

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.

November 13, 2023

Agenda

- I. Call to order of the regular meeting
- II. Public Comments*
- III. Minutes of regular meeting on October 8, 2023
- IV. Treasurer's Report for October 2023
- V. Monthly bills for October 2023 in the amount of \$393,842.46
- VI. Communications
 - a. Customer Comments
 - b. Correspondence from Friends of RHPL noting the 2023 annual donation to the library
 - c. Press Coverage
 - d. 2023 RHPL Annual Appeal letter
 - e. Winter 2024 News & Views Newsletter
- VII. Reports
 - a. Library Director
 - b. 2023 Michigan Library Association Annual Conference summary report (compiled by Juliane Morian)
 - c. 2023 Association of Bookmobile and Outreach Services Virtual Conference summary report (compiled by Outreach Service staff members)
 - d. Statistical Report
- VIII. Committee Updates
 - a. Centennial Celebration
 - b. Nominating Committee
 - c. Policy
 - i. Proposed updates to Gov-6 Trustee Code of Conduct

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

- d. Director's Evaluation
- IX. Other Business
 - i. Board member recognition and resolution
- X. Board Comments
- XI. Questions from the Liaisons
- XII. Adjournment

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

Minutes



ROCHESTER HILLS
PUBLIC LIBRARY

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

October 9, 2023

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Monday, October 9, 2023. The President called the meeting to order at 7:02 pm in the boardroom of the library. The presiding officer was Madge Lawson.

A quorum of the board was present including Bob Bonam, Melinda Deel, Anne Kucher, Julianne Reyes, and Chuck Stouffer.

Guests included Library Director Juliane Morian and Oakland Township Library President, Michael Tyler and Alice Moo, City of Rochester liaison.

One member of the public was present.

- II. Public Comments - none

- III. Minutes

- A. Mr. Stouffer made a motion to approve the agenda with one clerical change (typo), which was seconded by Ms. Deel. The board unanimously approved the minutes as corrected.

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

- V. Monthly Bills

- A. On a motion by Mr. Bonam, which Ms. Deel seconded, the board unanimously approved the monthly bills for September 2023, which totaled \$353,800.68 with no discussion.

- VI. Communications

- A. The board reviewed and filed the communications with minor discussion.

- VII. Director's Report and Statistical Report

- A. The board reviewed and filed the director's and statistical report with minor discussion on bookmobile service and alternate outreach options.

- VIII. Committee Reports

- A. Centennial Celebration Committee – Ms. Morian stated that library history book would be ordered later this week and is scheduled to be completed by mid-November. The library will purchase 200 copies, hold 50 in reserve for various giveaways, and sell the remaining 150 copies at \$10 each in the Friends store. Ms. Lawson said she proposed having one activity a month to commemorate the centennial and will discuss additional ideas with Ms. Morian.

- B. Director's Evaluation is on track for a final report in November.

- C. Finance Committee – Mr. Bonam reported that the Finance Committee met on Thursday, October 6th to discuss short and long term capital projects and make a recommendation on the proposed MGT-18 Fund Balance Policy.

- D. Policy Committee
 - 1. On a motion by Ms. Kucher, which Ms. Reyes seconded, the board unanimously approved Pay-4 Holiday Pay Policy as presented in the second reading with no additional discussion. This policy will go into effect on January 1, 2024.
 - 2. On a motion by Mr. Stouffer, which Ms. Reyes seconded, the board discussed the second reading of MGT-18 Fund Balance policy with recommended edits by the Finance Committee.
 - a. Mr. Bonam stated that the Finance Committee recommended striking a line from the first version of the policy that would have required committed funds be used within the fiscal year and affirmed the Government Finance and Accountant Office’s best practice of maintaining at least 16.7% of operating revenue for unrestricted fund balance. Finance Committee recommended rounding that figure to 17%.
 - 3. Mr. Tyler advocated for a version of the Fund Balance policy that specified the specific procedure for setting aside portions of fund balance within the permitted categories of Committed Fund Balance and Assigned Fund Balance and that also enumerated dollar amounts or percentages for various projects within the policy. Discussion ensued regarding how to be transparent to the public and the pros and cons of setting policy at broad versus specific levels. Ms. Morian confirmed that fund balance allocations would be reported on monthly treasurer reports.
 - 4. Ms. Lawson ended the discussion by calling for a vote and the board unanimously approved MGT-18 Fund Balance Policy as presented in the second reading.

- IX. Other Business
 - A. Ms. Morian presented a capital projects overview for the board and requested a discussion on projects to assign to 2024. Board members agreed that lobby renovations were needed, but it would impair access to the building during a celebratory year and amidst commitments for the early voting site. Most board members were in support of renovating the second floor with new furnishings and other minor renovations elements because staff could better control the timeline and the furnishings were due for replacement (since many items are 45 years or older and have been repaired/reupholstered once already).
 - B. Mr. Stouffer asked the board to consider adding two brass plaques to the library, one denoted the board members that planned for and oversaw the library expansion in 2015, and one for the Eagle Scout that assisted with installing the garden path cut through. The Board tabled it for consideration at a future meeting.

- X. Board Comments
 - A. Ms. Deel expressed appreciation for the presentation that Ms. Morian prepared and was very excited about the prospect of a renovated space to present to the public during an important and celebratory year for the library.

October 2023 RHPL Board Minutes

- B. Ms. Lawson reminded board members that she would like to receive each of their evaluations of the library director within the next couple of days.

- XI. Questions from the Liaisons
 - A. Mr. Tyler stated that he also appreciated the planning work that went in to all the options for library renovations, and that he supported the idea of exploring books by mail as a form of outreach services to the community at large.

- XII. The regular meeting adjourned at 9:00 pm.

Anne Kucher, Secretary

Treasurer's Report



ROCHESTER HILLS
PUBLIC LIBRARY

ROCHESTER HILLS PUBLIC LIBRARY
Balance Sheet
October 31, 2023

ASSETS

Current Assets

Circ Registers/Coin	\$	2,020.00
PNC		
Payroll		250.00
New Operating Fund PNC		254,607.27
UBS		
Operating - UBS		3,050,035.26
OTBS		0.00
Plant		105,211.78
Roof		426,170.93
Self-Insurance		7,714.47
Vanguard		15,289.75

Total Current Assets 3,861,299.46

Other Current Assets

Total Other Current Assets 0.00

TOTAL ASSETS **\$ 3,861,299.46**

LIABILITIES AND FUND BALANCE

Current Liabilities

Staff Cash (pop cans)	\$	122.10
Flexible Spending W/H Payable		(95.45)
Supplemental Ins W/H Payable		517.08
Deferred Income - Rochester		95,917.18
Deferred Income - Oakland Twp		241,078.63

Total Current Liabilities 337,539.54

Fund Balance

Prior Years' Balance		1,883,356.60
Current Year Operations		1,640,403.32

Total Fund Balance 3,523,759.92

TOTAL LIABILITIES & FUND BALANCE **\$ 3,861,299.46**

Rochester Hills Public Library
Budget vs Actual
For the Period January 1, 2023 through October 31, 2023

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
Revenues					
Rochester Hills	0	3,075,561	3,037,230	38,331	3,037,230
City of Rochester	0	556,593	537,680	18,913	537,680
Oakland Twp	0	953,832	966,100	(12,268)	966,100
State Aid	0	152,014	147,800	4,214	147,800
OTBS	0	150,480	150,000	480	150,000
Penal Fines	0	146,748	153,100	(6,352)	153,100
Fines and Fees	5,657	51,318	41,667	9,651	50,000
Interest	1,515	18,769	1,667	17,102	2,000
Gains/Losses	7,467	73,693	0	73,693	0
Designated Gifts	100	4,565	8,333	(3,768)	10,000
Undesignated Gifts	765	9,892	0	9,892	37,800
Undesignated Gifts-Friends	171,000	171,000	171,000	0	171,000
Grants	618	618	3,333	(2,715)	4,000
Miscellaneous Revenue	1,000	48,464	3,492	44,972	4,190
Transfer-ReservedOTBS	0	0	0	0	0
Transfer-ReservedPlant	0	0	0	0	0
Total Revenues	188,122	5,413,547	5,221,402	192,145	5,270,900
Expenditures					
Payroll	186,217	1,879,933	2,131,500	(251,567)	2,557,800
Employee Benefits	47,801	443,752	482,252	(38,500)	578,700
Books	35,093	247,384	300,000	(52,616)	360,000
Print Subscriptions	1,065	14,498	12,500	1,998	15,000
Electronic Materials	32,294	247,649	265,917	(18,268)	319,100
Innovative Items	884	15,403	21,667	(6,264)	26,000
Audiovisual	8,747	62,261	99,917	(37,656)	119,900
Bookmobile Operation	484	10,327	20,833	(10,506)	25,000
OTBS	1	4,280	5,417	(1,137)	6,500
Voice and Data Services	3,719	13,556	21,666	(8,110)	26,000
Utilities	13,225	143,425	136,667	6,758	164,000
Insurance	0	16,443	15,833	610	19,000
Professional/Contract Services	2,119	48,517	60,833	(12,316)	70,000
Supplies	2,186	19,559	23,750	(4,191)	28,500
Promotion and Printing	1,593	38,878	38,875	3	50,800
Mileage	57	671	4,167	(3,496)	5,000
Postage	10,420	25,182	17,500	7,682	21,000
Staff Development/Membership	7,978	30,485	29,584	901	35,500
Programs	7,276	37,966	44,167	(6,201)	53,000
Facilities Maintenance	28,298	195,075	192,499	2,576	231,000
IT Maintenance	3,833	94,698	79,166	15,532	95,000
Staff/Volunteer Recognition	(97)	3,473	7,917	(4,444)	8,500
Gift and Grant Expense	400	10,592	0	10,592	0
Tax Tribunal Refunds	0	0	417	(417)	500
Equipment/Fixed Assets	0	76,569	72,083	4,486	86,500
Furnishings	848	848	10,667	(9,819)	12,800
Bookmobile Improvements	0	19,677	150,000	(130,323)	180,000
Capital Improvements	0	72,045	63,167	8,878	75,800
Contingency	0	0	83,333	(83,333)	100,000
Total Expenditures	394,441	3,773,146	4,392,294	(619,148)	5,270,900
Revenue Over Expenditures	(206,319)	1,640,401	829,108	811,293	0

Monthly Bills



ROCHESTER HILLS
PUBLIC LIBRARY

Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
Nov 11, 2023		
New Balance	Minimum Payment Due	
\$10,472.91	\$104.00	
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 34.65%.</p> <p>MINIMUM PAYMENT WARNING: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:</p>		
If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Minimum Payment	31 Years	\$33,526
\$423	3 Years	\$15,239
Estimated savings if balance is paid off in about 3 years: \$18,287		
If you would like information about credit counseling services, call 1-888-326-8055.		

Account Summary	
Previous Balance	\$4,607.37
Payments	- \$4,607.37
Other Credits	- \$617.61
Transactions	+ \$11,090.52
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$10,472.91
Credit Limit	\$30,000.00
Available Credit (as of Oct 17, 2023)	\$19,527.09
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

*****Important Notice*****

We are unable to provide your Rewards Summary on this month's statement. To review your current Rewards balance or for additional Rewards information, please log in to your account at capitalone.com, the Capital One Mobile Banking app, or call the customer service number on this statement.

Account Notifications

i Welcome to your account notifications. Check back here each month for important updates about your account.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



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



Save time, stay informed.
 Discover new features with
 the Capital One Mobile app.

Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

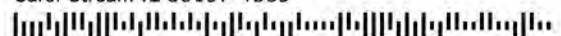
Payment Due Date: **Nov 11, 2023**

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
\$10,472.91	\$104.00	\$ _____

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

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.



1 4154177803049289 17 0000004607370104001

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

In your letter, give us the following information:

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

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

- 1) You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify; and
- 2) You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: P.O. Box 30285, Salt Lake City, UT 84130-0285. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

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ETC-08 07/13/2023



Pay online at capitalone.com



Pay using the Capital One mobile app



Customer Service 1-800-867-0904

Changing your mailing address?

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

Any written request on this form will not be honored.

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

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

When will you Credit My Payment?

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

Transactions

Visit capitalone.com to see detailed transactions.

JULIANE MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Sep 19	Sep 19	CREDIT-CASH BACK REWARD	-\$617.61
Sep 19	Sep 19	CAPITAL ONE ONLINE PYMTAuthDate 19-Sep	-\$4,607.37

JULIANE MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Sep 20	Sep 22	HOLLYWOOD SUPERMARKET #6ROCHESTER HLSMI	\$7.29
Sep 20	Sep 22	GFS STORE #0947ROCHESTER HILMI	\$40.78
Sep 23	Sep 25	ROCHESTER CHAMBERSAN JOSEMI	\$90.00
Sep 25	Sep 26	ZOOM.US 888-799-9666WWW.ZOOM.USCA	\$158.89
Sep 25	Sep 26	TST* RH HouseRochester HiIMI	\$115.40
Sep 28	Sep 29	US.STORE.BAMBULAB.COMHTTPSUS.STORETX	\$1,557.97
Oct 2	Oct 3	FS *Pantone877-3278914CA	\$89.99
Oct 4	Oct 5	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$81.00
Oct 4	Oct 5	OAKLAND PRESS888-977-3677MI	\$12.00
Oct 9	Oct 11	PY *BAKEHOUSE 46 - ROCHESSHILBY TOWNSHMI	\$11.66
Oct 12	Oct 13	MARITZ AT&L* ALA864-208-2676MO	\$4,487.00
Oct 13	Oct 13	AMERLIBASSOC ECOMMERCE866-746-7252IL	\$166.00
Oct 14	Oct 16	MEIJER # 260ROCHESTER HLSMI	\$12.48
Oct 14	Oct 16	MARSHALLS #0235ROCHESTERMI	\$529.99
Oct 16	Oct 17	COLOR HOUSE GRAPHICS616-2411916MI	\$566.00

JULIANE MORIAN #9289: Total Transactions **\$7,926.45**

ALLISON SARTWELL #6129: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
Oct 3	Oct 4	JOSTENS INC.800-854-7464MN	\$94.09
Oct 4	Oct 4	YEARBOOK877-723-6344MO	\$81.25
Oct 5	Oct 6	AMAZON.COM*T99G29XG1SEATTLEWA	\$25.65

ALLISON SARTWELL #6129: Total Transactions **\$200.99**

Transactions (Continued)

MARY DAVIS #9241: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
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WENDY LEHMAN #9147: Payments, Credits and Adjustments

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

Trans Date	Post Date	Description	Amount
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Sep 21	Sep 22	MICHAELS STORES 4827ROCHSTR HLLSMI	\$12.43
Sep 21	Sep 23	THE HOME DEPOT #2727ROCHESTERMI	\$12.21
Oct 4	Oct 5	DOLLAR TREEROCHESTER HILMI	\$7.95
Oct 4	Oct 5	DOLLAR TREEROCHESTER HILMI	\$19.88
Oct 4	Oct 6	DOLLARTREEMADISON HEIGHMI	\$5.30
Oct 14	Oct 16	Spotify USA877-7781161NY	\$16.99

WENDY LEHMAN #9147: Total Transactions **\$74.76**

CAMILLE WESTMORE #4614: Payments, Credits and Adjustments

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

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

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

Trans Date	Post Date	Description	Amount
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Oct 2	Oct 3	AMZN Mktp US*T94097MH0Amzn.com/billWA	\$43.41
Oct 9	Oct 10	AMZN Mktp US*TE8AH3OB1Amzn.com/billWA	\$17.58

STEVEN CLEMENT #7892: Total Transactions **\$60.99**

ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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Additional Information on the next page

Transactions (Continued)

ELIZABETH RACZKOWSKI #9004: Transactions

Trans Date	Post Date	Description	Amount
Sep 20	Sep 20	Library Marketing ConfDallasTX	\$475.00
Sep 26	Sep 27	PRINTPPS.COM PAPER800-921-1322NM	\$734.41
Oct 10	Oct 11	BOOK BEATOAK PARKMI	\$514.66

ELIZABETH RACZKOWSKI #9004: Total Transactions **\$1,724.07**

DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
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DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
Sep 18	Sep 19	SOCKETLABS484-418-1285PA	\$63.96
Sep 18	Sep 19	DNH*GODADDY.COMhttps://www.gAZ	\$23.17
Sep 20	Sep 21	DNH*GODADDY.COM480-5058855AZ	\$23.17
Sep 27	Sep 28	'NINITE.COM 866.925.0825866-9250825NY	\$240.00
Sep 27	Sep 28	PROVIDE SUPPORT LLC646-4725881NY	\$199.20
Oct 2	Oct 3	STAMPS.COM855-608-2677TX	\$19.99
Oct 3	Oct 5	BATTERY GIANT ROCHESTER248-7594231MI	\$43.80
Oct 5	Oct 6	USPS STAMPS ENDICIA888-434-0055DC	\$200.00
Oct 7	Oct 9	DNH*GODADDY.COMhttps://www.gAZ	\$89.97
Oct 16	Oct 17	USPS STAMPS ENDICIA888-434-0055DC	\$200.00

DEREK BROWN #8061: Total Transactions **\$1,103.26**

Total Transactions for This Period **\$11,090.52**

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

Additional Information on the next page

Interest Charge Calculation

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

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

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

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



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/stopscams

530496-EN

ROCHESTER HILLS PUBLIC LIBRARY
Cash Disbursements Journal
For the Period From Oct 1, 2023 to Oct 31, 2023

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
10/16/23	72877	5301-10	Adult Books	ACT #C019265	276.22	
		5301-10	Adult Books	ACT #L410629	500.71	
		5301-50	Materials Processing	PROCESSING	26.07	
		5301-10	Adult Books	ACT #L424469	2,499.59	
		5301-50	Materials Processing	PROCESSING	169.71	
		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		3,472.30
10/16/23	72878	5301-30	Outreach Books	ACT #L449673	316.54	
		5301-50	Materials Processing	PROCESSING	22.07	
		5301-30	Outreach Books	ACT #L534941	196.74	
		5301-50	Materials Processing	PROCESSING	16.54	
		5301-30	Outreach Books	ACT #L395513	2,032.94	
		5301-50	Materials Processing	PROCESSING	94.20	
		5301-30	Outreach Books	ACT #L449672	388.28	
		5301-50	Materials Processing	PROCESSING	15.01	
		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		3,082.32
10/16/23	72879	5301-20	Youth Books	ACT #L449675	1,486.89	
		5301-50	Materials Processing	PROCESSING	298.66	
		5301-20	Youth Books	ACT #L554618	3,999.44	
		5301-50	Materials Processing	PROCESSING	230.59	
		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		6,015.58
10/16/23	72880	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	195.65	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	74.94	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	124.97	
		5301-50	Materials Processing	PROCESSING	123.83	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	322.36	
		5301-50	Materials Processing	PROCESSING	80.19	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	183.68	
		5301-50	Materials Processing	PROCESSING	49.97	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		1,155.59
10/16/23	72881	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	140.92	
		5303-30	Outreach Audio & Vid	CUSTOMER #2000005836-AUDIO	124.97	
		5301-50	Materials Processing	PROCESSING	47.29	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	211.40	

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		1123-00	New Operating Fund	#2000005839-DVD MIDWEST TAPE LLC		524.58
10/16/23	72882	5306-20	Youth DVDs/Videos	CUSTOMER	219.63	
		5303-20	Youth Audio	#2000005837-DVD CUSTOMER	636.72	
		5303-21	Youth Music	#2000005837-AUDIO CUSTOMER	95.91	
		5301-50	Materials Processing	#2000005837-MUSIC PROCESSING	200.51	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		1,152.77
10/16/23	72883	6401-00	Service Contracts	Invoice: 43136	320.00	
		1123-00	New Operating Fund	AQUARIUM DESIGN & MAINTENANCE		320.00
10/16/23	72884	5301-30	Outreach Books	Invoice: 2040481	292.44	
		1123-00	New Operating Fund	CENTER POINT LARGE PRINT		292.44
10/16/23	72885	5306-82	Oakland Talking Boo	Invoice: 660228650	1.15	
		1123-00	New Operating Fund	CENTURY LINK		1.15
10/16/23	72886	5601-00	Workers Compensati	Invoice: 100523	3,403.00	
		1123-00	New Operating Fund	CHUBB		3,403.00
10/16/23	72887	6401-00	Service Contracts	Invoice: 416655552	185.34	
		6401-00	Service Contracts	Invoice: 4169374078	185.34	
		1123-00	New Operating Fund	CINTAS CORPORATION #354		370.68
10/16/23	72888	5302-13	Electronic Materials	Invoice: 97030565	2,400.00	
		1123-00	New Operating Fund	DOW JONES & COMPANY, INC.		2,400.00
10/16/23	72889	6403-00	Misc Repairs	Invoice: 11808	269.06	
		1123-00	New Operating Fund	EL ELECTRICAL CONTRACTING		269.06
10/16/23	72890	5301-30	Outreach Books	Invoice: 82621919	148.76	
		5301-30	Outreach Books	Invoice: 82674372	96.00	
		5301-30	Outreach Books	Invoice: 82686320	96.00	
		5301-30	Outreach Books	Invoice: 82686402	353.60	
		5301-30	Outreach Books	Invoice: 82708552	51.20	
		1123-00	New Operating Fund	GALE/CENGAGE LEARNING		745.56

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				LEARNING		
10/16/23	72891	5930-00 1123-00	General Printing New Operating Fund	Invoice: 2056 JM DESIGN & PRINTING SERVICES LLC	225.00	225.00
10/16/23	72892	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 368256-PPU KANOPY INC.	652.80	652.80
10/16/23	72893	5401-10 1123-00	Internet Connection New Operating Fund	Invoice: 72520 THE LIBRARY NETWORK	2,320.69	2,320.69
10/16/23	72894	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 504429627 MIDWEST TAPE LLC	10,249.03	10,249.03
10/16/23	72895	6100-60 1123-00	Workshops/Conferen New Operating Fund	Invoice: 16715 MICHIGAN LIBRARY ASSOCIATION	1,945.00	1,945.00
10/16/23	72896	5301-80 1123-00	Interlibrary Loan (ILL) New Operating Fund	Invoice: 81723 OAKLAND UNIVERSITY	90.00	90.00
10/16/23	72897	5302-13 5302-13 5302-13 1123-00	Electronic Materials Electronic Materials Electronic Materials New Operating Fund	Invoice: 721MA23339096 Invoice: 721SA23341601 Invoice: 721SV23340822 OVERDRIVE INC	2,049.56 2,009.11 8.97	4,067.64
10/16/23	72898	5303-30 1123-00	Outreach Audio & Vid New Operating Fund	Invoice: 442941 PLAYAWAY PRODUCTS	54.14	54.14
10/16/23	72899	5402-00 1123-00	Postage/Shipping New Operating Fund	Invoice: 101323 POSTMASTER - ROCHESTER, MI	10,000.00	10,000.00
10/16/23	72900	6403-00 1123-00	Misc Repairs New Operating Fund	Invoice: 49057WD23 ROCHESTER PLUMBING & HEATING	169.00	169.00
10/16/23	72901	6402-00	Cleaning Supplies	Invoice: 43077	706.00	

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		1123-00	New Operating Fund	SABER BUILDING SERVICES INC.		706.00
10/16/23	72902	6200-50	Systemwide Program	Invoice: 20315 DEPOSIT	3,250.00	
		1123-00	New Operating Fund	SHINE OF WEST OAKLAND COUNTY		3,250.00
10/16/23	72903	5303-50	Innovative Items	Invoice: 100323	624.75	
		1123-00	New Operating Fund	T-MOBILE		624.75
10/16/23	72904	6403-00	Misc Repairs	Invoice: 3007155607	429.75	
		6403-00	Misc Repairs	Invoice: 3007337707	645.75	
		1123-00	New Operating Fund	TK ELEVATOR		1,075.50
10/16/23	72905	5701-30	Collection Agency	Invoice: 6117804	167.45	
		5701-30	Collection Agency	Invoice: 6117812	35.75	
		1123-00	New Operating Fund	UNIQUE MANAGEMENT SERVICES INC		203.20
10/16/23	72906	6402-10	Maintenance Supplie	Invoice: 86481	651.25	
		1123-00	New Operating Fund	VANGUARD CLEANING SYSTEMS		651.25
10/16/23	72907	5401-00	Basic Phone	Invoice: 9945525616	987.47	
		1123-00	New Operating Fund	VERIZON WIRELESS		987.47
10/16/23	72908	6401-00	Service Contracts	Invoice: 100123	2,345.00	
		6401-00	Service Contracts	Invoice: 101523	4,602.05	
		1123-00	New Operating Fund	WHITE BIRCH LANDSCAPE		6,947.05
10/31/23	72909	5301-10	Adult Books	ACT #C019265	525.39	
		5301-50	Materials Processing	PROCESSING	0.79	
		5301-10	Adult Books	ACT #L410629	414.16	
		5301-50	Materials Processing	PROCESSING	20.54	
		5301-10	Adult Books	ACT #L424469	6,682.68	
		5301-50	Materials Processing	PROCESSING	490.71	
		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		8,134.27
10/31/23	72910	5301-30	Outreach Books	ACT #L534941	158.80	
		5301-50	Materials Processing	PROCESSING	11.29	
		5301-30	Outreach Books	ACT #L395513	615.58	
		5301-50	Materials Processing	PROCESSING	34.00	

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		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		819.67
10/31/23	72911	5301-20	Youth Books	ACT #L449675	1,564.28	
		5301-50	Materials Processing	PROCESSING	191.66	
		5301-20	Youth Books	ACT #L554618	3,481.41	
		5301-50	Materials Processing	PROCESSING	152.48	
		1123-00	New Operating Fund	THE BAKER & TAYLOR COMPANY		5,389.83
10/31/23	72912	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	1,989.78	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	120.65	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	719.81	
		5301-50	Materials Processing	PROCESSING	586.04	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	82.46	
		5301-50	Materials Processing	PROCESSING	21.83	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	469.33	
		5301-50	Materials Processing	PROCESSING	124.40	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		4,114.30
10/31/23	72913	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	208.39	
		5303-30	Outreach Audio & Vid	CUSTOMER #2000005836-AUDIO	156.96	
		5301-50	Materials Processing	PROCESSING	66.32	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	245.12	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		676.79
10/31/23	72914	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	523.95	
		5303-20	Youth Audio	CUSTOMER #2000005837-AUDIO	907.68	
		5303-21	Youth Music	CUSTOMER #2000005837-MUSIC	34.47	
		5301-50	Materials Processing	PROCESSING	317.29	
		1123-00	New Operating Fund	MIDWEST TAPE LLC		1,783.39
10/31/23	72915	6501-00	Copier Contract/Main	Invoice: 2305313	1,523.65	
		1123-00	New Operating Fund	APPLIED INNOVATION		1,523.65

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				INNOVATION		
10/31/23	72916	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 102423 ASCAP	36.72	36.72
10/31/23	72917	5301-30 1123-00	Outreach Books New Operating Fund	Invoice: 2047759 CENTER POINT LARGE PRINT	119.85	119.85
10/31/23	72918	7001-01 1123-00	Misc. Reimbursable New Operating Fund	Invoice: 102423AITKEN THE COMMUNITY FOUNDATION OF GREATER ROC	500.00	500.00
10/31/23	72919	5502-00 1123-00	Gas New Operating Fund	Invoice: 101823 CONSUMERS ENERGY	702.47	702.47
10/31/23	72920	6401-00 1123-00	Service Contracts New Operating Fund	Invoice: 188110-10/17/23 CULLIGAN OF ROMEO	134.88	134.88
10/31/23	72921	5202-40 1123-00	Other Dental New Operating Fund	Invoice: RIS0005269008 DELTA DENTAL PLAN OF MICHIGAN	1,705.16	1,705.16
10/31/23	72922	5301-50 1123-00	Materials Processing New Operating Fund	Invoice: 7379733 DEMCO INC	401.39	401.39
10/31/23	72923	5503-00 1123-00	Electric New Operating Fund	Invoice: 101923 DTE ENERGY	12,523.14	12,523.14
10/31/23	72924	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 2024-019 FARMINGTON COMMUNITY LIBRARY	3,846.47	3,846.47
10/31/23	72925	6403-00 1123-00	Misc Repairs New Operating Fund	Invoice: 068-1590240 THE FLYING LOCKSMITHS DET NORTH	480.00	480.00
10/31/23	72926	5301-30 5301-30 5301-30	Outreach Books Outreach Books Outreach Books	Invoice: 82802272 Invoice: 82810192 Invoice: 82817948	919.78 27.19 335.10	

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		1123-00	New Operating Fund	GALE/CENGAGE LEARNING		1,282.07
10/31/23	72927	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 111223 MICHAEL GAVIN	300.00	300.00
10/31/23	72928	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 111223 DENNIS GREEN	300.00	300.00
10/31/23	72929	6401-00 1123-00	Service Contracts New Operating Fund	Invoice: 63120770 GREEN FOR LIFE ENVIRONMENTAL	358.80	358.80
10/31/23	72930	6401-00 1123-00	Service Contracts New Operating Fund	Invoice: 22952079 GUARDIAN ALARM	562.62	562.62
10/31/23	72931	5201-40 1123-00	Other Medical New Operating Fund	Invoice: 100010133761 HEALTH ALLIANCE PLAN	18,556.31	18,556.31
10/31/23	72932	5201-40 1123-00	Other Medical New Operating Fund	Invoice: 100010134554 ALLIANCE HEALTH AND LIFE	4,025.26	4,025.26
10/31/23	72933	5301-10 1123-00	Adult Books New Operating Fund	Invoice: 1770069-81 INFORMATION TODAY INC	483.53	483.53
10/31/23	72934	5930-00 1123-00	General Printing New Operating Fund	Invoice: 2063 JM DESIGN & PRINTING SERVICES LLC	88.00	88.00
10/31/23	72935	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 111223 FRED KLEIN	300.00	300.00
10/31/23	72936	6506-00 6506-00 6506-00 6506-00 1123-00	Software Support/Mai Software Support/Mai Software Support/Mai Software Support/Mai New Operating Fund	Invoice: 73052 Invoice: 73052 Invoice: 73052 Invoice: 73052 THE LIBRARY NETWORK	83.30 1,530.00 205.00 50.00	1,868.30
10/31/23	72937	5401-00 1123-00	Basic Phone New Operating Fund	Invoice: 33608414 LINGO COMMUNICATIONS	172.86	172.86

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10/31/23	72938	5950-00 1123-00	Promotion New Operating Fund	Invoice: 31083 MAILTEK, INC.	1,279.68	1,279.68
10/31/23	72939	6200-40 1123-00	Community Programs New Operating Fund	Invoice: 111223 RICHARD MCMULLAN	300.00	300.00
10/31/23	72940	6200-20 1123-00	Youth Programs New Operating Fund	Invoice: 110823 MARIA MICELI	75.00	75.00
10/31/23	72941	5302-00 1123-00	Periodical/PrintSubs New Operating Fund	Invoice: 332D214F2341 NEW YORK TIMES	1,053.00	1,053.00
10/31/23	72942	5302-13 1123-00	Electronic Materials New Operating Fund	Invoice: 721SA23378763 OVERDRIVE INC	9,013.82	9,013.82
10/31/23	72943	5306-80 1123-00	Bookmobile Operatio New Operating Fund	Invoice: 100523 CITY OF ROCHESTER HILLS DPS	459.48	459.48
10/31/23	72944	6405-00 1123-00	Maintenance New Operating Fund	Invoice: 20202 SHINE OF WEST OAKLAND COUNTY	1,905.00	1,905.00
10/31/23	72945	5401-00 1123-00	Basic Phone New Operating Fund	Invoice: 28293 TELNET WORLDWIDE	214.78	214.78
10/31/23	72946	5301-10 1123-00	Adult Books New Operating Fund	Invoice: 16486 TSAI FONG BOOKS INC	578.48	578.48
10/31/23	72947	2168-00 1123-00	Supplemental Ins W/ New Operating Fund	Invoice: 101923 UNUM LIFE INSURANCE - SUPP	42.51	42.51
10/31/23	72948	5206-40 1123-00	Other LTD Insurance New Operating Fund	Invoice: 101923 UNUM LIFE INSURANCE CO OF AMERICA	473.30	473.30
10/31/23	72949	5207-30 1123-00	Vision Insurance New Operating Fund	Invoice: 819019328 VISION SERVICE PLAN	259.30	259.30

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10/31/23	72950	5301-20	Youth Books	Invoice: 52095029	355.92	
		5301-20	Youth Books	Invoice: 52637088	29.66	
		5301-20	Youth Books	Invoice: 52813753	563.52	
		5301-20	Youth Books	Invoice: 52881417	29.66	
		1123-00	New Operating Fund	WESTON WOODS STUDIOS		978.76
10/31/23	72951	5302-13	Electronic Materials	Invoice: INV-INC35609	1,864.86	
		1123-00	New Operating Fund	INNOVATIVE INTERFACES		1,864.86
10/31/23	72952	6401-00	Service Contracts	Invoice: 86784	7,955.00	
		1123-00	New Operating Fund	VANGUARD CLEANING SYSTEMS		7,955.00
10/31/23	72953	6402-10	Maintenance Supplie	Invoice: 102023	53.60	
		1123-00	New Operating Fund	HOME DEPOT CREDIT SERVICES		53.60
10/31/23	72954	6402-10	Maintenance Supplie	Invoice: 86875	472.04	
		6405-00	Maintenance	Invoice: 86886	775.00	
		6405-00	Maintenance	Invoice: 86887	4,981.00	
		1123-00	New Operating Fund	VANGUARD CLEANING SYSTEMS		6,228.04
10/5/23	EFTAZ100523	5301-10	Adult Books		1,049.47	
		5301-20	Youth Books		683.97	
		5940-00	3D Printing/Makerspa		74.11	
		6200-30	Outreach Programs		111.55	
		5303-50	Innovative Items		259.64	
		5306-13	Teen & Adult Video G		750.21	
		5303-30	Outreach Audio & Vid		69.00	
		6200-20	Youth Programs		598.18	
		6200-10	Adult Programs		534.96	
		5807-00	Office Supplies		28.67	
		5301-30	Outreach Books		55.96	
		5306-80	Bookmobile Operatio		24.18	
		5805-00	IT Supplies		383.33	
		5303-22	Youth Kits		83.99	
		5808-00	Board Room Supplie		27.98	
		1121-00	Operating - PNC	AMAZON CAPITAL SERVICES		4,735.20
10/23/23	EFTVISA1023	6100-60	Workshops/Conferen		5,052.00	

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		6402-10	Maintenance Supplie		104.79	
		6200-20	Youth Programs		74.76	
		6506-00	Software Support/Mai		440.27	
		5940-00	3D Printing/Makerspa		1,557.97	
		6100-50	Professional Member		247.00	
		6200-50	Systemwide Program		1,128.73	
		5402-00	Postage/Shipping		419.99	
		5809-00	Marketing Supplies		89.99	
		4093-00	Grant Income			617.61
		5808-00	Board Room Supplie		24.14	
		6200-40	Community Programs		158.89	
		7009-60	Volunteer Recognitio		115.40	
		6100-40	Other - Staff Develop		734.41	
		5302-13	Electronic Materials		199.20	
		5301-10	Adult Books		200.99	
		5302-00	Periodical/PrintSubs		12.00	
		8001-01	Furnishings	CHAIR/OTTOMAN-DI	529.99	
				RECTOR'S OFFICE		
		1123-00	New Operating Fund	CAPITAL ONE		10,472.91
				BK(USA), NA		
	Total				187,173.61	187,173.61

**Rochester Hills Public Library
Supplemental Information
October 2023**

Checks & EFT's - Operating Account			186,556.00
Payroll Account - Net Payroll			138,142.65
Employee Benefit EFTs and Misc Debits -			
Payroll Taxes		45,244.88	
Employee FSA Debits - Wage Works		439.83	
Employer Pension Contributions - MERS		8,588.26	
Employee Deferred Contributions		12,955.77	
Bank/Merchant Fees		197.57	
ADP & WageWorks Fees		1,717.50	
NSF Checks		-	
		TOTAL	69,143.81
			\$ 393,842.46

Communications





500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 10-9-23

I love all the snow globes! they were awesome, thank you!



Optional: Name Leilani

Contact No. (Halloween Snow Globes)



500 Olde Towne Road
Rochester, Michigan 48307-2043

Comment Card

Date 10-9-2023

We love all the youth programs - they are so wonderful and engaging. My children have really learned and grown so much from them. The story groups have really held my toddlers attention, which is amazing! My older daughter loves ~~making~~ creating Lego creations and is proud to have hers on display. The programs like creating a snow globe (for Halloween), the shaving cream marbling, etc are all so creative. All of the staff has been so knowledgeable, helpful and friendly. We are always excited to

Optional: Name

Contact No. come here!



At

500 Olde Towne Road
Rochester, Michigan 48307-2043

at the library
sorry about
hand writing

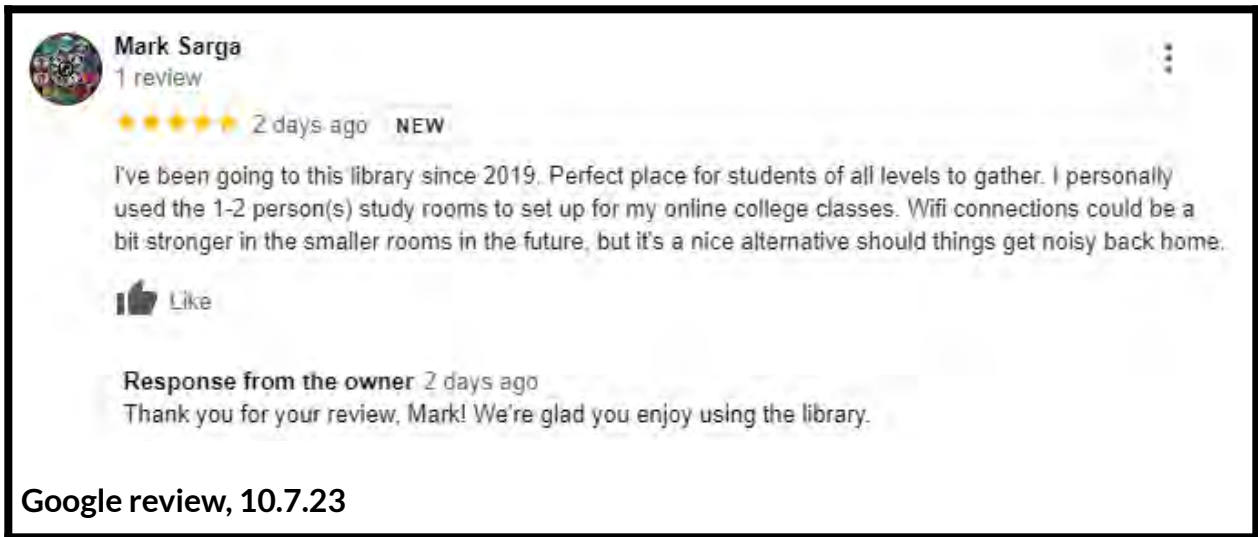
Comment Card

Date Sept 21, 2023
Rec'd 10/26/2023

Rochester Library is the most impressive I have ever been in. They seem to come up with many helpful programs for many different groups. The variety of books, music magazines, movies, A.D.S. Their furniture is comfortable. Their scenery looking out window is so beautiful. The workers are helpful & polite. We are so fortunate

Optional: Name


Contact No.



Mark Sarga
1 review

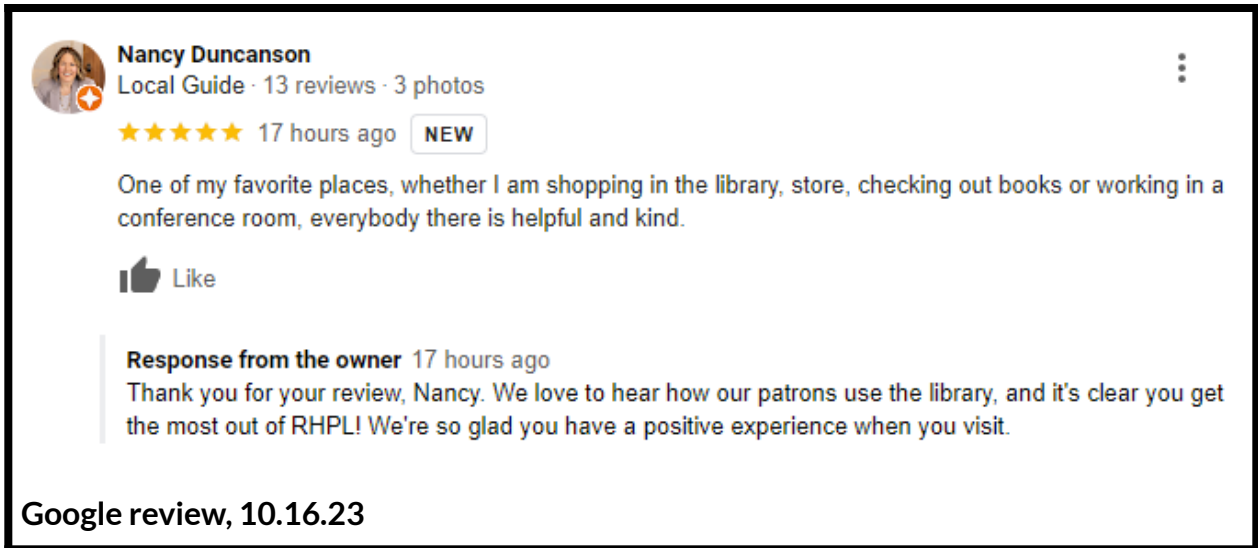
★★★★★ 2 days ago **NEW**

I've been going to this library since 2019. Perfect place for students of all levels to gather. I personally used the 1-2 person(s) study rooms to set up for my online college classes. Wifi connections could be a bit stronger in the smaller rooms in the future, but it's a nice alternative should things get noisy back home.

 Like

Response from the owner 2 days ago
Thank you for your review, Mark! We're glad you enjoy using the library.


Google review, 10.7.23



Nancy Duncanson
Local Guide · 13 reviews · 3 photos

★★★★★ 17 hours ago **NEW**

One of my favorite places, whether I am shopping in the library, store, checking out books or working in a conference room, everybody there is helpful and kind.

 Like

Response from the owner 17 hours ago
Thank you for your review, Nancy. We love to hear how our patrons use the library, and it's clear you get the most out of RHPL! We're so glad you have a positive experience when you visit.

Google review, 10.16.23



of the
Rochester Hills Public Library

500 Olde Towne Road • Rochester, Michigan 48307-2043 • 248-650-7179 • Fax: 248-650-7121

October 26, 2023

To the RHPL Library:

The Friends of the Rochester Hills Public Library make a positive impact on the community by promoting knowledge of and informing interest in the library's functions, resources, services and needs.

Over the past year, the Friends of the Rochester Hills Public Library raised funds for projects, activities, or acquisitions in excess of those provided for by the general library budget.

We wish to present the Rochester Hills Public Library with a check for \$171,000 in order to provide support for the extension and improvement of library services and resources. Portions of the annual donation can be classified as designated to underwrite the following anticipated budget categories that approved in the Rochester Hills Public Library budget for 2024:

- Programs
- Promotion and Printing (including Newsletter postage)
- Staff Memberships & Development
- Staff In-Service Day Training and Recognition

All other donated funds can be used to supplement general budget expenditures for the Rochester Hills Public Library as enumerated in the budget plan and approved by the RHPL Board of Trustees.

Sincerely,

Ronald Meegan
President, Friends of the Rochester Hills Public Library

Rochester, Rochester Hills voters can vote early for the Nov. 7 election

ROCHESTER/ROCHESTER HILLS — Michigan voters now have the right to cast a ballot early, and in person, at an early voting site before Election Day, and many in the Rochester area can do so for the first time during the Nov. 7 election.

Approved by Michigan voters, Proposition 2022-2 amended the state constitution to allow for at least nine days of early voting before federal and state elections. State officials said early voting will be available statewide beginning with the presidential primary in 2024 and every statewide and federal election thereafter.

However, the Oakland County clerk — in partnership with multiple Oakland County municipalities — is piloting early voting for the Nov. 7 local elections.

During the early voting period, voters are issued a ballot and can then insert their ballot directly into a tabulator at their early voting site.

Rochester Hills has contracted with Oakland County to administer their early voting, which will be held at the Rochester Hills Public Library, 500 Olde Towne Road. Early voting in Rochester Hills will be conducted 8:30 a.m.-4:30 p.m. from Saturday, Oct. 28 to Sunday, Nov. 5 — with the exception of Thursday, Nov. 2, which will run noon-8 p.m.

“Early voters will be issued a ballot, they will vote their ballot and put it through the tabulator. The tabulator will not be closed out at the end of the night, so no votes will be tallied. ... Then, Tuesday evening, election evening, after the polls close at 8 p.m., we will then run the final totals for early voting,” said Rochester Hills City Clerk Leanne Scott.

Scott said she is excited to see how many people opt to vote early this year.

“It’s going to be super exciting,” she said. “I’m just super grateful we can do this and run this pilot, so that we are prepared for next year’s presidential election.”



Oakland Township — which has also partnered with Oakland County and Rochester Hills to host early voting at the library for future elections — does not have an election in 2023.

The city of Rochester has chosen to administer early voting itself, at the Rochester Municipal Building, 400 Sixth St. Early voting in Rochester will run 9 a.m.-5 p.m. Saturday, Oct. 28-Sunday, Nov. 5 — with the exception of Thursday, Nov. 2, which will run noon-8 p.m.

"I am excited to see how the voters utilize this new opportunity for voting, and I am hopeful that it increases voter turnout," Rochester City Clerk Lee Ann O'Connor said.

All registered voters also have the option of voting by absentee ballot or in-precinct from 7 a.m. to 8 p.m. at their normal polling location on Election Day.

With the extra early voting days added to the schedule, both Rochester and Rochester Hills are still looking for volunteers to help with elections.

"We are always looking for more volunteers," Scott said.

To volunteer as an election worker or for more information about Rochester Hills' elections, email elections@rochesterhills.org or call the Rochester Hills City Clerk's Office at (248) 656-4630.

To volunteer as an election worker or for more information about Rochester elections, visit www.rochestermi.org/elections or call the Rochester City Clerk's Department at (248) 733-3700.

C&G News, October 11, 2023

Early Voting Available at Rochester Hills Public Library

Rochester Hills, in partnership with Oakland County, is participating in an early voting pilot program for the upcoming election.

Early voting will take place Saturday, October 28 - Sunday, November 5 at the Rochester Hills Public Library (500 Olde Towne Road, Rochester, MI). Hours are from 8:30 am - 4:30 pm each day, with the exception of Thursday when the hours will be from noon - 8 pm.

Those who wish to vote early will receive a ballot, vote the ballot and put it through the tabulator. No votes will be tallied until Election Day when the final totals are run after the polls close.

Questions? Call the Rochester Hills City Clerk's Office at [248-656-4630](tel:248-656-4630).

City of Rochester Hills website, October 28, 2023

Dear Friend & Supporter,

We are on track to witness nearly a half-million in-person visits to the library this year, which is astounding considering our hyper-connected society, but not surprising given the overwhelming amount of information now at our fingertips. At RHPL, we know you keep coming back to us because we are solving the right problems for our patrons and meeting each individual and unique need. Here are a few of the accomplishments we are proud to share:

- The library saw record-breaking checkouts of our digital platforms, online magazines, eBooks and eAudiobooks, and premium content like the *New York Times* and the *Wall Street Journal*.
- RHPL launched Memory Café sessions in 2023. These sessions empower individuals who are experiencing memory loss (and their caregivers) to come to the library for a safe and stimulating program tailored to their lifelong learning needs.
- The library removed and replaced shelving for enhanced flow throughout the building and produced new wayfinding signage on the first and second floor to help orient patrons to their desired location.
- The Centennial Celebration Committee developed a timeline of programs and events to celebrate the library's 100th anniversary in 2024.
- RHPL staff launched a new website and online catalog after careful user testing in 50 one-on-one patron sessions. The new website can be tailored to meet specific needs, like shifting the color scheme, font size, mouse cursor arrow, and more.
- RHPL coordinated with local officials to offer programming to connect people to important agencies. Oakland County hosted monthly economic development sessions and State Representative Mark Tisdell held regular office hours throughout 2023.
- RHPL Board of Trustees approved the use of the library's large meeting room as an early voting location in the November 2023 election and throughout all of 2024.

As transparent stewards of public funds, we know that being fiscally responsible builds confidence in our organization. Your donation builds stronger library collections, engages students in afterschool programs, provides lifelong learning for adults, and will continue to provide moments of delight and discovery to patrons of all ages for years to come. Investing in your public library today enriches your tomorrow.

Gratefully yours,



Juliane Morian, Library Director

Donation Levels:

- \$50**-Collection Builder **\$100**-Community Supporter **\$250**-Information Advocate
 \$500-Education Innovator **Other**-Library Champion _____

Name _____

Address _____

City _____ Zip Code _____ Phone _____

May we publish your name in our annual report as a contributor? Yes No

To donate online, visit rhpl.org. You can also call 248-650-7126 to give over the phone or visit the Circulation Desk to donate in person. Please make checks payable to "Rochester Hills Public Library."



Rochester Hills Public Library provides resources to inform, educate, enlighten, and entertain the people of our community.

Founded in 1924, RHPL welcomes people of all ages to engage in lifelong learning in a comfortable and beautiful setting.



From the Library Supporter at

Thank you for your additional gift of postage.

Rochester Hills Public Library
Attention: Library Director
500 Olde Towne Road
Rochester, Michigan 48307-2043

Here are ways to maximize your gift to Rochester Hills Public Library. You may need to contact a tax advisor.

- If you itemize deductions on your federal income tax return, DEDUCT your entire contribution to the library from your income before you calculate your tax.
- If your company provides matching gifts for charitable contributions, please obtain a MATCHING GIFT form at your personnel office and enclose it with your contribution.
- Corporate contributions qualify for tax deductions.

NEWS & VIEWS 100

ROCHESTER HILLS PUBLIC LIBRARY NEWSLETTER | WINTER 2023/2024



**WINTER WONDER
LIBRARY**
After hours fun for all

**CELEBRATE OUR
CENTENNIAL**
100 Years of RHPL

**PRESCHOOL
FAIR**
Find the best fit

GENERAL INFORMATION

Juliane Morian, Library Director
juliane.morian@rhpl.org

General	248-656-2900
Adult	650-7130
Youth	650-7140
Outreach/Bookmobile	650-7150
TDD	650-7153
Hours	650-7170
Account Information	650-7174
Friends Membership	650-7160
Friends Events.....	650-7176
Friends Book Sales	650-7178
Friends Gift Shop	650-7179

LIBRARY BOARD

Madge Lawson.....	President
Melinda Deel.....	Vice President
Anne Kucher.....	Secretary
Bob Bonam.....	Treasurer
Julianne Reyes.....	Trustee
Charles Stouffer.....	Trustee

City of Rochester Liaison:
Alice Moo
Oakland Township Liaison:
Michael Tyler

The library board meets monthly on the second Monday. Meetings are open to the public. Reasonable auxiliary aids & services are available. For more information, visit rhpl.org/library-board.

NEWS & VIEWS STAFF

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Michele Dimond
Layout Design

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Rebecca LaFave, Wendy Lehman,
Allison Sartwell

REGISTRATION & LIBRARY CARD INFORMATION

Many programs require registration with an active RHPL card unless otherwise noted. To apply for an RHPL card, visit rhpl.org/get-a-library-card/



A LETTER FROM THE LIBRARY DIRECTOR

For the last few months, I’ve had a unique opportunity to reflect on the past in a meaningful way. 2024 is the library’s centennial year, and we have been hard at work planning a year-long celebration. One of our most special commemorations is the book *A Necessity of Life* by Deborah Larsen, which documents the history of the library and is available for purchase in the library store.

As a historian, librarian, and writer, Larsen creates a rich view of the evolution of this library. The story starts with a group of young adults who formed a literary society in the late 1800s with the same energy and vitality that we see in the eyes of our ambitious high school students today. It recounts how the attendees of the Rochester Woman’s Club mobilized to form a library, much like parents of today who gather in our meeting rooms to organize around ideals and advocacy. It spans decades of innovation, documenting the adults who transitioned from rural farm life to skilled trades, like the individuals who visit our makerspace to learn how to use our CAD design software, laser engraver, or 3D printer today.

I am the tenth head librarian to lead this institution, and I am grateful for what this community built. I marvel at the number of staff and quirky personalities that worked at the library over the years. I think about the changes in society that these shelves have seen. I think about the natural landscape, the new buildings, roads, and infrastructure that we have welcomed over the past ten decades. I am grateful to the board members and library directors who pledged to be trustworthy public servants and good stewards of the taxpayer’s money.

I hope you’ll join me this coming year in celebrating the RHPL centennial and reflecting on what it means to support a high-caliber library system. We have a shared legacy in this community—one hundred years and counting of lifelong learning and enlightenment. Join me as we enter our next century together.

Juliane Morian



HOLIDAY HOME TOUR

Sunday, December 10

One of Rochester’s oldest and best holiday attractions, the Holiday Home Tour, is back! Tickets are \$35 per person and include a map of the tour homes and the boutique at the Van Hoosen Dairy Barn.

The tour showcases five area homes done up in high style for the holidays for all to visit and see. Docents will be at each location to guide visitors and answer questions. HHT helpers will direct visitors to parking.

The tour’s popular Gift Boutique will be hosted at Rochester Hills Museum at Van Hoosen Farm’s Dairy Barn. Holiday items of all sorts will help you with gift lists and cider and donut refreshments will be available at the barn for each person with a ticket. Attendees will also get free admission to the model train display in the Van Hoosen complex.

Visit rhpl.org/friends-of-rhpl for tickets. Online sales end Sunday, December 3. For in-person purchases, visit the following locations:

The Friends Store inside the RHPL Lobby,
500 Olde Towne Road

Wild Birds Unlimited,
3032 Walton Blvd, Rochester Hills

Werner’s Hallmark,
4866 N. Adams Rd, Oakland Township

Lytle Pharmacy,
340 S Main St, Rochester

THE FRIENDS BOOK NOOK, AVAILABLE EVERY DAY

The Friends “Book Nook” is here. These permanent shelves have replaced the carts and are located in the west hallway, next to the aquarium. Holding all of our popular materials for sale, the nook runs on a self-serve honor system. Non-fiction, fiction, youth books, cookbooks, and puzzles are restocked daily. This holiday season three shelves will be devoted solely to Christmas books.

Through the generous donations of used materials from our community, the Book Nook is on track to earn over \$24,000 this year. All proceeds are passed on to the library to support adult, teen, and youth programs, concerts, staff development, and more.

FRIENDS QUALITY SALE

Thursday, November 30-Saturday, December 2.

Shop for wonderful gifts at wonderfully low prices, just in time for the holidays. All donated items are in like-new condition and are often in their original wrappings. There will be books, puzzles, games, DVDs, and CDs, as well as unique items that make great gifts.

Thursday, November 30, 3-8 p.m.

Friday, December 1, 9:30 a.m.-5 p.m.

Saturday, December 2, 9:30 a.m-4:30 p.m

ADULT	6
OUTREACH	10
EUREKA LAB	11
TEEN	12
YOUTH	13

July 9, 1924

“ A meeting of the Avon Township Library Board was called by Mr. Henry Axford, on July 9th – 1924 – at 7:30 P.M. at the Library for the purpose of organizing and making out a budget to submit to the Avon Township Board.

The meeting was called to order by Mr. Axford, who moved that Mrs. Louis Curtis act as president. The motion was seconded and carried.

Mr. Hazelswerdt moved that Miss Barwise act as secretary. The motion was seconded and carried.

On prevailing motion Mr. Shinnick was elected Vice President.

A motion that Mr. Hazelswerdt act as Treasurer was seconded and carried.

Moved by Mr. Axford and seconded by Mr. Shinnick that a committee of two be appointed to draft a Constitution and By-Laws. The motion was carried. Mr. Axford and Mr. Hazelswerdt were appointed by the President.

Moved by Mr. Shinnick and seconded that the Avon Township Library Board negotiate for the room that is being built and equipped for a library in the New National Bank Building – at forty dollars per month for a period of one year. The motion was carried.

It was decided that the board meet the first Saturday evening of each month at 7:30. After a discussion, the meeting adjourned.

Respectfully submitted, ”
Eva Barwise, Secretary.

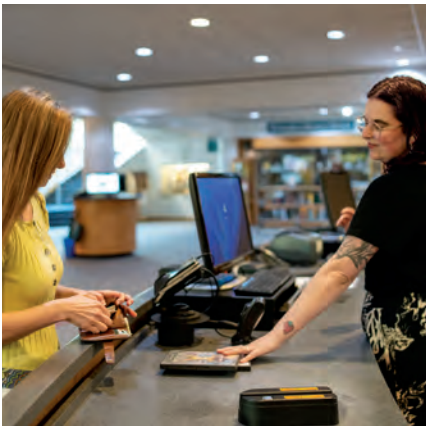


While not quite the Indiana Jones-level thrill ride that we’ve all come to expect out of engaging with historical artifacts, this transcription of the meeting minutes of July 1924 is nevertheless exciting. You have just read the official meeting minutes from one of the first official meetings of the Rochester Hills Public Library—as it came to be known—board.

What started as a literary society founded by teenagers in 1872 changed hands throughout the end of the 19th and the beginning of the 20th century and eventually became the Rochester Women’s Club. Those bold and inspired women decided the people of Avon Township needed a place dedicated to literature and intellectual pursuits and formed a library. One hundred years later, RHPL sits firmly in the 21st century, introducing you to our hundredth year of programming and services.



ROCHESTER HILLS PUBLIC LIBRARY



In preparation for this monumental anniversary, RHPL staff have been creating programs and planning ways to help you engage with history and celebrate the beloved cornerstone of our bustling community. We would like to formally invite you to take part in our festivities. We can't imagine celebrating with anyone but you, our devoted patrons.

We'll be highlighting special events and archives all year long. Visit the centennial page of our website for an interactive timeline, a limited edition library card, a retro summer reading challenge, and of course, historic artifacts like board meeting minutes, filled with all the squabbles, budgets, and behind-the-scenes commentary you can handle. Stay tuned to rhpl.org and our social media for many more spectacular surprises in honor of our special year.

As we looked through historical documents to prepare our programming, we couldn't help but imagine that in 100 more years, someone may be skimming our minutes and smiling at the charming references and antiquated language. They might plan their own programming to show what life was like in 2024. What are some pastimes and trends that you love today? How do you imagine they'll be remembered in 100 years? Share with us on our social media pages or at rhpl.org/contact-us.

Whatever the next century holds, we'll be here, offering outstanding customer service and expert assistance, entertainment, and resources to our patrons. Not to be celebrated in a far-off year, but to do what we have dedicated our careers to, serve the people of Rochester, Rochester Hills, and Oakland Township. Now that's something to celebrate.



ADULT PROGRAMS

For a complete listing of all of our programs, detailed descriptions, and to register, visit calendar.rhpl.org or scan the QR code. Registration opens one month in advance of the program. Questions? Call 248-650-7130 or email help@rhpl.org.



COMMUNITY PARTNERS

Basic Technology Help for Seniors Saturdays, December 16, January 13, February 10, 12-1 p.m. Conference Room A

New to computers, smartphones, tablets, email, or Microsoft Office? Meet up with a group of patient, friendly teen volunteers who can show you the basics. Registration is required.



Warm Your Heart Food Drive Monday, January 8 - Monday, January 15.



Honor Dr. Martin Luther King's legacy by providing service to your community. Donate to Neighborhood House's Warm Your Heart drive. Donate cans of soup and keep your neighbors warm and fed this winter. No registration required.

Neighborhood House, Service to the Community Tuesday, January 9, 7 p.m. Multipurpose Room

Neighborhood House is dedicated to uplifting and empowering our community by providing essential resources and opportunities. Join Michael Dreon, Executive Director of Neighborhood House, to learn more about the mission and vision of Neighborhood House and its impact on our community. Registration is required.



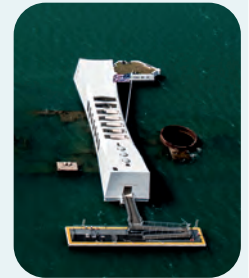
smart towns

Lifelong learning for all. Join RHPL and community partners Rochester Hills Museum at Van Hoosen Farm, Rochester University, Oakland University, and Ascension Health for a series of lectures from community experts. Registration is required for each session.

Pearl Harbor Revisited — 82 Years Later

Thursday, December 7, 7 p.m.
Multipurpose Room

Learn everything about Pearl Harbor, from the lead-up to the attack on the US Naval Fleet to the end of WWII.



Where Have All the Children Gone? Youth Sports and the Slow Demise of Unsupervised Play

Thursday, December 14, 7 p.m.
Multipurpose Room

Dr. Dave Hutson's presentation will take a multi-faceted approach to exploring the evolution of children's play, the societal influencers of play, the rise and fall of youth sports and unsupervised play, and a new vision for youth sports.



Looking at Art Through the Eyes of an Artist

Tuesday, February 27, 7 p.m. Multipurpose Room

In this richly illustrated presentation, we'll talk about how to get a work of art to speak to you and how to make friends with the art you see.

HISTORY, ART, & CULTURE

Drop-In Genealogy Help

Saturdays, December 9, January 13, February 10, 2 p.m. Conference Room B or Virtual

Need a little help jump-starting your family research? Stop by and get tips and tricks from our volunteer genealogist, Heather! Registration is required.



Rochester Poets Society

Sunday, December 10, 2 p.m. Multipurpose Room

Enjoy a poetry recital from the Rochester Poets Society. There will also be the opportunity to recite your own poetry during their open mic session. Registration is required.

Shared Reading Performance by Rochester University Theatre Students

Thursday, December 28, 7 p.m. Adults and Teens. Multipurpose Room

Adapted from Dr. Norman Weinberg's novel, "Commandment: Pandemic Unleashed". The novel combines historical and science fiction to create a new narrative concerning the fate of humanity when an extraterrestrial pandemic is unleashed across the population. Performance written and organized by Mikel Hall. Registration is required.

Meet and Greet

Thursday, January 11, 7 p.m. Adults. Multipurpose Room

Are you new to the community? Are you struggling to meet new friends in the area? Or would you like to get to know new people? Here's a fun opportunity to meet new friends! You will be going around exchanging questions and getting to know each other—sort of like speed dating but not really! Registration is required.

A Necessity of Life: The History of Rochester Hills Public Library

Thursday, January 18, 7 p.m. Multipurpose Room

Author Deborah Larsen takes a look back at 100 years of growth, development, and challenges that have taken the library from a small reading room in the bank building to one of the busiest public libraries in Michigan. Registration is required.

Everything I Learned, I Learned in a Chinese Restaurant

Tuesday, February 6, 7 p.m. Multipurpose Room

Filmmaker and co-founder of the Asian American Writers' Workshop, Curtis Chin talks about his memoir. A coming of age and coming out, the book traces the author's journey through 1980's Detroit as he navigated rising xenophobia, the AIDS epidemic, and the Reagan Revolution to find his voice as a writer and activist—all set against the backdrop of his family's popular Chinese restaurant. Registration is required.



Community Screening Event: Warrior Lawyers: Defenders of Sacred Justice

Thursday, February 15, 7 p.m. Multipurpose Room

This one-hour PBS documentary focuses on the stories of Michigan Native American Lawyers, Tribal Judges, and their colleagues who work with Native Nations, their citizens, and mainstream institutions to achieve healing and Sacred Justice. Join filmmaker Audrey Geyer for a discussion and Q&A session. Registration is required.

SCIENCE & THE ENVIRONMENT

Let's Go Birding

Wednesday, December 6, 7 p.m. Multipurpose Room

Mr. Bodker will talk about places to go birding in our area as well as share personal stories and photographs from the field. Registration is required.

Houseplant Parenthood

Tuesday, January 23, 7 p.m. Multipurpose Room

Experts from Bordine's will share information on general plant care. Learn about feeding, plant health, choosing a plant, and what to do when they outgrow their surroundings. Registration is required.





BOOK CLUBS

Between the Lines

Tuesdays, January 16 and February 20, 2 p.m.
Thursdays, January 18 and February 22, 7 p.m.
 Adults. Conference Room A (Tuesdays) and
 Conference Room B (Thursdays)

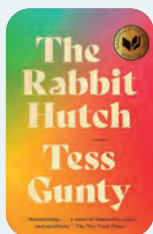
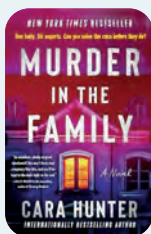
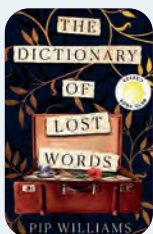
Join RHPL's lively monthly book discussion. Pick up a copy of the book at the Adult Reference Desk or download an audiobook edition using the Libby app. Space is limited. Registration is required.

January 16th: *The Dictionary of Lost Words*
 by Pip Williams

January 18th: *Funny Farm: My Unexpected Life
 with 600 Rescue Animals* by Laurie Zaleski

February 20th: *Murder in the Family*
 by Cara Hunter

February 22nd: *The Rabbit Hutch* by Tess Gunty



Books on Tap

Monday, January 8, 7 p.m.

Main Street Billiards, VIP room



Meet at Main Street Billiards (215 S. Main St) for a casual book club in a relaxed setting. We'll talk about books and enjoy Main Street Billiards' delicious food and drinks. Copies of the book are available at the Adult Reference desk upon registration. Registration is required.

January 8: *We Had to Remove This Post*
 by Hanna Bervoets

WRITING & BOOKS

Coming Soon - Favorite Authors Club

Starting in January, sign up online to be automatically placed on hold for new books by some of your favorite authors!

See rhpl.org/adult-services for more information.



50 Books in a Year

January - December 2024

Make 2024 your best reading year ever! Challenge yourself to read more this year and keep a log of your reading using RHPL's Beanstack online account or app. Read and earn badges to win prizes and be entered into grand prize drawings at the end of the year. Extra challenge for 2024: Celebrate 100 years of RHPL and unlock more prizes by reading 100 books!

Scribes Writers Workshop

*Wednesdays, December 13, January 10 and 24,
 February 14 and 28, 1-4 p.m. Conference Room B*

This drop-in workshop is for those who love to write, want to learn from experienced writers, or want to let their writing ideas flow. Members will write on a given topic or thought starter and give and take positive feedback. No registration required.



POP CULTURE & GAMES

Know-It-All Trivia Smackdown!

*Mondays, December 11 and February 12, 7 p.m.
Main Street Billiards, solarium area*

Meet up with us at Main Street Billiards (215 S. Main St) with your team of up to 6 people and see if you have what it takes to be crowned champions! The top team will win a prize. Food and drinks available for purchase. Registration is required.

Adult Board Game Night

*Tuesdays, December 19, January 16, February 20,
7-8:30 p.m.*

Conference Room B

Calling all tabletop board gamers! We will have different games available to play but feel free to bring one of your favorites from home! No registration required.



CRAFTS

Wine Cork and Scrabble Tile Decorations

Monday, December 4, 7 p.m. Ages 13 and up.

Conference Room A

Come create two cute winter-themed decorations. Make a tree using wine corks and a short phrase using Scrabble tiles. Registration is required.

Hongbao "Red Envelope" Mini Lantern

Monday, February 5, 7 p.m. Ages 13 and up.

Conference Room A

Celebrate Chinese New Year by making your very own mini lantern! Registration is required.

Switch-It-Painting

Wednesday, February 7, 7 p.m.

Multipurpose Room

Enjoy a fun, collaborative take on painting a still life. Start painting on one canvas, switch to painting the next canvas at each timed interval - and repeat. Registration is required.



WINTER CONCERT SERIES

*In the Multipurpose Room.
Registration is required for
each concert.*

Curtis Taylor

Sunday, December 17, 2 p.m.

Curtis Taylor's unique blend of soulfulness, harmonic sensibilities, and rhythm melt together for an unforgettable sound that directly connects with the soul of the listener. Featuring music and discussion, this is a great program for all ages.

CAMÉ

Sunday, January 7, 2 p.m.

CAMÉ is a women's vocal quartet originally named for the first letter in each member's name. The group added a fifth member in 2023, expanding to a quintet. The group sings a broad range of classical works including traditional hymns, modern arrangements, and songs in various languages.

Double Play Flute and Tuba

Sunday, February 4, 2 p.m.

Great Stories in Music. Double Play Flute and Tuba presents their own unique arrangements of music from the Baroque to Broadway.



Winter Wonder Library

Fire and Ice Weekend

(See calendar.rhpl.org for date and time). All Ages.

Join us for seasonal fun at our Winter Wonder Library event. Come together as our garden becomes a magically brighter place. Warm up with some hot cocoa, capture memories at our "best in snow" photobooth, and enjoy other various activities throughout the library. No registration required.





OUTREACH SERVICES

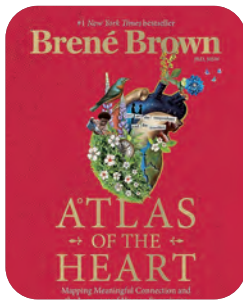
For a complete listing of all of our programs, detailed descriptions, and to register, visit calendar.rhpl.org or scan the QR code. Registration opens one month in advance of the program. Questions? Call 248-650-7150 or email help@rhpl.org.

ELL Book Club:

Atlas of the Heart by Brené Brown

**Thursdays, December 7-February 29,
10-11:30 a.m. Conference Room A**

Note: there will be no meetings on December 28 and January 4.



Meet with Rebecca and other English language learners to read a book and talk about it in a friendly setting. Copies of the book will be available at the first meeting. Contact rebecca.lafave@rhpl.org with questions. Registration is required.

English Matters: ELL Conversation Group

Tuesdays, January 9-March 26, 10-11:30 a.m.

Thursdays, January 11-March 28, 7-8:30 p.m.

Saturdays, January 13- March 30, 10-11:30 a.m.

Conference Room A

Our conversation groups are a time to come together and discuss hometowns, food, hobbies, jobs, and other informal topics. Joining a group will introduce you to new friends and a great time! For further information, contact Mariano at Mariano.Cadiz@rhpl.org. Registration is required.



American Culture

Mondays, February 5-26, 10-11:30 a.m.

Conference Room A

Join Mariano for an informal group discussion. This group is open to all ELL students and newcomers. We will discuss and share our own experiences and observations regarding the customs and manners of American culture. For further information, contact Mariano at Mariano.Cadiz@rhpl.org. Registration is required.

Memory Cafe

Thursday, December 14, 2-3:30 p.m.

Multipurpose Room

Memory Cafe is a welcoming place for people with memory challenges and their care partners to socialize in a safe and friendly environment. Please note that this is not a respite program. Questions? Call Outreach Services at 248-650-7150 or send an email to outreach@rhpl.org. Registration is required.

Adaptive Technology Training

By appointment

Are you living with vision loss and would like to learn how to continue using your smartphone and computer? Our adaptive tech trainer, Marsha Katona, can demonstrate how built-in features and apps make technology accessible to those with visual impairments. Call 248-650-7150 to make an appointment.

eCards



RHPL now offers the option to apply online for an instant library card. These eCards are available for immediate use for residents with a valid address. eCards offer free 24 hour access to all digital materials including eBooks and eAudio, movies, TV series, music, databases, and other downloadable and streaming content, all from the comfort of home.

For full access to materials, services, and programming, visit the library in-person and update your card to get everything you need from RHPL.



Eureka Lab

This makerspace houses tools, software, and technology to help you learn a new skill, grow your hobbies, or build pieces and parts from scratch. Visit rhpl.org/eureka-lab for a list of equipment, a 360° tour, and to make an appointment.



For a complete listing of all of our programs, detailed descriptions, and to register, visit calendar.rhpl.org or scan the QR code. Registration opens one month in advance of the program. Questions? Call 248-650-7130 or email help@rhpl.org.

Intro to Mechanical and Graphic Design Workshop

Wednesdays, December 6, January 10, February 7, 6-8 p.m. Ages 7 and up. Makerspace

Get help with Onshape, Tinkercad, and Inkscape. Drop in with specific questions or ideas to workshop with our specialist. Note, this is a drop-in workshop so there won't be a targeted lesson for the group. No registration required.

Engraved Holiday Ornaments

Wednesday, December 13, 6-8 p.m. Ages 8 and up. Makerspace

Back by popular demand! Come use our Glowforge laser cutter to engrave a personalized holiday ornament or decor item. Registration is required.

Makerspace Teen Night

Wednesdays, December 20, January 17, and February 21, 6-8 p.m. Ages 12-18. Makerspace

Our first meeting will provide RHPL teens with an introduction to the Makerspace. After the tour, we will discuss individual interests and aspects of the space to orient future Makerspace teen nights. Registration is required.

Creating Your Own Personalized Stamps

Wednesday, January 3, 6-8 p.m. Ages 8 and up. Makerspace

Make your own personalized rubber ink stamps. Registration is required.

Creating Your Own Personalized Mugs

Wednesday, January 24, 6-8 p.m.

Ages 8 and up. Makerspace

Make your own personalized ceramic mugs. Registration required.

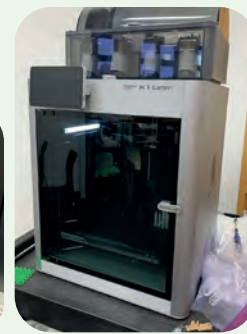
Crafts at the Makerspace

Wednesdays, January 31, February 14, February 28, 6-8 p.m. Ages 8 and up. Makerspace

Join us for a surprise Makerspace craft. Registration is required.



Meet our newest Makerspace addition!



The new Bambu Lab X1-Carbon FDM Printer is up and running. With super fast speeds and the ability to print multiple colors in one design, this printer will meet all your 3D needs. Sign up for an appointment or request a print at rhpl.org/eureka-lab. Patrons aged 12-18 are welcome to attend Makerspace Teen Night to learn more.



TEEN PROGRAMS

For a complete listing of all of our programs, detailed descriptions, and to register, visit calendar.rhpl.org or scan the QR code. Registration opens one month in advance of the program. Questions? Call 248-650-7130 or email help@rhpl.org

Video Game Tournament

Wednesdays, December 6, January 3, February 7, 7-8:30 p.m. See online calendar for location

Show your skills at one of our monthly video game tournaments! No registration required.



Teen Advisory Board (TAB)

Wednesdays, December 13, January 10, February 14, 7-8:30 p.m. Conference Room A

Available in hybrid online and in-person meetings. Share your opinions on teen programs, prizes, displays, and other library matters at these fun-filled meetings. Please fill out the RHPL TAB application on the Teen Services page of the RHPL website. Contact the teen librarian at teen@rhpl.org for more information.

Basic Technology Help for Seniors

Saturdays, December 16, January 13, February 10, 12-1 p.m. Conference Room A

Interested in earning community service hours for NHS or Key Club? Contact the teen librarian at teen@rhpl.org to volunteer.



Makerspace Teen Night

Wednesdays, December 20, January 17, February 21, 6-8 p.m. Ages 12-18. Makerspace

Our first meeting will provide RHPL teens with an introduction to the Makerspace. After the tour, we will discuss individual interests and aspects of the space to orient future Makerspace teen nights. Registration is required.

RHPL Players Guild (RPG)

Wednesdays, December 27, January 24, February 28, 7-8:30 p.m. Conference Room A

Join other teens for tabletop games, including board games, card games, role-playing games, and more! No registration required.



Guided Meditation for Teens

Wednesday, January 10, 7 p.m.

Ages 13-18. Multipurpose Room

Finals have you stressed out? Get some relief with guided meditation and yoga to clear your mind before your exams. Yoga isn't about being able to touch your toes; it's what you learn on the way down that matters. Registration is required.

Nerf @ Night

Friday, January 26, 6:45 - 9 p.m. Ages 13-18

What's more fun than a Nerf battle? A Nerf battle in the library after hours! We're taking over the library for an epic Nerf war after the library closes. Register with your RHPL card, which will admit up to two people. Registration is required.



YOUTH SERVICES

For a complete listing of all of our programs, detailed descriptions, and to register, visit calendar.rhpl.org or scan the QR code. Registration opens one week in advance of the program. Questions? Call 248-650-7140 or email help@rhpl.org.

Storybook Trail

December 1-31. All Ages. Downtown Rochester

Visit Downtown Rochester's Big Bright Light Show to take a walk on our storybook trail. We'll provide a map to guide your journey to each page. Enjoy the story at your own pace and make sure to stop in at each participating business! No registration required.



Stretch Repair

Monday, December 4, January 15, February 5, 6-8 p.m. Ages 8-12. Storyroom

Our favorite library giraffe, Stretch, is in need of some TLC. Come help Ms. Kim do a little paper mache mending (remember to wear old clothes!) 8-12 year olds only. No caregivers or younger siblings. Registration is required.

LEGO™ Club

Tuesdays, December 12, January 16, February 13, 6 p.m. Ages 5-12 with a caregiver.

Multipurpose Room

A club where creativity knows no bounds! Whether you're a seasoned enthusiast or a first-time builder, everyone is welcome. The Library provides the LEGOs™, please leave your bricks at home. Separate registration is required for each date.

PAWS for Reading

Wednesdays, December 13 and 27, January 10 and 24, February 14 and 28, 6:30 p.m. Ages 4 and up. Youth Room

Practice your reading with a therapy dog. For more details, visit calendar.rhpl.org. Registration is required.



Holiday Book Tree Take & Make

Monday, December 4, all day. Ages 5-12.

Create your own holiday tree made from a book. Pick up your kit at the Youth Services Desk. Registration is required.



Baby (Ugly) Holiday Sweater Party!

Saturday, December 9, 10 a.m.

Ages 0-2 with a caregiver. Multipurpose Room

Get ready to spread some holiday cheer at our Baby Ugly Sweater Holiday party. Dress your baby in the most hilariously ugly sweater you can find or create! Siblings are welcome, but activities are for babies only. Registration is required.



Parent Tween Craft Night

Thursday, December 14, 6 p.m. Grades 4-6. Storyroom

Tweens and their parents are invited to join us for a special craft night at the library! Enjoy quality time together while creating some beautiful crafts and memories. Registration is required.

Battle of the Books Coach Meeting

Saturday, December 16, 11:00 a.m.

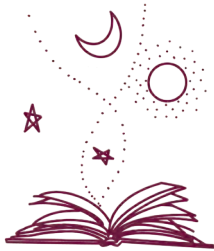
*Adult coaches of Battle of the Books participants.
Multipurpose Room*

Learn everything you need for a successful battle. The coach meeting will be recorded if you are unable to attend. No registration required.

Evening Family Storytime

*Thursdays, December 21,
January 18, February 15,
7 p.m. All ages. Storyroom*

Come to the library for a special monthly themed storytime and project for the whole family. Separate registration is required for each date.



Kids Yoga

*Wednesdays, December 27 and January 3,
10 a.m. Ages 5 and up. Multipurpose Room*

Join instructors from Updog Yoga as they guide you through a series of poses designed to help you reflect and connect. Separate registration is required for each date.



Noon Year Party!

*Saturday, December 30, 11 a.m.
All ages. Multipurpose Room*

Come listen to a story, create crafts, and make your wishes for the New Year. We will ring it in by throwing confetti and counting down to the "noon" year together. Registration is required.



Preschool Spanish Hour with Bright Loritos

*Mondays, January 8 and 22, February 12,
10 a.m. Ages 3-5 with a caregiver.*

Multipurpose Room

Join instructors from Bright Loritos World Languages for Kids for an hour of learning and fun in Spanish! Activities will include storytime, crafts, and playtime. No prior knowledge of Spanish is necessary. Separate registration is required for each date.



Early Lit Group: Winter Storytime

Registration for the Winter Storytime session will begin on Monday, January 8, with Storytimes beginning the following week and continuing for 6 weeks. There are many different storytimes offered during this session, detailed descriptions can be found online at calendar.rhpl.org.

Mini Yarn Hat Take & Make

Wednesday, January 10, All Day. Ages 8-12.

Create the perfect (and cutest) winter craft with this Mini Yarn Hat Take & Make! Pick up your kit at the Youth Services Desk. Registration is required.



Free Play Saturday!

*Saturdays, January 13 and February 3, 10 a.m.
Ages 1-5 with a caregiver. Multipurpose Room*

Join Wendy for a fun-filled hour of play based learning for toddlers and preschoolers. Separate registration is required for each date.



Preschool Fair

Saturday, February 10, 10 a.m.-12 p.m.
Multipurpose Room

Are you a caregiver searching for the perfect preschool for your little one? Look no further! You are invited to our Preschool Fair where you can explore a variety of local preschool options and meet with providers to find the best fit for your child. No registration required.

Dramatic Play for Literacy

Saturday, January 20, 11 a.m.

Ages 3-5 with a caregiver. Multipurpose Room

Join Ms. Kim in this hour of play where preschoolers will be given the opportunity to discover literacy concepts with their caregivers via themed dramatic play. Younger siblings are welcome, but the activity will be limited to those aged 3-5. Registration is required.



Afternoon Movie at the Library

Monday, February 5, 2 p.m. All Ages.

Multipurpose Room

Join us for a cozy afternoon movie on your day off from school! Wear your coziest clothes, pack your blankets, pillows, and stuffies and cuddle up to watch Disney & Pixar's *Elemental* on the big screen at the library. No registration required.



Great Backyard Bird Count

Friday, February 16-Monday, February 19, all day.

All ages. Youth Room

Participate in the worldwide Great Backyard Bird Count! Stop by the Youth desk for directions, walk along the Paint Creek Trail to see what birds you find, and get a prize when you finish. No registration required.



Leapin' Leap Year!

Thursday, February 29, 6:30 p.m. All ages.

Multipurpose Room

Wait, why are there 29 days in February this year!? Come learn all about it while enjoying crafts and games associated with Leap Day. Registration is required.

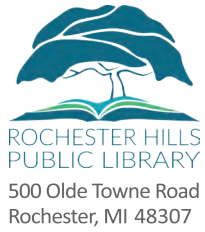
Winter Wonder Library

Fire and Ice Weekend

(see online calendar for date and time). All Ages.

Join us for seasonal fun at our Winter Wonder Library event. Come together as our garden becomes a magically brighter place. Warm up with some hot cocoa, capture memories at our "best in snow" photobooth, and enjoy other various activities throughout the library. No registration required.





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LIBRARY HOURS

Sunday.....1 p.m.-6 p.m.
Monday-Thursday.....9 a.m.-9 p.m.
Friday-Saturday.....9 a.m.-6 p.m.
Visit rhpl.org for hours & holiday closures.

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ROCHESTER HILLS
PUBLIC LIBRARY

500 Olde Towne Road
Rochester, MI 48307
248-656-2900
www.rhpl.org



Library Director's Report



ROCHESTER HILLS
PUBLIC LIBRARY

Director's Report

November 13, 2023

1. Facilities Updates

The library submitted two grant proposals for the Rochester Hills Nonprofit Assistance Grant Program, knowing that award recipients can receive up to \$30,000 in grant dollars. One proposal fosters educational goals and proposes an extension and renovation of the youth services storyroom. A second proposal addresses mental health issues and proposes a permanent sensory storywalk through the garden and adds all-weather tables (with sun shades) for socialization. If either proposal is accepted, the library has pledged matching dollars to enhance the space in accordance with current capital project plans. I have set up meetings with architects and furniture suppliers this month to discuss renovation plans in 2024.

2. Centennial Year Celebrations

The library is registered for the Rochester Area Hometown Christmas Parade on December 3rd. Staff will march alongside the mini-bookmobile and reveal our 100 year logo and slogan, "Celebrating a Century of Community." The book published by the library will be available for purchase in the Friends store in December. The book's author, Deborah Larsen will be speaking about the history of the library in January.

3. Winter Wonder Library

The library is planning a major marquee event for January 19, 2023 at 6:00pm. We anticipate welcoming 600-1,000 people to the library and will have family-friendly stations where patrons can celebrate the cozy, jovial spirit of a Michigan winter night. Stations will likely include hot cocoa with a commemorative mug, sweet treats to decorate, crafts for young ones, a celebrity reading room, the option to decorate and place a glow lantern outside in the garden, a "best in snow" costume contest, an "ice castle" maze, and crafts for adults and teens. The evening will culminate with attendees watching the back garden lit up with lights or gathering on the front lawn to watch the Fire & Ice fireworks show.

4. Personnel Updates

I have received final pricing on the option of offering legal benefits (through MetLife) to salaried staff as part of the RHPL comprehensive benefits package. The cost to offer this in full to our salaried staff is \$13.30/month. This results in an annual cost of \$6,543.60. The budget for 2024 for benefits can accommodate this. When queried, eligible staff viewed legal benefits as a worthwhile addition to the benefits package, especially since other benefits had been discontinued over the past few years. When asked if there were other benefits they would prefer more than legal benefits fewer than five staff offered suggestions of: more paid time off, higher contribution to retirement plans, or paid maternity leave. With the recent approval of a personal floating holiday, the Board provided additional paid time off to staff. Higher contribution to retirement plans is cost-prohibitive at this time, and paid maternity leave is a commendable goal, but not one that is not equitable for all eligible staff.

RHPL has posted an employment opportunity for a Digital Services librarian. In speaking with the Board earlier in the year, I noted there was enthusiasm for such a position. Knowing that we

had an unfilled PT salaried position in Outreach Services, I worked with department heads to re-characterize that position as an Outreach Librarian with a Digital Services focus. The goal is to find a librarian who can champion a variety of library databases, promote online streaming and download platforms, and work with our public relations team to highlight new and noteworthy ways to use the library from home, work, or school.

5. Early Voting Concludes

Participating as an early voting site for local elections was a success with no negative impacts on the library. Foot traffic increased slightly during the month (compared to last year) and yet there were no reports of parking issues. There will be a debrief in December involving Rochester Hills and Oakland County election officials, and the local police and fire chiefs to assess what we learned and make any modifications before the 2024 elections.

6. Out of the Office

I will be out of the office on November 22 and November 24, 2023 and the following week November 29 – December 1, 2023. The following staff members will be in charge:

- Wednesday, November 22nd - Allison Sartwell
- Friday, November 24th – Jenny Doetsch
- Wednesday, November 29th –Betsy Raczkowski
- Thursday, November 30th – Wendy Lehman
- Friday, December 1st – Mary Davis

I will also be out of the office on December 7 – 8, 2023 attending a 2-day conference in Grand Rapids as part of the Michigan Library Association directors-only conference called Think Space.

7. Upcoming Events

November 22 - 24, 2023	Library closes early on November 22 nd (at 6pm) and all day on November 23, 2023 in observance of the Thanksgiving holiday
November 28, 2023	Friends of RHPL board meeting, 7pm
December 10, 2023	Friends Event – Holiday Home Tour, 12pm – 5pm
December 11, 2023	RHPL Board of Trustees Meeting, 7pm
December 24 – 25, 2022	Library closed both day in observance of the Christmas holiday
Dec 31 – Jan 1, 2023	Library closed both days in observance of the New Year’s holiday
January 8, 2022	RHPL Board of Trustees annual and regular meetings, 7pm

2023 MLA Annual Conference Summary

Prepared by Juliane Morian

Connecting the Dots and Donors

- Public funds have to be used for public purposes
- Libraries are authorized to direct donated funds to foundations (including Community Foundation)
- If the library were to accept donations for a capital campaign, that money must be kept in a separate account and used only for the capital purpose.
- Donation monies must be invested according to the library's investment policy

Takeaway for RHPL: periodically review the RHPL Gifts & Donation policy

Emergency Action Plan (EAP)

- A written EAP is required under OSHA
- Most people understand the adage, "Run, Hide, Fight" but the "hide" should be emphasized as "evade" not just hide.
- When an active attacker strikes in a public building, avoid pulling the fire alarm – most people are trained to run out the doors through which they entered which might not be prudent. Fire alarms also have significant noise and strobe lights that can complicate an active attacker mitigation strategy.

Takeaway for RHPL: update the EAP each year, streamline to one page for scenario-based situations, develop a plan for shelter in place (aka lockdown) vs. soft lockdown (aka lockout).

Get SLIC with Library Initiatives

- Canton Public Library developed a committee called SLIC to discuss new ideas that are trending and decide as a group if it is best as a program, web content, book list, social media post, or for their targeted newsletters.
- The use design thinking principles to refine and decide the best channel of communication that patrons want or expect to experience the content.

Takeaway for RHPL: consider a more strategic approach for PR team to use when planning programs, social media content, or targeted emails.

Ask the Lawyer

- Child Protective Services field manuals state that a child should not be left at home alone at age 10 or younger. This could be a metric for public service staff to use.
- Consider an amendment to policy that allows parents to make an informed decision and give permission for youth to attend programs if aged 13 and under. Library staff are NOT considered in-loco parentis regardless of the parent being present or not.
- If a patron has a service animal (miniature horse or dog), you staff can ask "Is this a service animal" and "what service does this animal perform?" but only that. Emotional support animals

are not permissible. The animal growling, barking, being disruptive is not allowed. The animal approaching other patrons (not doing their job as a service animal) is not permissible.

- FOIA has new updates that state a public entity can deny a FOIA request if it deals with security (including cybersecurity).

Kingscott Architecture – Public Libraries and Public School Connections

- Trends
 - Space for gathering (such as learning stairs)
 - Technology infused spaces (mindful of remote work, hybrid work spaces, collaborative space)
 - Bringing nature indoors (beyond maximizing windows, using natural elements of wood and green foliage inside the buildings to evoke nature inside)
 - Outdoors as an extension of space
 - Spaces for experimentation (DIY spaces are big)
- Study room tech could include screens to cast to (and don't necessarily overlook the simplicity of cords, it is more straightforward and less room for error), recording equipment for either video production or recording a video to practice public speaking.

Connecting Resources, Libraries, and Education: A Dialogue on Professional Development in Michigan

- Gen Z is motivated by worthwhile occupations and more students are enrolling in the UMSI program with the hope of working in public libraries.
- Engaged learning – UMSI students work on real-world library problems. Projects should be complex enough that 2 students could each spend 100 hours of time on.

Takeaway for RHPL: partner with UMSI to study projected impact of full-size bookmobile including focus groups, data research and projections

A Holistic Approach to Strategic Planning

- Strategic planning is 3 plans – core operations, vision & strategy, and culture.
- Culture Values Statement – what is the tone of the workplace, do employees feel empowered and actualized in their work, is there trust that they have a voice and will be heard?

Takeaway for RHPL: consider focus groups in winter before the spring community survey.

2023 ABOS (Association of Bookmobile & Outreach Services) Virtual Conference

Submitted by Mary Davis, Rebecca LaFave, Debbie Mellet, Kari Bryson

Evaluating stops and gauging success

Why & When to Evaluate?

Bi-annually

1. Return of Investment
 - a. Outreach services will always be more money/patron
 - b. Outreach services is qualitative vs. quantitative
2. Priority populations
 - a. Seniors, newcomers (immigrants), rural communities
3. Advocate
 - a. Highlight the work done by outreach staff
4. Effective use of staff time

What kind of data should be collected?

- a. Quantitative: Door counts, Vehicle concerns or issues, Circulation stats, New library cards issued*, Mileage, Hours open to the public* (Cancelled stops do not count),
- b. Qualitative: Stories and comments from patrons, Feedback from staff

Takeaways for RHPL

1. Include more information in our statistics
 - a. Open hours
 - i. The bookmobile's "open hours" are far less than the library's.
 - b. Library cards issued
2. Outreach is inherently more expensive, but impact can be much greater. ROI is a complex issue.
3. Figure out where in the community we are underserving and find ways to reach those patrons to let them know what the library offers.

Books by Mail: Reaching Every Patron

1. The library built the program from the ground up
 - a. Surveyed other libraries.
 - b. Decided to make it a system-wide BBM (books by mail) program
 - i. It's all done by one person (the Program Director).
 - ii. Member libraries send materials to their central location (not a branch), she mails everything out.
 - iii. They've started a large print collection in this central location since most of what was sent was large print.
 - c. Target population

- i. Although anyone can receive materials, they have target populations (has to do with a New York mandate).
 - 1. Blind or physically disabled
 - 2. Unemployed or under-employed
 - 3. Geographically isolated
 - 4. At-risk youth aged 0-21 years old
- d. Launching the program included a lot of marketing
 - i. Put in the county's office of aging newsletter
 - ii. Designed/purchased rack cards
 - 1. These were given out with Meals on Wheels.
- e. The only stipulation is they will only send six items out at a time.
- f. Budget started small but has grown, as has the program.

Takeaway for RHPL

- 1. As we begin to research expanding books by mail, some ideas on how to market it, how much to anticipate spending, limits, who are the target populations, patron locations, etc. is useful.
- 2. Considerations on which staff or departments may begin to assist with an expanded BBM program and how that affects their job duties; or a new use for volunteers.
 - a. If the program was more patron reliant on placing holds, volunteers could pull the holds. (patron placing holds rather than relying on the librarian to select materials)

Strengthen Summer Reading Connections with Families

- 1. Outreach services removes barriers & can provide access to inspiring materials.
- 2. Studies show less people are driving or getting a drivers license.
 - a. Bringing these services to the community extends the library's accessibility
- 3. All-age family programming
 - b. "Park and Play" was an example of an event – Story time with free play
 - c. Play for all ages – "Parking Lot Social" with yard games, chess, bubbles and dancing
 - d. STEM (science, technology, engineering, math) events were planned through "Citizens Science" and "NASA at My Library"
 - e. A take-home craft at a bookmobile stop was a "Pollinator Pot" utilizing a local garden group
 - f. These mobile services try to help to empower parents to fill educational voids that may exist for their children

Takeaway for RHPL

- 1. Use the BoB and collections like the Innovative Items Collection the library has in a new/different way to help promote both.
- 2. Interdepartmental *and* community collaborations
- 3. Puts the library out in the community in a new/different way which could attract new users or reach those who may not have access.



Statistical Report - Usage for the month of October 2023

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Staff-Assisted	12,259	12,569	2.5%	130,894	130,451	-0.3%
Self Check	25,925	26,680	2.9%	296,387	301,180	1.6%
Renewals	54,211	52,149	-3.8%	513,924	501,576	-2.4%
e-Materials	20,822	28,417	36.5%	201,815	236,459	17.2%
Bookmobile	1,848	4,119	122.9%	32,505	33,348	2.6%
Mini-Branch	485	1,590	227.8%	13,934	15,334	10.0%
OTBS Circ	6,720	5,883	-12.5%	69,091	55,394	-19.8%
MeLCat Borrowed	1,477	1,327	-10.2%	15,137	13,661	-9.8%
MeLCat Loaned	2,035	1,358	-33.3%	21,409	16,564	-22.6%
Total Circulation	125,782	134,092	6.6%	1,295,871	1,304,551	0.7%

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	30,833	35,615	15.5%	295,771	357,888	21.0%
Meeting Rooms	38	89	134.2%	352	531	50.9%
Study Rooms	740	966	30.5%	6,272	7,750	23.6%
Adult Programs	16	11	-31.3%	141	154	9.2%
--Attendance	278	279	0.4%	3,270	3,758	14.9%
Teen Programs	4	4	0.0%	44	38	-13.6%
--Attendance	19	29	52.6%	188	197	4.8%
Youth Programs	31	27	-12.9%	128	206	60.9%
--Attendance	1,029	643	-37.5%	5,615	9,720	73.1%
Computer Use	1,457	1,557	6.9%	13,331	16,334	22.5%
Wireless Use	5,294	6,370	20.3%	52,138	58,054	11.3%
Database Use	5,517	7,168	29.9%	56,328	59,805	6.2%
Volunteer Hours	346	318	-8.1%	3,727	3,014	-19.1%

Number of Library Card Holders

<i>Municipality</i>	LY Month	Month	% Total
Rochester Hills	47,401	47,112	59.6%
Rochester	10,164	10,355	13.1%
Oakland	10,257	9,590	12.1%
Non-residents	4,471	4,677	5.9%
Virtual Students	0	7,264	9.2%
Total Card	72,293	78,998	100%

Number of Items

<i>Type</i>	LY Month	Month
Print	246,792	264,171
Audio	18,508	19,187
Video	44,978	46,938
Other	427	441
E-Material	24,336	25,577
Total	335,041	356,314

Committee Updates



ROCHESTER HILLS
PUBLIC LIBRARY

Trustee Conduct

Policy Statement

To protect public trust, the library discourages trustees from engaging in any activity, practice, or conduct which conflicts with, or appears to conflict with, the interests of the library. As trustees, members of the board, have a fiduciary responsibility to the library.

Regulations

1. The Board speaks through its duly adopted resolutions. As individuals, board members have no authority to speak on behalf of the Board, except for that specifically delegated by the Board. Nothing in this policy prevents library board members from speaking in public as individual citizens, as is their right, so long as they do not state that they are speaking on behalf of the Board.
2. Trustees shall respect the opinions of their colleagues and not be disrespectful when they disagree or oppose a viewpoint different than their own.
3. Trustees shall comply with all the laws, rules and regulations that apply to them and to their library.
4. Trustees, in fulfilling their responsibilities, shall not be swayed by partisan interests, public pressure or fear of criticism.
5. Trustees shall not engage in discrimination of any kind and shall uphold library patrons' rights to privacy in the use of library resources.
6. Trustees must distinguish between their personal philosophies and attitudes and those of the library. They shall support the adopted official position of the Board even if they disagree.
7. Trustees must respect confidential library business and not disclose such information to anyone. Trustees must also be aware of and in compliance with Freedom of Information laws.
- ~~2.~~ The Board should conduct its business in such a way as to minimize risks of liability and call upon the advice of professionals (legal, financial, architectural, and insurance, etc.) as appropriate.
8. Trustees shall not interfere with the management responsibilities of the director or the supervision of library staff.
9. Trustees shall support the efforts of librarians in resisting censorship of library materials protected by the First Amendment by groups or individuals.
- ~~3-10.~~ The library may cover expenses for library board trustees to attend events and library related conferences subject to approval by the library board. Rotation of opportunity among library board trustees will be determined by the library board.

Trustee Conduct

- 4.11. Neither members of the Board of Trustees nor their family members are eligible for consideration as a prospective employee until two years beyond his/her date of last service as a member of the Board of Trustees.
- 5.12. Trustees should not engage in a business transaction in which they or a family member would profit or benefit financially because of confidential information obtained by reason of library position or authority.
- 6.13. Trustees should disclose any financial interest they or their immediate family have in any firm that does business with the library or that might affect his/her judgment in carrying out library business.

Approved: ~~February 14, 2011; June 13, 2011~~

Rochester Hills Public Library Board of Trustees

Other Business



ROCHESTER HILLS
PUBLIC LIBRARY