

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.

March 10, 2025 – 7 p.m.

Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Approval of the Agenda
- IV. Minutes of regular meeting on February 11, 2025
- V. Treasurer's Report for February 2025
- VI. Monthly bills for February 2025 in the amount of \$463,888.05
- VII. Communications
 - a. 2024 RHPL Annual Report
 - b. Communication from patron regarding library policies (first letter)
 - c. Communication from patron regarding library operations during the COVID-19 health emergency
 - d. Communication from a patron regarding library policies (second letter)
 - e. Customer Comments
 - f. Press Coverage
- VIII. Reports
 - a. Library Director
 - b. Statistical Report
- IX. Committee Updates
 - a. Policy - second reading of MGT-10 Meeting Room Use Policy
- X. Other Business
 - a. Library service agreement with Oakland Township Library Board
 - b. Vendor recommendation for Facilities Condition Assessment
- 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
Board of Trustees Meeting
February 11, 2025**

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Tuesday, February 11, 2025. The President called the meeting to order at 7:02 pm in the boardroom of the library. The presiding officer was Bob Bonam.

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

Guests included Library Director Juliane Morian and Oakland Township Library Board Liaison, Jim Kiefer. City of Rochester Liaison Lauren Coleman was absent with prior notice given.

Three members of the public were present.

- II. Nadia Cherup, a resident of Rochester Hills, commented on a program she would like to see at the library and a book she would like to have removed. She objected to the display of non-library flyers regarding suicide prevention help lines. Ms. Morian will follow up (per policy) regarding the material she wants removed.
- III. Approval of the Agenda
- A. On a motion by Ms. West, which Ms. Kucher seconded, the agenda was amended with one addition under Other Business: Discuss the impact of Project 2025 directives on library operations. Mr. Bonam called for discussion and hearing none, the board unanimously approved the agenda with the amended change.
- IV. Minutes
- A. On a motion by Ms. West, which Ms. Kucher seconded, the board unanimously approved the annual meeting minutes from January 14, 2025 with one clerical update regarding the correct date and year (updating it to 2025).
 - B. On a motion by Ms. West, which Ms. Deel seconded, the board unanimously approved the regular meeting minutes from January 14, 2025 with no discussion.
- V. The Treasurer's Report was reviewed and filed.
- VI. Monthly Bills
- A. On a motion by Ms. Deel, which Ms. Lawson seconded, the board unanimously approved the monthly bills for January 2024, which totaled \$367,058.18 with no discussion.
- VII. Communications
- A. The board reviewed and filed the communications.

VIII. Reports

- A. The board reviewed and filed the director's report and the statistical report.
 - 1. There was discussion on the pros and cons of serving as an early voting site again. Ms. Morian explained that Oakland County pledged to improve communication and the number of poll workers. Ms. Morian also stated that she will direct RHPL staff to designate an area for political signage (with the intention of removing signage outside of the designated bounds on a nightly basis).
 - 2. There was discussion on whether or not the library can track adoption rate of the new library app by patron demographics (such as age).

IX. Committee Reports

- A. Mr. Bonam appointed the following people to standing committees within RHPL:
 - Finance Committee: Anne Kucher, Melinda Deel, Bob Bonam, and Jim Keifer
 - Policy Committee: Julianne Reyes, Harper West, Madge Lawson, and Lauren Coleman
- B. Finance Committee Update
 - 1. The Finance Committee met on January 31st to review revenue and determine direction for the remainder of 2025 as it pertains to contract communities. All parties have agreed that new library agreements should align with RHPL's fiscal year but that complicates the dissolution of the old contracts that end mid-year.
 - a. Mr. Keifer stated that he formed an ad hoc subcommittee and delegated responsibility to review an auto-renewing contract with RHPL. Also, has called a special meeting of the OTLB for February 20th to consider any contract updates. He plans to recommend assigning general funds for a special election in either August or November and securing sufficient funds to pay for the first installment payment of a new contract in 2026.
 - 2. Mr. Bonam stated that the Finance Committee recommended an addendum agreement that charges a rate for library services that conforms to the old contract rate, but is prorated for the remainder of 2025 for each of the contract communities. As a result, Ms. Morian directed the library attorney to draft a temporary agreement to continue library services (as enumerated in the old contracts, dated 2002 for Oakland Township and 1985 for City of Rochester) until December 31, 2025. The contract is appended to the February set of minutes.
 - a. On a motion by Ms. Deel, which Ms. Reyes seconded, the board unanimously agreed to send a contract Addendum to Oakland Township Library Board to review and sign before March 31st to ensure continuous service through December 31, 2025 with no additional discussion.
- C. Policy Committee Update
 - 1. The Policy Committee met on February 3rd to discuss broad topics related to the Earned Sick Time Act (ESTA), which is set to go into effect on February 21, 2025. The potential exists for the Michigan Legislature to make changes to the ESTA before it goes into effect. Ms. Morian stated that RHPL will comply with employment laws that take effect (or are rolled back) and will diligently work to bring policy into parity with the new laws as soon as feasible.

2. The policy committee provided two policies for full board consideration that recommend reducing the amount of overdue fines on certain materials and the cost of color printout/copies.
 - a. Ms. Morian noted that the loss of revenue is one that RHPL can absorb.
 - b. Discussion ensued on the pros and cons of keeping fines, but reducing the monetary value as a way to encourage the prompt return of materials.
 - c. On a motion by Ms. Reyes, which Ms. Kucher seconded, the board unanimously agreed to adopt CIR-4 Fines and Fees and INF-4 Internet Access and Use Policy after first reading (forgoing the second reading).
3. The board completed a first reading of MGT-10 Meeting Room Use Policy.

X. Other Business

- A. On a motion from Ms. Lawson, seconded by Ms. Deel, the board unanimously approved directing Ms. Morian to sign a license agreement with Oakland County to serve as an early voting location through the end of 2026 with no additional discussion.
- B. On a motion by Ms. West, seconded by Ms. Kucher, the board unanimously approved the Friends of the RHPL serving alcohol at the Wine, Wit, and Wisdom fundraiser on April 26, 2025 with no discussion.
- C. Ms. Morian summarized the 2025-2027 strategic plan action items and asked the board if there was any feedback.
 1. Ms. West said that she would like to encourage the Green Committee to engage in establishing a mission and would like to see the Green Committee included on some of the action items that have cross-over responsibilities (such as PR and Green Committee working on marketing materials together).
- D. Ms. West stated that there are aspects of Heritage Foundation's document, Project 2025, that may have an impact on RHPL's operations. Discussion ensued on whether or not the board should strategize in advance of possible aspects of Project 2025, or if that was speculative. Ms. West cited concerns regarding federal funding cuts, increased attempts to censor materials, immigration raids, and/or a decrease in federal grant opportunities.
- E. Mr. Bonam confirmed that Ms. Morian will draft the ways that this could affect RHPL.

XI. Board Comments - none

XII. Questions from the Liaisons

- A. Mr. Kiefer stated that he is looking forward to a continued partnership between Oakland Township and the RHPL.

XIII. The regular meeting adjourned at 8:41pm.

Julianne Reyes, Secretary

**ADDENDUM TO THE CONTRACT FOR LIBRARY SERVICES
BY AND BETWEEN
THE ROCHESTER HILLS PUBLIC LIBRARY
AND
THE CHARTER TOWNSHIP OF OAKLAND LIBRARY BOARD OF TRUSTEES**

THIS ADDENDUM to the Contract for Library Services By and Between the ROCHESTER HILLS PUBLIC LIBRARY (hereinafter called the "Library"), located at 500 Olde Towne Road, Rochester, MI, 48307 and the CHARTER TOWNSHIP OF OAKLAND LIBRARY BOARD OF TRUSTEES (hereinafter called "Oakland Twp."), a Michigan municipal corporation with its township offices located at 4393 Collins Road, Rochester, MI, 48306, dated February 11, 2002, does hereby amend its contract (Attachment "A"), to extend the term and all provisions, including its contract fees until December 31, 2025. The contract fees expected for the remainder of 2025 for Oakland Twp. is as follows: \$833,827, billed in three (3) equal installments (on April 1, July 1, October 1).

All other provisions of the Contract for Library Services by and between the ROCHESTER HILLS PUBLIC LIBRARY, and the CHARTER TOWNSHIP OF OAKLAND LIBRARY BOARD OF TRUSTEES dated February 11, 2002 shall remain in full force and effect.

IN WITNESS WHEREOF, the said parties have caused this Addendum to be executed on this _____ day of _____, 2025.

**CHARTER TOWNSHIP OF OAKLAND
LIBRARY BOARD OF TRUSTEES**

By: _____
Its: _____

By: _____
Its: _____

STATE OF MICHIGAN)
) ss:
COUNTY OF OAKLAND)

On this _____ day of _____, 2025, before me personally appeared _____ and _____, who acknowledged that with authority on behalf of the **CHARTER TOWNSHIP OF OAKLAND LIBRARY BOARD OF TRUSTEES** to do so they signed this Agreement.

Notary Public
_____ County, Michigan
Acting in _____ County, Michigan

My commission expires: _____

BOARD OF DIRECTORS
ROCHESTER HILLS PUBLIC LIBRARY

Dated: _____

By:
Its:

Dated: _____

By:
Its:

ATTACHMENT A

RENEWAL AND RESTATEMENT OF AGREEMENT

FOR LIBRARY SERVICES

FOR THE CHARTER TOWNSHIP OF OAKLAND

THIS AGREEMENT is made and entered into this 11th day of February, 2002 by and between the Charter Township of Oakland Public Library Board (also known under its Bylaws as the "Board of Trustees of the Oakland Township Public Library" and hereinafter referred to as the "OTPLB") and the Rochester Hills Public Library Board (hereinafter referred to as the "RHPLB").

RECITALS

WHEREAS, the RHPLB operates a public library, established in 1924 under Michigan Public Act 164 of 1877 as amended (hereinafter referred to as "Act 164"), for the use and benefit of the residents of the City of Rochester Hills; and

WHEREAS, there are no public library facilities located in the Charter Township of Oakland (hereinafter referred to as "Oakland Township"), and Oakland Township, through its duly elected Library Board, desires to provide library services to its residents, and is authorized by Act 164 to do so; and

WHEREAS, the RHPLB or its predecessor has provided library services to residents of Oakland Township since 1966 and most recently through an agreement between the parties dated October 25, 1993 and effective April 1, 1993 (hereinafter referred to as the "1993 Contract"); and

WHEREAS, the RHPLB is willing to continue to provide full library services to the residents of Oakland Township in accordance with the terms and conditions hereinafter set forth, and is authorized by Act 164 to do so; and

WHEREAS, since 1993, it has been the historical intent of the undersigned parties in their prior agreements that the amounts to be paid to the RHPLB for library service be based upon an original commitment in 1993 by the OTPLB to pay a one (1) mill Headlee reduced millage for library services (i.e., the same rate as the City of Rochester Hills and the City of Rochester); and

WHEREAS, in keeping with this intent, the amounts to be paid by Oakland Township to the RHPLB for library service under this restated agreement reflect the impact of Article IX, Sections 6 and 25 through 34 of the Michigan Constitution (hereinafter referred to as the "Headlee Amendment"), the yearly applications of which have reduced the tax rate used to calculate the sums due under the 1993 Contract, and reflect the future applications of the Headlee Amendment which shall be applied to said tax rate; and

WHEREAS, Oakland Township voters approved library millages of 0.2 mill in 1986 and 0.5490 mill in 2000; and

WHEREAS, said 1986 and 2000 millages for all intents and purposes meet the aforementioned commitment; and

WHEREAS, the OTPLB and the RHPLB have agreed to renew and restate the 1993 Contract in the manner set forth below; and

WHEREAS, this agreement is authorized pursuant to Act 164;

NOW, THEREFORE, THE PARTIES AGREE THAT THE 1993 CONTRACT IS HEREBY RENEWED AND RESTATED IN ITS ENTIRETY AS FOLLOWS:

1. The recitals set forth above are incorporated herein by this reference and made a part hereof as if fully set forth herein.

2. Commencing on April 1, 2002, the RHPLB agrees to permit all residents of Oakland Township the use and benefit of the collections, facilities, programs and all other services provided at or by the Rochester Hills Public Library (hereinafter referred to as the "Library") in the same manner, and subject to the same Library rules, policies and regulations, as are residents of the City of Rochester Hills.

3. Upon application and proper identification, residents of Oakland Township shall be issued library cards and shall be entitled to the same rights and privileges as are Library cardholder residents of the City of Rochester Hills. As used in this agreement, the term "residents" will include all persons residing within or owning real property located within the designated municipality and all persons employed and working at an established location of employment within the designated municipality.

4. In consideration of the library services provided to Oakland Township residents under this Agreement, the amount to be paid to the RHPLB for each term of this Agreement shall equal the Oakland Township Library Millages from the year 1986 0.2 voter approved millage and from the year 2000 0.5490 voter approved millage, as reduced by the Headlee Amendment, for each dollar of the total taxable valuation of all real and personal property in Oakland Township, except that captured for other purposes. The taxable valuation and Headlee reduced millage applicable with respect to any given term of this Agreement shall be the taxable valuation and Headlee reduced millage effective for tax bills issued and payable the previous December.

5. If, during the term of this agreement, the RHPLB should voluntarily reduce the library operating millage rate levied on Rochester Hills, the same percentage reduction will also apply to the library millage rate in Oakland Township.

6. Contract payments shall be payable in three (3) equal installments on April 1, July 1 and October 1, during each term of this contract.

7. In addition to the above aforementioned sums, any state penal fines and state aid attributable to Oakland Township and appropriated for library purposes shall be paid to the RHPLB. The previous sentence shall not in any way affect or prohibit the OTPLB from applying for, retaining or using state funding for the construction of a library in Oakland Township.

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 terms.

9. Following the close of each fiscal year of the Library during the term of this agreement, the RHPLB shall provide the OTPLB with a copy of the final financial audit of the Library's operating accounts within thirty (30) days of the date such audit has been certified by its independent accountants. Such audit information shall include, or shall be supplemented by the Library administration to include, a breakdown of the amounts of State aid, penal fines and tax millage revenues attributable to the designated municipalities for the given fiscal year.

10. The RHPLB shall also provide the OTPLB with a copy of the Library's annual report and usage data for Oakland Township within thirty (30) days of the date the audit to be provided under Paragraph 9, above, has been certified. Such annual report and Oakland Township usage data shall include the number of residents of the designated municipalities who are cardholders at the beginning and end of the Library's fiscal year, the number of such cardholders who checked out materials at least once during the fiscal year, the number of items checked out by Oakland Township cardholders during the fiscal year according to township section, and the number of residents of the designated municipalities who attended or participated in children or adult programs for which there is a residency requirement during the fiscal year. The information to be provided under this paragraph is intended to assist the OTPLB in having a fair and reasonable opportunity to evaluate the costs and benefits achieved under this agreement for the residents of Oakland Township. Recognizing that the effective date for any termination of this Agreement is April 1 and the Library's fiscal year runs through December 31, in the event of a termination of this Agreement, the RHPLB shall be obligated to provide the information under this Paragraph for the months of January through March of the year the contract terminates, within 30 days of the date the audit has been certified for the year any termination becomes effective.

11. Following the close of each fiscal year of the OTPLB during the term of this agreement, the OTPLB shall provide the RHPLB with a copy of its budget and its financial statement or audit within thirty (30) days of the date such statement or audit has been completed.

12. The RHPLB and the OTPLB mutually agree to provide each other with a copy of the official minutes of the open session meetings of their respective Boards.13. This Agreement is the sole agreement between the parties which relates to provision of library

services. No modification of this Agreement shall be effective unless made by an amendment in writing executed by authorized persons on behalf of the parties.

IN WITNESS WHEREOF, this agreement has been formally approved and executed on behalf of each of the parties hereto by their duly authorized representatives on the day above first written.

CHARTER TOWNSHIP OF OAKLAND PUBLIC LIBRARY BOARD
(Also known under its Bylaws as the "Board of Trustees of the Oakland Township Public Library")

By *Diane L. Kueger*
Diane L. Kueger, President

By *Suzanne B. Doppelstein*
Suzanne B. Doppelstein, Secretary

ROCHESTER HILLS PUBLIC LIBRARY BOARD

By *Douglas A. Tully*
Douglas A. Tully, President

By *Marge Lawson*
MARGE LAWSON, Secretary

Treasurer's Report



ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
February 28, 2025

ASSETS

Current Assets

Circ Registers/Coin	\$ 2,020.00
Payroll - PNC	9,608.32
Operating - PNC	49,289.20
MI Class - Operating Fund	500,611.24
Operating - UBS	6,831,670.11
Plant - UBS	681,493.90
Self-Insurance - UBS	8,034.18
Vanguard	16,007.07

Total Current Assets		8,098,734.02
----------------------	--	--------------

Other Current Assets

Total Other Current Assets		0.00
----------------------------	--	------

TOTAL ASSETS	\$	8,098,734.02
---------------------	-----------	---------------------

LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$ 20.94
Flexible Spending W/H Payable	1,277.78
Supplemental Ins W/H Payable	523.62

Total Current Liabilities		1,822.34
---------------------------	--	----------

Fund Balance

Fund Balance-Unrestricted	2,379,916.53
Fund Balance - Assigned	675,000.00
Current Year Operations	5,041,995.15

Total Fund Balance		8,096,911.68
--------------------	--	--------------

TOTAL LIABILITIES & FUND BALANCE	\$	8,098,734.02
---	-----------	---------------------

Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2025 through February 28, 2025

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	2,005,311	5,029,222	4,989,376	39,846	5,267,500
City of Rochester	0	304,770	300,381	4,389	609,540
Oakland Twp	0	259,762	266,774	(7,012)	1,093,336
State Aid	0	0	0	0	154,900
OTBS	160,026	160,026	160,000	26	160,000
Penal Fines	0	0	0	0	145,500
Fines and Fees	5,981	11,406	7,000	4,406	42,000
Interest	16,075	28,278	9,183	19,095	55,100
Gains/Losses	2,394	4,662	0	4,662	0
Designated Gifts	100	2,575	1,667	908	221,000
Undesignated Gifts	314	1,117	0	1,117	35,000
Undesignated Gifts-Friends	0	0	0	0	0
Grants	0	0	417	(417)	2,500
Miscellaneous Revenue	2,176	4,568	2,500	2,068	15,000
Transfer-ReservedOTBS	0	0	0	0	0
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	2,192,377	5,806,386	5,737,298	69,088	7,801,376
Expenditures					
Payroll	203,211	337,766	464,067	(126,301)	2,784,400
Employee Benefits	49,664	95,187	110,183	(14,996)	661,100
Books	38,658	54,445	69,016	(14,571)	414,100
Print Subscriptions	0	0	2,667	(2,667)	16,000
Electronic Materials	69,257	117,004	108,667	8,337	652,000
Innovative Items	1,939	3,323	3,833	(510)	23,000
Audiovisual	4,324	6,721	15,816	(9,095)	94,900
Bookmobile Operation	931	1,226	2,917	(1,691)	17,500
OTBS	1	756	1,083	(327)	6,500
Voice and Data Services	831	1,307	4,334	(3,027)	26,000
Utilities	17,479	34,072	29,166	4,906	175,000
Insurance	0	0	3,333	(3,333)	20,000
Professional/Contract Services	14,456	16,944	14,667	2,277	102,800
Supplies	2,398	4,078	5,367	(1,289)	32,200
Promotion and Printing	14,661	15,552	15,015	537	67,340
Mileage	221	221	500	(279)	3,000
Postage	420	840	3,667	(2,827)	22,000
Staff Development/Membership	131	5,971	6,534	(563)	39,200
Programs	4,446	10,178	12,500	(2,322)	75,000
Facilities Maintenance	26,336	49,771	41,082	8,689	246,500
IT Maintenance	801	2,143	23,001	(20,858)	138,000
Staff/Volunteer Recognition	82	82	1,000	(918)	6,000
Gift and Grant Expense	1,090	2,796	0	2,796	0
Tax Tribunal Refunds	0	0	83	(83)	500
Equipment/Fixed Assets	2,020	2,020	4,500	(2,480)	27,000
Bookmobile Improvements	0	0	0	0	300,000
Capital Improvements	1,990	1,990	33,000	(31,010)	1,069,000
Contingency	0	0	16,667	(16,667)	100,000
Total Expenditures	455,347	764,393	992,665	(228,272)	7,119,040
Revenue Over Expenditures	1,737,030	5,041,993	4,744,633	297,360	682,336

Monthly Bills



Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Mar 11, 2025		
New Balance	Minimum Payment Due	
\$4,481.02	\$44.00	
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 33.65%.		
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:		
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	24 Years	\$13,668
\$179	3 Years	\$6,434
Estimated savings if balance is paid off in about 3 years: \$7,234		
If you would like information about credit counseling services, call 888-326-8055.		

Account Summary	
Previous Balance	\$12,932.71
Payments	- \$12,932.71
Other Credits	- \$65.04
Transactions	+ \$4,546.06
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$4,481.02
Credit Limit	\$30,000.00
Available Credit (as of Feb 14, 2025)	\$25,518.98
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary	Rewards as of: 02/14/2025	
Rewards Balance	Track and redeem your rewards with our mobile app or on capitalone.com	
\$271.61		
Previous Balance	Earned This Period	Redeemed this period
\$189.56	\$82.05	\$0.00

Account Notifications

- ① Please visit capitalone.com for your most current Rewards Program Terms and Conditions. You can also find changes to your Rewards 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 T MORIAN
 ROCHESTER HILLS PUBLIC LIBRARY
 500 OLDE TOWNE RD
 ROCHESTER, MI 48307-2043



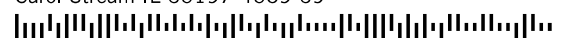
Payment Due Date: **Mar 11, 2025**

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
\$4,481.02	\$44.00	\$ _____

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.

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



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.

© 2023 Capital One. Capital One is a federally registered service mark

ETC-08 07/13/2023



Pay online at capitalone.com



Pay using the Capital One mobile app



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 T MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 22	Jan 22	CAPITAL ONE ONLINE PYMTAuthDate 22-Jan	- \$12,932.71

JULIANE T MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Jan 17	Jan 18	X STAMPER SHACHIHATATORRANCECA	\$147.15
Jan 22	Jan 22	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$25.00
Jan 26	Jan 27	Staples Incstaples.comMA	\$21.24
Jan 27	Jan 29	MEIJER STORE #177WASHINGTONMI	\$79.47
Jan 29	Jan 29	MICHIGAN LIBRARY ASSOCIA517-394-2774MI	\$25.00
Feb 2	Feb 3	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$81.00
Feb 6	Feb 7	KNAPPS DONUTS INCROCHESTERMI	\$40.88
Feb 9	Feb 10	Staples Incstaples.comMA	\$60.32
Feb 10	Feb 12	TRADER JOE S #668ROCHESTER HILMI	\$11.97
Feb 13	Feb 14	KNAPPS DONUTS INCROCHESTERMI	\$40.88

JULIANE T MORIAN #9289: Total Transactions **\$532.91**

ALLISON SARTWELL #6129: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 26	Jan 27	IKEA 4695202448884344532MD	- \$13.20

ALLISON SARTWELL #6129: Transactions

Trans Date	Post Date	Description	Amount
Jan 21	Jan 22	Hotmart Sci-Fi Loot - Mem312-5102623DE	\$15.00
Jan 21	Jan 22	Hotmart Fantasy Loot - Me312-5102623DE	\$15.00
Feb 3	Feb 4	SP BAMBULAB.USUS.STORE.BAMBTX	\$70.97
Feb 10	Feb 11	CITY OF ROCHESTER PARKINGROCHESTERMI	\$4.50
Feb 10	Feb 12	MAIN STREET BILLARDSROCHESTERMI	\$25.00
Feb 13	Feb 13	SP BAMBULAB.USUS.STORE.BAMBTX	\$30.96

ALLISON SARTWELL #6129: Total Transactions **\$161.43**

WENDY LEHMAN #9147: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 31	Feb 3	SP LOVEVERYHTTPSSHOP.LOVID	- \$51.84

Transactions (Continued)

WENDY LEHMAN #9147: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

MARY DAVIS #9241: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

MARY DAVIS #9241: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

Feb 5	Feb 6	CALENDLYCALENDLY.COMGA	\$12.00
-------	-------	------------------------	---------

MARY DAVIS #9241: Total Transactions			\$12.00
---	--	--	----------------

CAMILLE WESTMORE #4614: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

CAMILLE WESTMORE #4614: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

STEVEN CLEMENT #7892: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

STEVEN CLEMENT #7892: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

Jan 15	Jan 21	BATTERY GIANT ROCHESTER248-7594231MI	\$14.75
--------	--------	--------------------------------------	---------

Jan 17	Jan 18	AMAZON MKTPL*Z51TF6NN1Amzn.com/billWA	\$331.28
--------	--------	---------------------------------------	----------

Jan 18	Jan 18	TRADE PRESS MEDIA GROU414-228-7701TX	\$125.00
--------	--------	--------------------------------------	----------

Feb 4	Feb 5	AMAZON MKTPL*GJ2DB2YU3Amzn.com/billWA	\$95.67
-------	-------	---------------------------------------	---------

STEVEN CLEMENT #7892: Total Transactions			\$566.70
---	--	--	-----------------

ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

ELIZABETH RACZKOWSKI #9004: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

Jan 17	Jan 20	LITTLE CAESARS 3712 0001248-656-0200MI	\$109.45
--------	--------	--	----------

Jan 17	Jan 20	BUSCH'S INC. #1097ROCHESTERMI	\$214.30
--------	--------	-------------------------------	----------

Jan 23	Jan 24	CHICAGO BOOKS & JOURNALSCHICAGOIL	\$44.46
--------	--------	-----------------------------------	---------

Feb 12	Feb 13	ROCHESTER DDADOWNTOWNROCHEMI	\$10.00
--------	--------	------------------------------	---------

ELIZABETH RACZKOWSKI #9004: Total Transactions			\$378.21
---	--	--	-----------------

Transactions (Continued)

DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

Jan 18	Jan 20	SOCKETLABS484-418-1285PA	\$63.96
--------	--------	--------------------------	---------

Jan 22	Jan 23	TECHSOUP4156339300CA	\$5.00
--------	--------	----------------------	--------

Jan 22	Jan 23	TECHSOUP4156339300CA	\$5.00
--------	--------	----------------------	--------

Jan 31	Feb 1	BESTBUYRICHFIELDMN	\$1,619.97
--------	-------	--------------------	------------

Jan 31	Feb 1	DUO*COM866-760-4247MI	\$360.00
--------	-------	-----------------------	----------

Feb 2	Feb 3	STAMPS.COM855-608-2677TX	\$19.99
-------	-------	--------------------------	---------

Feb 3	Feb 5	MICRO CENTER #055-RETAILMADISON HEIGHMI	\$399.99
-------	-------	---	----------

Feb 6	Feb 7	USPS STAMPS ENDICIA888-434-0055DC	\$400.00
-------	-------	-----------------------------------	----------

Feb 13	Feb 14	NATURALREADERS.COMRICHMONDBC	\$20.90
--------	--------	------------------------------	---------

DEREK BROWN #8061: Total Transactions			\$2,894.81
--	--	--	-------------------

Total Transactions for This Period			\$4,546.06
---	--	--	-------------------

Fees

Trans Date	Post Date	Description	Amount
------------	-----------	-------------	--------

Total Fees for This Period			\$0.00
-----------------------------------	--	--	---------------

Interest Charged

Interest Charge on Purchases	\$0.00
------------------------------	--------

Interest Charge on Cash Advances	\$0.00
----------------------------------	--------

Interest Charge on Other Balances	\$0.00
-----------------------------------	--------

Total Interest for This Period	\$0.00
---------------------------------------	---------------

Totals Year-to-Date

Total Fees charged	\$0.00
---------------------------	---------------

Total Interest charged	\$0.00
-------------------------------	---------------

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	25.24% P	\$0.00	\$0.00
Cash Advances	27.24% 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	



Protect yourself from scams.

When dealing with uninvited contacts from people, businesses, or social networking sites, always use caution.

Scan this QR Code with your phone's camera to learn more or visit:

www.capitalone.com/stepscams

1.00000-EN

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
2/11/25	73616V	5303-50 1123-00	Innovative Items Operating - PNC	Invoice: 091324 T-MOBILE	595.00	595.00
2/27/25	73891V	5207-50 1123-00	Legal Plan Benefit Operating - PNC	Invoice: 31714AG20250101 GIS BENEFITS	518.70	518.70
2/11/25	73942	5703-00 1123-00	Legal Operating - PNC	Invoice: 118312 BEIER HOWLETT, PC	500.00	500.00
2/11/25	73943	5802-00 1123-00	Circulation Supplies Operating - PNC	Invoice: 73877 ELM USA INC.	262.97	262.97
2/11/25	73944	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 8551 MCCLELLAND LANDSCAPE	2,117.55	2,117.55
2/11/25	73945	6200-60 1123-00	Makerspace Program Operating - PNC	Invoice: 021225 JONATHAN RHODES	60.00	60.00
2/11/25	73946	5303-50 5303-50 1123-00	Innovative Items Innovative Items Operating - PNC	Invoice: 091324 Invoice: 013125 T-MOBILE	595.00 595.00	1,190.00
2/11/25	73947	6406-01 2110-00 2110-00 2110-00 2110-00 1123-00	HVAC Repair Accounts Payable Accounts Payable Accounts Payable Accounts Payable Operating - PNC	Invoice: INV01047271 Invoice: INV01048093 Invoice: INV01048150 Invoice: INV01048355 Invoice: INV01049102 TECH MECHANICAL, INC.	752.00 7,423.41 296.00 382.00 308.00	9,161.41
2/11/25	73948	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 6104707424 VERIZON WIRELESS	247.74	247.74
2/28/25	73949	5301-10 5301-10 5301-50 5301-10 5301-50	Adult Books Adult Books Materials Processing Adult Books Materials Processing	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING 25	298.29 679.98 44.40 5,869.76 543.50	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
		5301-30	Outreach Books	ACT #L424469	145.54	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		7,581.47
2/28/25	73950	5301-30	Outreach Books	ACT #L449673	660.11	
		5301-50	Materials Processing	PROCESSING	56.23	
		5301-30	Outreach Books	ACT #L534941	270.96	
		5301-50	Materials Processing	PROCESSING	20.40	
		5301-30	Outreach Books	ACT #L395513	1,122.81	
		5301-50	Materials Processing	PROCESSING	128.76	
		5301-30	Outreach Books	ACT #L449672	717.67	
		5301-50	Materials Processing	PROCESSING	35.52	
		5303-20	Youth Audio	ACT #L449672	469.50	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		3,481.96
2/28/25	73951	5301-20	Youth Books	ACT #L554618	3,063.64	
		5301-50	Materials Processing	PROCESSING	225.08	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		3,288.72
2/28/25	73952	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	456.55	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	79.44	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	462.88	
		5301-50	Materials Processing	PROCESSING	329.09	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	415.33	
		5301-50	Materials Processing	PROCESSING	90.80	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	659.11	
		5301-50	Materials Processing	PROCESSING	133.65	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		2,626.85
2/28/25	73953	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	124.45	
		5301-50	Materials Processing	PROCESSING	12.45	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	158.19	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		295.09
2/28/25	73954	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	781.11	
		5301-50	Materials Processing	PROCESSING 26	322.65	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
		1123-00	Operating - PNC	MIDWEST TAPE LLC		1,103.76
2/28/25	73955	5401-10	Internet Connection	Invoice: 683347	341.68	
		5401-10	Internet Connection	Invoice: 683347 CREDIT		6.19
		1123-00	Operating - PNC	123.NET, LLC		335.49
2/28/25	73956	5301-20	Youth Books	Invoice: 60266	592.80	
		1123-00	Operating - PNC	ABDO PUBLISHING COMPANY		592.80
2/28/25	73957	5702-00	Audit	Invoice: 216615	10,000.00	
		1123-00	Operating - PNC	ANDREWS HOOPER & PAVLIK P.L.C.		10,000.00
2/28/25	73958	5301-80	Interlibrary Loan (ILL)	Invoice: 021325	24.99	
		1123-00	Operating - PNC	ANN ARBOR DISTRICT LIBRARY		24.99
2/28/25	73959	5301-20	Youth Books	Invoice: 118475	2,476.08	
		1123-00	Operating - PNC	APPLE BOOKS		2,476.08
2/28/25	73960	6401-00	Service Contracts	Invoice: 45100	320.00	
		1123-00	Operating - PNC	AQUARIUM DESIGN & MAINTENANCE		320.00
2/28/25	73961	5301-30	Outreach Books	Invoice: 2144785	293.04	
		5301-30	Outreach Books	Invoice: 2149187	224.73	
		1123-00	Operating - PNC	CENTER POINT LARGE PRINT		517.77
2/28/25	73962	5306-82	Oakland Talking Boo	Invoice: 724259198	0.74	
		1123-00	Operating - PNC	CENTURY LINK		0.74
2/28/25	73963	5502-00	Gas	Invoice: 021225	3,660.19	
		1123-00	Operating - PNC	CONSUMERS ENERGY		3,660.19
2/28/25	73964	6401-00	Service Contracts	Invoice: 021725	119.04	
		1123-00	Operating - PNC	CULLIGAN OF ROMEO		119.04
2/28/25	73965	5301-80	Interlibrary Loan (ILL)	Invoice: 377	67.00	
		1123-00	Operating - PNC	DELTA COLLEGE LIBRARY		67.00

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
2/28/25	73966	5202-40	Other Dental	Invoice: 1,725.27		
		1123-00	Operating - PNC	RIS0006251378 DELTA DENTAL PLAN OF MICHIGAN		1,725.27
2/28/25	73967	6200-20	Youth Programs	Invoice: 7587684	480.34	
		5301-50	Materials Processing	Invoice: 7604903	581.29	
		5301-50	Materials Processing	Invoice: 7605106	259.96	
		1123-00	Operating - PNC	DEMCO INC		1,321.59
2/28/25	73968	6200-40	Community Programs	Invoice: 032025	200.00	
		1123-00	Operating - PNC	RUSSELL DORE'		200.00
2/28/25	73969	5503-00	Electric	Invoice: 022025	13,818.76	
		1123-00	Operating - PNC	DTE ENERGY		13,818.76
2/28/25	73970	5703-00	Legal	Invoice: 3640462	376.00	
		1123-00	Operating - PNC	DYKEMA GOSSETT PLLC		376.00
2/28/25	73971	8002-00	Capital Improvement	Invoice: 12637	639.76	
		1123-00	Operating - PNC	E.L. ELECTRICAL CONTRACTING INC		639.76
2/28/25	73972	5301-80	Interlibrary Loan (ILL)	Invoice: 2025-002	21.00	
		1123-00	Operating - PNC	EASTPOINTE MEMORIAL LIBRARY		21.00
2/28/25	73973	6401-00	Service Contracts	Invoice: 17986413	200.00	
		1123-00	Operating - PNC	ECOSHIELD PEST SOLUTIONS-DETRO IT		200.00
2/28/25	73974	5302-13	Electronic Materials	Invoice: 7760-25-01	795.00	
		1123-00	Operating - PNC	ENGAGEDPATRON S.ORG		795.00
2/28/25	73975	5302-13	Electronic Materials	Invoice: 2025-034	3,786.12	
		5302-13	Electronic Materials	Invoice: 2025-034	446.49	
		5302-13	Electronic Materials	Invoice: 2025-034	4,227.81	
		5302-13	Electronic Materials	Invoice: 2025-034	857.34	
		5302-13	Electronic Materials	Invoice: 2025-034	2,455.16	
		5302-13	Electronic Materials	Invoice: 2025-034	2,218.30	
		5302-13	Electronic Materials	Invoice: 2025-034	9,834.83	
		1123-00	Operating - PNC	FARMINGTON COMMUNITY LIBRARY		23,826.05

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
2/28/25	73976	5930-00	General Printing	Invoice: 47100063014	25.88	
		1123-00	Operating - PNC	FEDEX OFFICE		25.88
2/28/25	73977	5301-30	Outreach Books	Invoice: 86592936	49.60	
		5301-30	Outreach Books	Invoice: 86665403	426.26	
		5301-30	Outreach Books	Invoice: 86743697	559.82	
		5301-30	Outreach Books	Invoice: 86762632	1,080.46	
		5301-30	Outreach Books	Invoice: 86791273	286.30	
		1123-00	Operating - PNC	GALE/CENGAGE LEARNING		2,402.44
2/28/25	73978	5207-50	Legal Plan Benefit	Invoice: 31714AG20250101	518.70	
		5207-50	Legal Plan Benefit	Invoice: 31714AG20250301	558.60	
		1123-00	Operating - PNC	GIS BENEFITS		1,077.30
2/28/25	73979	6401-00	Service Contracts	Invoice: 68538320	424.36	
		1123-00	Operating - PNC	GREEN FOR LIFE ENVIRONMENTAL		424.36
2/28/25	73980	5201-40	Other Medical	Invoice: 100011387673	21,411.45	
		1123-00	Operating - PNC	HEALTH ALLIANCE PLAN		21,411.45
2/28/25	73981	5201-40	Other Medical	Invoice: 100011388578	3,772.55	
		1123-00	Operating - PNC	ALLIANCE HEALTH AND LIFE		3,772.55
2/28/25	73982	6407-00	Facilities Minor Equip	Invoice: 021725	139.94	
		1123-00	Operating - PNC	HOME DEPOT CREDIT SERVICES		139.94
2/28/25	73983	5910-00	Newsletter	Invoice: 2151	11,700.40	
		1123-00	Operating - PNC	JM DESIGN & PRINTING SERVICES LLC		11,700.40
2/28/25	73984	5302-13	Electronic Materials	Invoice: 437218-PPU	876.35	
		1123-00	Operating - PNC	KANOPY INC.		876.35
2/28/25	73985	6200-40	Community Programs	Invoice: 021625	350.00	
		1123-00	Operating - PNC	BENJAMIN KOLK		350.00

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
2/28/25	73986	6403-00 1123-00	Misc Repairs Operating - PNC	Invoice: 294745 KVM DOOR SYSTEMS INC.	613.00	613.00
2/28/25	73987	5301-20 5301-20 1123-00	Youth Books Youth Books Operating - PNC	Invoice: 1517856 Invoice: 1517933 LERNER PUBLISHING GROUP	5,248.71 199.92	5,448.63
2/28/25	73988	8002-00 1123-00	Capital Improvement Operating - PNC	Invoice: 24-332-01 LIBRARY DESIGN ASSOC	1,350.00	1,350.00
2/28/25	73989	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 75611 THE LIBRARY NETWORK	559.30	559.30
2/28/25	73990	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 34331906 LINGO COMMUNICATIONS	225.53	225.53
2/28/25	73991	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 64271 LUNA IMAGING, INC.	2,600.00	2,600.00
2/28/25	73992	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 8590 MCCLELLAND LANDSCAPE	6,438.05	6,438.05
2/28/25	73993	5920-00 1123-00	Library Bags Operating - PNC	Invoice: 164251 METCOM	2,935.00	2,935.00
2/28/25	73994	6200-20 1123-00	Youth Programs Operating - PNC	Invoice: 6245 BEVERLY MEYER	400.00	400.00
2/28/25	73995	6501-00 1123-00	Copier Contract/Main Operating - PNC	Invoice: IN5698659 MICHIGAN OFFICE SOLUTIONS	355.95	355.95
2/28/25	73996	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 506691775 MIDWEST TAPE LLC	14,817.59	14,817.59
2/28/25	73997	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 11054 NICHE ACADEMY	4,200.00	4,200.00
2/28/25	73998	5302-13	Electronic Materials	Invoice: 30 721SA25013200	6,102.25	

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
		5302-13	Electronic Materials	721SA25013200 Invoice:	3,465.29	
		5302-13	Electronic Materials	721MA25029973 Invoice:	11,973.07	
		5302-13	Electronic Materials	721SA25034740 Invoice:	11.96	
		1123-00	Operating - PNC	721SV25034147 OVERDRIVE INC		21,552.57
2/28/25	73999	6200-11	Teen Programs	Invoice: 020825	150.00	
		1123-00	Operating - PNC	PAINT CREEK CENTER FOR THE ARTS		150.00
2/28/25	74000	6200-60	Makerspace Program	Invoice: 032625	60.00	
		1123-00	Operating - PNC	JONATHAN RHODES		60.00
2/28/25	74001	5306-80	Bookmobile Operatio	Invoice: 020325	669.35	
		1123-00	Operating - PNC	CITY OF ROCHESTER HILLS DPS		669.35
2/28/25	74002	5301-80	Interlibrary Loan (ILL)	Invoice: 021925	19.25	
		1123-00	Operating - PNC	ROMEO DISTRICT LIBRARY		19.25
2/28/25	74003	5301-20	Youth Books	Invoice: RSL197969I	5,678.18	
		5301-20	Youth Books	Invoice: RSL198134I	21.20	
		5301-10	Adult Books	Invoice: RSL198375I	1,367.65	
		1123-00	Operating - PNC	ROSEN PUBLISHING		7,067.03
2/28/25	74004	5301-80	Interlibrary Loan (ILL)	Invoice: 359	7.99	
		1123-00	Operating - PNC	STERLING HEIGHTS PUBLIC LIBRARY		7.99
2/28/25	74005	6406-01	HVAC Repair	Invoice:	5,331.25	
		6406-01	HVAC Repair	INV01054896		
		6406-01	HVAC Repair	Invoice:	308.00	
		1123-00	Operating - PNC	INV01056197 TECH MECHANICAL, INC.		5,639.25
2/28/25	74006	5301-10	Adult Books	Invoice: 851539781	365.00	
		1123-00	Operating - PNC	THOMSON REUTERS		365.00

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
2/28/25	74007	5306-80 1123-00	Bookmobile Operatio Operating - PNC	Invoice: 188669403 ULINE SHIPPING SUPL SPECIALIST	257.84	257.84
2/28/25	74008	5701-30 5701-30 1123-00	Collection Agency Collection Agency Operating - PNC	Invoice: 6135852 Invoice: 6135860 UNIQUE MANAGEMENT SERVICES INC	374.20 71.50	445.70
2/28/25	74009	5206-40 2168-00 1123-00	Other LTD Insurance Supplemental Ins W/ Operating - PNC	Invoice: 021925 Invoice: 021925 UNUM LIFE INSURANCE CO OF AMERICA	503.38 42.51	545.89
2/28/25	74010	6402-10 6401-00 1123-00	Maintenance Supplie Service Contracts Operating - PNC	Invoice: 93702 Invoice: 94012 VANGUARD CLEANING SYSTEMS	1,051.57 7,955.00	9,006.57
2/28/25	74011	5207-30 1123-00	Vision Insurance Operating - PNC	Invoice: 822292570 VISION SERVICE PLAN	279.78	279.78
2/28/25	74012	5301-80 1123-00	Interlibrary Loan (ILL) Operating - PNC	Invoice: 1001 WEST BLOOMFIELD TWP PUBLIC LIBRARY	23.95	23.95
2/28/25	74013	6200-40 1123-00	Community Programs Operating - PNC	Invoice: 033025 DIANE WESTIN	500.00	500.00
2/18/25	EFTAZ021825	5301-10 5940-00 5306-13 6200-20 6200-60 6200-10 5301-20 6200-50 5805-00 5306-10 5303-11 5301-30 6200-30 5802-00	Adult Books 3D Printing/Makerspa Teen & Adult Video G Youth Programs Makerspace Program Adult Programs Youth Books Systemwide Program IT Supplies Adult DVDs Adult Audio-Music Outreach Books Outreach Programs Circulation Supplies	WWL	3,739.26 969.57 483.71 413.08 894.36 137.69 1,159.49 347.99 176.94 123.90 15.98 54.84 31.50 386.66	

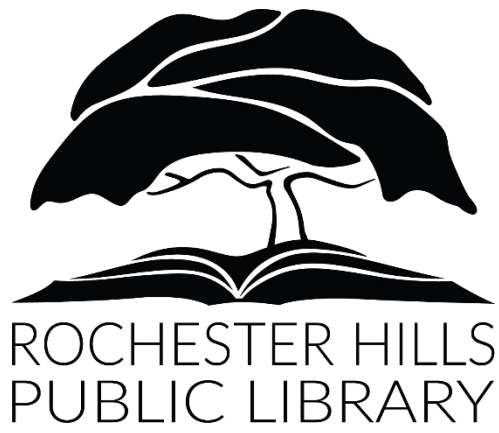
ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Feb 1, 2025 to Feb 28, 2025

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
		5801-00	Copier Toner		76.78	
		5303-50	Innovative Items		1,344.04	
		5804-00	Other/Public Supplies		95.97	
		5303-30	Outreach Audio & Vid		145.47	
		5807-00	Office Supplies		10.72	
		1123-00	Operating - PNC	AMAZON CAPITAL SERVICES		10,607.95
2/18/25	EFTVISA0218	6100-60	Workshops/Conferen		50.00	
		5302-13	Electronic Materials		30.00	
		6402-10	Maintenance Supplie		566.70	
		5301-50	Materials Processing		147.15	
		6506-00	Software Support/Mai		444.86	
		5940-00	3D Printing/Makerspa		93.73	
		6100-50	Professional Member		81.00	
		6200-50	Systemwide Program		333.75	
		5807-00	Office Supplies		100.71	
		6200-10	Adult Programs		29.50	
		5402-00	Postage/Shipping		419.99	
		5802-00	Circulation Supplies		60.32	
		5809-00	Marketing Supplies		49.46	
		6200-30	Outreach Programs		12.00	
		5303-22	Youth Kits			51.84
		8001-00	Equipment/Fixed Ass	CAPITAL EXPENSE-MAKERS PACE	2,019.96	
		7009-70	Staff Recognition		81.76	
		5808-00	Board Room Supplie		11.97	
		1123-00	Operating - PNC	CAPITAL ONE BK(USA), NA		4,481.02
Total					237,929.64	237,929.64

[illegible]

Communications



2024 ANNUAL REPORT

78,246

Cardholders

480,336

Annual Visitors



"Our absolutely beautiful library and its wonderful staff were a HUGE part of my two children's early lives. This institution kept me sane and gave me a sense of belonging and I am forever grateful!"

Megha H.
May, 2024



3,573

Volunteer Hours

\$171,000

Friends of RHPL
Contribution

383,794

Items in Circulation

1,614,592

Total Circulation

362,964

eMaterials Circulation

125,328

Outreach Circulation



12,558

Youth Program
Attendance

9,275

Adult & Teen
Program Attendance

18,153

Computer Reservations



2024 was a historic year for RHPL

- We hosted a year-long celebration of our Centennial with special programming, commemorative projects, and a fundraising gala
- Rochester Hills residents overwhelmingly approved a new, additional millage paving the way for a new century of expanded and improved services and programming
- Summer reading was expanded to 100 days and included a Spread Library Love campaign complete with yard signs and prize sweepstakes
- We were awarded a community grant to update the Storyroom and refreshed and redesigned our Adult and Teen Services spaces
- The first annual Winter Wonder Library event drew a crowd of 800 guests with games, refreshments, crafts, and entertainment
- Early voting for Rochester Hills and Oakland Township was held at RHPL for primary and general elections

Thank you to our 2024 donors:

Virginia B. Abbott
 Josh & Julia Abbott
 Cyntia A. Austin
 Rose Marie Ayoub
 Richard & Helena Balon
 Jagdeesh Bandekar
 Janie M. Barner
 Chris & Denise Baum
 Neil & Mindy Baumgartner
 William & Joan Beaudoin
 David H. Benaderet
 Jerry Bendert
 Paddy Bensen
 Linda & Richard Bermingham
 Charles & Mary Blank
 Richard Bolterstein
 Janet Bommarito
 Tracy Bowden
 Richard Boyse
 Hollie Bracken
 Kirsten & Andy Bradford
 Robert & Gretchen Breese
 Edward & Linda Bronz
 Mary E. Brown
 Carol H. Burkett
 Mary Jo Byrd
 The Caffeinated Redhead, LLC
 Karen & Glenn Campbell
 Frank & Nora Cardimen
 Jennifer Carino
 Dennis & Lorraine Carney
 Clara & Jerry Carvey
 Dorothy M. Casper
 Janet & Tom Cattel
 Dawn Cavallero
 Margaret Christina
 Sherry Clair
 Carolyn & Randy Coble
 Michael & Renee Collins
 Cathy J. Connors
 Maura Cook & Allen Michalec
 A C Coombes
 Jack & Gail Crichton
 Sue Davis
 Mark & Janet Davison
 Douglas & Betty Dechert
 Kristine deVaux
 David A. DiLaura
 Jacqueline Dombrowski
 Mr. & Mrs. Joseph Doyle
 Michael & Viola Dreon
 Jay & Linda Eastman
 Henry Eckfeld
 Scott & Sally Edwards

Joan Edwards
 Ken & Judy Fahnestock
 Chris & Melanie Ferow
 Suan & Donald Ferry
 Dana & Nancy Fidler
 Alfred F. Fischl
 Michael & Mary Flannery
 Lorri L. Freed, CFP
 Roger & Carolyn Fruechte
 Georgia Gain
 Richard & Patricia Gallagher
 Marlene Gardner
 Nancy Gaydos
 Brian & Kathy Geib
 Ron Gellish
 Sandra Gentry
 Thomas & Anne Giroux
 Michael Gluckstein
 Shirley Gofrank
 Ted & Rita Golden
 Carolyn Googasian
 Hema Govil
 Robert Gregory & Janice Tessier
 Arthur & Joanne Griggs
 Monica Grogan
 J.L. & M. A. Grube
 Lionel & Dolores Haberek
 Christine & Bob Hage
 Norm & Sue Hamway
 Beverly J. Harder
 Laurian Hasselwander
 Sally & Doug Hayne
 Rory & Michele Heckman
 Clyde L. Herring
 Martha Herrmann
 Dennis M. Higgins
 Priscilla A. Hildum
 Melinda Hill
 Thomas & Michelle Hill
 Christopher Horn
 Keith & Julayne Hughes
 Lepa Ilisevich
 Grant & Cecelia Janssen
 Barbara Joyce
 Carol Kahler
 Jane P. Kamlay
 Ernest & Sabine Kellett
 Michael & Irene Kelly
 Susan C. King
 Patricia Klos
 Steve Kneip Jr.
 Melvin Kozek
 Tom & Diane Krueger
 Edward & Kathleen Krzysztalowicz

Anne Kucher
 Garry Kugler
 Marilyn LaBarbera
 Mary Kay LaChance
 John & Kristen LaMacchia
 Pam Landstrom
 Christopher & Julie Lata
 Mary Jean Lawson
 Tom & Judy Lewandowski
 Anne B. Lies
 Bradley Lietz
 James & Cathy Linden
 Deborah Luczyn
 James Mackinder
 Barbara C. Manzi
 Barbara A. Markham
 Dave & Colleen Marsh
 Carol Mason
 Jan McCall
 Paul & Sarah McKay
 Kevin McMacken
 Theresa Meegan
 James & Verna Meinershagen
 Louis & Karen Miller
 Peter Miller
 Tom Mines
 Paul Miotke
 Lucille Moerer
 Zohir & Alia Molhem
 Margaret F. Morrison
 Karen Mountz
 Lisa & Jim Muenzenberger
 Thomas Murday
 Steve & Julie Neiheisel
 Okroy Family
 Pedro Ortiz
 Suzanne Ozinga
 Narasingrao & Laxmi Pampati
 Andrew & Christine Pasternak
 Joe & Ginny Pauwels
 Robert L. Peaelee II
 Judith Popyk
 James & Linda Powell
 Clifton F. & Victoria Powell
 Dean & Lori Przymusinski
 The Reidy Family
 Mr. & Mrs. Jack D. Relyea
 Leonard & Kay Robinson
 Christopher L. Robinson
 Jane E. Rodgers
 Mr. & Mrs. Leonel Rodriguez
 Roger Roller
 Judy Rosenberg
 Russ & Kathy Ruedisueli

Evan Running
 William & Patricia Ryan
 Anil & Brinda Sachdev
 John M. Savio
 Eleanor Saxon
 Michael Scarlatelli & Elaine Maus
 Pauline Schemanski
 Patty Scholl
 Paul & Michelle Schroff
 Roxanne Seifert
 Michael & Cynthia Sevilla
 The Seyferth Family
 Charles & Sarah Sibert
 Stephan Slavik
 Marianne S. Snell
 James & Mary Pat Soisson
 Susan Sonye
 Susan D. Steinmueller
 Jean Stenger & Paul Turnbull
 Robby & Andie Stewart
 Stoney Creek Questers #203
 Barbara & Larry Stringer
 Wendy Superfisky
 Barbara Taylor
 Amie Taylor
 Witt Thanom & Dawn
 Pornthanomwong
 Angeline Thorner
 Maria Trahan
 Jim & Karen Tropea
 Douglas & Janet Tull
 Alexandria Vallis
 Mr. & Mrs. David Van Gelder
 Louona Vickery
 Domingo Vidal
 Anthony L. & Susan D. Vinci
 Mr. Robert Waddell
 Kristen Wallace
 Judy Wallin
 Margaret Wantuck
 Robert J. Webber
 Paul & Teresa Wehrwein
 Barb & Kurt Wiese
 Polly Williams
 Shirley & Forrest Wing
 Barbara Wolak
 Regina E. Wolicki
 Yang Xia
 Kenneth York & Heidi Josephson
 Mary & Gary Zaleski
 Tom & Annette Zebracki
 Rudy Ziehl

"I started using RHPL as a student at OU. My roommate and I would come to use the small study cubicles. It gave us another safe and quiet place to study. Now as an adult, I love bringing my children to the library. We have used the library for checking out movies for long trips, Playaways to get us through long summer days, and library programs to learn more."

Erica H., June 2024



RHPL
500 Olde Towne Road
Rochester, MT
48307-2043

PO Box 4432
Rochester MT
48307-0021
February 18, 2021

Dear RHPL Board of Trustees

cp Dear Director:

RE: MGT-1, page 3 of 3
Confidentiality of Library
Patron Records Policy
Rev. 01/14/2008, 09/08/2008
Rochester Hills Public Library
Records

" F. The library director is the designated
custodian of records.

G. If the library requests the assistance of a law
enforcement officer, and the library director
determines that records produced by a
surveillance device may assist the law enforcement
officer to render the requested assistance, the
library may disclose the records to the law
enforcement officer upon request.

H. Any other disclosure of library records is
prohibited unless required by law."

What is required by law? Are all surveilled areas posted,
i.e. bathrooms, meeting rooms, parking lots, etc?
Are records kept of Internet searches, books checked out,
and children's story telling rooms?
Are local laws followed or are these laws State & Federal as well?
Thank you for your attention.

Sincerely,
Nadia Cherry

P.S. whose records have been
released and to whom.
cc: WSV, Academic libraries

MGT-1 - Page 3 of 3

P.O. Box 91132
Rochester MI
48307-0021
02/27/2025

1000
Town Road
Rochester, MI 48307-2043

Dear Ms Morán, Director

I was rereading your letter of December 23, 2020 to me regarding my inquiries during The pandemic (st) Is The Wi-Fi signal in The south parking still available for anyone to use? Do you still have librarians printing up to 30 pp (daily) for people to pick up at The lobby or Through the Drive-Thru?

Re: The 2020-147 mask order by The Governor. You informed me it has been rescinded and replaced by epidemic orders from The MI Dept of Health & Human Services (December 18, 2020). May I have a copy of it or its citation. You said you provided authoritative websites on This topic during The spring of 2020.

Authorities are saying There are alot COVID-19 (government) sites and pharmaceutical sites giving out wrong info at that time.

Are you providing those websites as well?
Including law specialists?

Has the MI's Dept of Health Services orders of (Dec 18, 2020) been tested in The courts yet?

Sincerely, Nadia Chernus

Have executive orders 2020-42, 2020-59, 2020-70,
2020-77, 2020-92, 2020-96, and 2020110 also
been rescinded as well as E.O. 2020-21

Is the Berman study "suggesting" COVID-19
were reducing COVID-19 infections by 40% borne out?
Univ of Washington "suggested" 40% (40,000)
lives would be saved if everyone wore a mask
in public. Has that been borne out?

Goldman Sachs concluded a federal mask mandate
could save the U.S. economy from taking a 5% hit
to GDP. Truthfully? What was our GDP hit?

Is the same departments and individuals
of the COVID-19 pandemic in charge of the ~~affairments~~
epidemic orders from the HHS Dept of Health &
Human Services or are they facing prosecution?

Thank you for your kind attention

Sincerely

Nadia Cherney

If there are fees for these answers

Please disregard

Old Towne Road
Rochester NH

PO Box 71132
Rochester NH
48307-0032
Feb

Dear Director Merion,

I was reading The Rochester Hills
Public Library,

Written Public Summary of The
Freedom of Information Act Procedures
and Guidelines (date of adoption
and/or revision
not included)

The library is a unique public institution. I (All)
need a policy clarification.

As a taxpayer, what is the difference between
a Reference Question and a Freedom of Information
act Request at RHPH, State of NH library etc.

Is a librarian considered an independent/private
contractor when charging money? Where does the
money go? Please have The BCD clarify
Sincerely, Nadia Chernus



ROCHESTER HILLS
PUBLIC LIBRARY

Date: 2/8/25

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Preschool fair was a great resource!

(Optional) Name: Kati Elias Contact #: _____ Email: kaybecks182@gmail.com

For staff use only:



ROCHESTER HILLS
PUBLIC LIBRARY

Date: 2/8/25

500 Olde Towne Road
Rochester, Michigan 48307-2043

Preschool Fair

Comment Card



Wonderful but need more time to talk to everyone

Could rochester schools send someone - need to learn more about transition to kindergarten

(Optional) Name: Sarah Contact #: _____ Email: S.C.hammel618

For staff use only:

@gmail.com



ROCHESTER HILLS
PUBLIC LIBRARY

Date: 8th Feb 25

500 Olde Towne Road
Rochester, Michigan 48307-2043

Preschool Fair

Comment Card



Great Initiative by RHPL. I was able to get so much knowledge & variety of options for my 4yo's School

(Optional) Name: Gayathri (Saiya) Contact #: 612 999 7940 Email: gayathrisrinivasan.m@gmail.com

For staff use only:



Date: Feb 8

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Thank you RHPL! For organizing preschool fair
This was very beneficial as I had a 2.3yr
old toddler who would soon join preschool.
Great to have all preschool info under one roof. ^{Save time}

(Optional) Name: Smitha

Contact #: 316-351-1740 Email:

For staff use only:



Date: 2/8/25

500 Olde Towne Road
Rochester, Michigan 48307-2043

Preschool Fair

Comment Card



Amazing event!! Great schools chosen. Would be nice
if it was maybe 1 more hour longer ~~and~~ especially if you
plan to have more preschools in the future. Potential update:
having names of individuals listed on public library website
that go along with the schools present.

(Optional) Name:

Contact #:

Email:

For staff use only:

Otherwise, keep this event every year



500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 2/11/2025

Bryan + Allison

THANK you for all of your
above & beyond help w/ my divorce
judgment. parenting woes!

Optional: Name

Contact No.

Date: 2-11-25

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Please fix the Book holder in the handicap stall. It
TILTS downward so books/purse go to the floor.
Could use a hook for cane & a hook for purse at arms
length if in wheel chair or weak arms.

(Optional) Name:

Contact #:

Email:

For staff use only: ISSUE RESOLVED. BOOK HOLDER REMOUNTED AND I LOWERED THE
HOOK ON THE DOOR. 2/17/2025

Date: 2/20/25 Bryan Voss
Severe Weather Recognition

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Bryan Voss did an excellent job presenting this program. He
is a well-spoken and engaging presenter.
Please have him return for other topics in his repertoire.
Thank you!
Anne Kucher

(Optional) Name:

Contact #:

Email:

For staff use only:

Murder Mystery Program

500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date: 2-21-25

This was fun. Would love more events
like this.

Optional: Name

Contact No.



Date: 2/25/2025
500 Olde Towne Road
Rochester, Michigan 48307-2043

"Sap to Syrup
with Dinosaur
Hill"

Comment Card



Excellent Session / Very Informative
I liked it very
much

yummy
candy
& syrup!

(Optional) Name:

Contact #:

Email:

For staff use only:



Date: 2/27/25
500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Attn: Mary Davis

I had an appointment this afternoon with Emily. I wanted to know how to use What's App. Emily answered all my questions and I now feel comfortable that I will be able to use the app. Thanks for offering this service.

(Optional) Name: JANICE HARRIS Contact #: 248-821-5838 Email: james853@gmail.com

For staff use only:



Date: 2-27-25
500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card



Hi,
Just want to say, I love the gift wrapped, surprise book (date w/ book?) idea - taking out my 2nd now. It's a lot of fun! Thanks, :)

(Optional) Name:

Contact #:

Email:

For staff use only:



Christoph Winarski

Local Guide • 63 reviews • 0 photos



3 weeks ago

NEW

My family and I have enjoyed the benefits of this library for many years. One of the top libraries in Oakland County.



Rochester Hills Public Library

Owner

3 weeks ago

Thank you for your review, Christoph! We are very grateful to be such an important place for your family.

Google Review, 2.1.25



Amelia Abar

Local Guide • 13 reviews • 10 photos



14 hours ago

NEW

I've been going here ever since I was a kid! I have so many fond memories of the puppets in the children's section and renting movies. As I've grown up I've got the opportunity to see my family enjoy this library and the beauty of the nature around it. Staff is always so very kind and incredibly helpful!



Rochester Hills Public Library

Owner

Just now

Thank you for your five-star review, Amelia! We're glad to hear the library is a mainstay for your family. We hope to see you all again soon!

Google Review, 2.19.25

Oakland County community calendar Feb. 2 and beyond

• Rochester Hills Public Library presents "DIA Behind the Seen: In Our Own Voice" at 7 p.m. Feb. 4, at 500 Olde Towne Road in Rochester. A representative from the Detroit Institute of Arts to discuss the creative contributions of African Americans from the 19th century through the present day. Open to the public, registration is required at www.rhpl.org or [248-656-2900](tel:248-656-2900).

Oakland Press, February 2, 2025

Rochester Hills Public Library joins the MITN Purchasing Group

ROCHESTER, Mich., Feb. 4, 2025 /PRNewswire-PRWeb/ -- Rochester Hills Public Library announced it has joined the MITN Purchasing Group and will be publishing and distributing upcoming bid opportunities on the system. Bidnet Direct by SOVRA's MITN Purchasing Group connects over 325 participating agencies from across Michigan. The purchasing group provides a transparent bid process through which the bid is available to all vendors at the same time. Rochester Hills Public Library invites all vendors to register online at <http://www.bidnetdirect.com/mitn/rhpl>.

Rochester Hills Public Library joined the purchasing group in January 2025. Rochester Hills Public Library will utilize the system to streamline their purchasing process including bid distribution, bid management, and vendor relations. The MITN Purchasing Group is a single, online location for managing sourcing information and activities and provides 327 local government agencies the tools needed to have a transparent bid process while minimizing costs and saving time.

"We strive to be as transparent as possible and to give all the information we have about the bid opportunity and the procurement process to all our vendors. By becoming a part of the MITN Purchasing Group we can provide all the important and necessary information instantly to our vendors and they can log in and view everything in real time. This has allowed us to create a more seamless bid process and has provided more participation from vendors across the state," stated Julianne Morian, Library Director of Rochester Hills Public Library.

"Rochester Hills Public Library invites all potential vendors to register online."

 Post this

As a participating agency of the MITN Purchasing Group, it allows Rochester Hills Public Library to expand their vendor pool and enhance vendor competition without increasing distribution costs. To be added to the existing list of vendors on the MITN Purchasing Group, any suppliers looking to do business with Rochester Hills Public Library can register online: <http://www.bidnetdirect.com/mitn/rhpl>. Rochester Hills Public Library encourages all interested bidders to register today.

Registered vendors can access open bids, related documents, and files, additional addendum, and available award information from all participating agencies. In addition, the MITN Purchasing Group offers a value-added service to notify vendors of new bids targeted to their business, including all addenda and advance notification of expiring term contracts.

With one click, Rochester Hills Public Library can now see how many vendors match a specific opportunity, how many have downloaded documents, responded and more. Rochester Hills Public Library also has its own, branded page on the public side of the MITN Purchasing Group in which taxpayers can view all closed bids and any awarded information.

Vendors may register on the MITN Purchasing Group: <http://www.bidnetdirect.com/mitn/rhpl>. Bidnet Direct's vendor support team is available to answer any questions regarding the registration process or the bid system at **800-835-4603** option 2.

Other local Michigan government agencies looking to switch from a manual bid process, please contact the MITN Purchasing Group for a demonstration of the no-cost sourcing solution.

About Rochester Hills Public Library:

Rochester Hills Public Library (RHPL) provides life-long learning opportunities, instills a love of reading, and offers equal access to information. The library serves as a community space where visitors enjoy innovative ways to learn and socialize through programs, including an annual summer reading challenge, parent-child workshops, and weekly lectures. The library's database system allows cardholders to checkout or use eBooks, movies, language and research services, and more from the comfort of home at no cost.

Rochester Hills Public Library is in the City of Rochester and serves the residents of Rochester, Rochester Hills, and Oakland Township. The library has a dedicated millage from the voters in Rochester Hills, an auto-renewing contract with the City of Rochester, and Oakland Township has a library board that contracts with RHPL.

PRWeb, February 4, 2025

also featured in: BidNet Direct, StreetInsider

Oakland County community calendar Feb. 9 and beyond

- Rochester Hills Public Library presents "Severe Weather Recognition & Stop the Bleed" at 7 p.m. Feb. 20, at Rochester Hills Public Library, open to the public. Registration is required at calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).

Oakland Press, February 10, 2025

Oakland County community calendar Feb. 16 and beyond

- Rochester Hills Public Library presents "Severe Weather Recognition & Stop the Bleed" at 7 p.m. Feb. 20, at Rochester Hills Public Library, open to the public. Registration is required at calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).
- Rochester Hills Public Library presents "From Sap to Syrup with Dinosaur Hill," 7-8:30 p.m. Feb. 25, at 500 Olde Towne Road, Rochester, open to the public, registration is required at calendar.rhpl.org or call [248-656-2900](tel:248-656-2900). This event is open to the public. Registration is required, visit calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).

Oakland Press, February 16, 2025

Oakland County community calendar Feb. 23 and beyond

- Rochester Hills Public Library presents "From Sap to Syrup with Dinosaur Hill," 7-8:30 p.m. Feb. 25, at 500 Olde Towne Road, Rochester, open to the public, registration is required at calendar.rhpl.org or call [248-656-2900](tel:248-656-2900). This event is open to the public. Registration is required, visit calendar.rhpl.org or call [248-656-2900](tel:248-656-2900).

Oakland Press, February 23, 2025

Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

March 10, 2025

1. Update on Library Agreements

Oakland Township Board of Trustees accepted a temporary agreement offered by the RHPL Board of Trustees that extended library services for residents in Oakland Township until December 31, 2025. The agreement states that Oakland Township would be billed a prorated fee based on the 2002 (old) contract terms for the remainder of 2025.

RHPL Board President Bob Bonam and Vice-President Melinda Deel convened a meeting on February 27th of representatives from contract communities to discuss a long-term framework for a library agreement. Stakeholders from the City of Rochester (administration) and three trustees of Oakland Township Library Board attended. The two topics that the group focused on were the formula for determining an equitable fee for library services starting January 1, 2026 and the rate of increasing fees year over year. The group came to a consensus that isolating the tax revenue from Rochester Hills was the most logical way to set a fair market rate for library services. Additionally, both contract communities requested consideration for a yearly increase that is tied to taxable valuation of their communities, not a flat rate fee. Each contract community would then determine their preferred way of financing their contract fees.

On a related note, the Oakland Township Supervisor stated incorrect information about the contract for library service at the Rochester Regional Chamber's Community Outlook breakfast on Friday, February 28, 2025. Township Supervisor Robin Buxar made an announcement that a special election was occurring in Oakland Township and included a millage rate increase for library services, when in fact their own library board has not approved such a measure. Much like the RHPL Board of Trustees, the Oakland Township Board of Trustees operates independently from the municipal board in Oakland Township. It obscures protocol and is misleading to announce these details when the independent board has not passed a resolution to that end.

2. Facilities Condition Assessment

The RHPL Facilities Manager, Steve Clement, and I conducted a building walkthrough for vendors interested in providing a Facilities Condition Assessment on February 17, 2025. Ten (10) firms joined us for the walkthrough representing a mix of architecture, general contracting, and engineering firms. Ultimately three vendors bid on the project that closed on February 26, 2025. Steve and I interviewed two firms (excluding one for not meeting the parameters of the solicitation). Bids ranged in lump sum pricing from \$13,000 - \$23,000.

3. Phase II of Adult and Teen Services Department Remodel

The RHPL Board of Trustees approved spending \$250,000 as a budget line item in 2025 for new technology and additional furniture in the adult and teen services areas of the library. I will work with our furnishings team to add new conference tables and chairs, updated computer workstations, new electrical outlets, and upgraded technology for study rooms in 2025. We will

also evaluate if the budget can accommodate new public service desks for the reference and technology assistant desks.

The 2025 budget also allocated \$786,000 in funds for a remodel of the Youth Services room. While design concepts and a new floor plan will be achievable in 2025, it is unlikely that a full remodel will commence until 2026.

4. New digital archive coming to Rochester Hills Public Library

RHPL staff researched eight possible products that could serve as a new digital archive at RHPL, and recommended one within budget. This will serve as a replacement for the old digital archive that was hosted by Orion Township Public Library and utilized by the consortium, Oakland County Historical Resources (OCHR). The OCHR consortium dissolved in 2024, however, RHPL is pleased to partner with the Rochester Hills Museum at Van Hoosen Farm for continued collaboration. Both the museum and the library will be contributing digital artifacts to the new software called LUNA. Luna Imaging, Inc. is a company that provides archive management solutions for large academic systems and smaller museums/libraries. We will plan a press release and marketing campaign around the new home for the collection once our older records have migrated to the new platform.

5. Out of Office

I will be attending the Clarivate Director's Summit as part of the Innovative Users Group meeting in Denver, CO, March 11th - March 13th. Department Heads Wendy Lehman, Betsy Raczkowski, and Mary Davis will serve as the staff member in charge while I am out of the office.

6. Upcoming Events

March 25, 2025	Friends of RHPL Board Meeting, 7:00 pm
April 6 - 12, 2025	National Library Week
April 8, 2025	RHPL Board of Trustees meeting, 7:00p
April 21 - 26, 2025	Volunteer Appreciation Week
April 22, 2025	Friends of RHPL Board Meeting, 7:00pm
April 24, 2025	Rochester Area Prayer Breakfast, 7:00am
April 28, 2025	Authors in April Banquet, 5:30pm (Palazzo Grande Banquet Center)



ROCHESTER HILLS PUBLIC LIBRARY

Statistical Report - Usage for the month of February 2025

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Checkouts	43,393	40,006	-7.8%	87,020	82,392	-5.3%
Renewals	46,775	43,828	-6.3%	94,203	88,774	-5.8%
e-Materials	29,378	29,783	1.4%	61,018	64,348	5.5%
Bookmobile	4,116	3,206	-22.1%	7,688	7,178	-6.6%
Mini-Branch	1,491	1,357	-9.0%	3,046	2,585	-15.1%
OTBS Circ	5,203	4,035	-22.4%	10,943	9,191	-16.0%
MeLCat Borrowed	1,394	1,297	-7.0%	2,928	2,669	-8.8%
MeLCat Loaned	1,362	1,272	-6.6%	2,950	2,882	-2.3%
Total Circulation	133,112	124,784	-6.3%	269,860	260,090	-3.6%

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	44,561	31,487	-29.3%	80,556	63,920	-20.7%
Room Reservations	989	966	-2.3%	1,977	1,985	0.4%
Adult Programs	41	45	9.8%	74	82	10.8%
--Attendance	643	449	-30.2%	1,777	859	-51.7%
Teen Programs	4	6	50.0%	9	12	33.3%
--Attendance	22	20	-9.1%	57	106	86.0%
Youth Programs	42	39	-7.1%	74	75	1.4%
--Attendance	959	1,167	21.7%	1,628	2,068	27.0%
Outreach Attendance	160	206	28.8%	266	344	29.3%
Makerspace Use	423	391	-7.6%	823	1064	29.3%
Computer Use	1,701	1,388	-18.4%	3,277	2,902	-11.4%
Wireless Use	5,604	6,009	7.2%	11,539	12,222	5.9%
Database Use	6,074	6,057	-0.3%	12,683	12,878	1.5%
Volunteer Hours	287	321	11.8%	575	606	5.4%

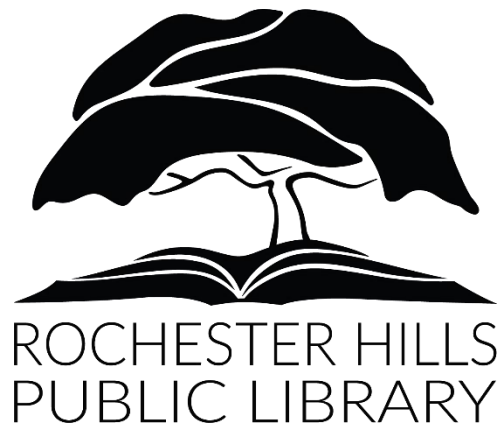
Number of Library Card Holders

<i>Municipality</i>	LY Month	Month	% Total
Rochester Hills	44,709	46,268	58.7%
Rochester	10,049	10,576	13.4%
Oakland	9,193	9,109	11.6%
Non-residents	4,240	5,232	6.6%
Virtual Students	7,301	7,598	9.6%
Total Card	75,492	78,783	100%

Number of Items

<i>Type</i>	LY Month	Month
Print	270,157	285,633
Audio	19,336	19,858
Video	47,573	48,933
Other	439	441
E-Material	26,967	31,359
Total	364,472	386,224

Committee Updates



Policy Statement

As part of its mission, the Rochester Hills Public Library (RHPL), the “Library”, provides community meeting rooms as a service to the community. The Library Board of Trustees recognizes that the Library facilities belong to the community and permits use of specified meeting rooms by residents who are members of established organizations within the Library's service area.

Regulations

I. Scheduling of Meeting Rooms

- A. Library operations and programs have priority use of meeting rooms.
- B. Library patrons, age 18 or older with an eligible RHPL card in good standing, may apply for a meeting room reservation.
- C. Rooms designated as available for reservation and use as a community meeting room are listed on rhpl.org.
- D. Patrons must visit rhpl.org to submit an online reservation. Applications must be received at least one week in advance and up to two months in advance of the requested reservation date. Meeting rooms are available on a first-come, first-serve basis.
- E. Meeting room reservation requests are confirmed only with the approval of Library staff. Applications may be approved, rejected, or withdrawn at the discretion of the Library Director. The Library may cancel any meeting in accordance with Library policies for temporary closures or emergency procedures.
- F. Meeting rooms may only be scheduled for use during regular Library hours.
- G. Meeting rooms may be reserved for a maximum of four (4) hours per group per use.
- H. Meeting room reservations are limited to two (2) per month per group.
- I. Groups must vacate the meeting room at least fifteen (15) minutes before the Library closes. Exceptions must be requested in writing and approved in advance by the Library Director.
- J. Cancellations must be made with no less than 24 hours notice. Meeting room reservations that are unclaimed after fifteen (15) minutes will be considered no-show reservations and the meeting room will become publicly available. No-show reservations are noted and two (2) or more may result in the loss of future reservation privileges.
- K. The registration of participants for a meeting that uses Library facilities is the sole responsibility of the sponsoring group.

- L. Library staff will unlock a room for any member of the group even if the responsible party is not present.
- M. Directions for technology equipment are provided in the meeting rooms (where applicable), as well as at the Circulation Desk. Library staff will provide basic technology assistance for Library-provided equipment.
- N. The reservation application signee is responsible for making program attendees aware of the Library's policies and regulations.
- O. All groups using a meeting room must be under adequate adult supervision with adult attendance at all times.
- P. The reservation signee is responsible for the repair or replacement of any damaged facilities or equipment.
- Q. All room amenities shall be stated at the time the application is submitted. Groups wishing to use Library-provided audiovisual equipment must make that request at the time of the application. Library staff will make an effort to set up the room according to standard configurations only. Furniture and amenity set up is dependent on Library staff availability and no set up is guaranteed. As a result, last minute changes in reservation time, set up, or amenities cannot be accepted.
- R. Meeting room capacity is indicated on the online application form. The responsible party shall comply with capacity limits and/or local fire department occupancy regulations.

II. Rules for Meeting Room Use

- A. All users of Library meeting rooms agree to comply with all applicable laws, local ordinances, and Library policies.
- B. All meetings shall be open to the public.
- C. Established non-profit groups, including civic, cultural, government, political, or educational groups, may use meeting rooms. Establishment papers may be requested by Library staff for verification purposes (such as a copy of the group's 501 (c) (3) certificate or State of Michigan nonprofit articles of incorporation and bylaws.) Other organizations, such as for-profit businesses, must receive the Library Director's approval before a reservation is approved.
- D. Meeting rooms are available for reservation regardless of the beliefs or affiliations of individuals or groups requesting use of the facilities.
- E. Meetings shall not disturb regular Library functions. Activities of the organization or group must be limited to the room reserved. Placement of materials or decorations on walls or doors or outside the building is not permitted.
- F. Materials brought into the space need to be cleared from the room once the reservation concludes.

- G. Food and non-alcoholic beverages (in closed containers) are permitted during the meeting. Groups must clean up and bring their own supplies.
- H. Authorization to use the meeting room is not transferable to another organization.

III. Publicity:

- A. Permission to meet at the Library does not constitute the Library's endorsement of any group's policies or beliefs.
- B. The use of meeting rooms by groups who are not affiliated with the Library shall not be publicized in such a way as to imply Library sponsorship of the group's activities.
- C. Groups shall not use the Library's name for any purpose other than to indicate the location of the meeting.
- D. The name, address, or phone number of the Library may not be used as the official address or headquarters of any organization except those affiliated with the Library.
- E. The Library maintains a calendar of confirmed meeting dates and reservations. Groups must be willing to have notice of their booking appear on the reservation calendar.
- F. The Library will share the name and telephone number of the reservation signee if there are any inquiries from the public about the meeting or organization.

IV. Prohibited Activities:

- A. Admission charges, registration fees, sales of products or services, soliciting, fundraising, raffles, or auctions by non-library programs. Non-profit groups may charge fees to recover costs for learning materials, course credits, or food service, but may not use these as fundraisers.
- B. The sale, promotion, endorsement, or advertisement, whether directly or indirectly, of a commercial product or service. This includes organizations or businesses that intend to generate future revenue based upon "free" educational programs promoting products or services offered by the sponsoring party.
- C. Instructors or groups conducting classes for profit-promoting future courses or services entailing fees.
- D. Groups offering public reading of stories (aka story time programs).
- E. Employee recruitment.
- F. Gambling activities.
- G. Strictly social functions; defined as an event intended for entertainment through companionship with friends and associates including, but not limited to weddings, anniversaries, showers, birthday and social parties.
- H. Religious ceremonies; defined as a religious congregation meeting with an officiant presiding over the rituals.

- I. Benefit events for private individuals.
- J. Commercial literature or non-event-related literature.
- K. The use of tobacco, alcoholic beverages, marijuana, and controlled substances. The Library Board of Trustees may approve use of alcoholic beverages for Library-sponsored events.
- L. Taping, stapling, or tacking of materials to the walls or other furnishings.
- M. Smoking, candles, or other incendiary objects.
- N. Use of any equipment not provided by the Library without the advance written approval of the Library's staff.

V. Fees:

- A. If a meeting runs late, a \$25 fee may be assessed for every fifteen (15) minutes beyond the vacated deadline and the groups' meeting privileges may be suspended.
- B. The meeting room must be left in the same condition it was prior to the meeting. If special cleaning or rearranging of the meeting room is needed, the reservation application signee may be charged a minimum of \$50.
- C. Tipping or other payment or compensation to Library staff is prohibited.

VI. Violation and Appeals

- A. Failure to comply with the terms of this policy may result in a forfeiture of meeting room privileges as determined by the Library Director.
- B. A patron whose privileges have been suspended or revoked may have the decision reviewed by the Library Board of Trustees.

VII. Library Disclaimer:

- A. The Library shall not be held liable for any injury sustained or damage related to the use/misuse of equipment or facilities.

Approved: XXXX XX, 2025

Rochester Hills Public Library Board of Trustees

Other Business

