

**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.

**February 11, 2025 – 7 p.m.**

**Agenda**

- I. Call to order of the regular meeting
- II. Public Comments\*
- III. Approval of the Agenda
- IV. Minutes
  - a. 2025 Annual Meeting on January 14, 2025
  - b. Regular meeting on January 14, 2025
- V. Treasurer's Report for January 2025
- VI. Monthly bills for January 2025 in the amount of \$367,058.18
- VII. Communications
  - a. 2024 RHPL Endowed Fund Statement at the Community Foundation of Greater Rochester (CFGR)
  - b. 2024 OTBS Annual Report
  - c. News & Views Library Newsletter - Spring 2024 edition
  - d. Oakland County Proclamation in honor of RHPL's centennial in 2024
  - e. Customer Comments
  - f. Press Coverage
- VIII. Reports
  - a. Library Director
  - b. Statistical Report
- IX. Committee Updates
  - a. Standing committee appointments
  - b. Finance Committee

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

- i. Temporary Agreement for Continuation of RHPL Library Services with contract communities
  - c. Policy Committee
    - i. Circ-4 Fines and Fees (updates fines for AV and select kits)
    - ii. INF-4 Internet Access and Use (updates printing fees for color copies)
    - iii. MGT-10 Meeting Room Use Policy (first reading of expanded policy)
- X. Other Business
  - a. Early Voting Site License Agreement with Oakland County
  - b. Approve serving alcohol at the Friends of RHPL fundraiser on April 26, 2025
  - c. Discussion regarding 2025 - 2027 RHPL Strategic Plan Action Items
- XI. Board Comments
- XII. Questions and Comments from the Liaisons
- XIII. Adjournment

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

# Minutes



ROCHESTER HILLS  
PUBLIC LIBRARY

**Rochester Hills Public Library  
Board of Trustees Annual Meeting  
January 14, 2025**

- I. The Board of Trustees of the Rochester Hills Public Library held their annual meeting on Tuesday, January 14, 2024. The President called the meeting to order in the boardroom at the library at 7:00 pm. The presiding officer was Melinda Deel.

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

Ms. Lawson was absent with prior notice given.

Guests included Library Director Juliane Morian, City of Rochester Liaison Lauren Coleman, and Oakland Township Library Board Liaison Jim Kiefer.

Two members of the public were present.

- II. On a motion by Mr. Bonam, which Ms. Kucher seconded, a slate of officers were presented for 2025:

- A. President: Robert Bonam
- B. Vice-President: Melinda Deel
- C. Treasurer: Anne Kucher
- D. Secretary: Julianne Reyes

The officers were unanimously elected as presented on the slate.

- III. On a motion by Ms. Kucher, which Ms. Reyes seconded, the board unanimously approved the proposed depositories.
- IV. On a motion by Mr. Bonam, which Ms. Reyes seconded, the board approved the 2025 Planning Calendar and board meeting dates.
- V. On a motion by Ms. Kucher, which Ms. West seconded, the board reviewed and unanimously reaffirmed library's Investment and Financial plans, reaffirmed the library's Financial Procedures, and reauthorized the current list of board members and library director as the only bank signers, Vendors Approved for Single Signature Checks, and the RHPL Board Bylaws. The authorization to join Michigan CLASS (investment pool) was removed as an annual meeting action item and moved to the regular meeting agenda.
- VI. The board adjourned at 7:06 pm

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Anne Kucher, Secretary

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

**January 14, 2025**

- I. The Board of Trustees of the Rochester Hills Public Library held a regular meeting on Tuesday, January 14, 2025. The President called the meeting to order at 7:07 pm in the boardroom of the library. The presiding officer was Bob Bonam.

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

Madge Lawson was absent with prior notice given.

Guests included Library Director Juliane Morian, City of Rochester Liaison Lauren Coleman, and Oakland Township Library Board Liaison, Jim Kiefer.

Two members of the public were present.

- II. Scott Votaw, a resident of Rochester Hills, commented on the early literacy vehicle replacement plan and was concerned that it was not a good use of public funds. He stated that he visited multiple early literacy sites to evaluate how well they liked the service.
  - A. Ms. Morian stated that over the past two days, she received reports from multiple preschool and daycare sites that are part of the RHPL early literacy service plan, that a person visited their location, identified themselves as an RHPL board member, and proceeded to ask them biased questions about the service. Now realizing that this was Mr. Votaw who presented himself in a misleading way, Ms. Morian stated it was unnerving to RHPL staff and crossed the line of acceptable behavior by a member of the public. Mr. Votaw denied saying that he was a board member when he visited those sites. Notwithstanding, Ms. Morian explicitly asked him not to present himself as an elected member of the RHPL Board and confirmed he has no authority to speak on behalf of the RHPL board to the library's partner agencies.
- III. Approval of the Agenda
  - A. On a motion by Ms. West, which Ms. Kucher seconded, the agenda was amended with one addition under Committee Updates: authorization to join Michigan CLASS (investment pool). Mr. Bonam called for discussion and hearing none, the board unanimously approved the agenda with the amended change.
- IV. Minutes
  - A. On a motion by Ms. West, which Ms. Deel, seconded, the board unanimously approved the minutes from December 10, 2024 with no changes.
- V. The Treasurer's Report was reviewed and filed.

VI. Monthly Bills

- A. On a motion by Ms. Deel, which Ms. Kucher seconded, the board unanimously approved the monthly bills for December 2024, which totaled \$393,542.71.

VII. Communications

- A. The board reviewed and filed the communications.

VIII. Reports

- A. The board reviewed and filed the director's report
- B. The board reviewed the statistical report with one point of discussion regarding Makerspace use. Ms. Coleman asked if there is a way to track the percentage of utilization of the Makerspace to evaluate if current hours are meeting the needs of patrons, or if hours should be expanded. Ms. Morian noted that request and stated that she will design a plan to track such a metric over time.
- C. The board reviewed the 2024 RHPL Strategic Plan Year-End Update with minor discussion. Ms. Morian also distributed the current three-year strategic plan that lists goals (set by the board), objectives (set by the library director), and action items (agreed upon by the library director and staff). Ms. Morian stated that action items are then delegated to specific departments and staff as part of the annual performance review process and tracked at year-end. Mr. Bonam asked for this to be added as a discussion point at the next board meeting so board members could review and provide any comments.

IX. Committee Reports

A. Finance Committee

1. Ms. Morian reported that the Finance Committee did not meet in person, however, there was email correspondence among the committee members regarding investment funds. In response to a question about performance the 30-day yield for Michigan CLASS (investment pool) was 4.7% which was better than the current rate of bank certificates of deposits (CDs) averaging around 4.2%. The Finance Committee ultimately recommended joining the Michigan CLASS investment pool. They delegated responsibility to Ms. Morian to determine the investment balance as a lump sum and move 80% of it to an investment pool and the other 20% to be put in high-yield CDs.
2. On a motion by Ms. Deel, seconded by Ms. West, the board unanimously agreed to join the Michigan CLASS investment pool and delegated authority to Library Director, Juliane Morian, to serve as the authorized signer and key contact for the library with no further discussion.

X. Other Business

- A. Ms. Morian provided an update on the library agreements with community partners. She relayed that she had separate meetings with representatives from the City of Rochester and from Oakland Township. Both communities understood the rationale for the proposed contract fees, but disliked the flat 4% increase each year and would prefer if the

contract were based on a millage reflecting the taxable value of each community and not a per-capita fee.

- B. Mr. Bonam stated that he would like the Finance Committee to convene and review the proposed library agreement before making any changes to the current (proposed) draft.

XI. Board Comments

- A. Ms. West thanked Ms. Deel for her service as RHPL Board President during such a momentous year with the library's centennial and a millage request.

XII. Questions from the Liaisons

- A. Mr. Kiefer stated that he is looking forward to convening the Oakland Township Library Board on Thursday, January 17th and proposing a framework for Oakland Township to remain a community partner with the RHPL.
- B. Ms. Coleman stated that she looks forward to getting any outstanding questions answered and momentum rolling on a new library agreement.

- XIII. The regular meeting adjourned at 8:12pm.

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Julianne Reyes, Secretary

# Treasurer's Report



ROCHESTER HILLS  
PUBLIC LIBRARY



**ROCHESTER HILLS PUBLIC LIBRARY**  
**Balance Sheet**  
**January 31, 2025**

**ASSETS**

**Current Assets**

Circ Registers/Coin	\$	2,020.00	
<b>PNC</b>			
Payroll - PNC		9,606.18	
Operating - PNC		34,540.09	
<b>UBS</b>			
Operating - UBS		5,620,895.82	
Plant		679,099.87	
Roof		0.00	
Self-Insurance		8,032.86	
Vanguard		16,007.07	
Total Current Assets			6,370,201.89

**Other Current Assets**

Total Other Current Assets			0.00
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<b>TOTAL ASSETS</b>			<b>\$ 6,370,201.89</b>
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**LIABILITIES AND FUND BALANCE**

**Current Liabilities**

Accounts Payable	\$	8,409.41	
Staff Cash (pop cans)		20.94	
Flexible Spending W/H Payable		1,363.46	
Supplemental Ins W/H Payable		526.89	
Total Current Liabilities			10,320.70

**Fund Balance**

Fund Balance-Unrestricted		2,379,916.53	
Fund Balance - Assigned		675,000.00	
Current Year Operations		3,304,964.66	
Total Fund Balance			6,359,881.19

<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>			<b>\$ 6,370,201.89</b>
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**Rochester Hills Public Library**  
**Budget vs Actual**  
**For the Period January 1, 2025 through January 31, 2025**

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget
<b>Revenues</b>					
Rochester Hills	3,023,910	3,023,910	3,326,426	(302,516)	5,267,500
City of Rochester	304,770	304,770	300,381	4,389	609,540
Oakland Twp	259,762	259,762	266,774	(7,012)	1,093,336
State Aid	0	0	0	0	154,900
OTBS	0	0	160,000	(160,000)	160,000
Penal Fines	0	0	0	0	145,500
Fines and Fees	5,425	5,425	3,500	1,925	42,000
Interest	12,202	12,202	4,592	7,610	55,100
Gains/Losses	2,268	2,268	0	2,268	0
Designated Gifts	2,475	2,475	833	1,642	221,000
Undesignated Gifts	803	803	0	803	35,000
Undesignated Gifts-Friends	0	0	0	0	0
Grants	0	0	208	(208)	2,500
Miscellaneous Revenue	2,392	2,392	1,250	1,142	15,000
Transfer-ReservedOTBS	0	0	0	0	0
Transfer-ReservedPlant	0	0	0	0	0
<b>Total Revenues</b>	<u>3,614,007</u>	<u>3,614,007</u>	<u>4,063,964</u>	<u>(449,957)</u>	<u>7,801,376</u>
<b>Expenditures</b>					
Payroll	134,554	134,554	232,034	(97,480)	2,784,400
Employee Benefits	45,522	45,522	55,092	(9,570)	661,100
Books	15,787	15,787	34,509	(18,722)	414,100
Print Subscriptions	0	0	1,333	(1,333)	16,000
Electronic Materials	47,747	47,747	54,333	(6,586)	652,000
Innovative Items	1,384	1,384	1,917	(533)	23,000
Audiovisual	2,396	2,396	7,909	(5,513)	94,900
Bookmobile Operation	295	295	1,458	(1,163)	17,500
OTBS	756	756	542	214	6,500
Voice and Data Services	476	476	2,166	(1,690)	26,000
Utilities	16,594	16,594	14,584	2,010	175,000
Insurance	0	0	1,667	(1,667)	20,000
Professional/Contract Services	2,489	2,489	7,333	(4,844)	102,800
Supplies	1,678	1,678	2,683	(1,005)	32,200
Promotion and Printing	891	891	1,820	(929)	67,340
Mileage	0	0	250	(250)	3,000
Postage	420	420	1,833	(1,413)	22,000
Staff Development/Membership	3,840	3,840	3,266	574	39,200
Programs	7,731	7,731	6,250	1,481	75,000
Facilities Maintenance	23,434	23,434	20,543	2,891	246,500
IT Maintenance	1,342	1,342	11,499	(10,157)	138,000
Staff/Volunteer Recognition	0	0	500	(500)	6,000
Gift and Grant Expense	1,706	1,706	0	1,706	0
Tax Tribunal Refunds	0	0	42	(42)	500
Equipment/Fixed Assets	0	0	2,250	(2,250)	27,000
Bookmobile Improvements	0	0	0	0	300,000
Capital Improvements	0	0	0	0	1,069,000
Contingency	0	0	8,333	(8,333)	100,000
<b>Total Expenditures</b>	<u>309,042</u>	<u>309,042</u>	<u>474,146</u>	<u>(165,104)</u>	<u>7,119,040</u>
<b>Revenue Over Expenditures</b>	<u>3,304,965</u>	<u>3,304,965</u>	<u>3,589,818</u>	<u>(284,853)</u>	<u>682,336</u>

# Monthly Bills



ROCHESTER HILLS  
PUBLIC LIBRARY

Payment Information		
Payment Due Date	For online and phone payments, the deadline is 8pm ET.	
<b>Feb 11, 2025</b>		
New Balance	Minimum Payment Due	
<b>\$12,932.71</b>	<b>\$129.00</b>	
<p><b>LATE PAYMENT WARNING:</b> If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 33.65%.</p> <p><b>MINIMUM PAYMENT WARNING:</b> 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	33 Years	\$40,366
\$516	3 Years	\$18,570
Estimated savings if balance is paid off in about 3 years: \$21,796		
If you would like information about credit counseling services, call 888-326-8055.		

Account Summary	
Previous Balance	\$7,052.64
Payments	- \$7,052.64
Other Credits	- \$3,252.66
Transactions	+ \$16,185.37
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
<b>New Balance</b>	<b>= \$12,932.71</b>
Credit Limit	\$30,000.00
Available Credit (as of Jan 17, 2025)	\$17,067.29
Cash Advance Credit Limit	\$15,000.00
Available Credit for Cash Advances	\$15,000.00

Rewards Summary		Rewards as of: 01/17/2025	
<b>Rewards Balance</b>	<b>\$189.56</b>	Track and redeem your rewards with our mobile app or on <a href="https://capitalone.com">capitalone.com</a>	
<b>Previous Balance</b>	<b>Earned This Period</b>	<b>Redeemed this period</b>	
\$904.07	\$191.89	-\$906.40	

### Account Notifications

**i** Please visit [capitalone.com](https://capitalone.com) for your most current Rewards Program Terms and Conditions. You can also find changes to your Rewards by logging into your account and navigating to the Rewards FAQ section.

Pay or manage your account at [capitalone.com](https://capitalone.com)

Customer Service: 800-867-0904

See reverse for Important Information



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

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

Account ending in 9289

New Balance	Minimum Payment Due	Amount Enclosed
<b>\$12,932.71</b>	<b>\$129.00</b>	\$ _____

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

In your letter, give us the following information:

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

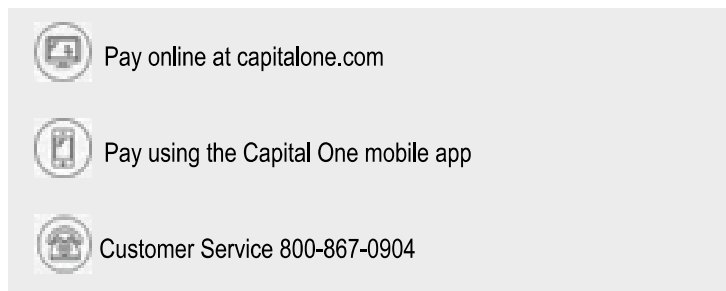
**Your Rights If You Are Dissatisfied With Your Purchase:** If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.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

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

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

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ETC-08 07/13/2023



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Pay using the Capital One mobile app

Customer Service 800-867-0904

## Changing your mailing address?

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

Any written request on this form will not be honored.

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

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

**When will you Credit My Payment?**

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

## Transactions

Visit [capitalone.com](https://capitalone.com) to see detailed transactions.

### JULIANE T MORIAN #9289: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Dec 19	Dec 19	CREDIT-CASH BACK REWARD	- \$906.40
Dec 30	Dec 30	CAPITAL ONE ONLINE PYMTAuthDate 30-Dec	- \$7,052.64

### JULIANE T MORIAN #9289: Transactions

Trans Date	Post Date	Description	Amount
Jan 2	Jan 3	IN *ROCHESTER ROTARY CLUB248-6019500MI	\$81.00
Jan 3	Jan 4	AMAZON MKTPL*ZP8PKOCE1Amzn.com/bilIWA	\$50.80
Jan 8	Jan 10	FRIENDSMICHSAN JOSEMI	\$50.00
Jan 12	Jan 13	ADOBE INC.408-536-6000CA	\$659.88
Jan 14	Jan 15	AMAZON MKTPL*ZD40L8SW1Amzn.com/bilIWA	\$10.27
Jan 14	Jan 15	PAPA JOES OAKLAND, LLCROCHESTER HILMI	\$15.98
Jan 16	Jan 17	ROCHESTER REG CHAMBERRRCMI.COMMI	\$175.00

**JULIANE T MORIAN #9289: Total Transactions** **\$1,042.93**

### ALLISON SARTWELL #6129: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 7	Jan 8	SP BAMBULAB.USHTTPSUS.STORETX	- \$1,411.94
Jan 7	Jan 8	SP BAMBULAB.USHTTPSUS.STORETX	- \$204.74
Jan 9	Jan 11	SP HEAT PRESS NATIONFULLERTONCA	- \$69.70

### ALLISON SARTWELL #6129: Transactions

Trans Date	Post Date	Description	Amount
Dec 17	Dec 18	LASER MAP MAKERLASERMAPMAKEROR	\$115.20
Dec 21	Dec 23	Hotmart Sci-Fi Loot - Mem312-5102623DE	\$15.00
Dec 21	Dec 23	Hotmart Fantasy Loot - Me312-5102623DE	\$15.00
Jan 1	Jan 2	SP BAMBULAB.USHTTPSUS.STORETX	\$818.77
Jan 1	Jan 2	SP BAMBULAB.USHTTPSUS.STORETX	\$204.74
Jan 1	Jan 2	SP BAMBULAB.USHTTPSUS.STORETX	\$1,411.94
Jan 1	Jan 2	SP HEAT PRESS NATIONHTTPSWWW.HEATCA	\$659.92
Jan 1	Jan 2	SP MAKERSTOCKMAKERSTOCK.COPA	\$878.18
Jan 2	Jan 3	SP AMERICAN BUTTON MHTTPSWWW.AMERTX	\$113.08
Jan 5	Jan 6	CALENDLYCALENDLY.COMGA	\$120.00
Jan 7	Jan 7	SP BAMBULAB.USHTTPSUS.STORETX	\$1,384.00
Jan 10	Jan 10	INNOVATIVE USERS GROUP513-652-7898OH	\$360.00
Jan 13	Jan 14	CITY OF ROCHESTER PARKINGROCHESTERMI	\$3.75
Jan 13	Jan 15	SOUTHWES 5262599113522800-435-9792TX TK#: 5262599113522 PSGR: SARTWELL/ALLISON	\$331.97

Additional Information on the next page

### Transactions (Continued)

Trans Date	Post Date	Description	Amount
		ORIG: DTW, DEST: DEN, CARRIER: WN, SVC: V ORIG: DEN, DEST: DTW, CARRIER: WN, SVC: P	
Jan 13	Jan 15	SOUTHWES 5262599114445800-435-9792TX TK#: 5262599114445PSGR: DIMOND/MICHELE DANIE ORIG: DTW, DEST: DEN, CARRIER: WN, SVC: V ORIG: DEN, DEST: DTW, CARRIER: WN, SVC: P	\$331.97
Jan 15	Jan 16	IKEA 469520244888-434-4532MD	\$292.19
<b>ALLISON SARTWELL #6129: Total Transactions</b>			<b>\$7,055.71</b>

#### DEREK BROWN #8061: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Jan 15	Jan 15	ADOBE INC.4085366000CA	- \$659.88

#### DEREK BROWN #8061: Transactions

Trans Date	Post Date	Description	Amount
Dec 18	Dec 19	SOCKETLABS484-418-1285PA	\$63.96
Dec 19	Dec 20	NETWORK-VALUE.COMNETWORK-VALUETX	\$216.00
Dec 19	Dec 20	TRTAX&ACTGPROFESSIONAL800-249-7348MI	\$678.40
Dec 20	Dec 26	SAGE SOFTWARE INC866-9967243CA	\$2,342.60
Dec 27	Dec 30	METROLINE INC800-9298061MI	\$19.90
Dec 30	Dec 31	USPS STAMPS ENDICIA888-434-0055DC	\$400.00
Jan 2	Jan 3	STAMPS.COM855-608-2677TX	\$19.99
Jan 3	Jan 4	SMK*SURVEYMONKEY.COM971-2311154CA	\$891.00
Jan 8	Jan 9	ACCESSIBE.COMACCESSIBE.COMNY	\$490.00
Jan 12	Jan 13	ADOBE INC.408-536-6000CA	\$659.88
Jan 13	Jan 14	TECHSOUP4156339300CA	\$5.00
Jan 14	Jan 15	OPENAI *CHATGPT SUBSCRHTTPOPENAI.CCA	\$20.00
Jan 15	Jan 16	ADOBE *ADOBE408-536-6000CA	\$31.80
Jan 16	Jan 17	eBay O*20-12576-43333San JoseCA	\$190.15
Jan 16	Jan 17	USPS STAMPS ENDICIA888-434-0055DC	\$400.00
<b>DEREK BROWN #8061: Total Transactions</b>			<b>\$6,428.68</b>

#### 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
Jan 5	Jan 6	CALENDLYCALENDLY.COMGA	\$12.00

<b>MARY DAVIS #9241: Total Transactions</b>			<b>\$12.00</b>
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### Transactions (Continued)

**WENDY LEHMAN #9147: Payments, Credits and Adjustments**

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

Trans Date	Post Date	Description	Amount
Dec 27	Dec 28	MEIJER # 260ROCHESTER HLSMI	\$53.56
Dec 27	Dec 28	DOLLAR TREEROCHESTER HILMI	\$1.33
Dec 27	Dec 30	TRADER JOE S #668ROCHESTER HILMI	\$3.99
Dec 27	Dec 30	THE HOME DEPOT #2727ROCHESTERMI	\$6.13
Dec 28	Dec 30	PARTY CITY 551ROCHESTER HILMI	\$11.00
Jan 10	Jan 11	SP LOVEVERYHTTTPSSHOP.LOVID	\$915.84
Jan 14	Jan 15	Spotify USA877-7781161NY	\$19.99

<b>WENDY LEHMAN #9147: Total Transactions</b>			<b>\$1,011.84</b>
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**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
Jan 7	Jan 8	AMAZON MKTPL*ZD09T13SOAmzn.com/billWA	\$54.52
Jan 10	Jan 11	AMAZON MKTPL*ZD2ZD6270Amzn.com/billWA	\$29.69

<b>STEVEN CLEMENT #7892: Total Transactions</b>			<b>\$84.21</b>
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**ELIZABETH RACZKOWSKI #9004: Payments, Credits and Adjustments**

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

Trans Date	Post Date	Description	Amount
Jan 14	Jan 14	INNOVATIVE USERS GROUP513-652-7898OH	\$550.00

<b>ELIZABETH RACZKOWSKI #9004: Total Transactions</b>			<b>\$550.00</b>
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<b>Total Transactions for This Period</b>			<b>\$16,185.37</b>
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Transactions (Continued)			
Fees			
Trans Date	Post Date	Description	Amount
<b>Total Fees for This Period</b>			<b>\$0.00</b>
Interest Charged			
Interest Charge on Purchases			\$0.00
Interest Charge on Cash Advances			\$0.00
Interest Charge on Other Balances			\$0.00
<b>Total Interest for This Period</b>			<b>\$0.00</b>
Totals Year-to-Date			
<b>Total Fees charged</b>			<b>\$0.00</b>
<b>Total Interest charged</b>			<b>\$0.00</b>

Interest Charge Calculation			
Your Annual Percentage Rate (APR) is the annual interest rate on your account.			
Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charged
Purchases	25.24% P	\$0.00	\$0.00
Cash Advances	27.24% P	\$0.00	\$0.00
<p><b>Variable APRs:</b> 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.</p>			
Code next to your APR(s)	How do we calculate your APR(s)?	When your APR(s) will change	
P	Prime Rate + margin	The first day of the Billing Cycles that end in Jan., April, July and Oct.	
L	3 month LIBOR + margin		
D	Prime Rate + margin	The first day of each Billing Cycle	
F	1 month LIBOR + margin		



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**ROCHESTER HILLS PUBLIC LIBRARY**  
**Cash Disbursements Journal**  
**For the Period From Jan 1, 2025 to Jan 31, 2025**

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

Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
1/8/25	73874	6200-10 1123-00	Adult Programs Operating - PNC	Invoice: 010725 COURTNEY JONES	200.00	200.00
1/14/25	73875	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 44978 AQUARIUM DESIGN & MAINTENANCE	320.00	320.00
1/14/25	73876	5703-00 1123-00	Legal Operating - PNC	Invoice: 118254 BEIER HOWLETT, PC	100.00	100.00
1/14/25	73877	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 52309 BUTCHER & BUTCHER CONSTRUCTION	2,362.04	2,362.04
1/14/25	73878	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 121724 CULLIGAN OF ROMEO	101.20	101.20
1/14/25	73879	6200-40 1123-00	Community Programs Operating - PNC	Invoice: 012824 DINOSAUR HILL NATURE PRESERVE	100.00	100.00
1/14/25	73880	5703-00 1123-00	Legal Operating - PNC	Invoice: 3633739 DYKEMA GOSSETT PLLC	188.00	188.00
1/14/25	73881	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 17630629 ECOSHIELD PEST SOLUTIONS-DETRO IT	200.00	200.00
1/14/25	73882	6200-11 1123-00	Teen Programs Operating - PNC	Invoice: 211 ESCAPE ROOM NOVI	642.00	642.00
1/14/25	73883	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 68038499 GREEN FOR LIFE ENVIRONMENTAL	419.98	419.98
1/14/25	73884	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 122024 HOME DEPOT CREDIT SERVICES	40.59	40.59
1/14/25	73885	6200-40 1123-00	Community Programs Operating - PNC	Invoice: 011925 SHIRLEY LEPA GE	400.00	400.00

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1/14/25	73886	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 24-0088 MONROE COUNTY LIBRARY SYSTEM	15.95	15.95
1/14/25	73887	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 010325 T-MOBILE	595.00	595.00
1/14/25	73888	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 3008269331 TK ELEVATOR	677.21	677.21
1/14/25	73889	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 6102271261 VERIZON WIRELESS	248.55	248.55
1/16/25	73890	5306-82 1123-00	Oakland Talking Boo Operating - PNC	Invoice: 720256758 CENTURY LINK	0.54	0.54
1/16/25	73891	5207-50  1123-00	Legal Plan Benefit  Operating - PNC	Invoice: 31714AG20250101 GIS BENEFITS	518.70	518.70
1/16/25	73892	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 89689 TELNET WORLDWIDE	224.49	224.49
1/16/25	73893	6200-60 1123-00	Makerspace Program Operating - PNC	Invoice: 011525 JONATHAN RHODES	120.00	120.00
1/16/25	73894	6403-00 1123-00	Misc Repairs Operating - PNC	Invoice: 11709 ROCHESTER HILLS MIRROR & GLASS INC	520.00	520.00
1/17/25	73895	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 8504 MCCLELLAND LANDSCAPE	1,534.85	1,534.85
1/31/25	73896	5301-10 5301-10 5301-50 5301-10 5301-50 1123-00	Adult Books Adult Books Materials Processing Adult Books Materials Processing Operating - PNC	ACT #C019265 ACT #L410629 PROCESSING ACT #L424469 PROCESSING THE BAKER & TAYLOR COMPANY	1,168.35 631.80 33.05 7,052.07 623.43	9,508.70
1/31/25	73897	5301-30	Outreach Books	ACT #L449673 19	24.82	

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		2110-00	Accounts Payable	ACT #L449673	299.31	
		5301-30	Outreach Books	ACT #L534941	421.46	
		5301-50	Materials Processing	PROCESSING	27.96	
		5301-30	Outreach Books	ACT #L395513	1,353.24	
		5301-50	Materials Processing	PROCESSING	141.48	
		2110-00	Accounts Payable	ACT#L395513	86.52	
		5301-20	Youth Books	ACT #L449672	43.96	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		2,398.75
1/31/25	73899	5301-20	Youth Books	ACT #L554618	2,812.19	
		5301-50	Materials Processing	PROCESSING	223.00	
		1123-00	Operating - PNC	THE BAKER & TAYLOR COMPANY		3,035.19
1/31/25	73900	5306-10	Adult DVDs	CUSTOMER #2000005835-DVD	441.46	
		5303-11	Adult Audio-Music	CUSTOMER #2000005835-MUSIC	103.42	
		5303-10	Adult Audio-Kits-Gam	CUSTOMER #2000005835-AUDIO	526.87	
		5301-50	Materials Processing	PROCESSING	160.01	
		5306-10	Adult DVDs	CUSTOMER #2000005843-DVD	42.73	
		5301-50	Materials Processing	PROCESSING	9.58	
		5306-10	Adult DVDs	CUSTOMER #200014883-DVD	245.20	
		5301-50	Materials Processing	PROCESSING	45.13	
		2110-00	Accounts Payable	ACCOUNTS PAYABLE	272.22	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		1,846.62
1/31/25	73901	5306-30	Outreach DVDs	CUSTOMER #2000005836-DVD	126.70	
		5301-50	Materials Processing	PROCESSING	12.45	
		5306-30	Outreach DVDs	CUSTOMER #2000005839-DVD	99.71	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		238.86
1/31/25	73902	5306-20	Youth DVDs/Videos	CUSTOMER #2000005837-DVD	330.40	
		5303-20	Youth Audio	CUSTOMER #2000005837-AUDIO	259.93	
		5303-21	Youth Music	CUSTOMER #2000005837-MUSIC	74.94	
		5301-50	Materials Processing	PROCESSING <sup>20</sup>	201.75	

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		2110-00	Accounts Payable	ACCOUNTS PAYABLE	2,151.65	
		1123-00	Operating - PNC	MIDWEST TAPE LLC		3,018.67
1/31/25	73903	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 57053 AMERINET	1,135.82	1,135.82
1/31/25	73904	6501-00 1123-00	Copier Contract/Main Operating - PNC	Invoice: AI67841-001-0 APPLIED INNOVATION	785.00	785.00
1/31/25	73905	5306-82 1123-00	Oakland Talking Boo Operating - PNC	Invoice: 185761 ARBOROAKLAND GROUP	755.00	755.00
1/31/25	73906	6200-20 1123-00	Youth Programs Operating - PNC	Invoice: AIA2025 AUTHORS IN APRIL, INC.	2,000.00	2,000.00
1/31/25	73907	5303-10 5301-50 1123-00	Adult Audio-Kits-Gam Materials Processing Operating - PNC	Invoice: 2183443 Invoice: 2183443 BLACKSTONE PUBLISHING	36.79 2.95	39.74
1/31/25	73908	5802-00 1123-00	Circulation Supplies Operating - PNC	Invoice: 21110 BUDGET LIBRARY SUPPLIES	580.00	580.00
1/31/25	73909	5301-20 1123-00	Youth Books Operating - PNC	Invoice: CAL350219I CAVENDISH SQUARE	372.06	372.06
1/31/25	73910	5502-00 1123-00	Gas Operating - PNC	Invoice: 011525 CONSUMERS ENERGY	3,526.78	3,526.78
1/31/25	73911	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 011725 CULLIGAN OF ROMEO	74.44	74.44
1/31/25	73912	5202-40 1123-00	Other Dental Operating - PNC	Invoice: RIS0006179311 DELTA DENTAL PLAN OF MICHIGAN	1,725.27	1,725.27
1/31/25	73913	6200-40	Community Programs	Invoice: 02252521	100.00	

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
		1123-00	Operating - PNC	DINOSAUR HILL NATURE PRESERVE		100.00
1/31/25	73914	5503-00 1123-00	Electric Operating - PNC	Invoice: 012125 DTE ENERGY	13,066.50	13,066.50
1/31/25	73915	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 17783149 ECOSHIELD PEST SOLUTIONS-DETRO IT	200.00	200.00
1/31/25	73916	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 15091 FIRE DEFENSE EQUIPMENT CO.	876.00	876.00
1/31/25	73917	2110-00 2110-00 5301-30 5301-30 5301-30 5301-30 1123-00	Accounts Payable Accounts Payable Outreach Books Outreach Books Outreach Books Outreach Books Operating - PNC	Invoice: 86077411 Invoice: 86098248 Invoice: 86149565 Invoice: 86172653 Invoice: 86190814 Invoice: 86472285 GALE/CENGAGE LEARNING	26.39 118.36 678.78 56.78 139.95 379.07	1,399.33
1/31/25	73918	5207-50 1123-00	Legal Plan Benefit Operating - PNC	Invoice: 31714AG20250201 GIS BENEFITS	518.70	518.70
1/31/25	73919	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 68275327 GREEN FOR LIFE ENVIRONMENTAL	421.08	421.08
1/31/25	73920	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 23768690 GUARDIAN ALARM	671.40	671.40
1/31/25	73921	5201-40 1123-00	Other Medical Operating - PNC	Invoice: 100011306493 HEALTH ALLIANCE PLAN	21,411.45	21,411.45
1/31/25	73922	5201-40 1123-00	Other Medical Operating - PNC	Invoice: 100011307435 ALLIANCE HEALTH AND LIFE	3,772.55	3,772.55
1/31/25	73923	5301-80 1123-00	Interlibrary Loan (ILL) Operating - PNC	Invoice: CS 24-096 JACKSON DISTRICT LIBRARY	20.00	20.00

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				LIBRARY		
1/31/25	73924	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 432120-PPU KANOPY INC.	687.65	687.65
1/31/25	73925	6200-10 1123-00	Adult Programs Operating - PNC	Invoice: 022725 ANDREW KERCHER	250.00	250.00
1/31/25	73926	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 75552 THE LIBRARY NETWORK	2,269.79	2,269.79
1/31/25	73927	5401-00 1123-00	Basic Phone Operating - PNC	Invoice: 34293386 LINGO COMMUNICATIONS	228.53	228.53
1/31/25	73928	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 1596 TOG DEVELOPMENT LLC dba LOCALHOP	6,704.00	6,704.00
1/31/25	73929	6401-00 1123-00	Service Contracts Operating - PNC	Invoice: 8541 MCCLELLAND LANDSCAPE	2,628.20	2,628.20
1/31/25	73930	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 506553451 MIDWEST TAPE LLC	12,645.75	12,645.75
1/31/25	73931	2110-00 2110-00 2110-00 1123-00	Accounts Payable Accounts Payable Accounts Payable Operating - PNC	Invoice: 721MA2441247 Invoice: 721SA24406054 Invoice: 721SV24405096 OVERDRIVE INC	860.92 611.65 8.97	1,481.54
1/31/25	73932	2110-00 1123-00	Accounts Payable Operating - PNC	Invoice: 485696 PLAYAWAY PRODUCTS	807.35	807.35
1/31/25	73933	5302-13 1123-00	Electronic Materials Operating - PNC	Invoice: 26636 PRONUNCIATOR, LLC	2,500.00	2,500.00
1/31/25	73934	5306-80 1123-00	Bookmobile Operatio Operating - PNC	Invoice: 010725 CITY OF ROCHESTER HILLS DPS	294.61	294.61

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Date	Check #	Account ID	Account Descriptio	Line Description	Debit Amount	Credit Amount
				DPS		
1/31/25	73935	6406-01	HVAC Repair	Invoice: INV01050090	368.00	
		1123-00	Operating - PNC	TECH MECHANICAL, INC.		368.00
1/31/25	73936	2110-00	Accounts Payable	Invoice: 6134707	305.35	
		2110-00	Accounts Payable	Invoice: 6134716	52.00	
		1123-00	Operating - PNC	UNIQUE MANAGEMENT SERVICES INC		357.35
1/31/25	73937	5206-40	Other LTD Insurance	Invoice: 012025	503.38	
		2168-00	Supplemental Ins W/	Invoice: 012025	42.51	
		1123-00	Operating - PNC	UNUM LIFE INSURANCE CO OF AMERICA		545.89
1/31/25	73938	6401-00	Service Contracts	Invoice: 93094	7,955.00	
		6402-10	Maintenance Supplie	Invoice: 93217	1,140.03	
		1123-00	Operating - PNC	VANGUARD CLEANING SYSTEMS		9,095.03
1/31/25	73939	5207-30	Vision Insurance	Invoice: 822086938	279.78	
		1123-00	Operating - PNC	VISION SERVICE PLAN		279.78
1/31/25	73940	6401-00	Service Contracts	Invoice: 93558	7,955.00	
		1123-00	Operating - PNC	VANGUARD CLEANING SYSTEMS		7,955.00
1/31/25	73941	6501-00	Copier Contract/Main	Invoice: 2696804A	10.00	
		1123-00	Operating - PNC	APPLIED INNOVATION		10.00
1/13/25	EFTAZ011325	2110-00	Accounts Payable		5,828.08	
		1123-00	Operating - PNC	AMAZON CAPITAL SERVICES		5,828.08
1/22/25	EFTVISA0122	6100-60	Workshops/Conferen		1,573.94	
		5302-13	Electronic Materials		120.00	
		6402-10	Maintenance Supplie		84.21	
		6200-20	Youth Programs		19.99	
		5301-50	Materials Processing		50.80	
		5805-00	IT Supplies	24	190.15	



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<b>Date</b>	<b>Check #</b>	<b>Account ID</b>	<b>Account Descriptio</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
		2110-00	Accounts Payable		3,035.67	
		6506-00	Software Support/Mai		546.80	
		5940-00	3D Printing/Makerspa		222.49	
		6100-50	Professional Member		306.00	
		5950-00	Promotion		891.00	
		5807-00	Office Supplies		10.27	
		6200-10	Adult Programs		3.75	
		5402-00	Postage/Shipping		419.99	
		5809-00	Marketing Supplies		659.88	
		6200-30	Outreach Programs		12.00	
		6200-60	Makerspace Program		2,469.95	
		5303-50	Innovative Items		1,384.00	
		5303-22	Youth Kits		915.84	
		5808-00	Board Room Supplie		15.98	
		1123-00	Operating - PNC	CAPITAL ONE BK(USA), NA		12,932.71
	<b>Total</b>				<u><u>150,896.27</u></u>	<u><u>150,896.27</u></u>

**Rochester Hills Public Library  
Supplemental Information  
January 2025**

	Checks & EFT's - Operating Account***		150,896.27
	Payroll Account - Net Payroll		144,460.58
	Employee Benefit EFTs and Misc Debits -		
	Payroll Taxes	47,891.96	
	Employee FSA Debits - Wage Works	492.67	
	Employer Pension Contributions - MERS	9,356.18	
	Employee Deferred Contributions	11,801.87	
	Bank/Merchant Fees	369.81	
	ADP & WageWorks Fees	1,788.84	
	Other		
		<b>TOTAL</b>	71,701.33
	<b>TOTAL CASH DISBURSEMENTS</b>		<b>\$ 367,058.18</b>
	***Adjustments to Accts. Payable	<b>N/A</b>	
	Total Cash Disbursement Report	150,896.27	

# Communications



ROCHESTER HILLS  
PUBLIC LIBRARY

## Community Foundation of Greater Rochester

### Fund Statement- Endowed

December 31, 2024  
Rochester Hills Public Library Endowed

Beginning Total Fund Balance	\$381,421.45
Beginning Fund Balance - Principal	\$340,440.78
Revenue & Additions	
Gifts	\$1,450.00
Interfund Gifts-Principal	\$0.00
Realized Gain on Investments	\$28,154.75
Unrealized gain or loss	\$5,572.99
<b>Total Revenue &amp; Additions</b>	<b>\$35,177.74</b>
Principal Transfers	(\$18,773.00)
<b>YTD Fund Balance - Principal</b>	<b>\$356,845.52</b>

Beginning Fund Balance - Income	\$40,980.67
Revenue & Additions	
Gifts to Income	\$0.00
Interfund Gifts	\$0.00
Dividends	\$12,468.38
Interest Income	\$92.99
<b>Total Revenue &amp; Additions</b>	<b>\$12,561.37</b>
Expenses & Distributions	
Grants from Income	\$0.00
Interfund Grants	\$0.00
Admin. Fees Charged	\$8,125.93
Financial Fees Charged	\$2,164.16
Misc. Fund Expenses	\$0.00
<b>Total Expenses &amp; Distributions</b>	<b>\$10,290.09</b>
Income Transfers	\$18,773.00
<b>YTD Fund Balance - Income</b>	<b>\$62,024.95</b>
<b>YTD FUND BALANCE (PRIN+INC)</b>	<b>\$418,870.47</b>

### Rochester Hills Public Library Endowed

Type	Name	Date	Amount
Gift	Rochester Hills Public Library	01/10/2024	250.00
Gift	Rochester Hills Public Library	02/22/2024	500.00
Gift	Rochester Hills Public Library	05/23/2024	50.00
Gift	Rochester Hills Public Library	08/05/2024	550.00
Gift	Rochester Hills Public Library	11/19/2024	100.00
<b>Gifts Total</b>			<b>\$1,450.00</b>

## 2024 Annual Report to Oakland County

### Oakland Talking Book Service (OTBS) at Rochester Hills Public Library

In 2023, the Oakland County Board of Commissioners pledged financial support for the Oakland Talking Book Service with a 3% annual increase through Dec. 31, 2027. The highlights of 2024 include: successfully recruiting and onboarding new staff due to turnover of previous OTBS librarian, hosting the first OTBS Low Vision fair in partnership with Leader Dogs for the Blind, attending the NLS conference in Washington D.C. to learn best practices and network (after a five year hiatus). 2025 holds some unknowns for the service since the Braille and Talking Book Library (BTBL) in Lansing was required to bid out maintenance of their computer software, and ultimately made the decision to switch vendors. This will require RHPL staff learn new software as the backbone for managing patrons and circulation in accordance with the State of Michigan. RHPL has a strong IT team to assist with the transition, and has developed an efficient method of training staff on technology changes.

#### Financial Report

	2024 Budget	2024 Actual
State aid	\$ 41,073	\$ 41,073
Local revenue from Oakland County	\$ 155,365	\$ 155,365
<b>Total Revenue for Operations</b>	<b>\$ 196,438</b>	<b>\$ 196,438</b>
Personnel (no medical/dental/vision benefits)	\$ 182,941	\$ 182,406
Materials and Equipment	\$ 1,545	\$ 1,792
Programming and Printing	\$ 5,150	\$ 4,062
Professional Development	\$ 2,024	\$ 1,667
Additional Expenses	\$ 6,525	\$ 7,074
<b>Total Cost of Local Library Service</b>	<b>\$ 198,185</b>	<b>\$ 197,001</b>

#### Program and Operations Report

	2022	2023	2024
State Funds	41,073	41,073	41,073
County Funds to OTBS	158,640	150,840	155,365
Hours of service per week	69	69	69
Onsite visitors	55	162	154
Programs offered	31	32	32
Program attendance & outreach	399	533	559
Registered borrowers	955	961	941
Total Circulation	88,558	81,257*	73,904

\*During the middle of the 2023 calendar year, the Braille and Talking Book Library (hub in Lansing) made the decision to limit the number of checkouts to 3 titles per cartridge when previously, it was set to 10 per cartridge. Annual stats prior to 2023 counted all 10 titles as "circulated" and stats were potentially inflated.

# NEWS & VIEWS



ROCHESTER HILLS PUBLIC LIBRARY | SPRING 2025



**SPRING BREAK BREAK OUT**  
*Plan your week with RHPL*

**INTERGENERATIONAL BOOK CLUB**  
*Converse and connect*

**RHPL AND HENRY FORD HEALTH**  
*In partnership for a healthy spring*

## 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  
Item Renewals ..... 650-7160  
Friends Information ..... 650-7176  
Friends Book Sales ..... 650-7178  
Friends Gift Shop ..... 650-7179

### 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/card](http://rhpl.org/card).

### Library Board

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

Oakland Township Liaison:  
Jim Kiefer

City of Rochester Liaison:  
Lauren Coleman

The library board meets monthly on the second Tuesday. Meetings are open to the public. Reasonable auxiliary aids & services are available.

### News & Views Staff

Betsy Raczkowski  
Editor

Michele Dimond  
Layout Design

Contributors: Brittany Christofel, Mary Davis, Rebecca LaFave, Wendy Lehman, Allison Sartwell, Amalia Weber



## A Letter from the Library Director

In this edition of News & Views, we invite you to embrace the joy of spring—and perhaps a little spring cleaning. I tend to skip New Year’s resolutions and instead view winter as a time to rest and recharge before the burst of energy that spring inevitably brings. It seems many of you feel the same way, as our remodeled Adult Services section has been bustling with activity. Visitors are enjoying the cozy new seating and fireplace and we’re thrilled to see it become such a popular space.

My spring cleaning often involves evaluating which of my subscription services have gone unused or become redundant. If you’re considering doing the same, you might find inspiration in the incredible resources RHPL provides for free with your library card!

We’re excited to introduce *PressReader*, a one-stop destination for popular newspapers from around the globe. While your library card already gives you access to premium content behind the *New York Times* and *Wall Street Journal* paywalls, *PressReader* takes it a step further by offering an easy way to browse daily editions of numerous publications, from *The Independent* to *The Economist*, all from a single website or app with one simple login.

In addition to premium news sources, RHPL offers free access to streaming music through the Hoopla app. Whether you’re a fan of Taylor Swift, Chappell Roan, Kidz Bop, or the *Wicked* soundtrack, we’ve got you covered. Stream your favorite tracks in the car, on a walk, or through a smart speaker with no subscription fees.

And when it’s time to relax, why not curl up with a great magazine? Our eMagazine collection on OverDrive includes popular titles like *Vanity Fair*, *Rolling Stone*, and celebrity gossip favorites like *Us Weekly*.

No matter how you like to spend your time when spring arrives, we hope you’ll take advantage of the premium content at RHPL available to you for the low price of free.

  
Juliane Morian



**Wine, Wit, and Wisdom**

*Saturday, April 26, 6-9:30 p.m.*

The annual Friends of RHPL Wine, Wit & Wisdom fundraiser is back with a new slate of engaging and informative speakers. Attendees can choose from presentations on coffee, local history and culture, space exploration, and forensics while enjoying a buffet dinner and drinks (wine, beer, and soft drinks), a silent auction, and 50/50 raffle.

Tickets are \$80 (or \$90 after April 14) and can be purchased online at [rhpl.org/friends](http://rhpl.org/friends) or in person beginning March 1. Registration forms may be picked up at the Circulation Desk and can be dropped into the Wine, Wit, & Wisdom box along with a check made out to Friends of RHPL.

Tickets will be emailed to registered guests. If an email address is not indicated on the form, guests' names will be on a list at the entrance upon arrival. Registrants must be at least 21 years old.



**Friends of Rochester Hills Public Library Spring Used Book Sale**

*Thursday, May 1, 10 a.m.-8 p.m.*

*Friday, May 2, 10 a.m.-5 p.m.*

*Saturday, May 3, 10 a.m.-5 p.m.*

*Sunday, May 4, 1:30-4:30 p.m. (Bag Day - all you can fit in a standard grocery bag goes for \$5)*

Celebrate the warm weather with a great deal. From history books to popular fiction to puzzles and games, the bargains are all in the upstairs used book sale room. Presale opportunities for Friends members will be Wednesday, April 30 from 5:30-8 p.m. (New member sign-ups and renewals are available at the door. See [rhpl.org/friends](http://rhpl.org/friends) for details.) All proceeds benefit the library.



**Volunteers Needed!**

Did the long, cold winter leave you wanting more? Ready to get out for something fun and worthwhile? The Friends Store needs YOU.

We have immediate openings for Friends Store volunteers. The commitment is for a once a week, three-hour shift. New volunteers are paired with someone from our seasoned team to help you learn the ropes. It's easy, fun, and so rewarding!

Please stop in to the store to pick up an application or call 248-650-7179 for more information. Must be at least 18 years old.

Outreach	6
Adult	7
Makerspace	11
Teen	12
Youth	13





# SIGNS OF SPRING

It's a little-known fact that the staff at RHPL begin planning programs and events at least a full season ahead of their debut. So while everyone else was shoveling snow and wrapping up holiday preparations, RHPL was thinking spring and preparing the library to welcome you during the warmer months.

We know Michigan winters can be long, so here are some ways you can find signs of spring at RHPL.

## AUTHORS IN APRIL AUTOGRAPH PARTY

These author visits always herald warmer weather. Visit [calendar.rhpl.org](http://calendar.rhpl.org) for details and meet this year's group on Wednesday, April 30 at 4 p.m.

## SPECIAL PROGRAMMING

This edition of News & Views is chock full of thoughtful lectures, garden crafts, Spring Break Break Out, and outdoor events all inspired by our librarians shaking off the cold and warming up our program offerings. Read more in this issue and sign up for our digital newsletters at [rhpl.org/news](http://rhpl.org/news) to get reminders sent right to your inbox.

## BRIGHT DISPLAYS

Visit the library to participate in our Eye Spy display case and see if you can spot the differences as we shift from winter to spring.

## PICNIC TABLES

The newest way to tell that sunny days are here again is the return of the umbrellas to our garden picnic tables. Settle in with a good book and enjoy the view when the warm weather comes to stay.

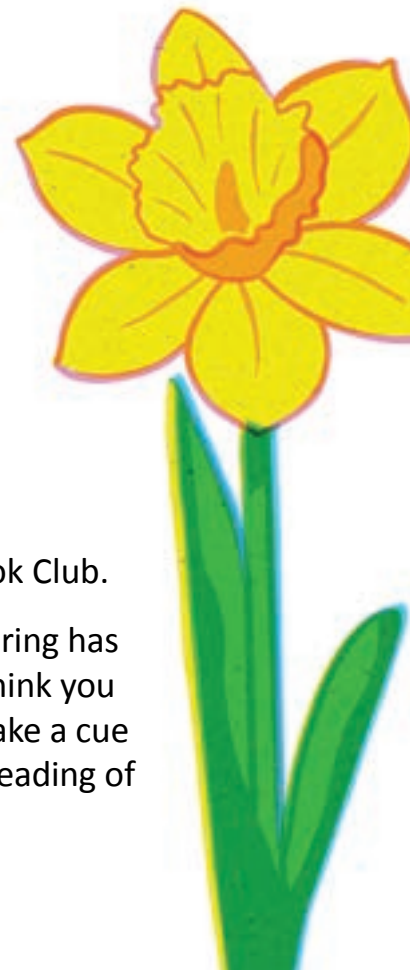
## SUMMER READING PLANNING

If spring arrives at RHPL, can summer be far behind? Stay tuned for summer reading details and mark your calendars for our kickoff party on Saturday, June 14.

## NEW OFFERINGS IN BLOOM

Browse this issue for more details about spring news and our newest events, After Hours Library, Kanopy & Coffee, and Intergenerational Book Club.

Fill up your calendar with RHPL events and celebrate the best of what spring has to offer. And when that late frost threatens your garden and you don't think you can spend another minute of your mornings scraping your windshield, take a cue from RHPL and think forward to the warm sun, long days, and leisurely reading of summer. It'll be here before you know it!





## Outreach Services

For a complete listing of all of our programs, detailed descriptions, and to register, visit [calendar.rhpl.org](http://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](mailto:help@rhpl.org).

### eLearning at the Library

*Thursday, March 13, 2 p.m. Multipurpose Room*

Learn how to use Gale Courses and Learning Express to pick up a new hobby, brush up on your skills, or further your career. Registration is required.



### Hoopla 101

*Tuesday, April 8, 2 p.m. Multipurpose Room*

Learn how to use the Hoopla app to download and stream eBooks, eAudiobooks, magazines, music, and TV shows on your cell phone, tablet, or laptop. Please bring your device with you. Registration is required.

### MeLCat 101

*Thursday, May 15, 2 p.m. Conference Room A*

An introduction to MeLCat. Find titles from libraries across the state of Michigan and use key features and databases available on MeL. Registration is required.

## ELL Book Clubs:

### Beginner ELL Book Club: *London Eye Mystery* by Siobhan Dowd

*Wednesdays, March 12–May 28, 2-3:30 p.m. Conference Room B*

Meet with Kari and other English language learners to read and discuss a book in a friendly setting. This group will read easier books— if you have tried the book club before and it was too hard, this group is for you. Copies of the book will be available at the first meeting. Contact [Kari.Bryson@rhpl.org](mailto:Kari.Bryson@rhpl.org) with questions. Registration is required.

### ELL Book Club: *Death On the River Nile* by Agatha Christie

*Thursdays, March 13–May 29, 10-11:30 a.m. Conference Room B*

Meet with Kari and other English language learners to read and discuss a book in a friendly setting. Copies of the book will be available at the first meeting. Contact [Kari.Bryson@rhpl.org](mailto:Kari.Bryson@rhpl.org) with questions. Registration is required.

## Conversation Groups:

### English Matters: ELL Conversation Group

*Tuesdays, April 15–May 27, 10-11:30 a.m.*

*Thursdays, April 17–May 29, 7-8:30 p.m.*

*Saturdays, April 19–May 31\*, 10-11:30 a.m.*

*Conference room A*

*\*There will be no group on Saturday, May 24 due to the Memorial Day holiday.*

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.Cadiz@rhpl.org](mailto:Mariano.Cadiz@rhpl.org). Registration is required.

### American Culture

*Wednesdays, April 23, 30, May 7, 14, 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.Cadiz@rhpl.org](mailto:Mariano.Cadiz@rhpl.org). Registration is required.





## Adult Programs

For a complete listing of all of our programs, detailed descriptions, and to register, visit [calendar.rhpl.org](http://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](mailto:help@rhpl.org).

### Spice Club

*Sunday, March 2, Wednesday, April 2,  
Friday, May 2, 9 a.m. Take & Make*

Expand your culinary horizons and learn recipes from all over the world! Registrants will receive a small amount of a spice and an accompanying recipe to take home. Limit one kit per household. Separate registration is required for each date.



### Drop-In Genealogy Help

*Saturdays, March 8, April 12, May 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! No registration required.

### Seasonal Home Refresh: Tips to Revitalize Your Space

*Thursday, March 13, 7-8 p.m. Multipurpose Room*

Join us for a session where we'll share helpful tips and advice on how to refresh your living space! Registration is required.

### Behind the Scenes Library Tour

*Wednesday, March 19, 10:00 a.m.,  
Thursday, April 10, 2:00 p.m.,  
Tuesday, May 27, 6:00 p.m.*

Join library director Juliane Morian for a behind-the-scenes look at RHPL's inner workings. Registration is required.

### Electric Cars: Past, Present, and Future

*Thursday, March 20, 7 p.m. Multipurpose Room*

Learn about the early efforts by Henry Ford and Thomas Edison to develop an electric car, the plans major automotive companies have for EV growth, and how the greater Detroit area is contributing heavily to this industry. Registration is required.



### Henry Ford Health Lectures

*Tuesday, March 11, Thursday, April 10,  
Thursday, May 15, 7 p.m. Multipurpose Room*

Health professionals from Henry Ford Health System will lead interactive discussions on important health topics. Visit [calendar.rhpl.org](http://calendar.rhpl.org) for details. Registration is required.

**March 11:** Women's Health and Menopause

**April 10:** Allergies & Asthma

**May 15:** Mental Health Awareness



### Oakland County Health Division Education Series

*Tuesday, April 15, Thursday, April 17, 7 p.m.  
Multipurpose Room*

Oakland County Health Division educators and representatives from Rochester Auburn Hills Community Coalition share information about special topics. Both talks are suitable as training for community members and organizations. Registration is required.

**April 15:** Vaping 101

**April 17:** Prescription Drug Disposal



## Scribes Writers Workshop

*Wednesdays, March 26, April 23, May 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.

## Kanopy & Coffee

*Thursdays, March 27, April 24, May 29,  
7 p.m. Multipurpose Room*

Let RHPL plan your evening out. Screen international and indie movies courtesy of our free streaming subscription service, Kanopy, and cap the night off with delicious coffee and sweet treats. Film synopses are available at [calendar.rhpl.org](http://calendar.rhpl.org). Registration is required.



**Thursday, March 27:**  
*Los Lobos*



**Thursday, April 24:**  
*The Perfect Candidate*



**Thursday, May 29:**  
*Hunt for the Wilderpeople*

## Born in Blood: The Beginning of the National Parks

*Thursday, May 8, 7 p.m. Multipurpose Room*

The United States boasts some of the most beautiful, breathtaking, and virtually untouched landscapes. But do you know the history behind how these pristine areas were created? Learn about the blood and heartache that Indigenous nations faced with the creation of the National Parks system. Registration is required.

## After Hours Library

*Friday, May 9, 6-9 p.m.*

RHPL, but make it chill. Take advantage of extended library hours to enjoy music, refreshments, a silent book club, or an abbreviated, self-serve library experience. No registration required.



## Speed Friending Event

*Thursday, May 22, 6-8 p.m. Multipurpose Room*



This event offers a relaxed atmosphere with a speed-dating-like setup with no dating or romance involved. Engage in guided one-on-one conversations followed by opportunities to socialize and create crafts. Registration is required.



## Concerts

*2 p.m. Multipurpose Room. Registration is required.*

### Diane Westin Band

*Sunday, March 30*

Easy-listening tunes meet an eclectic mix of audience favorites.

### Leonardo Gianola

*Sunday, April 6*

A journey from the beginning of Blues to its influence on post-war music.

### Dirk Kroll Band

*Sunday, May 4*

Blues-based rock with some Americana and jazz flavors.



## Crafts

### Cement Garden Ornament

*Tuesday, April 8, 9 a.m. Take & Make*

Make adorable cement garden ornaments for garden beds. Pick up at either the 2<sup>nd</sup> floor Adult Reference Desk or the Drive-Up Window Tuesday, April 8 through Monday, April 14. Limit one kit per household. Registration is required.



### Book Page Bunny Art

*Thursday, April 17, 6-7 p.m. Conference Room A*

Create an easy-to-make piece out of recycled books, perfect for your entryway or mantel. Registration is required.

### Pressed Flower Jar

*Tuesday, May 6, 7 p.m. Conference Room A*

A simple yet elegant craft using dried flowers and Mod Podge. Each registrant will be provided with one glass jar, but please feel free to bring your own to decorate as well. Registration is required.



### Blackout Poetry

*Thursday, May 8, 6-7 p.m. Conference Room B*

Learn how to create blackout poetry and add a creative design to your poetry page. Registration is required.



## Games

### Open Board Gaming

*Sundays, March 9, April 13, May 11, 1-5:30 p.m. Conference Room A*

Calling all tabletop board gamers! Looking to play a new game or meet fellow board gaming friends? We will have different games available but feel free to bring one of your favorites from home! Sign up at [calendar.rhpl.org](http://calendar.rhpl.org) to be reminded the day before the event. No registration required.

### Jigsaw Puzzle Tournament

*Saturday, March 15, 1 p.m. Multipurpose Room*

Grab some family or friends and join us for a jigsaw puzzle tournament! Teams of no more than six people will compete to see who can finish a 1,000-piece jigsaw puzzle the fastest (or who can complete the most). Registration is required.

### Know-It-All Trivia Smackdown!

*Monday, April 14, 7 p.m. Main Street Billiards, Solarium area*

Know a little bit about everything? Meet us at Main Street Billiards (215 S. Main St.) with your team of up to six 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.

**NEW!**

**Check out our new subscription databases available for free with your RHPL library card. Use them at the library, at home, or on the go on your mobile device at [rhpl.org/databases](http://rhpl.org/databases).**

### PressReader

*PressReader* links to over 7,000 publications from around the world. Your RHPL card gives you free access to all of them.

### Newspapers.com Library Edition

With over 200 million pages of newspaper and over 23,000 publications to explore, you can search this historical resource for articles published as far back as 1690.

## ADULT SERVICES

# BOOK CLUBS

### 50 Books in a Year

*January 2025–December 2025*

Make 2025 your best reading year ever by challenging yourself to read more. Keep a log of your reading using the Beanstack app or [rhpl.beanstack.org](http://rhpl.beanstack.org) to win prizes.

### Books on Tap

*Mondays, March 10, May 12, 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. Registration is required.

**March 10:** *Class: A Memoir of Motherhood, Hunger, and Higher Education* by Stephanie Land

**May 12:** *Everyone in My Family Has Killed Someone* by Benjamin Stevenson

### Between the Lines

*Tuesdays, March 18, April 15, May 20, 2 p.m. Conference Room A*

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

**March 18:** *Elevator in Saigon* by Thuân

**April 15:** *Silent Spring* by Rachel Carson

**May 20:** *The Frozen River* by Ariel Lawhon

### Reading Rainbow

*Mondays, March 24, April 28, 7-8:30 p.m. Conference Room B*

Reading Rainbow is a book group for people interested in reading and discussing fiction, memoirs, and graphic novels that reflect the diversity of the queer experience. Titles will be selected with participant input. Visit [calendar.rhpl.org](http://calendar.rhpl.org) for more information. Copies of the book are available at the Adult Reference desk or online through Libby or Hoopla. Registration is required.

### "Petticoat Surgeon" by Dr. Bertha Van Hoosen

*Wednesday, March 26, 6 p.m. Conference Room A*

Celebrate a local icon by reading Dr. Bertha Van Hoosen's autobiography and discussing it together on her 162<sup>nd</sup> birthday. Books are available for checkout at the Adult Reference Desk. Registration is required.

### Intergenerational Book Club

*Saturday, April 12, 1 p.m. Adults and Grades 6-8. Conference Room A*

The Intergenerational Book Club is designed to create cross-generational connections where two different age groups can speak on an equal footing. Moderated by an Adult and Youth Librarian, students and Adults will discuss the Middle School novel, *Healer of the Water Monster* by Brian Young. Pick up books at the Adult or Youth Services Desk one month in advance. Registration is required.



# the Makerspace

at Rochester Hills Public Library



## Makerspace Programs

For a complete listing of all of our programs, detailed descriptions, and to register, visit [rhpl.org/program-calendar](http://rhpl.org/program-calendar) or scan the QR code. Registration opens one month in advance of the program. Programs begin promptly at their listed start time. Questions? Call 248-650-7170 or email [help@rhpl.org](mailto:help@rhpl.org).

*Please register for only one session for each program. Duplicate registrations will be canceled.*

### Electrical Soldering Intro for Adults

Wednesdays, March 5, May 7, 6-8 p.m.  
Ages 18 and up.

Learn some basic skills in soldering electronics as we assemble a small circuit board. This event will require a lot of dexterity as we will be manipulating small pieces. Registration is required.

### Laser Cut 3D Puzzle

Wednesday, March 19, 6-8 p.m. Ages 8 and up.

Learn a little about the laser cutter and assemble a 3D cardboard puzzle. Bring your thinking caps! Registration is required.

### Spring Origami

Session 1 - Wednesday, April 2, 6 p.m.-7 p.m.

Ages 8 and up.

Session 2 - Wednesday, April 2, 7 p.m.-8 p.m.

Ages 8 and up.

Make different origami spring crafts.

Registration is required.

### Diamond Painting

Session 1 - Wednesday, April 16, 6 p.m.-7 p.m.

Ages 8 and up.

Session 2 - Wednesday, April 16, 7 p.m.-8 p.m.

Ages 8 and up.

Create diamond painting stickers. These are paint-by-numbers stickers but instead of paint, we'll use bedazzling gems. Registration is required.



### Coloring for Adults

Session 1 - Wednesday, May 21, 6 p.m.-7 p.m.

Ages 18 and up.

Session 2 - Wednesday, May 21, 7 p.m.-8 p.m.

Ages 18 and up.

Need to just sit and color? Join us for an adults-only stress-relieving coloring event.

Registration is required.



Have you tried our vacuum-forming machine? This new equipment heats and molds plastic sheets to conform to objects. Make molds for cakes, decorative trays, or plastic shells to make your own toys.

Need a visual before you try? Sign up for our Cement Garden Ornament program to see the molds in action! See page 9 or [calendar.rhpl.org](http://calendar.rhpl.org) for details.

Visit [rhpl.org/makerspace](http://rhpl.org/makerspace) for details, specifications, and pricing.





## Teen Programs

For a complete listing of all of our programs, detailed descriptions, and to register, visit [calendar.rhpl.org](http://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](mailto:help@rhpl.org).

### Monthly Programming

**Wednesdays, 7-8:30 p.m.**  
Registration not required.

#### Video Game Evening

*March 5, April 2, May 7.*

*Multipurpose Room/Conference Rooms*

Show your skills in one of our monthly video game tournaments!

#### Teen Advisory Board (TAB)

*March 12, April 9, May 14. Conference Room A*

Share your opinions on teen programs, prizes, displays and other library matters at these fun-filled meetings. Please fill out the RHPL TAB Application under the Teen Volunteer tab of Teen Services.

#### Teen Coding Club

*March 19, April 16, May 21. Conference Room A*

Practice coding with like-minded people. Please bring your own device.

#### RHPL Players Guild (RPG)

*March 26, April 23, May 28. Conference Room A*

Join other teens for tabletop games, including board games, card games, role-playing games, and more!

#### Volunteer Opportunity

##### Basic Technology Help for Seniors

*Saturdays, March 8, April 19, May 3, 12-1 p.m.*  
*Conference Room A*

Meet one-on-one with seniors to offer tech help in a patient and friendly environment. Contact the teen librarian at [teen@rhpl.org](mailto:teen@rhpl.org) to volunteer. Registration is required.

#### Mobile Escape Room

*Saturday, March 22, 1-3 p.m.*

Choose between a Wild West Saloon to find a stash of gold or the Supervillain Lair to destroy a bomb and save the world. Registration is required.

#### Nerf @ Night

*Friday, April 25, 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 can admit up to two people. Registration is required.

#### Livelooping & Beatboxing with Mr. Tim

*Saturday, May 17, 1-3 p.m. Multipurpose Room*

Come learn how to mix music and beatbox with a trained professional. Make your own loops following a live demonstration. Registration is required.

### AP Exams stressing you out? Finals getting you down? We have something for that!

Visit our test prep corner or reserve resources online at [rhpl.org/teen](http://rhpl.org/teen). If you need a quiet place to focus, you can book a study room online with your RHPL library card. If you need moral support while you work, find a spot in our renovated Teen space (we recommend the comfy booths) or drop into our open study hours in Conference Room A to recharge with refreshments generously provided by the Friends of RHPL.

*Open study dates. See times at [rhpl.calendar.org](http://rhpl.calendar.org).\**

*May 7–May 14*

*June 4–June 10*

*\*Dates and times subject to change and cancellation without notice.*





## Youth Programs

For a complete listing of all of our programs, detailed descriptions, and to register, visit [calendar.rhpl.org](http://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](mailto:help@rhpl.org).

### March Book Madness

*March 1-31. All ages. Youth Room*

Fill out your book bracket and vote each week on which books you think should advance to the next round. The most accurate completed bracket wins a prize! No registration required.

### Evening Family Storytime

*Mondays, March 3, April 7, May 5, 7 p.m. All ages. Storyroom*

Join Miss Kim for a special monthly themed storytime for the whole family. Separate registration is required for each date.



### Early Lit Group: Big Fun in the Big Room

*Mondays, March 3-31, 10:30 a.m. OR  
Tuesdays, March 4-April 1, 10:30 a.m. OR  
Wednesdays, March 5-April 2, 10:30 a.m.  
Ages Birth-5 with a caregiver. Multipurpose Room*

Join your favorite Youth Librarians in the big room for some big fun! We'll read stories, sing songs, and enjoy active play and movement! Registration is required.

### Parent Child Workshop

*Thursdays, March 6-April 3, 10:30 a.m. Ages 1-3. Multipurpose Room*

A five-week toddler playgroup where families can play, relax, make friends, and talk one-on-one with specialists on child development. Registration is required.

### How to Catch a Leprechaun

*Tuesday, March 11, 6:30 p.m. Ages 5-10. Storyroom*

Listen to the story *How to Catch a Leprechaun* and make your own leprechaun trap. Registration is required.

### PAWS for Reading

*Wednesdays, March 12, 26, April 9, 23, May 14, 28, 6:30 p.m. Ages 4 and up. Youth Room*

Practice your reading with a therapy dog. Separate registration is required for each date.

### LEGO® Club

*Tuesdays, March 25, April 22, May 13, 6 p.m. Ages 4 and Up. Multipurpose Room*

Unleash your creativity! Our club is a great way to meet other LEGO® enthusiasts. The library will supply all the bricks, just bring your imagination. Projects will be displayed in the Youth room. Separate registration is required for each date.



### Parent Tween Crafternoon

*Thursday, March 27, 2 p.m. Ages 9-12. Storyroom*

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

### National Poetry Month Kickoff

*Tuesday, April 1, 6 p.m. Ages 8-11. Multipurpose Room*



In honor of National Poetry Month, join us to write, illustrate, and decorate poems! Registration is required.

# 14 YOUTH SPRING BREAK BREAK OUT

## Don't have Spring Break plans? Now you do!

Keep your kids entertained and learning during their school break with RHPL's Spring Break Break Out. Sign up for one or all of these special events to break out of the house and your usual no-school routine.



## Wildlife in Your Backyard with the Howell Nature Center

*Monday, March 24, 2 p.m. All Ages.*

*Multipurpose Room*

We share our world with wildlife, even our backyards! Meet Wildlife Ambassadors from the Howell Nature Center and learn about the wildlife found around our homes. Registration is required.

## Beverly Meyer, The Music Lady

*Wednesday, March 26, 2 p.m. All Ages.*

*Multipurpose Room*

With her guitar in hand and energy that knows how to reach the imaginations and attention of young audiences, Beverly charms all with her compelling voice and quick wit. Registration is required.

## KABOOMISTRY with the Michigan Science Center

*Friday, March 28, 2 p.m. All Ages.*

*Multipurpose Room*

Why do things explode? Learn about the relationships between pressure, temperature, and fuel to explain why things go KA-BOOM! We'll mix physics and chemistry to get some loud, flashy effects! Registration is required.

## Unicorn Utopia

*April 1-30. All Ages. Youth Room*

Join us for a magical celebration of unicorns in April. We will have worksheets, scavenger hunts, and more. No registration required.

## Make Your Mark: Bookmark Edition

*Monday, April 21, 5:30 p.m. Ages 4 and up.*

*Storyroom*

Don't you love it when you find a delightful bookmark in a book you just checked out? Please join Miss Kim in creating bookmarks that we are going to put into random books for other kids to find when they check them out. No registration required.

## Halfway to Halloween Spooky Cupcakes

*Tuesday, April 29, 6:30 p.m. Ages 6-12. Storyroom*

Make your own Spooky cupcakes that you can eat and enjoy right after. Registration is required.

## Authors in April Autograph Party

*Wednesday, April 30, 4 p.m. All Ages.*

*Multipurpose Room*

Our 2025 authors, Deborah Freedman (TK-1), Drew Brockington (2-3), Kelly J. Baptist (4-5), and Jennifer A. Nielsen (Middle School) will be on hand to sign books. Limited quantities and titles will be available for purchase. Visit [authorsinapril.org](http://authorsinapril.org) for more information. No registration required.

## Spring Scavenger Hunt

*May 3-18. All ages. Youth Room*

Stop by the youth room for a floral scavenger hunt and have a blooming good time! No registration required.

## Finger Paintpalooza

*Saturday, May 17, 11 a.m. Ages 1 and up.*

*Storyroom*

Come one, come all to explore and create with paint! All supplies will be provided, please dress for mess. Registration is required.

## Giant Games Tournament

*Saturday, May 31, 11 a.m. Ages 6-11. Library Lawn*

Play RHPL's giant games on the library lawn and compete against your peers! Registration is required.

## YOUTH SERVICES

# BOOK CLUBS

### K-1 Explorers Book Club

*Fridays, March 14, April 25, May 16, 4:30 p.m.*  
*Grades K-1. Storyroom*

Explore the world with Miss Lisa! Come to hear a story or two, chat about topics, and have creative fun. No preparation is required. Separate registration is required for each date.

**March 14:** Lighthouses

**April 25:** Galápagos Islands

**May 16:** Treehouses

### Grades 2-3 Book Club

*Thursdays, March 20, April 24, May 22, 6 p.m.*  
*Grades 2-3. Storyroom*

Join Miss Lisa to chat about books, do activities, and have fun! Pick up books at the Youth Services Desk one month in advance. Separate registration is required for each date.

**March 20:** *The Puppets of Spelhorst* by Kate DiCamillo

**April 24:** *Joyful Noise* by Paul Fleischman

**May 22:** *The Year of Billy Miller* by Kevin Henkes

### Tween Book Club

*Wednesdays, March 19, April 23, May 21, 6 p.m.*  
*Grades 4-7. Storyroom*

Join our Tween Book Club. Talk about books, eat snacks, and play a game. Pick up books at the Youth Services Desk one month in advance. Separate registration is required for each date.

**March 19:** *Wings of Fire #1: The Dragonet Prophecy*: the graphic novel by Tui Sutherland

**April 23:** *The Year of the Dog* by Grace Lin

**May 21:** *Ghosts* by Raina Telgemeier

### Intergenerational Book Club

*Saturday, April 12, 1 p.m. Adults and Grades 6-8.*  
*Conference Room A*

This spring, RHPL is offering an intergenerational book club designed to create cross-generational connections where two different age groups can speak on an equal footing.

Speaking about the reasoning behind the new program, co-moderator librarian Lucia said, "We know reading has many benefits, but reading across age ranges adds socialization to the mix, which is good for everyone."

Middle School age participants and Adults will discuss the Middle School novel, *Healer of the Water Monster* by Brian Young. Moderating the discussions offers a safe and welcoming environment to explore themes and subjects, all while bridging generational gaps. Co-moderator librarian Jackie encouraged patrons to sign up noting, "In one program we've encouraged reading for fun and provided space and time for conversation, understanding, and human interaction."

Both librarians are hopeful that his program will become a mainstay in the RHPL lineup and encourage any adult skeptical of reading children's books to sign up and see how universal experiences can be in literature.

Copies of the book will be available for check out at the Adult Reference Desk and the Youth Reference Desk. Please visit [calendar.rhpl.org](http://calendar.rhpl.org) to sign up. Registration is required for this event.





500 Olde Towne Rd.  
Rochester, MI 48307

Nonprofit Org.  
U.S. Postage  
PAID  
Rochester, MI  
Permit #69

## Serving Rochester, Rochester Hills, and Oakland Township

### 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](http://rhpl.org) for hours & holiday closures

### Books on Board (BoB) Bookmobile Services

Our bookmobile brings the library to you – place holds, browse a curated collection, or return your materials at a convenient time and location throughout the community.

Visit [rhpl.org/bookmobiles](http://rhpl.org/bookmobiles)  
for the full schedule.

500 Olde Towne Rd.  
Rochester, MI 48307

248-656-2900  
[rhpl.org](http://rhpl.org)



Date: 1/4/2024

500 Olde Towne Road  
Rochester, Michigan 48307-2043

Replied via email  
1/15/25  
WJL

# Comment Card



We love our library! As an information literacy specialist in RCS, I just want to say that we miss our school outreach librarian. Would you ever consider filling that position in the future?

(Optional) Name:

Contact #:

Email:

For staff use only:



Date: Jan 9, 2025

500 Olde Towne Road  
Rochester, Michigan 48307-2043

# Comment Card



Mary Asmus' work Rhythm in Red is gorgeous. Thank you for sharing your art.

(Optional) Name:

Contact #:

Email:

For staff use only:

Shared this comment with Mary Asmus. -Juliane 1/15/2025



Date: 1/29/25

500 Olde Towne Road  
Rochester, Michigan 48307-2043

# Comment Card



Thank you Matt + Hunter for your teaching and patience in the makerspace. You always are so helpful and kind. We have loved learning about the awesome tools and have made several great projects - ornaments, water bottles, mugs and towels. We have done several projects as a family and you both all

(Optional) Name:

Contact #:

Email:

For staff use only: have always worked so well with w. Mary-thanks!

Called patron to thank him for the complimentary note. -Juliane 2/5/2025



ROCHESTER HILLS  
PUBLIC LIBRARY

500 Olde Towne Road  
Rochester, Michigan 48307-2043

# Comment Card

Date January 30th

I liked to express about my first visit to makerspace with specialist Matt. He was knowledgeable, Enthusiastic & patience! He helped us make a puzzle for our 3 year old grandson from a photo without an appointment. He also took us on a tour & Explained all the wonderful features available to us. A true asset to R.H.P.L. Absolutely so!

Optional: Name

Contact No.

## Oakland County community calendar Jan. 5 and beyond

- Rochester Hills Public Library presents “Resources & Guidance for the 2025 Tax Filing Season” at 7 p.m. Jan. 16, at the library, 500 Olde Towne Road, Rochester; open to the public, registration is required at [calendar.rhpl.org](http://calendar.rhpl.org) or call [248-656-2900](tel:248-656-2900).
- Rochester Hills Public Library to host “Winter Wonder Library,” 6-8 p.m. Jan. 17, outside at the library’s garden, 500 Olde Towne Road, Rochester. An after-hours event packed with crafts, hot cocoa and cookies, dancing and seasonal fun for all ages, open to the public, no registration required. For information, visit [calendar.rhpl.org](http://calendar.rhpl.org) or call [248-656-2900](tel:248-656-2900).

Oakland Press, January 5, 2025

## Winter Wonder Library

Friday

January 17, 2025

6:00 pm - 8:00 pm

### Description

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, and enjoy activities throughout the library for all ages.

Macaroni KID, January 11, 2025



## **Oakland County community calendar Jan. 12 and beyond**

- Rochester Hills Public Library to host “Winter Wonder Library,” 6-8 p.m. Jan. 17, outside at the library’s garden, 500 Olde Towne Road, Rochester. An after-hours event packed with crafts, hot cocoa and cookies, dancing and seasonal fun for all ages, open to the public, no registration required. For information, visit [calendar.rhpl.org](http://calendar.rhpl.org) or call [248-656-2900](tel:248-656-2900).
- Rochester Hills Public Library presents “Resources & Guidance for the 2025 Tax Filing Season” at 7 p.m. Jan. 16, at the library, 500 Olde Towne Road, Rochester, open to the public, registration is required at [calendar.rhpl.org](http://calendar.rhpl.org) or call [248-656-2900](tel:248-656-2900).

Oakland Press, January 14, 2025

## **Things to do in metro Detroit, Jan. 17 and beyond**

- Rochester Hills Public Library to host “Winter Wonder Library,” 6-8 p.m. Jan. 17, outside at the library’s garden, 500 Olde Towne Road, Rochester. An after-hours event packed with crafts, hot cocoa and cookies, dancing and seasonal fun for all ages, open to the public, no registration required. For information, visit [calendar.rhpl.org](http://calendar.rhpl.org) or call [248-656-2900](tel:248-656-2900).

The News Herald, January 16, 2025

## **Oakland County community calendar Jan. 26 and beyond**

• Rochester Hills Public Library presents “Winter Feeder Birds with Dinosaur Hill” at 7 p.m. Jan. 28, at 500 Olde Towne Road in Rochester. Amanda Felk from Dinosaur Hill to help attendees learn to identify the common backyard feeder birds in Michigan and which foods attract which birds and mix up a batch of Miracle Meal for a woodpecker feeder, (one woodpecker feeder log per family), open to the public. Registration is required at [www.rhpl.org](http://www.rhpl.org) or [248-656-2900](tel:248-656-2900).

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

Oakland Press, January 27, 2025

## **Things to do in metro Detroit, Jan. 31 and beyond**

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

Oakland Press, January 29, 2025

# Library Director's Report



ROCHESTER HILLS  
PUBLIC LIBRARY

# Director's Report

February 11, 2025

**1. Facilities Condition Assessment**

RHPL has joined the Michigan Inter-governmental Trade Network (MITN), a purchasing division of the Bidnet/Sovra platform. This partnership allows RHPL to leverage the scale and breadth of Bidnet to reach a large array of vendors for various capital projects. Historically, RHPL has contacted preferred vendors and invited them to bid on projects. Use of preferred vendors appropriate for certain kinds of projects, but participation in BidNet connects RHPL to new and novel vendors as well. The Facilities Condition Assessment (FCA) bid is currently open and will close on February 25th. My aim is to present a vendor recommendation to the Board of Trustees at the March 10th meeting. Our bid stipulates a final report due back to the full board for presentation at the May board meeting.

**2. Early Voting**

City of Rochester Hills has approached RHPL on behalf of Oakland County's elections division to serve as an early voting site through the end of 2026. Oakland County libraries met with Oakland County Election Clerk, Lisa Brown, on February 4th to discuss challenges incurred across multiple library sites during the early election period in November of 2024. Oakland County pledged to establish a dedicated phone line where library staff can direct election-related questions (rather than fielding them independently), increased signage and better visibility for the site supervisor, increased staffing and better queue line management. In regards to RHPL's specific concerns about the number of signs in the parking lot or monopolization of parking spaces, Oakland County said there are few restrictions they can put in place. The only option they offered is to remove political signs at the end of each day (disposing of them) as a way to curb excess signage.

**3. Volunteer Appreciation moves to May**

RHPL staff will expand and enhance the volunteer appreciation luncheon with an evening soiree to celebrate volunteers. Invitation letters will be sent in April, in conjunction with National Volunteer Appreciation week. Each letter will include details about the personal bookplate honoring each volunteer and invite them to an open house style of party at the library. Our aim is to conduct the party outdoors in the back garden, but we will reserve the multi-purpose room as a rain location. The event will take place on Friday, May 16th from 4:00 - 6:00 pm and will be expanded to include volunteers for the Friends of RHPL.

**4. Library App Update**

The library has soft-launched a library app in the Apple App store and Google Play store for download. There has been positive feedback, but staff and patrons have also observed some challenges with the interface and backend functionality. In researching alternate app options, RHPL staff are aware there are improvements that can be gained by switching platforms, but it will require additional expenses and time to develop. As a result, we are delaying a full press release until spring after we make a final decision on using this version or switching platforms.

**5. Annual Appeal**

The annual appeal mailing was sent to approximately 45,000 homes in November of 2024. The theme for this year’s appeal focused on centennial celebration and community investment in a shared resource. The contributions for 2024 reflect strong local support and incredibly generous community members. Our library accountant estimated that the annual appeal generated around \$35,500 in donations in 2024. This is compared to \$37,000 in 2023 and \$34,500 in 2022.

**6. Out of Office**

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

**7. Upcoming Events**

February 25, 2025	Delegation from Kazakhstan visits RHPL, 9:00 am
February 28, 2025	Friends of RHPL Board Meeting, 7:00 pm
February 28, 2025	Community Outlook Breakfast, 7:30 am - 10:00 am
March 10, 2025	RHPL Board of Trustees Meeting, 7:00 pm
March 25, 2025	Friends of RHPL Board Meeting, 7:00 pm



## Statistical Report - Usage for the month of January 2025

<i>Circulation</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
Checkouts	43,627	42,386	-2.8%	43,627	42,386	-2.8%
Renewals	47,428	44,946	-5.2%	47,428	44,946	-5.2%
e-Materials	31,640	34,565	9.2%	31,640	34,565	9.2%
Bookmobile	3,528	3,972	14.1%	3,528	3,972	14.1%
Mini-Branch	1,555	1,228	-21.0%	1,555	1,228	-21.0%
OTBS Circ	5,804	5,227	-9.9%	5,804	5,227	-9.9%
MeLCat Borrowed	1,534	1,372	-10.6%	1,534	1,372	-10.6%
MeLCat Loaned	1,588	1,610	1.4%	1,588	1,610	1.4%
<b>Total Circulation</b>	<b>136,704</b>	<b>135,306</b>	<b>-1.0%</b>	<b>136,704</b>	<b>135,306</b>	<b>-1.0%</b>

<i>Other Statistics</i>	LY Month	Month	MTM	Last YTD	YTD	YTY
In-Person Visits	35,995	32,433	-9.9%	35,995	32,433	-9.9%
Room Reservations	988	1,019	3.1%	988	1,019	3.1%
Adult Programs	33	37	12.1%	33	37	12.1%
--Attendance	1,134	410	-63.8%	1,134	410	-63.8%
Teen Programs	5	6	20.0%	5	6	20.0%
--Attendance	35	86	145.7%	35	86	145.7%
Youth Programs	32	36	12.5%	32	36	12.5%
--Attendance	669	901	34.7%	669	901	34.7%
Outreach Attendance	106	138	30.2%	106	138	30.2%
Makerspace Use	400	673	68.3%	400	673	68.3%
Computer Use	1,576	1,514	-3.9%	1,576	1,514	-3.9%
Wireless Use	5,935	6,213	4.7%	5,935	6,213	4.7%
Database Use	6,609	6,821	3.2%	6,609	6,821	3.2%
Volunteer Hours	288	285	-1.0%	288	285	-1.0%

### Number of Library Card Holders

<i>Municipality</i>	LY Month	Month	% Total
Rochester Hills	44,306	46,127	58.7%
Rochester	9,957	10,506	13.4%
Oakland	9,165	9,084	11.6%
Non-residents	4,179	5,197	6.6%
Virtual Students	7,305	7,625	9.7%
<b>Total Card</b>	<b>74,912</b>	<b>78,539</b>	<b>100%</b>

### Number of Items

<i>Type</i>	LY Month	Month
Print	268,829	284,921
Audio	19,318	19,847
Video	47,369	48,825
Other	440	441
E-Material	26,831	31,296
<b>Total</b>	<b>362,787</b>	<b>385,330</b>

## **Committee Updates**



ROCHESTER HILLS  
PUBLIC LIBRARY

## Fines and Fees Policy

### Policy Statement

A public library exists to serve the community and is based on the concept of sharing resources. When one person violates that principle by retaining materials beyond the established limits, that person takes unfair advantage of the community as a whole.

### Regulations

- To encourage the prompt return of materials, the library charges a per day overdue fine based on the type of item:

<u>Library Material Type</u>	Daily Overdue Fine	Maximum Fine
<b><u>Print Materials</u></b>		
Books	25¢	\$10
Book discussion kits	\$1	\$100
Circulating periodicals	25¢	\$3
Interlibrary loans	\$1	\$25
<b><u>Non-Print Materials</u></b>		
Audiobooks (CD)	25¢	\$25
Bob Book Kits	25¢	\$10
Music CDs	25¢	\$10
DVDs – feature length	<del>25¢</del> \$1	\$15
DVDs – Television Series	<del>25¢</del> \$1	\$40
Game Kits	<del>25¢</del> \$1	\$100
Hooked on Phonics	<del>25¢</del> \$1	\$100
Low vision aids	25¢	\$10
Puppets	25¢	\$10
Playaway Audiobooks	25¢	\$25
Playaway Launchpads	<del>25¢</del> \$1	\$50
Playaway Views	<del>25¢</del> \$1	\$50
Video game	<del>25¢</del> \$1	\$10
<b><u>Experience-Based Learning Kits</u></b>		
Adventure Kits	\$1	\$100
Game Kits	<del>25¢</del> \$1	\$100
Puzzle Kits	25¢	\$10



## Fines and Fees Policy

Hobby Kits	\$1	\$35
Outreach MYLE kits	<del>\$1</del> 25¢	\$100
Steam Kits	\$1	\$50
Story kits	<del>\$1</del> 25¢	\$100
Tech Kits	\$5	\$100

2. On the day after the due date, all materials will be considered overdue if they have not been renewed or returned.
3. Patrons should alert library staff if an item is thought to be returned (or never checked out in the first place) though still showing out on a patron's account and library staff will initiate the misplaced items workflow. Library staff and patrons will search for misplaced items for four months; during that time no overdue fees will accrue. If the item is not located at the end of the search period, a \$10 nonrefundable search fee will be applied to the patron's account.
4. No fines will accrue on days that the library is closed.
5. The library's computer system will notify patrons of the overdue materials via email, text message or United States Postal Service in compliance with state law.<sup>1</sup>
6. Any patron with an account balance of \$15 or more shall forfeit borrowing, renewing, reserving computers, program registration, proctoring and meeting room privileges until fines are paid. Patrons experiencing unusual difficulty in returning their materials or paying their fines should contact the library circulation staff.
7. Accounts with a balance of \$15 or more for over 42 days shall be turned over to a collection recovery agency. A nonrefundable service fee will be automatically added to the account. Written notification will be sent to patrons before the account is turned over to the library's collection agency.
8. Patrons should resolve disputed fees before paying for them. After three (3) months, the library will not issue refunds.

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Approved: July 11, 2022

Rochester Hills Public Library Board of Trustees

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<sup>1</sup> MCL 397.603 *et seq.* Library Privacy Act

## Internet Access and Use Policy

### Policy Statement

Internet access and the provision for public computing at the Rochester Hills Public library (RHPL) are an extension of the library's commitment to meeting the community's information needs.

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### General Access

1. Internet access, computing resources and online resources accessible through the Library are provided to all library patrons in good standing regardless of age, gender, sexual orientation, race, ethnicity, disability, language proficiency, or social or economic status.
2. The library neither monitors nor controls internet information and cannot be held responsible for its content, quality, accuracy, or currency. The internet is a worldwide community with a highly diverse user population, and its use is at the patron's discretion.
3. Librarians have developed a variety of recommended links in order to facilitate public use of the internet. Patrons should recognize, however, that the library is not responsible for changes to the content of linked sites, nor for the content of sources accessed through subsequent links. See *INF-3 Web Site* policy.
4. Staff will provide assistance to internet users to the extent that time and patron demands allow. See *INF-2 Information Services* policy.
5. Internet access may be unavailable at times due to technical difficulties.

### Procedures for Use

6. Internet access is free to all patrons with a valid RHPL card in good standing. Patrons who are not eligible for a RHPL library card may request a guest card that is valid for one day. Patrons will need to log into the computer with their library card number and PIN/password.
7. Workstations are available on a first come, first served basis. Library cardholders are granted a one-hour session for computer use. Guest pass users are granted a thirty-minute session for computer use. Additional time may be available if no other patrons are waiting.
8. The library offers the capability to print from its computers. The library charges for the use of its printers. The current fee is \$.10 for black and white and \$.25 ~~\$.50~~ for color copies.
9. The workstations must be used in a responsible manner, respecting the rights of others, and taking care with the use of the equipment. Changing workstation and/or internet settings is prohibited. Users shall refrain from use of personal software, the attachment of equipment to the library's computers or networks or

## Internet Access and Use Policy

- the modification of any operating system or network configuration. Users shall also refrain from downloading/uploading files to/from the library's computers that are reasonably likely to contain viruses or other programs that may harm the library computers or operating systems. Users are also not permitted to change the security setup, operating systems, the network configuration, or any other configuration of any library computer terminal without authorization. Users are also not permitted to add any hardware or devices to the computer terminal..
10. Unauthorized use of others' passwords or identity is prohibited. Users must not attempt to modify or gain access to files, passwords or data belonging to others; and may not hack or seek disallowed access to any computer system via the internet.
  11. The workstations cannot be used for any fraudulent or unlawful purpose, including activities prohibited under any applicable federal, Michigan or local laws, including but not limited to, (1) accessing materials that can be classified as obscene<sup>1</sup> or child pornography; (2) gaining unauthorized access to or use of patron information or accounts; (3) engaging in identity theft; (4) engaging in civil rights violations; or (5) monitoring or capturing information regarding individuals and their use of the computers or internet illegally, such as by using a keylogger.
  12. Patrons should be aware that material on the internet is copyrighted and may be subject to other intellectual property rights. It is the patron's responsibility to be aware of the display of any notices concerning the copyright of information and other intellectual property on the internet, and to respect the federal copyright and other intellectual property laws. Responsibility for any consequences of copyright infringement or violations of other laws or agreements lies with the User. The library expressly disclaims any liability or responsibility resulting from such use.
  13. While respecting intellectual freedom and patrons' First Amendment rights, the same rules apply to the use of the internet as with the use of any other library materials. All internet users must comply with the *CUS-2 Code of Conduct* policy.
  14. Minors may not access, send, receive, print, or be exposed to materials that can be classified as obscene or harmful<sup>2</sup> to minors<sup>3</sup>. Patrons are legally responsible for ensuring that minors are not exposed to such content. Library staff may request that a patron utilize a privacy screen, move to a computer location where minors are not present, or implement another means to avoid display of obscene matter or sexually explicit matter that is harmful to minors.

### Internet Filtering; Children Under 18

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<sup>1</sup> Michigan Obscene Material Act, P.A. 343 of 1984

<sup>2</sup> Michigan Harmful to Minors Act, P.A. 33 of 1978

<sup>3</sup> MCL 397.606 *et seq.* library Privacy Act

## Internet Access and Use Policy

15. Filtered Access. To comply with the requirements of the Children’s Internet Protection Act (CIPA) and Michigan’s Public Act 212 of 2000 (PA 212), all computer terminals are filtered. Further, the library’s wireless access is also filtered. Filtered access means the computer or wireless system has a program installed that is designed to restrict minors from receiving obscene materials or sexually explicit materials that is harmful to minors as defined by PA 212 and visual depictions that are obscene, child pornography or harmful to minors as defined by CIPA. This filtering method is designed to prevent access by minors to inappropriate matter on the internet.
16. Safety of Minors Regarding E-Mail. The library does not filter e-mail or other direct electronic communications. It is the responsibility of the parent or guardian to educate the minor on safety and security and monitor the use of these communications. The library will provide educational materials related to the safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications, unlawful online activities, and dissemination of personal information regarding minors. However, parents or guardians are responsible for monitoring a minor’s access to internet.
17. Internet Filtering – Patrons 18 Years of Age or Older.
- A. *Disable Filters.* Patrons 18 years of age or older may request to have the filters disabled for bona fide research or other lawful purposes. The library’s wireless access cannot be disabled, so any patron who desires to have the filters disabled must use the library’s computers.
  - B. *Unblock Sites.* Individuals 18 years of age or older who believe an internet site has been improperly blocked can request that the site be “unblocked.” A request to unblock should be in writing to the library director and signed by the person making the request. A decision on the site’s status will be made by the library director, who will prepare a written reply to the individual submitting the form.
  - C. *Internet Filtering – Patrons Under 18 years of Age.*
    - 1. Responsibility of Parents and Legal Guardians. As with other materials in the library’s collection, it is the library’s policy that parents or legal guardians are responsible for deciding which library resources are appropriate for their children. The library urges parents and guardians to discuss internet use with their children and to monitor their use of this educational tool. Parents and youth patrons are encouraged to participate in the library’s training offered on internet use that explains both the benefits and pitfalls inherent in its use.
    - 2. Unfiltering Terminals. Minors who are 17 years old may only have the filters (filters used to filter visual depictions of obscenity, child pornography and materials that is deemed harmful to minors as

## Internet Access and Use Policy

prohibited by CIPA) disabled on a computer used by that patron for (1) bona fide research or other lawful purposes and (2) only if a parent or legal guardian has accompanied them to the library and is always sitting at the computer station or terminal. Patrons under the age of 17 may not ask for the terminal to be unfiltered pursuant to the requirements of CIPA.

3. Unblocking Websites. Patrons under the age of 18 may request in writing that a particular site be unblocked, but only if the site does not include obscene or sexually explicit materials deemed harmful to minors or other materials prohibited by law. The library director shall make that determination.

### Enforcement and Appeal

Staff is authorized to terminate any patron's session if the patron has failed to comply with the library's *INF-4 Internet Access and Use* policy. The library director may impose longer or permanent restrictions for violations of the library's policies. Internet patrons whose session has been terminated or whose access to the library has been prohibited may appeal the decision to the board of trustees as set forth in the *CUS-2 Code of Conduct* policy.

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Approved: January 12, 2009, October 11, 2021  
Rochester Hills Public library Board of Trustees

## Policy Statement

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

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## Regulations

### I. Scheduling of Meeting Rooms

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

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

### **II. Rules for Meeting Room Use**

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

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

### III. Publicity:

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

### IV. Prohibited Activities:

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



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

### V. Fees:

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

### VI. Violation and Appeals

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

### VII. Library Disclaimer:

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

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Approved: September 13, 2021  
Rochester Hills Public Library Board of Trustees

## Other Business



ROCHESTER HILLS  
PUBLIC LIBRARY

## License Agreement

Rochester Hills City Library Board (“Licensor”) hereby grants a license for use of its property as set forth herein to:

**Name of Entity or Person (“Licensee”): Board of County Election Commissioners for Oakland County**

**Address: 1200 N. Telegraph, Pontiac, Michigan 48341**

**Contact Person: Joseph Rozell, Director of Elections for Oakland County**

**Telephone Number: 248-452-2276**

**E-Mail Address: rozellj@oakgov.com**

For and in consideration of the issuance of this license, the Parties agree to the following terms and conditions:

1. **Use of Property.** Licensee may only use the property described below for the purposes set forth in this Agreement.
  - 1.1. **Property.** Rochester Hills Public Library, 500 Olde Towne Rd., Rochester, MI 48307. (“Property”)
  - 1.2. **Use.** The Property shall only be used as an Early voting site pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963 and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq* during the nine days of Early voting at the election dates specified in Michigan Election Law (the “Election Dates”) and up to two days before and up to three days after Early voting at the Election Dates to allow for equipment setup and equipment removal. Notwithstanding anything in this Agreement, Licensor shall have reasonable access to the Property for other purposes and/or uses during the term of this Agreement so long as such purposes and/or uses are consistent with and do not interfere with Licensee’s use.
  - 1.3. **Term of Agreement.** This Agreement shall begin on the date this Agreement is fully executed (“Effective Date”), and notwithstanding a license generally being terminable at the will of the Licensor, it shall terminate on December 1, 2026 so as to cover more than one election cycle, however, Licensee may only occupy the Property during the nine days of Early voting at the Election Dates and up to two days before and up to three days after Early voting at the Election Dates to allow for equipment setup and equipment removal.
  - 1.4. **Fee.** Licensee shall pay Licensor \$100 for each election in which the Property is used as an Early voting site which shall be governed by the Parties’ Agreement for Election Services as applicable.
  - 1.5. **Condition of Property.** During this Agreement, Licensee shall keep the Property in good order, in a clean and safe condition, and free of trash. Except for normal wear and tear, Licensee’s use of the Property shall not cause damage to the Property.

Licensee is responsible for putting all trash and debris into the appropriate indoor receptacles.

- 1.6. **Condition of Property upon Termination of Agreement.** Except for normal wear and tear, at the expiration or termination of this Agreement, Licensee shall leave or return possession of the Property in the same condition that Licensee found it.
- 1.7. **Compliance with Law.** Licensee, including its employees, agents, volunteers, and subcontractors shall comply with all applicable federal, state, and local laws, regulations, rules, ordinances, and the provisions of this Agreement.
- 1.8. **Signs/Advertisement.** Licensor shall permit the placement of political signage on the Property during the period for Early voting, provided that the signage is not placed within 100 feet of the entrance used by voters. The Election Inspectors responsible for the Early voting site shall be responsible for the enforcement of the 100-foot requirement.
- 1.9. **Alterations, Additions, Changes to Property.** Licensee shall not make any alterations, additions, or changes to the Property, without the prior written approval of Licensor.
- 1.10. **Property "AS IS".** LICENSEE ACCEPTS THE PROPERTY "AS IS." LICENSEE ACKNOWLEDGES THAT LICENSEE HAD THE OPPORTUNITY TO INSPECT THE PROPERTY AND EITHER INSPECTED THE PROPERTY OR CHOSE NOT TO INSPECT THE PROPERTY.
- 1.11. **No Smoking.** Smoking is prohibited on the Property.
- 1.12. **Alcohol Use on Property.** Licensee shall not sell or consume or allow anyone to sell or consume alcoholic beverages on the Property.
2. **Licensee Responsibilities.**
  - 2.1. The Licensee shall coordinate the delivery of the necessary voting equipment and supplies on the Thursday or Friday prior to the start of Early voting.
  - 2.2. The Licensee shall coordinate the removal of the voting equipment and supplies on the Monday or Wednesday after the end of Early voting.
3. **Licensor Responsibilities.**
  - 3.1. The Licensor shall provide access to a clean space for the conduct of Early voting and access to clean restroom facilities to be used by Election Inspectors and voters.
  - 3.2. The fee paid to the Licensor under Section 1.4 includes all costs associated with Licensee's use of the Property and Licensor shall not surcharge Licensee for any additional costs such as electricity or water.
4. **Liability/Assurances.**
  - 4.1. **Damage to Licensor's Property/Facility.** Licensee shall be responsible for any damage to the Property that is caused by Licensee, its employees, agents, volunteers

or subcontractors. If such damage occurs, Licensor may make the necessary repairs and/or replacements or cause a third party to make the necessary repairs and/or replacements. Licensee shall reimburse Licensor the costs for repairing and/or replacing such damage to the Property. Licensor shall invoice Licensee for such costs and Licensee shall pay such costs within thirty (30) days of receiving the bill.

- 4.2. **Damage to Licensee's Property.** Licensee shall be solely and entirely liable and responsible for any loss or damage resulting from fire, theft or other means to its personal property located, kept, or stored on the Property.
- 4.3. **Liability for Claims.** Licensee shall be solely liable and responsible for any claims asserted by Licensee's employees, agents, volunteers or subcontractors occurring at or on the Property, which arise out of Licensee's use of the Property.
- 4.4. **Reservation of Rights/Limitation of Liability.** This Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, or other legal right, privilege, power, obligation, duty, or immunity of the Parties.
- 4.5. **Survival.** Section 4 and the duties and obligations contained herein shall survive the expiration or termination of this Agreement.
5. **Insurance.** Oakland County is self-insured and will provide a self-insurance certificate for use of the Property.
6. **Termination.**
  - 6.1. This Agreement shall terminate automatically at the end of its term.
7. **No Interest in Property.** Licensee, by virtue of this Agreement, shall not have any title to or interest in the Property or any portion thereof. Licensee has not, does not, and will not claim any such title, interest, or any easement over the Property.
8. **Waiver.** Waiver of any term or condition under this Agreement must be in writing. No written waiver, in one or more instances, shall be deemed or construed as a continuing waiver of any term or condition of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
9. **Cumulative Remedies.** A Party's exercise of any remedy shall not preclude the exercise of any other remedies, all of which shall be cumulative. A Party shall have the right, in its sole discretion, to determine which remedies are to be exercised and in which order.
10. **Amendments.** This Agreement cannot be modified unless reduced to writing and signed by both Parties.
11. **Severability.** If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms or conditions shall remain in full force and effect.
12. **Governing Law.** This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan.

13. **Counterparts.** This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one instrument.
14. **Entire Agreement.** This Agreement sets forth all covenants, promises, agreements, conditions, and understandings between the Parties concerning the use of the Property and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between the Parties other than are herein set forth, except the Parties' Agreement for Election Services as applicable.
15. **Authorization.** The Parties represent that their respective signatories have the requisite authority to execute and bind them to the duties and responsibilities contained herein.

**APPROVED AND AUTHORIZED BY LICENSEE:**

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

**APPROVED AND AUTHORIZED BY LICENSOR:**

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE