees

Trans Date	Post Date	Description	Amount
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Total Fees for This Period	\$0.00
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Interest Charged

Interest Charge on Purchases	\$0.00
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Interest Charge on Cash Advances	\$0.00
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Interest Charge on Other Balances	\$0.00
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Total Interest for This Period	\$0.00
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Totals Year-to-Date

Total Fees charged	\$0.00
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Total Interest charged	\$0.00
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Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charged
Purchases	26.24% P	\$0.00	\$0.00
Cash Advances	28.24% P	\$0.00	\$0.00

Variable APRs: If you have a letter code displayed next to any of the above APRs, this means they are variable APRs. They may increase or decrease based on one of the following indices (reported in The Wall Street Journal) as described below.

Code next to your APR(s)	How do we calculate your APR(s)?	When your APR(s) will change
P	Prime Rate + margin	The first day of the Billing Cycles that end in Jan., April, July and Oct.
L	3 month LIBOR + margin	
D	Prime Rate + margin	The first day of each Billing Cycle
F	1 month LIBOR + margin	



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530486-EN

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2024 to Sep 30, 2024

Filter Criteria includes: Report order is by Check Number. Report is printed in Detail Format.

Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/10/24	73626	5301-30	Outreach Books	Invoice: 2112071	145.02	
		5301-30	Outreach Books	Invoice: 2112523	75.51	
		1123-00	Operating - PNC	CENTER POINT LARGE PRINT		220.53
9/10/24	73627	5501-00	Water	Invoice: 091824	826.75	
		5501-00	Water	Invoice: 091824	208.87	
		1123-00	Operating - PNC	CITY OF ROCHESTER		1,035.62
9/10/24	73628	5302-13	Electronic Materials	Invoice: 2025-009	583.03	
		1123-00	Operating - PNC	FARMINGTON COMMUNITY LIBRARY		583.03
9/10/24	73629	6200-50	Systemwide Program	Invoice: 090124	123.11	
		1123-00	Operating - PNC	FEDEX OFFICE		123.11
9/10/24	73630	5910-00	Newsletter	Invoice: 2121	12,250.00	
		1123-00	Operating - PNC	JM DESIGN & PRINTING SERVICES LLC		12,250.00
9/10/24	73631	5302-13	Electronic Materials	Invoice:	2,475.20	
		1123-00	Operating - PNC	3666DB722435 NEW YORK TIMES		2,475.20
9/10/24	73632	5303-50	Innovative Items	Invoice: 083024	595.00	
		1123-00	Operating - PNC	T-MOBILE		595.00
9/10/24	73633	5401-00	Basic Phone	Invoice: 9972568548	247.63	
		1123-00	Operating - PNC	VERIZON WIRELESS		247.63
9/10/24	73634	6200-10	Adult Programs	Invoice: 091024	100.00	
		1123-00	Operating - PNC	LESLIE LITTELL		100.00
9/30/24	73635	5301-10	Adult Books	ACT #C019265	383.62	
		5301-10	Adult Books	ACT #L410629	1,079.38	
		5301-50	Materials Processing	PROCESSING	52.93	
		5301-10	Adult Books	ACT #L424469	7,637.96	
		5301-50	Materials Processing	PROCESSING	536.20	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		9,690.09
9/30/24	73636	5301-30	Outreach Books	ACT #L449673	305.43	
		5301-50	Materials Processing	PROCESSING	11.85	
		5301-30	Outreach Books	ACT #L534941 21	320.62	

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For the Period From Sep 1, 2024 to Sep 30, 2024

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		5301-50	Materials Processing	PROCESSING	21.28	
		5301-30	Outreach Books	ACT #L395513	2,637.18	
		5301-50	Materials Processing	PROCESSING	125.45	
		5301-30	Outreach Books	ACT #L449672	2,433.18	
		5301-50	Materials Processing	PROCESSING	101.91	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		5,956.90
9/30/24	73637	5301-20	Youth Books	ACT #L554618	4,316.98	
		5301-50	Materials Processing	PROCESSING	247.51	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		4,564.49
9/30/24	73638	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	1,045.49	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	145.39	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	1,076.74	
		5301-50	Materials Processing	PROCESSING	397.04	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	245.13	
		5301-50	Materials Processing	PROCESSING	73.74	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	979.91	
		5301-50	Materials Processing	PROCESSING	247.14	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		4,210.58
9/30/24	73639	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	171.67	
		5301-50	Materials Processing	PROCESSING	29.12	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	203.17	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		403.96
9/30/24	73640	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	411.61	
		5301-50	Materials Processing	PROCESSING	154.16	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		565.77
9/30/24	73641	5301-80	Interlibrary Loan (ILL)	Invoice: 090924	15.95	
		1123-00	Operating - PNC	ANN ARBOR DISTRICT LIBRARY		15.95
9/30/24	73642	6501-00	Copier Contract/Main	Invoice: 2601782	2,095.81	

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	Operating - PNC	APPLIED INNOVATION		2,095.81
9/30/24	73643	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 44485 AQUARIUM DESIGN & MAINTENANCE	320.00	320.00
9/30/24	73644	5303-10 5301-50 1123-00	Adult Audio-Kits-Gam Materials Processing Operating - PNC	Invoice: 2169475 Invoice: 2169475 BLACKSTONE PUBLISHING	36.76 2.95	39.71
9/30/24	73645	6200-40 1123-00	Community Programs Operating - PNC	Invoice: 241010 DALE CARSON	250.00	250.00
9/30/24	73646	5301-30 5301-30 1123-00	Outreach Books Outreach Books Operating - PNC	Invoice: 2117671 Invoice: 2118477 CENTER POINT LARGE PRINT	25.17 124.65	149.82
9/30/24	73647	5306-82 1123-00	Oakland Talking Boo Operating - PNC	Invoice: 704267953 CENTURY LINK	0.98	0.98
9/30/24	73648	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 4201544817 CINTAS CORPORATION #354	211.44	211.44
9/30/24	73649	5502-00 1123-00	Gas Operating - PNC	Invoice: 091124 CONSUMERS ENERGY	195.55	195.55
9/30/24	73650	6200-40 1123-00	Community Programs Operating - PNC	Invoice: 100624 TRAVIS COOK	850.00	850.00
9/30/24	73651	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 091624 CULLIGAN OF ROMEO	152.72	152.72
9/30/24	73652	5202-40 1123-00	Other Dental Operating - PNC	Invoice: RIS0005978152 DELTA DENTAL PLAN OF MICHIGAN	1,693.46	1,693.46
9/30/24	73653	5503-00 1123-00	Electric Operating - PNC	Invoice: 091924 DTE ENERGY	16,353.07	16,353.07
9/30/24	73654	6403-00	Misc Repairs	Invoice: 12374 23	307.50	

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	Operating - PNC	E.L. ELECTRICAL CONTRACTING INC		307.50
9/30/24	73655	5703-00 1123-00	Legal Operating - PNC	Invoice: 894368 FOSTER SWIFT	392.00	392.00
9/30/24	73656	5301-30 5301-30 5301-30 5301-30 5301-30 5301-30 1123-00	Outreach Books Outreach Books Outreach Books Outreach Books Outreach Books Outreach Books Operating - PNC	Invoice: 85063406 Invoice: 85063504 Invoice: 85262256 Invoice: 85335311 Invoice: 85363241 Invoice: 85613569 GALE/CENGAGE LEARNING	25.60 246.38 885.39 114.36 212.74 167.15	1,651.62
9/30/24	73657	5207-50 1123-00	Legal Plan Benefit Operating - PNC	Invoice: 31714AG20241001 GIS BENEFITS	492.10	492.10
9/30/24	73658	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 67177161 GREEN FOR LIFE ENVIRONMENTAL	390.00	390.00
9/30/24	73659	5201-40 1123-00	Other Medical Operating - PNC	Invoice: 100011002533 HEALTH ALLIANCE PLAN	21,409.05	21,409.05
9/30/24	73660	5201-40 1123-00	Other Medical Operating - PNC	Invoice: 100011003284 ALLIANCE HEALTH AND LIFE	3,772.55	3,772.55
9/30/24	73661	5301-80 1123-00	Interlibrary Loan (ILL) Operating - PNC	Invoice: 120 HARRISON TOWNSHIP PUBLIC LIBRARY	27.00	27.00
9/30/24	73662	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: INV-INC38039 INNOVATIVE INTERFACES	1,920.81	1,920.81
9/30/24	73663	5306-82 1123-00	Oakland Talking Boo Operating - PNC	Invoice: 2123 JM DESIGN & PRINTING SERVICES LLC	400.00	400.00

ROCHESTER HILLS PUBLIC LIBRARY
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For the Period From Sep 1, 2024 to Sep 30, 2024

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
9/30/24	73664	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 414635-PPU KANOPY INC.	637.50	637.50
9/30/24	73665	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 34120179 LINGO COMMUNICATIONS	179.80	179.80
9/30/24	73666	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 1064 MDS LANDSCAPE MAINTENANCE LLC	3,345.00	3,345.00
9/30/24	73667	6100-60 6100-60 1123-00	Workshops/Conferen Workshops/Conferen Operating - PNC	Invoice: 090624 Invoice: 090624 MIDDLE COUNTRY PUBLIC LIBRARY	2,000.00 2,000.00	4,000.00
9/30/24	73668	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 505983622 MIDWEST TAPE LLC	13,268.74	13,268.74
9/30/24	73669	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 19785 MICHIGAN LIBRARY ASSOCIATION	500.00	500.00
9/30/24	73670	5302-13 5302-13 5302-13 5302-13 1123-00	Electronic Materials Electronic Materials Electronic Materials Electronic Materials Operating - PNC	Invoice: 721SA24256937 Invoice: 721MA24254332 Invoice: 721SV24256750 Invoice: 721SA24271348 OVERDRIVE INC	1,954.21 1,963.99 11.96 6,605.96	10,536.12
9/30/24	73671	5303-30 1123-00	Outreach Audio & Vid Operating - PNC	Invoice: 475302 PLAYAWAY PRODUCTS	786.46	786.46
9/30/24	73672	5402-00 1123-00	Postage/Shipping Operating - PNC	Invoice: 092024 POSTMASTER - ROCHESTER, MI	350.00	350.00
9/30/24	73673	5306-80 1123-00	Bookmobile Operatio Operating - PNC	Invoice: 090524 CITY OF ROCHESTER HILLS DPS	333.60	333.60
9/30/24	73674	6200-50	Systemwide Program	Invoice: 22302 25	2,398.60	

ROCHESTER HILLS PUBLIC LIBRARY
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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	Operating - PNC	SHINE OF OAKLAND COUNTY		2,398.60
9/30/24	73675	8002-00 1123-00	Capital Improvement Operating - PNC	Invoice: 26262 SUPERIOR LOCK & KEY LLC	1,460.00	1,460.00
9/30/24	73676	5805-00 1123-00	IT Supplies Operating - PNC	Invoice: 083124 T-MOBILE	39.65	39.65
9/30/24	73677	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 74133 TELNET WORLDWIDE	216.34	216.34
9/30/24	73678	8002-00 1123-00	Capital Improvement Operating - PNC	Invoice: 57826 TMP ARCHITECTURE INC	13,860.00	13,860.00
9/30/24	73679	5301-10 5301-10 1123-00	Adult Books Adult Books Operating - PNC	Invoice: 18763 Invoice: 19114 TSAI FONG BOOKS INC	153.04 90.59	243.63
9/30/24	73680	5701-30 5701-30 1123-00	Collection Agency Collection Agency Operating - PNC	Invoice: 6130215 Invoice: 6130223 UNIQUE MANAGEMENT SERVICES INC	197.00 35.75	232.75
9/30/24	73681	5206-40 2168-00 1123-00	Other LTD Insurance Supplemental Ins W/ Operating - PNC	Invoice: 091924 Invoice: 091924 UNUM LIFE INSURANCE CO OF AMERICA	469.46 42.51	511.97
9/30/24	73682	6402-00 6401-00 1123-00	Cleaning Supplies Service Contracts Operating - PNC	Invoice: 91441 Invoice: 91754 VANGUARD CLEANING SYSTEMS	1,096.85 7,955.00	9,051.85
9/30/24	73683	5207-30 1123-00	Vision Insurance Operating - PNC	Invoice: 821279317 VISION SERVICE PLAN	284.30	284.30
9/9/24	EFTAZ090924	5301-20 6200-20	Youth Books Youth Programs	26	828.79 74.38	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Sep 1, 2024 to Sep 30, 2024

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		6200-60	Makerspace Program		122.77	
		5301-10	Adult Books		1,452.63	
		5940-00	3D Printing/Makerspa		168.25	
		5809-00	Marketing Supplies		109.99	
		5306-13	Teen & Adult Video G		437.95	
		5804-00	Other/Public Supplies		67.94	
		5805-00	IT Supplies		297.74	
		5303-50	Innovative Items		47.78	
		8002-00	Capital Improvement	YOUTH STORY ROOM RENOVATIONS	580.79	
		6508-00	Minor Equip <\$2500	PUBLIC PC MONITORS	1,362.12	
		6200-30	Outreach Programs		42.16	
		1123-00	Operating - PNC	AMAZON CAPITAL SERVICES		5,593.29
9/24/24	EFTVISA0924	6100-60	Workshops/Conferen		870.97	
		5302-13	Electronic Materials		699.94	
		6402-10	Maintenance Supplie		307.42	
		6200-20	Youth Programs		181.55	
		5301-50	Materials Processing			35.60
		5805-00	IT Supplies		345.96	
		6506-00	Software Support/Mai		335.05	
		5940-00	3D Printing/Makerspa		148.30	
		6100-50	Professional Member		81.00	
		5306-80	Bookmobile Operatio		84.77	
		5807-00	Office Supplies		250.40	
		6200-10	Adult Programs		151.07	
		5402-00	Postage/Shipping		419.99	
		5802-00	Circulation Supplies		532.28	
		5809-00	Marketing Supplies		545.00	
		6200-30	Outreach Programs		12.00	
		7009-70	Staff Recognition		124.79	
		6200-60	Makerspace Program		109.71	
		5302-00	Periodical/PrintSubs		54.99	
		6403-00	Misc Repairs		1,010.06	
		5303-22	Youth Kits		87.34	
		5808-00	Board Room Supplie		13.98	
		8002-00	Capital Improvement	STORY ROOM RENOVATION	26.37	
		1123-00	Operating - PNC	CAPITAL ONE BK(USA), NA		6,357.34
Total					170,335.59	170,335.59

Communications



ROCHESTER HILLS
PUBLIC LIBRARY



500 Olde Towne Road
Rochester, Michigan
48307-2043

248-656-2900
Fax 248-650-7121
www.rhpl.org

Juliane Morian
Director

Board of Trustees:
Robert Bonam
Melinda Deel
Anne Kutcher
Madge Lawson
Julianne Reyes
Harper West

A community library
for Rochester,
Rochester Hills, and
Oakland Township

September 26, 2024

Oakland Township Library Board of Trustees
Oakland Township Hall
4393 Collins Road
Oakland Charter Township, MI 48306

Re: Rochester Hills Public Library

Dear Oakland Twp. Library Board and
Oakland Twp. Trustees:

The Rochester Hills Public Library Board, together with its Director, administration, and staff, take this opportunity to state that we are appreciative of Oakland Township's obvious recognition of the important value of library services to its residents as demonstrated by the Agreement we have shared for decades. To that end, we will be offering to Oakland Township the opportunity for its residents to continue to have availability and full use of library services through a new, more modern, and streamlined agreement. In order to do this, we must first act in accordance with the present Renewal and Restatement Agreement for Library Services for Oakland Township entered into on February 11, 2002. Paragraph 8 of that Agreement states:

"8. This agreement shall become effective on the 1st day of April, 2002, for an initial term of one (1) year and shall be automatically extended, thereafter, for one-year terms of April 1 – March 31. Either party may terminate this agreement effective at the end of any given term by giving written notice to the other party at least six (6) months prior to the end of such term or by the non-renewal of an Oakland Township Library Millage unless the OTPLB notifies the RHPLB within ninety (90) days of any such non-renewal that it has secured or will secure other funds in an amount sufficient to make the payments required under this Agreement for one (1) or more additional items."

Therefore, please find this as our formal notice that we intend to terminate the present Agreement effective March 31, 2025, or before this date with your concurrence. With that technicality out of the way, we anticipate presenting a new agreement to you by November 8, 2024, which we propose would take effect January 1, 2025 and would run with the calendar year, for ease and benefit of all parties.

Please know we are excited to continue to provide your residents with the incredible and valuable access to the facilities and services of the Rochester Hills Public Library, and we will strive to create an Agreement you will easily approve.

Sincerely,

ROCHESTER HILLS PUBLIC LIBRARY BOARD OF TRUSTEES

A handwritten signature in black ink that reads "Melinda Deel". The signature is written in a cursive style.

Melinda Deel, Library Board President

A handwritten signature in blue ink that reads "Anne Kucher". The signature is written in a cursive style.

Anne Kucher, Secretary

cc: Nik Banda, City Manager
Lee Ann O'Connor, City Clerk
Lauren Coleman, Library Liaison
Stuart A. Bikson, Mayor



500 Olde Towne Road
Rochester, Michigan
48307-2043

248-656-2900
Fax 248-650-7121
www.rhpl.org

Juliane Morian
Director

Board of Trustees:
Robert Bonam
Melinda Deel
Anne Kutcher
Madge Lawson
Julianne Reyes
Harper West

A community library
for Rochester,
Rochester Hills, and
Oakland Township

September 26, 2024

City of Rochester City Council
400 Sixth Street
Rochester, MI 48307

Re: Rochester Hills Public Library

Dear Council Members:

The Rochester Hills Public Library Board, together with its Director, administration, and staff, take this opportunity to state that we are appreciative of the City of Rochester's obvious recognition of the important value of library services to its residents as demonstrated by the Agreement we have shared for decades. To that end, we will be offering to the City of Rochester the opportunity for its residents to continue to have availability and full use of library services through a new, more modern, and streamlined agreement. In order to do this, we must first act in accordance with the present Contract for Library Services for the City of Rochester entered into on June 10, 1985. Paragraphs 6 and 7 of that Agreement state as follows:

"6. This Contract shall not be terminated except by mutual agreement of the parties, as set forth below, and all rights and responsibilities hereunder shall inure to the benefits of the parties hereto, their successors and assigns.

7. Either party may terminate said contract as of 11:59 p.m. June 30th of a given year, provided the party wishing to terminate said contract provides written notification of the termination to the other party on or before January 1 of the year in which the termination is to be effective."

Therefore, please find this as our formal notice that we intend to terminate the present Agreement as of 11:59 p.m., on June 30 2025, or before this date with your concurrence. With that technicality out of the way, we anticipate presenting a new agreement to you by November 8, 2024, which we propose would take effect January 1, 2025 and would run with the calendar year, for ease and benefit of all parties.

Please know we are excited to continue to provide your residents with the incredible and valuable access to the facilities and services of the Rochester Hills Public Library, and we will strive to create an Agreement you will easily approve.

Sincerely,

ROCHESTER HILLS PUBLIC LIBRARY BOARD OF TRUSTEES

Melinda Deel, Library Board President

Handwritten signature of Melinda H. Deel in black ink.

Anne Kucher, Secretary

Handwritten signature of Anne Kucher in blue ink.

cc: Robin Buxar, Supervisor
Dave Mabry, Clerk
Michael Tyler, President
Mark Gerhard, Vice President
Marisa Kallie, Secretary
Henry Carels, Member
Shirley Frazier, Member



Date: 9/10

1920s program

Comment Card

ROCHESTER HILLS PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043



1920s program

A microphone would have been helpful. In the back it was a little hard to hear the speaker when her voice dropped

(Optional) Name:

Contact #:

Email:

For staff use only:

I told our PR team that we should always use a microphone. We don't know how well patrons can hear + they should have that.
(And Adult Services)



Date: 9/10

1920s program

Comment Card

ROCHESTER HILLS PUBLIC LIBRARY

500 Olde Towne Road
Rochester, Michigan 48307-2043



Excellent! Very informative. The program gave us new ways to look at fashion and culture connections.

(Optional) Name:

Contact

Email:

For staff use only:

Spoke to patron and let her know we will prioritize this change in conjunction w/ new furniture, computers + a photocopier added to Outreach this fall.

Comment Card



500 Olde Towne Road
Rochester, Michigan 48307-2043

-Juliane 09/26/24 Date September 18, 2024

Good morning,

If possible, please provide a solution/way for guest passes to be distributed on the first floor in the Outreach Room.
Thank you for your consideration!

Optional: Name

Contact No.



Date: *Sept 26 2024*

*"AI Unleashed"
program*

Comment Card

500 Olde Towne Road
Rochester, Michigan 48307-2043



Kendra was great. Very good info

(Optional) Name:

Contact #:

Email:

For staff use only:



Scarlet Ireland

2 reviews • 0 photos



★★★★★ 5 weeks ago

For the amount of \$\$ we pay in taxes for this Library, it should be open Saturday and Sunday with extended hours during the week!!!!



Rochester Hills Public Library

Owner

5 weeks ago

Hi Scarlet, we have slightly different hours this week due to the federal Labor Day Holiday. Starting Tuesday, we will resume regular hours:

9a-9p Monday-Thursday

9a-6p on Friday & Saturday

1-6p on Sundays.

We are typically closed on Sundays in the summer, but thanks to our community's generous support, we aim to stay open on Sundays year round in the future. Online reads and resources are always available at RHPL.org.

Google review, 9.1.24



Olivia McEntire

7 reviews • 1 photo



★★★★★ 3 weeks ago **NEW**

The worst library I've ever been to. The staff are rude and their technology is extremely outdated. I could only use the... [View full review](#)



Rochester Hills Public Library

Owner

Just now

Hello Olivia, thank you for taking the time to leave a review. Based on your comment, it sounds like you are using our computers as a nonresident guest. We plan to open the computers in our Outreach department for guest access, so we encourage you to come back and make use of that offering soon!

Google review, 9.12.24

Oakland County community calendar Sept. 22 and beyond

- Rochester Hills Public Library presents “Young and Vulnerable: Addressing the Risks of Social Media, Drugs, and Peer Pressure,” 7 p.m. Oct. 1, at the library, 500 Olde Towne Road, Rochester, open to the public. Registration is required at calendar.rhpl.org or call 248-656-2900

Oakland Press, September 23, 2024

Things to do in metro Detroit, Sept. 27 and beyond

- Rochester Hills Public Library Centennial Gala: 6:30-9 p.m. Oct. 12, Rochester Hills Public Library, 500 Olde Towne Road, Rochester, ticketed event featuring strolling hors d'oeuvres and drinks (wine, beer, and non-alcoholic selections available), along with music from the “Classic Winds” woodwind quintet, presentations, a time capsule for future generations to discover. Before the gala, guests will have the opportunity to write a note in a Centennial Journal or leave an audio message for the time capsule. Tickets are \$100 per person by Oct. 6 at rhpl.org/centennial. Guests must be 21+.

Oakland Press, September 27, 2024

Oakland County community calendar Sept. 29 and beyond

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Oakland Press, September 29, 2024

Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

October 8, 2024

1. Library Agreement(s) Update

At the special meeting of the RHPL Board of Trustees on September 25, 2024 the board made the decision to notify the Oakland Township Library Board and the City of Rochester that they would like to end the current contract and present a new library service agreement that would commence on January 1, 2025. The letter announcing this was sent on September 27, 2024.

2. Storyroom Renovation is Complete

The storyroom was completed on September 11th and the first round of storytimes for fall were able to convene in the room by Friday of that same week. Capacity in the room increased by 25%. In order to serve as many children as possible Youth Services has expanded its age range for each session, making it available for any child age 0-5 to attend any session. Baby storytime is still reserved for non-walking infants only. The multitude of storytime options allows parents and caregivers to choose the day and time that works best for their family, regardless of the age group. Additionally, siblings can attend the same session, which makes the event much more efficient for families visiting the library.

3. Adult & Teen Services Remodel

The refresh of furniture and renovation of the space enters its final stage this week. The most impressive change is the fact that 50% of the nonfiction stacks were moved from the center of the room to the perimeter, and 20% of the shelving was cut down in size. These changes allow for more expansive views of the entire space, improved lines of sight for staff, better wayfinding for the patron, and allows natural light to filter into the space. The magazine and newspaper area has a dramatic new feature that will be revealed at the Centennial Gala on October 12th, and a time capsule will be sealed inside of the fixture.

4. Early Literacy Bus Research

Library staff, led by Head of Outreach Services, Mary Davis, have participated in a variety of meetings with prospective vendors of bookmobile vehicles. RHPL developed a preferred list of vendors based on research and referrals from other libraries. Demos of prospective products have included 3D renderings of potential vehicles and sample photos of completed bookmobiles for libraries across the nation. The current early literacy bus is a 2001 used Ford ELF. The bus holds approximately 1,500 titles on the bus (on average) in addition to the 2,000 titles that are currently checked out or in storage. The new bookmobile quotes are for a vehicle of the same size and specification. Storytime is not held on the bus (that takes place in the daycare or preschool) but patrons aged 3-6 are able to board the bus with their teacher and check out materials. Quotes for the bookmobile will include ADA accessible access but the program proposal had deprioritized superfluous accessories (such as TV, sound system, awning, etc.) that would add costs to the project. Quotes range in price from \$260,000 - \$500,000 and will be presented at a future RHPL board meeting for board approval.

5. Out of Office

I will be attending the Michigan Library Association conference October 16-18, 2024 in Traverse City, Michigan. The following staff members will be in charge while I am out of the office:

- Wednesday, October 16th - Wendy Lehman, Head of Youth Services
- Thursday, October 17th - Mary Davis, Head of Outreach Services
- Friday, October 18th - Allison Sartwell, Head of Adult Services

6. Upcoming Events

October 10, 2024	Sunrise Pinnacle Awards (hosted by Rochester Regional Chamber of Commerce), 7:30am
October 12, 2024	Centennial Gala, 6:30pm
October 13, 2024	Centennial Birthday Party, a family fun open house, 2pm - 4pm
October 22, 2024	Friends of RHPL monthly meeting, 7pm
October 24, 2024	Friends of RHPL Annual meeting and Final Raffle drawing, 6:00pm
November 8, 2024	Library Closed – Staff In-Service
November 12, 2024	RHPL Regular Board Meeting, 7pm
November 26, 2024	Friends of RHPL monthly meeting, 7pm
November 27, 2024	Library closes early at 6pm in advance of the Thanksgiving holiday
November 28, 2024	Library closed all day in observance of Thanksgiving holiday



Statistical Report - Usage for the month of September 2024

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Checkouts	39,531	39,499	-0.1%	392,382	395,472	0.8%
Renewals	46,532	51,768	11.3%	449,427	446,480	-0.7%
e-Materials	24,453	31,945	30.6%	208,042	269,123	29.4%
Bookmobile	2,648	3,217	21.5%	29,229	32,500	11.2%
Mini-Branch	1,472	1,416	-3.8%	13,744	13,087	-4.8%
OTBS Circ	5,887	3,524	-40.1%	55,364	48,390	-12.6%
MeLCat Borrowed	1,229	1,490	21.2%	12,334	12,378	0.4%
MeLCat Loaned	1,379	1,380	0.1%	15,206	12,331	-18.9%
Total Circulation	123,131	134,239	9.0%	1,176,262	1,230,108	4.6%

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	34,068	36,157	6.1%	322,273	350,462	8.7%
Room Reservations	881	652	-26.0%	7,226	8,235	14.0%
Adult Programs	17	46	170.6%	143	369	158.0%
--Attendance	578	942	63.0%	3,479	7,390	112.4%
Teen Programs	3	5	66.7%	34	39	14.7%
--Attendance	17	14	-17.6%	168	213	26.8%
Youth Programs	24	34	41.7%	179	204	14.0%
--Attendance	751	967	28.8%	9,077	8,270	-8.9%
Outreach Attendance	0	591	∞	0	2746	∞
Makerspace Use	0	334	∞	0	3016	∞
Computer Use	1,465	1,376	-6.1%	14,777	14,272	-3.4%
Wireless Use	5,628	5,470	-2.8%	51,684	52,464	1.5%
Database Use	5,960	6,043	1.4%	52,637	55,351	5.2%
Volunteer Hours	249	318	27.7%	2,696	2,752	2.1%

Number of Library Card Holders

Number of Items

<i>Municipality</i>	LY Month	Month	% Total	<i>Type</i>	LY Month	Month
Rochester Hills	46,737	44,948	58.5%	Print	262,984	280,766
Rochester	10,240	10,216	13.3%	Audio	19,033	19,625
Oakland	9,572	8,967	11.7%	Video	46,723	48,379
Non-residents	4,594	4,897	6.4%	Other	441	441
Virtual Students	7,270	7,835	10.2%	E-Material	25,577	27,816
Total Card	78,413	76,863	100%	Total	354,758	377,027

Committee Updates



ROCHESTER HILLS
PUBLIC LIBRARY

Environmental Impact Policy

Policy Statement

Recognizing the value of sustainability, the Rochester Hills Pub Public Library (“Library”) will make efforts to reduce the Library’s environmental impact and prioritize environmentally conscious use of tax-payer funded resources.

Regulations

1. It is the responsibility of Library trustees, officers, and employees to observe all applicable environmental regulations and laws.
2. The Board of Trustees will evaluate the costs and benefits of low-impact, low-polluting, and sustainable options when designing, building, or refurbishing facilities and when selecting furnishings and equipment.
3. The Board of Trustees will evaluate the costs and benefits of fuel-efficient, no-emission, and low-emission options when purchasing vehicles for library operations.
4. The Library Director will develop objectives and action items on the strategic plan that may include (but are not limited to) the following:
 - improving energy efficiency of facilities to reduce energy use, pollution and emission of greenhouse gasses;
 - implementing operations, housekeeping, and maintenance practices that reduce impacts on the environment through conscientious energy use, chemical use or solid waste production;
 - optimizing reuse, recycling, diversion of, and repurposing solid waste disposal;
 - implementing sustainable landscape design and infrastructure that supports water conservation and native plant and fauna biodiversity, and minimizes the use of non-natural products;
 - Providing learning opportunities with active and passive programming about the topic of environmental sustainability.
5. Library employees shall be empowered to work collaboratively with one another and with their supervisors to make environmentally conscious decisions about library resources within the scope of their job responsibilities.

Approved:
 Rochester Hills Public Library Board of Trustees

Other Business



ROCHESTER HILLS
PUBLIC LIBRARY