

HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
Agenda for December 9, 2025
Meabon Room, Howell Carnegie District Library
314 West Grand River Ave, Howell, MI 48843
517-546-0720
Enter through Clinton St Doors

Note time change - meeting starts at 6:00 pm

6:00 Call to Order/Approval of Agenda

6:03 Attendance

6:05 **Consent Agenda:**

A. Minutes from Nov 11, 2025

B. Bills & Payrolls

C. Proposed Pay Structure effective January 1, 2026

D. Requesting a change in the charge for faxing

E. Board Meeting dates for 2026, including request for Dec 2026 meeting to start at 6 pm

6:10 Announcements & Comments from the public

6:15 President's Report

6:20 Treasurer's Report

6:25 Committee Reports - none

6:26 Director's Report

Action Items:

Unfinished Business:

6:30 None

New Business:

6:31 None

Discussion Items:

6:35 Service Spotlight

In-Service Training Topic:

No training topic scheduled

6:40 Comments & Concerns of Board Members

6:45 Next Board Meeting - Tuesday, January 13, 2026

6:46 Adjourn

VISION: Inspire and connect

MISSION: Providing a welcoming hub for resources and experiences

(UNAPPROVED)
HOWELL CARNEGIE DISTRICT LIBRARY
Board of Trustees Meeting
Minutes of November 11, 2025

President Kathryn Tuck called the regular meeting of the Howell Carnegie District Library to order at 7:00 pm.

Susan Pominville moved to approve the agenda as presented. Jacob Schlittler seconded, and a quorum of the board unanimously approved.

Members present: Jennifer Earl, Bob Ellis, Susan Pominville, Jacob Schlittler, Maria Stuart, and Kathryn Tuck. Library Director Holly Ward Lamb, Head of Youth Services Janice Heilman, and Julie McColl from Bredernitz, Wagner & Co., P.C. were also present. Three members of the public also attended the meeting.

Member(s) absent: Heather White.

Maria Stuart moved to excuse Heather White's absence. Bob Ellis seconded, and a quorum of the board unanimously approved.

IN-SERVICE TRAINING

Julie McColl from Bredernitz, Wagner & Co., P.C., reviewed the 2024-2025 financial audit with the trustees.

Bob Ellis moved to approve the consent agenda as presented, including **a) Minutes of October 14, 2025; b) Bills & Payrolls, including the payroll register dated 10/01/25 through 10/31/25 for the amount of \$231,423.56; and c) Library Closings 2026 and updates to the Board Meeting Policies.** Susan Pominville seconded, and a quorum of the board unanimously approved.

Comments from the Public: None

President Kathryn Tuck reported that she had a lovely time with the team at MLA two weeks ago in Lansing. She noted that trustees of any level (including future presidents) can learn something from the conference. She also stated that library programs are beloved by many, and was approached by a library

patron who saw her at Tail Waggin' Tutors and was very enthusiastic about it. She noted that an interaction like this reaffirms why we're here and what we're doing, and she was very excited to participate.

The treasurer's report is part of the library board packet. Treasurer Bob Ellis briefly reviewed the report with the board. Since no action is required, the report is filed.

There were no **committee reports** in October.

In addition to her written report, Director Holly Ward Lamb stated that the December gathering will be at Chemung Hills Country Club on Tuesday, December 9, at 7:00 pm. She also advised that each of the remaining Carnegie Libraries in the country will receive a \$10,000 donation from the Carnegie Foundation to celebrate the United States' Semiquincentennial.

ACTION ITEMS

UNFINISHED BUSINESS:

- Susan Pominville moved to pursue the library's dispute over the change in property status from exempt from ad valorem property taxation to commercial vacant for the two contiguous undeveloped parcels of land located at 217 N. Center, Howell, Michigan (assigned property parcel numbers 4717-36-102-052 and 4717-36-102-053), to the Michigan Tax Tribunal. Holly Ward Lamb reminded the board of its recent decision to seek legal advice on a dispute over the city's recent change in the library's undeveloped property status, which would dictate the property to be taxed rather than remain exempt. Bob Ellis stated that the library property does not meet the criteria for tax exemption, even though it had been designated as such since it was purchased by the library in 2006. Still, Maria Stuart noted that the public is using it at will, and the board previously agreed to follow our tax attorney's advice and dispute the status change. Jennifer Earl seconded, and a quorum of the board unanimously approved.

NEW BUSINESS:

- Bob Ellis moved to change the start time of the December 10, 2025, board meeting from 7:00 pm to 6:00 pm. Jacob Schlittler seconded, and a quorum of the board unanimously approved.

DISCUSSION ITEMS:

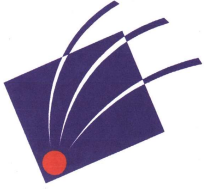
- Holly Ward Lamb advised that the State of Michigan will increase its Minimum Wage starting January 1, 2006, and the library's pay structure will be adjusted to reflect the change.
- After discussion, the board agreed to invite Dana Wnuk, Executive Director for the Howell Opera House, to speak at the January 2026 board meeting, and Shannon Coker, Parks and Programs Coordinator for the City of Howell, to the April 2026 board meeting.
- Service Spotlight: Displays honoring local veterans.

COMMENTS & CONCERNS OF BOARD MEMBERS

None.

Without objection, President Kathryn Tuck adjourned the meeting at 8:09 pm.

Kathleen Murray, Recording Secretary



Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Fund 101-General Fund						
01239	ARGENT INSTITUTIONAL TRUST	11/12/2025	EFT	0.00	500.00	320
750	ENVISIONWARE INC.	11/12/2025	EFT	0.00	35,574.50	321
22	MIDWEST TAPE LLC	11/12/2025	EFT	0.00	166.41	322
939	OVERDRIVE	11/12/2025	EFT	0.00	3,105.45	323
8465	QUILL CORPORATION	11/12/2025	EFT	0.00	528.65	324
01240	TREVIAPAY	11/12/2025	EFT	0.00	76.13	325
BOND	ARGENT INSTITUTIONAL TRUST COMPANY	11/25/2025	EFT	0.00	23,325.00	326
1194	HOOPLA-MIDWEST TAPE	11/25/2025	EFT	0.00	11,072.87	327
1469	KANOPY	11/25/2025	EFT	0.00	440.30	328
22	MIDWEST TAPE LLC	11/25/2025	EFT	0.00	548.30	329
1005	OTIS ELEVATOR COMPANY	11/25/2025	EFT	0.00	197.64	330
939	OVERDRIVE	11/25/2025	EFT	0.00	3,040.82	331
8465	QUILL CORPORATION	11/25/2025	EFT	0.00	207.04	332
01240	TREVIAPAY	11/25/2025	EFT	0.00	75.99	333
1268	DANA ALLEN	11/05/2025	Regular	0.00	25.00	4412
1272	JEREMY EDEN	11/05/2025	Regular	0.00	50.00	4413
549	DORIS MAXFIELD	11/05/2025	Regular	0.00	50.00	4414
MOS	MICHIGAN OFFICE SOLUTIONS	11/12/2025	Regular	0.00	640.70	4415
01206	AMBER CARNAHAN	11/12/2025	Regular	0.00	152.77	4416
510	BAKER & TAYLOR BOOKS	11/12/2025	Regular	0.00	1,294.85	4417
900	BRODART CO.	11/12/2025	Regular	0.00	615.35	4418
1101	CHRISTMAN CONSTRUCTORS, INC	11/12/2025	Regular	0.00	22,792.95	4419
1225	CITY OF HOWELL	11/12/2025	Regular	0.00	891.50	4420
1164	DEE CRAMER	11/12/2025	Regular	0.00	526.25	4421
1415	DELAU FIRE SERVICES	11/12/2025	Regular	0.00	523.00	4422
1549	DTE ENERGY	11/12/2025	Regular	0.00	4,430.31	4423
01034	EVERGREEN OUTDOOR, INC.	11/12/2025	Regular	0.00	1,640.00	4424
2760	FIRST IMPRESSIONS PRINT & MARKETING	11/12/2025	Regular	0.00	231.88	4425
291	FOSTER, SWIFT, COLLING & SMITH P.C.	11/12/2025	Regular	0.00	8,083.50	4426
2850	FRIENDS OF THE LIBRARY	11/12/2025	Regular	0.00	149.85	4427
01236	INGRAM LIBRARY SERVICES	11/12/2025	Regular	0.00	958.26	4428
01135	JESSICA BYRNS	11/12/2025	Regular	0.00	45.00	4429
11001	HOLLY WARD LAMB	11/12/2025	Regular	0.00	502.10	4430
5711	LIVINGSTON COUNTY TREASURER	11/12/2025	Regular	0.00	27.94	4431
6060	DIANE MCKEE	11/12/2025	Regular	0.00	66.10	4432
01184	MICHIGAN COMPANY	11/12/2025	Regular	0.00	123.64	4433
807	PLAYAWAY PRODUCTS, LLC	11/12/2025	Regular	0.00	188.97	4434
503	QUINN EVANS ARCHITECTS	11/12/2025	Regular	0.00	436.50	4435
1096	JENNIFER RYAN	11/12/2025	Regular	0.00	108.99	4436
01166	TL SEAMLESS GUTTERS	11/12/2025	Regular	0.00	450.00	4437
1232	T-MOBILE	11/12/2025	Regular	0.00	588.63	4438
1395	ULINE	11/12/2025	Regular	0.00	173.63	4439
MOS	MICHIGAN OFFICE SOLUTIONS	11/25/2025	Regular	0.00	131.39	4440
1223	AT&T MOBILITY	11/25/2025	Regular	0.00	818.13	4441
510	BAKER & TAYLOR BOOKS	11/25/2025	Regular	0.00	3,847.22	4442
01238	BRITTANY WOJCIK	11/25/2025	Regular	0.00	750.00	4443
1164	DEE CRAMER	11/25/2025	Regular	0.00	1,221.25	4444
1143	DELTA DENTAL	11/25/2025	Regular	0.00	37.49	4445
1600	DEMCO	11/25/2025	Regular	0.00	985.77	4446
2760	FIRST IMPRESSIONS PRINT & MARKETING	11/25/2025	Regular	0.00	1,008.34	4447
01223	HSC GROUP	11/25/2025	Regular	0.00	600.00	4448
01209	JENNY RASMUSSEN	11/25/2025	Regular	0.00	29.40	4449
1363	JOHN CHURCH	11/25/2025	Regular	0.00	300.00	4450
11001	HOLLY WARD LAMB	11/25/2025	Regular	0.00	20.48	4451

HCDL Payment Register

Date Range: 11/01/2025 - 11/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
MCLS	MIDWEST COLLABORATIVE FOR LIBRARY SERVI	11/25/2025	Regular	0.00	4,976.96	4452
01184	MICHIGAN COMPANY	11/25/2025	Regular	0.00	546.13	4453
01055	PLYMOUTH DISTRICT LIBRARY	11/25/2025	Regular	0.00	34.10	4454
503	QUINN EVANS ARCHITECTS	11/25/2025	Regular	0.00	870.00	4455
1215	RAINMAKER IRRIGATION, LLC	11/25/2025	Regular	0.00	200.00	4456
9390	SONITROL GREAT LAKES - MICHIGAN	11/25/2025	Regular	0.00	947.55	4457
01079	SOPHIE MONTESANTI	11/25/2025	Regular	0.00	400.00	4458
923	STATE CHEMICAL SOLUTIONS	11/25/2025	Regular	0.00	49.00	4459
1199	W4 SIGNS	11/25/2025	Regular	0.00	150.00	4460
01039	WILLAM LUKE	11/25/2025	Regular	0.00	53.90	4461
898	PRIORITY HEALTH	11/01/2025	Bank Draft	0.00	8,233.85	DFT0000599
1473	HEALTH EQUITY	11/06/2025	Bank Draft	0.00	6.00	DFT0000600
1473	HEALTH EQUITY	11/05/2025	Bank Draft	0.00	426.92	DFT0000601
1250	CONSUMERS ENERGY	11/13/2025	Bank Draft	0.00	732.07	DFT0000602
19	MERS	11/05/2025	Bank Draft	0.00	4,025.70	DFT0000603
1378	BANK OF ANN ARBOR - VISA	11/21/2025	Bank Draft	0.00	5,509.59	DFT0000604
1197	AMAZON	11/21/2025	Bank Draft	0.00	3,119.74	DFT0000605
1473	HEALTH EQUITY	11/19/2025	Bank Draft	0.00	426.92	DFT0000606
19	MERS	11/19/2025	Bank Draft	0.00	3,792.47	DFT0000607
19	MERS	11/21/2025	Bank Draft	0.00	8,698.94	DFT0000608

Bank Code Fund 101 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	50	0.00	63,744.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	10	0.00	34,972.20
EFT's	38	14	0.00	78,859.10
	121	74	0.00	177,576.08

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	73	50	0.00	63,744.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	10	0.00	34,972.20
EFT's	38	14	0.00	78,859.10
	121	74	0.00	177,576.08

Fund Summary

Fund	Name	Period	Amount
101	General Fund	11/2025	177,576.08
			177,576.08

Howell Carnegie District Library
314 W. Grand River
Howell, MI 48843

Payroll

Approve Payrolls of:	In the Amounts of:
11/19/2025	\$51,079.48
12/3/2025	\$51,513.10
TOTALS	\$102,592.58

Resolution 25-21

RESOLUTION TO APPROVE MINIMUM WAGE CHANGE ON PAY STRUCTURE

Howell Carnegie District Library
County of Livingston,
Howell, Michigan

Minutes of a regular meeting of the Board of Trustees of Howell Carnegie District Library, County of Livingston, Michigan, held in the Howell Carnegie District Library in Howell, Michigan, on Tuesday, the 9th day of December 2025 at 6:00pm Eastern time.

PRESENT: Members:

ABSENT: Member:

The following resolution was offered by Member XX and supported by Member XX:

WHEREAS, the Improved Workforce Opportunity Wage Act of 2018 establishes an annual schedule to raise the MI minimum wage, and

WHEREAS, the minimum wage will increase to \$13.73 an hour on January 21, 2026, and

WHEREAS, the library will raise the rates for Entry-Minimum and Entry-Developing for Pay Grade 1 to \$13.73 per hour, and

WHEREAS, only Pay Grade 1 will be adjusted, and

WHEREAS, the library's Compensation Policies ensure compliance with applicable laws and regulations, and

WHEREAS, it is the responsibility of the director to recommend appropriate adjustments to the Pay Structure,

NOW, THEREFORE BE IT RESOLVED that the Board does hereby approve the new Pay Structure as recommended by the library director effective January 1, 2026.

AYES: Members:

NAYS: Member:

RESOLUTION DECLARED ADOPTED.

Secretary, Board of Trustees

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Board of Trustees of the Howell Carnegie District Library, County of Livingston, State of Michigan, at a regular meeting held on December 9, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary, Board of Trustees

Resolution 25-22

RESOLUTION TO AUTHORIZE CHANGE IN LIBRARY FEES TO FAX

Howell Carnegie District Library
County of Livingston,
Howell, Michigan

Minutes of a regular meeting of the Board of Trustees of Howell Carnegie District Library, County of Livingston, Michigan, held in the Howell Carnegie District Library in Howell, Michigan, on Tuesday the 9th day of December 2025 at 6:00pm, Eastern Time.

PRESENT: XX

ABSENT: XX

The following resolution was offered by XX and supported by XX

WHEREAS, it is the intent of the Board of Trustees to make access to the services of the Howell Carnegie District Library easy and convenient, and

WHEREAS, the \$1 per page fee has been in place for many years and is significantly higher than the charge for printing or photocopying, and

WHEREAS, the changes in technology have brought the cost down,

NOW, THEREFORE BE IT RESOLVED that the Howell Carnegie District Library Board of Trustees does hereby authorize a reduction in the fee to send and receive a fax to \$0.10 per page

AYES: Members: XX

NAYS: Members: XX

RESOLUTION DECLARED ADOPTED.

Secretary, Board of Trustees

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Board of Trustees of the Howell Carnegie District Library, County of Livingston, State of Michigan, at a special meeting held on December 9, 2025 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary, Board of Trustees

HOWELL CARNEGIE DISTRICT LIBRARY
BOARD OF TRUSTEES MEETING
2026 Schedule
Meabon Room, Howell Carnegie District Library
314 West Grand River Ave, Howell, MI 48843
517-546-0720
Enter through Clinton St Doors

The January - November board meetings start at 7:00 pm.

The December board meeting starts at 6:00 pm.

January 13, 2026

February 10, 2026

March 10, 2026

April 14, 2026

May 12, 2026

June 9, 2026 (Public Hearing for the Review of the Proposed 2026-2027 Budget starts at 6:45 pm)

July 14, 2026

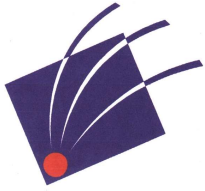
August 11, 2026

September 8, 2026

October 13, 2026

November 10, 2026

December 8, 2026 (meeting starts at 6:00 pm)



HCDL Budget Status Report

Account Summary

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 101 - General Fund							
Revenue							
SubAccount: 010 - TAXES							
101-000-410.000	CURRENT PROPERTY TAXES	3,797,796.00	3,797,796.00	0.00	3,428.01	-3,794,367.99	0.09 %
101-000-412.000	DELINQUENT PROPERTY TAXES	0.00	0.00	0.00	5,210.89	5,210.89	0.00 %
SubAccount: 010 - TAXES Total:		3,797,796.00	3,797,796.00	0.00	8,638.90	-3,789,157.10	0.23 %
SubAccount: 030 - STATE GRANTS							
101-000-540.000	STATE AID	59,126.00	59,126.00	0.00	0.00	-59,126.00	0.00 %
101-000-573.000	LOCAL COMMUNITY STABILIZATION	0.00	0.00	0.00	5,656.64	5,656.64	0.00 %
SubAccount: 030 - STATE GRANTS Total:		59,126.00	59,126.00	0.00	5,656.64	-53,469.36	9.57 %
SubAccount: 040 - CHARGES FOR SERVICES							
101-000-628.000	COPY, PRINTING, FAX	8,000.00	8,000.00	1,182.90	5,988.35	-2,011.65	74.85 %
101-000-629.000	OUT OF AREA FEES	60.00	60.00	0.00	60.00	0.00	100.00 %
101-000-642.000	SALES	150.00	150.00	133.00	352.00	202.00	234.67 %
101-000-651.000	MEETING ROOM FEES	200.00	200.00	25.00	100.00	-100.00	50.00 %
SubAccount: 040 - CHARGES FOR SERVICES Total:		8,410.00	8,410.00	1,340.90	6,500.35	-1,909.65	77.29 %
SubAccount: 050 - FINES & FORFEITS							
101-000-658.000	OVERDUE FEES	200.00	200.00	30.00	345.25	145.25	172.63 %
101-000-658.004	REPLACEMENT FEES	2,000.00	2,000.00	233.40	1,140.45	-859.55	57.02 %
101-000-659.000	PENAL FINES	75,000.00	75,000.00	0.00	0.00	-75,000.00	0.00 %
SubAccount: 050 - FINES & FORFEITS Total:		77,200.00	77,200.00	263.40	1,485.70	-75,714.30	1.92 %
SubAccount: 060 - INVESTMENT & INTEREST INCOME							
101-000-665.000	INTEREST INCOME	50,000.00	50,000.00	19,178.03	135,001.21	85,001.21	270.00 %
101-000-669.000	UNREALIZED INVESTMENT GAIN/L	0.00	0.00	0.00	596.12	596.12	0.00 %
SubAccount: 060 - INVESTMENT & INTEREST INCOME Total:		50,000.00	50,000.00	19,178.03	135,597.33	85,597.33	271.19 %
SubAccount: 070 - OTHER REVENUE & FINANCING SOURCES							
101-000-675.000	MISCELLANEOUS	0.00	0.00	3.00	6.00	6.00	0.00 %
101-000-676.000	REIMBURSEMENTS	2,000.00	2,000.00	0.00	0.00	-2,000.00	0.00 %
101-000-689.000	CASH OVER/SHORT	0.00	0.00	-527.45	-521.48	-521.48	0.00 %
SubAccount: 070 - OTHER REVENUE & FINANCING SOURCES Total:		2,000.00	2,000.00	-524.45	-515.48	-2,515.48	25.77 %
SubAccount: 080 - OTHER FINANCING SOURCES							
101-000-692.000	PRIOR YEAR FUND BALANCE	50,000.00	50,000.00	0.00	0.00	-50,000.00	0.00 %
101-000-692.001	PRIOR YEAR DESIGNATED FUND BA	689,425.00	689,425.00	0.00	0.00	-689,425.00	0.00 %
SubAccount: 080 - OTHER FINANCING SOURCES Total:		739,425.00	739,425.00	0.00	0.00	-739,425.00	0.00 %
Revenue Total:		4,733,957.00	4,733,957.00	20,257.88	157,363.44	-4,576,593.56	3.32 %
Expense							
SubAccount: 090 - PERSONNEL SERVICES							
101-790-702.000	SALARIES	1,415,000.00	1,415,000.00	104,844.00	503,395.75	911,604.25	35.58 %
101-790-716.000	HEALTH INSURANCE	113,440.00	113,440.00	18,517.94	49,403.10	64,036.90	43.55 %
101-790-717.000	LIFE INSURANCE	1,500.00	1,500.00	0.00	1,083.84	416.16	72.26 %
101-790-718.000	WORKER'S COMPENSATION	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00 %
101-790-719.000	HEALTH CARE REIMBURSEMENT	9,875.00	9,875.00	0.00	0.00	9,875.00	0.00 %
101-790-719.001	H.S.A.	17,625.00	17,625.00	0.00	8,850.00	8,775.00	50.21 %
101-790-719.003	PEDIATRIC DENTAL	500.00	500.00	37.49	224.94	275.06	44.99 %
101-790-721.000	BONUSES	11,794.00	11,794.00	0.00	0.00	11,794.00	0.00 %
101-790-722.000	FICA	108,248.00	108,248.00	7,955.24	37,952.06	70,295.94	35.06 %
101-790-723.000	SICK, VACATION, RETIREMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
101-790-723.010	M.E.R.S.	11,400.00	114,000.00	8,698.94	47,481.02	66,518.98	41.65 %

				Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Budget Adjustments									
Number	Date	Description	Adjustment						
RES 25-18	09/09/2025	AMEND MERS AND CONTINGIES	102,600.00						
SubAccount: 090 - PERSONNEL SERVICES Total:				1,715,382.00	1,817,982.00	140,053.61	648,390.71	1,169,591.29	35.67%
SubAccount: 100 - LIBRARY SUPPLIES									
101-790-727.000		SUPPLIES		35,000.00	35,000.00	2,449.88	8,051.40	26,948.60	23.00 %
101-790-730.000		POSTAGE		11,000.00	11,000.00	65.59	44.97	10,955.03	0.41 %
101-790-745.000		EQUIPMENT		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
SubAccount: 100 - LIBRARY SUPPLIES Total:				47,000.00	47,000.00	2,515.47	8,096.37	38,903.63	17.23%
SubAccount: 120 - OTHER SERVICES & CHARGES									
101-790-860.000		TRANSPORTATION		500.00	500.00	53.90	170.66	329.34	34.13 %
101-790-900.000		MARKETING & ADVERTISING		25,000.00	25,000.00	1,008.34	2,631.86	22,368.14	10.53 %
101-790-940.000		EQUIPMENT RENTAL		100.00	100.00	0.00	0.00	100.00	0.00 %
101-790-956.001		MISCELLANEOUS		50.00	50.00	34.10	34.10	15.90	68.20 %
101-790-957.000		EDUCATION: TRUSTEES		5,000.00	5,000.00	0.00	465.00	4,535.00	9.30 %
101-790-957.001		EDUCATION: EMPLOYEES		35,000.00	35,000.00	3,719.24	9,671.67	25,328.33	27.63 %
101-790-957.002		MEMBERSHIP BOARD & STAFF		4,500.00	4,500.00	0.00	2,748.32	1,751.68	61.07 %
101-790-960.000		MEL-CAT REPLACEMENTS		2,000.00	2,000.00	0.00	92.90	1,907.10	4.65 %
101-790-963.000		PROPERTY TAXES		20,000.00	20,000.00	0.00	15,270.91	4,729.09	76.35 %
101-790-964.000		REFUNDS		500.00	500.00	0.00	0.00	500.00	0.00 %
101-790-964.001		CHARGEBACKS		8,000.00	8,000.00	27.94	1,706.24	6,293.76	21.33 %
101-790-965.000		FEES & ACCOUNT CHARGES		3,000.00	3,000.00	23.87	1,375.01	1,624.99	45.83 %
SubAccount: 120 - OTHER SERVICES & CHARGES Total:				103,650.00	103,650.00	4,867.39	34,166.67	69,483.33	32.96%
SubAccount: 130 - PROFESSIONAL AND CONTRACTUAL SERVICES									
101-790-807.000		AUDIT		7,500.00	7,500.00	0.00	0.00	7,500.00	0.00 %
101-790-818.001		FINANCIAL ADVISORS		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
101-790-818.002		LEGAL SERVICES		30,000.00	30,000.00	8,083.50	10,276.50	19,723.50	34.26 %
101-790-818.003		PERSONNEL SERVICES		80,000.00	80,000.00	0.00	5,750.00	74,250.00	7.19 %
101-790-819.001		PAYROLL SERVICES		10,000.00	10,000.00	738.18	4,041.86	5,958.14	40.42 %
101-790-820.000		DELIVERY SERVICES		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
SubAccount: 130 - PROFESSIONAL AND CONTRACTUAL SERVICES T				133,500.00	133,500.00	8,821.68	20,068.36	113,431.64	15.03%
SubAccount: 140 - BUILDING & MAINTENANCE									
101-790-775.000		BUILDING & MAINT SUPPLIES		15,000.00	15,000.00	842.48	2,571.24	12,428.76	17.14 %
101-790-808.000		BUILDING SECURITY SYSTEM		4,500.00	4,500.00	947.55	2,110.95	2,389.05	46.91 %
101-790-819.002		GROUND MAINTENANCE		55,000.00	55,000.00	150.00	10,713.00	44,287.00	19.48 %
101-790-920.000		PUBLIC UTILITIES		90,200.00	90,200.00	1,623.57	28,095.59	62,104.41	31.15 %
101-790-958.000		BUILDING MAINTENANCE		95,000.00	95,000.00	2,395.14	24,110.20	70,889.80	25.38 %
101-790-969.000		INSURANCE		47,974.00	47,974.00	0.00	-3,639.00	51,613.00	-7.59 %
SubAccount: 140 - BUILDING & MAINTENANCE Total:				307,674.00	307,674.00	5,958.74	63,961.98	243,712.02	20.79%
SubAccount: 150 - MATERIALS & PROGRAMMING									
101-790-782.000		PERIODICALS		15,000.00	15,000.00	365.60	10,847.07	4,152.93	72.31 %
101-790-782.001		ELECTRONIC MEDIA		196,000.00	196,000.00	6,146.27	125,959.52	70,040.48	64.27 %
101-790-782.002		CIRCULATING HOTSPOTS		17,000.00	17,000.00	601.98	5,248.40	11,751.60	30.87 %
101-790-782.003		DATABASES		43,220.00	43,220.00	5,020.46	7,151.68	36,068.32	16.55 %
101-790-782.004		YS PROGRAMMING		46,000.00	46,000.00	2,770.83	15,017.30	30,982.70	32.65 %
101-790-782.005		ADULT PROGRAMMING		23,500.00	23,500.00	1,165.98	6,745.35	16,754.65	28.70 %
101-790-782.006		YOUTH DATABASES		16,000.00	16,000.00	0.00	6,147.67	9,852.33	38.42 %
101-790-782.007		YS E-MEDIA		12,280.00	12,280.00	0.00	0.00	12,280.00	0.00 %
101-790-982.001		ADULT BOOKS - PRINT		66,500.00	66,500.00	5,878.67	22,161.53	44,338.47	33.33 %
101-790-982.002		LIBRARY OF THINGS		15,000.00	15,000.00	622.03	1,273.34	13,726.66	8.49 %
101-790-982.006		ADULT AV		14,400.00	14,400.00	837.66	4,793.76	9,606.24	33.29 %
101-790-982.018		YS BOOKS - PRINT		33,000.00	33,000.00	959.30	9,532.69	23,467.31	28.89 %
101-790-982.019		KITS & LOT - YOUTH		16,000.00	16,000.00	101.41	3,317.84	12,682.16	20.74 %
101-790-982.024		YS AV		10,000.00	10,000.00	407.89	1,104.18	8,895.82	11.04 %
SubAccount: 150 - MATERIALS & PROGRAMMING Total:				523,900.00	523,900.00	24,878.08	219,300.33	304,599.67	41.86%

HCDL Budget Status Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
SubAccount: 160 - INFORMATION TECHNOLOGY							
101-790-780.000	TECH SUPPLIES	4,500.00	4,500.00	-25.00	317.54	4,182.46	7.06 %
101-790-780.001	TECHNOLOGY: SOFTWARE	1,500.00	1,500.00	96.00	1,639.00	-139.00	109.27 %
101-790-781.000	TECHNOLOGY: HARDWARE/EQUIP	21,725.00	21,725.00	0.00	869.16	20,855.84	4.00 %
101-790-830.000	PROFESSIONAL TECHNOLOGY SERV	33,000.00	33,000.00	0.00	0.00	33,000.00	0.00 %
101-790-850.000	COMMUNICATIONS	12,500.00	12,500.00	-1,844.77	3,126.33	9,373.67	25.01 %
101-790-850.002	NON CIRCULATING HOTSPOTS	3,000.00	3,000.00	68.99	390.37	2,609.63	13.01 %
101-790-932.000	AUTOMATED SYSTEM MAINT	161,661.00	161,661.00	11,869.80	83,871.59	77,789.41	51.88 %
101-790-934.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	0.00	551.76	1,448.24	27.59 %
101-790-972.000	CAPITAL TECHNOLOGY PURCHASES	128,700.00	128,700.00	35,691.39	72,328.44	56,371.56	56.20 %
SubAccount: 160 - INFORMATION TECHNOLOGY Total:		368,586.00	368,586.00	45,856.41	163,094.19	205,491.81	44.25%
SubAccount: 170 - CAPITAL OUTLAY							
101-790-971.000	CAPITAL IMPROVEMENT PROJECTS	500,000.00	500,000.00	11,088.06	562,268.40	-62,268.40	112.45 %
SubAccount: 170 - CAPITAL OUTLAY Total:		500,000.00	500,000.00	11,088.06	562,268.40	-62,268.40	112.45%
SubAccount: 180 - OTHER LIBRARY FINANCING & SPECIAL ITEMS							
101-790-995.000	TRANSFER OUT	217,150.00	217,150.00	0.00	0.00	217,150.00	0.00 %
101-790-995.002	TRANSFER OUT - RESERVE	200,000.00	200,000.00	23,825.00	23,825.00	176,175.00	11.91 %
101-790-999.000	CONTINGENCIES	617,079.00	515,079.00	0.00	0.00	515,079.00	0.00 %
Budget Adjustments							
Number	Date	Description	Adjustment				
RES 25-18	09/09/2025	AMEND MERS AND CONTINGIES	-102,000.00				
SubAccount: 180 - OTHER LIBRARY FINANCING & SPECIAL ITEMS T		1,034,229.00	932,229.00	23,825.00	23,825.00	908,404.00	2.56%
Expense Total:		4,733,921.00	4,734,521.00	267,864.44	1,743,172.01	2,991,348.99	36.82%
Total Revenues		4,733,957.00	4,733,957.00	20,257.88	157,363.44	-4,576,593.56	3.32%
Fund: 101 - General Fund Surplus (Deficit):		36.00	-564.00	-247,606.56	-1,585,808.57	-1,585,244.57	31,171.73%
Fund: 272 - Special Revenue							
Revenue							
SubAccount: 060 - INVESTMENT & INTEREST INCOME							
272-000-665.000	INTEREST	1,000.00	1,000.00	1,728.54	13,761.99	12,761.99	1,376.20 %
272-000-665.001	INTEREST - ARCHIVES	100.00	100.00	0.00	0.00	-100.00	0.00 %
SubAccount: 060 - INVESTMENT & INTEREST INCOME Total:		1,100.00	1,100.00	1,728.54	13,761.99	12,661.99	1,251.09%
SubAccount: 070 - OTHER REVENUE & FINANCING SOURCES							
272-000-674.000	DONATIONS/FUNDRAISING	25,000.00	25,000.00	462.50	5,023.75	-19,976.25	20.10 %
272-000-674.387	ARCHIVES DONATIONS	5,000.00	5,000.00	1,100.00	1,100.00	-3,900.00	22.00 %
272-000-675.000	SPECIAL EVENTS REVENUE	1,000.00	1,000.00	0.00	0.00	-1,000.00	0.00 %
272-000-675.001	REIMBURSED MATERIALS	3,000.00	3,000.00	0.00	0.00	-3,000.00	0.00 %
272-000-675.014	FAMILY PLACE DONATION	2,000.00	2,000.00	716.70	716.70	-1,283.30	35.84 %
272-000-675.015	FRIENDS DONATION	5,000.00	5,000.00	0.00	900.00	-4,100.00	18.00 %
272-000-675.017	FRIENDS MERCHANDISE SALES	2,000.00	2,000.00	157.50	630.35	-1,369.65	31.52 %
SubAccount: 070 - OTHER REVENUE & FINANCING SOURCES Total:		43,000.00	43,000.00	2,436.70	8,370.80	-34,629.20	19.47%
SubAccount: 080 - OTHER FINANCING SOURCES							
272-000-692.002	PRIOR YEAR TERRY FUND BALANCE	2,000.00	2,000.00	0.00	0.00	-2,000.00	0.00 %
272-000-692.387	PRIOR YEAR ARCHIVES FUND BAL	15,000.00	15,000.00	0.00	0.00	-15,000.00	0.00 %
SubAccount: 080 - OTHER FINANCING SOURCES Total:		17,000.00	17,000.00	0.00	0.00	-17,000.00	0.00%
Revenue Total:		61,100.00	61,100.00	4,165.24	22,132.79	-38,967.21	36.22%
Expense							
SubAccount: 100 - LIBRARY SUPPLIES							
272-790-760.000	GENERAL DONATION PURCHASES	20,000.00	20,000.00	0.00	2,224.16	17,775.84	11.12 %
272-790-763.000	ARCHIVES PURCHASES	10,000.00	10,000.00	0.00	119.88	9,880.12	1.20 %
272-790-765.000	TERRY TRUST - MISC	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
272-790-766.000	REIMBURSED MATERIALS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
272-790-767.000	SPECIAL EVENTS EXPENDITURES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
SubAccount: 100 - LIBRARY SUPPLIES Total:		36,000.00	36,000.00	0.00	2,344.04	33,655.96	6.51%

HCDL Budget Status Report

For Fiscal: 2025-2026 Period Ending: 11/30/2025

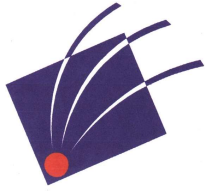
		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
SubAccount: 120 - OTHER SERVICES & CHARGES							
272-790-965.000	FEES & ACCOUNT CHARGES	100.00	100.00	0.00	0.00	100.00	0.00 %
272-790-983.000	PILOT PROJECTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
SubAccount: 120 - OTHER SERVICES & CHARGES Total:		2,100.00	2,100.00	0.00	0.00	2,100.00	0.00%
SubAccount: 170 - CAPITAL OUTLAY							
272-790-972.000	CAPITAL IMPROVEMENT PROJECTS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
SubAccount: 170 - CAPITAL OUTLAY Total:		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
SubAccount: 190 - FRIENDS OF THE LIBRARY							
272-790-761.000	FRIENDS DONATIONS-MISC.	5,000.00	5,000.00	261.57	3,029.63	1,970.37	60.59 %
272-790-762.000	FAMILY PLACE EXPENDITURES	2,000.00	2,000.00	716.70	716.70	1,283.30	35.84 %
272-790-955.000	FRIENDS MDSE/SALES	0.00	0.00	149.85	472.85	-472.85	0.00 %
272-790-980.007	FRIENDS MERCHANDISE SALES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
SubAccount: 190 - FRIENDS OF THE LIBRARY Total:		9,000.00	9,000.00	1,128.12	4,219.18	4,780.82	46.88%
Expense Total:		52,100.00	52,100.00	1,128.12	6,563.22	45,536.78	12.60%
Total Revenues		61,100.00	61,100.00	4,165.24	22,132.79	-38,967.21	36.22%
Fund: 272 - Special Revenue Surplus (Deficit):		9,000.00	9,000.00	3,037.12	15,569.57	6,569.57	173.00%
Fund: 371 - Debt Service Fund							
Revenue							
SubAccount: 080 - OTHER FINANCING SOURCES							
371-000-699.000	TRANSFER IN	217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97 %
SubAccount: 080 - OTHER FINANCING SOURCES Total:		217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Revenue Total:		217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Expense							
SubAccount: 000 - N/A							
371-790-991.000	PRINCIPLE ON BONDS	170,000.00	170,000.00	0.00	0.00	170,000.00	0.00 %
371-790-993.000	INTEREST ON BONDS	46,650.00	46,650.00	23,325.00	23,325.00	23,325.00	50.00 %
SubAccount: 000 - N/A Total:		216,650.00	216,650.00	23,325.00	23,325.00	193,325.00	10.77%
SubAccount: 120 - OTHER SERVICES & CHARGES							
371-790-801.000	PAYING AGENT FEES	500.00	500.00	500.00	500.00	0.00	100.00 %
SubAccount: 120 - OTHER SERVICES & CHARGES Total:		500.00	500.00	500.00	500.00	0.00	100.00%
Expense Total:		217,150.00	217,150.00	23,825.00	23,825.00	193,325.00	10.97%
Total Revenues		217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Fund: 371 - Debt Service Fund Surplus (Deficit):		0.00	0.00	0.00	0.00	0.00	0.00%
Report Surplus (Deficit):		9,036.00	8,436.00	-244,569.44	-1,570,239.00	-1,578,675.00	18,613.55%

Group Summary

SubAccount	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 101 - General Fund						
Revenue						
010 - TAXES	3,797,796.00	3,797,796.00	0.00	8,638.90	-3,789,157.10	0.23%
030 - STATE GRANTS	59,126.00	59,126.00	0.00	5,656.64	-53,469.36	9.57%
040 - CHARGES FOR SERVICES	8,410.00	8,410.00	1,340.90	6,500.35	-1,909.65	77.29%
050 - FINES & FORFEITS	77,200.00	77,200.00	263.40	1,485.70	-75,714.30	1.92%
060 - INVESTMENT & INTEREST INCOME	50,000.00	50,000.00	19,178.03	135,597.33	85,597.33	271.19%
070 - OTHER REVENUE & FINANCING SOURCES	2,000.00	2,000.00	-524.45	-515.48	-2,515.48	25.77%
080 - OTHER FINANCING SOURCES	739,425.00	739,425.00	0.00	0.00	-739,425.00	0.00%
Revenue Total:	4,733,957.00	4,733,957.00	20,257.88	157,363.44	-4,576,593.56	3.32%
Expense						
090 - PERSONNEL SERVICES	1,715,382.00	1,817,982.00	140,053.61	648,390.71	1,169,591.29	35.67%
100 - LIBRARY SUPPLIES	47,000.00	47,000.00	2,515.47	8,096.37	38,903.63	17.23%
120 - OTHER SERVICES & CHARGES	103,650.00	103,650.00	4,867.39	34,166.67	69,483.33	32.96%
130 - PROFESSIONAL AND CONTRACTUAL SERVICES	133,500.00	133,500.00	8,821.68	20,068.36	113,431.64	15.03%
140 - BUILDING & MAINTENANCE	307,674.00	307,674.00	5,958.74	63,961.98	243,712.02	20.79%
150 - MATERIALS & PROGRAMMING	523,900.00	523,900.00	24,878.08	219,300.33	304,599.67	41.86%
160 - INFORMATION TECHNOLOGY	368,586.00	368,586.00	45,856.41	163,094.19	205,491.81	44.25%
170 - CAPITAL OUTLAY	500,000.00	500,000.00	11,088.06	562,268.40	-62,268.40	112.45%
180 - OTHER LIBRARY FINANCING & SPECIAL ITEMS	1,034,229.00	932,229.00	23,825.00	23,825.00	908,404.00	2.56%
Expense Total:	4,733,921.00	4,734,521.00	267,864.44	1,743,172.01	2,991,348.99	36.82%
Total Revenues	4,733,957.00	4,733,957.00	20,257.88	157,363.44	-4,576,593.56	3.32%
Total Expenses	4,733,921.00	4,734,521.00	267,864.44	1,743,172.01	2,991,348.99	36.82%
Fund: 101 - General Fund Surplus (Deficit):	36.00	-564.00	-247,606.56	-1,585,808.57	-1,585,244.57	31,171.73%
Fund: 272 - Special Revenue						
Revenue						
060 - INVESTMENT & INTEREST INCOME	1,100.00	1,100.00	1,728.54	13,761.99	12,661.99	1,251.09%
070 - OTHER REVENUE & FINANCING SOURCES	43,000.00	43,000.00	2,436.70	8,370.80	-34,629.20	19.47%
080 - OTHER FINANCING SOURCES	17,000.00	17,000.00	0.00	0.00	-17,000.00	0.00%
Revenue Total:	61,100.00	61,100.00	4,165.24	22,132.79	-38,967.21	36.22%
Expense						
100 - LIBRARY SUPPLIES	36,000.00	36,000.00	0.00	2,344.04	33,655.96	6.51%
120 - OTHER SERVICES & CHARGES	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00%
170 - CAPITAL OUTLAY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
190 - FRIENDS OF THE LIBRARY	9,000.00	9,000.00	1,128.12	4,219.18	4,780.82	46.88%
Expense Total:	52,100.00	52,100.00	1,128.12	6,563.22	45,536.78	12.60%
Total Revenues	61,100.00	61,100.00	4,165.24	22,132.79	-38,967.21	36.22%
Total Expenses	52,100.00	52,100.00	1,128.12	6,563.22	45,536.78	12.60%
Fund: 272 - Special Revenue Surplus (Deficit):	9,000.00	9,000.00	3,037.12	15,569.57	6,569.57	173.00%
Fund: 371 - Debt Service Fund						
Revenue						
080 - OTHER FINANCING SOURCES	217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Revenue Total:	217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Expense						
000 - N/A	216,650.00	216,650.00	23,325.00	23,325.00	193,325.00	10.77%
120 - OTHER SERVICES & CHARGES	500.00	500.00	500.00	500.00	0.00	100.00%
Expense Total:	217,150.00	217,150.00	23,825.00	23,825.00	193,325.00	10.97%
Total Revenues	217,150.00	217,150.00	23,825.00	23,825.00	-193,325.00	10.97%
Total Expenses	217,150.00	217,150.00	23,825.00	23,825.00	193,325.00	10.97%
Fund: 371 - Debt Service Fund Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00%
Report Surplus (Deficit):	9,036.00	8,436.00	-244,569.44	-1,570,239.00	-1,578,675.00	18,613.55%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
101 - General Fund	36.00	-564.00	-247,606.56	-1,585,808.57	-1,585,244.57
272 - Special Revenue	9,000.00	9,000.00	3,037.12	15,569.57	6,569.57
371 - Debt Service Fund	0.00	0.00	0.00	0.00	0.00
Report Surplus (Deficit):	9,036.00	8,436.00	-244,569.44	-1,570,239.00	-1,578,675.00



Account	Name	Balance
Fund: 101 - General Fund		
Assets		
101-000-001.000	CASH - CHECKING.	151,694.59
101-000-001.002	CASH - CREDIT CHECKING	3,579.75
101-000-002.000	BANK OF ANN ARBOR MONEY MARKET	5,322,152.54
101-000-002.001	COMERICA MMKT	43,475.66
101-000-002.002	COMERICA MMKT - CAPITAL RESERVE	46,143.35
101-000-002.003	COMERICA - TECHNOLOGY RESERVE	11,041.54
101-000-002.004	BANK OF ANN ARBOR MMKT-TECHNOLOX	137,792.77
101-000-004.000	PETTY CASH	225.00
101-000-004.001	CASH ON HAND	0.00
101-000-007.000	CASH-PAYROLL CHECKING	500.05
101-000-017.000	MI CLASS - GENERAL	709,392.48
101-000-018.000	MI CLASS - CAPITAL RESERVE	388,698.29
101-000-019.000	MI CLASS - TECHNOLOGY RESERVE	93,352.93
101-000-040.000	ACCOUNTS RECEIVABLE - GENERAL	-130.63
101-000-056.000	ACCRUED INTEREST	0.00
101-000-073.000	DUE FROM LIBRARIES	0.00
101-000-073.001	DUE FROM TLN	0.00
101-000-078.000	PENAL FINES RECEIVABLE	0.00
101-000-078.001	STATE AID RECEIVABLE	0.00
101-000-078.002	DUE FROM STATE	0.00
101-000-079.000	DUE FROM FEDERAL GOVERNMENT	0.00
101-000-081.730	DUE FROM POST OFFICE	46.73
101-000-084.000	DUE FROM OTHER FUNDS	0.00
101-000-084.155	DUE FROM ENDOWMENT	0.00
101-000-084.272	DUE FROM 272 SPECIAL REVENUE	-23,824.50
101-000-084.371	DUE FROM 371 DEBT SERVICE	23,825.00
101-000-084.702	DUE FROM LB TRUST & AGENCY FD	0.00
101-000-084.727	DUE FROM PENSION	0.00
101-000-084.900	DUE FROM CAPITAL ASSET FUND	-729.04
101-000-084.950	DUE FROM LONG TERM DEBT	0.00
101-000-123.000	PREPAID EXPENSE	183,834.26
101-000-123.001	PREPAID EXPENSE - CONTROL.NET	13,419.00
101-000-184.000	SUBSCRIPTION ASSETS	273,324.74
101-000-185.000	ACC AMTZ - SUBSCRIPTION ASSETS	-92,037.45
Total Assets:		7,285,777.06
		<u>7,285,777.06</u>
Liability		
101-000-202.000	ACCOUNTS PAYABLE	34,471.15
101-000-209.000	ACCRUED EXPENSES	25,558.80
101-000-214.000	DUE TO OTHER FUNDS	0.00
101-000-214.272	DUE TO SPECIAL REVENUE	0.00
101-000-214.371	DUE TO DEBT SERVICE	0.00
101-000-231.001	AFLAC PAYABLE	0.00
101-000-231.002	EMPLOYEE H.S.A. PAYABLE	0.01
101-000-231.003	457 PAYABLE	-0.01
101-000-257.000	ACCRUED PAYROLL	0.00
101-000-258.000	ACCRUED PAYROLL TAXES	0.00
101-000-260.000	ACCRUED VACATION PAYABLE	0.00
101-000-261.000	ACCRUED SICK LEAVE PAYABLE	0.00
101-000-301.000	SUBSCRIPTION LIABILITIES	181,151.11
Total Liability:		241,181.06
Equity		

HCDL Balance Sheet

As Of 11/30/2025

Account	Name	Balance
101-000-380.000	RESERVE - CAPITAL EXPENDITURE	2,317,917.35
101-000-381.000	SICK/VACATION/RETIREMENT RESERVE	194,798.39
101-000-382.000	TECHNOLOGY RESERVE	182,038.44
101-000-390.000	FUND BALANCE	5,936,243.25
101-000-390.001	FUND BALANCE - GASB 34	-592.86
Total Beginning Equity:		8,630,404.57
Total Revenue		157,363.44
Total Expense		1,743,172.01
Revenues Over/Under Expenses		-1,585,808.57
Total Equity and Current Surplus (Deficit):		7,044,596.00
Total Liabilities, Equity and Current Surplus (Deficit):		<u><u>7,285,777.06</u></u>

HCDL Balance Sheet

As Of 11/30/2025

Account	Name	Balance	
Fund: 155 - Endowment			
Assets			
155-000-001.000	CASH	0.00	
155-000-001.002	ONLINE CASH	0.00	
155-000-082.101	DUE FROM GENERAL FUND	0.00	
155-000-082.272	DUE FROM SPECIAL REVENUE	0.00	
155-000-082.371	DUE FROM DEBT SERVICE	0.00	
155-000-082.472	DUE FROM EQUIPMENT AND FURNISHING	0.00	
155-000-084.000	DUE FROM NON-EXPENDABLE	0.00	
155-000-184.000	BENEFICIAL INT IN ASSETS CFSEM	672,492.97	
155-000-184.001	BEN INT IN ASSETS-SONG LINE	54,967.93	
155-000-184.002	BEN INT IN ASSETS-ROSS	29,651.42	
	Total Assets:	757,112.32	<u>757,112.32</u>
Liability			
155-000-202.000	ACCOUNTS PAYABLE	0.00	
155-000-214.101	DUE TO GENERAL FUNDS	0.00	
155-000-214.272	DUE TO SPECIAL REVENUE	0.00	
	Total Liability:	0.00	
Equity			
155-000-375.000	FUND BALANCE - SONG LINE ENDOWMENT	54,967.93	
155-000-376.000	FUND BALANCE - J. ROSS	29,651.42	
155-000-390.000	FUND BALANCE	672,492.97	
155-000-391.000	FUND BALANCE - EXPENDABLE	0.00	
155-100-391.000	FUND BALANCE - EXPENDABLE	0.00	
	Total Beginning Equity:	757,112.32	
Total Revenue		0.00	
Total Expense		0.00	
Revenues Over/Under Expenses		0.00	
	Total Equity and Current Surplus (Deficit):	757,112.32	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>757,112.32</u>

HCDL Balance Sheet

As Of 11/30/2025

Account	Name	Balance
Fund: 272 - Special Revenue		
Assets		
272-000-001.000	CASH	29,951.13
272-000-001.001	BANK OF ANN ARBOR CHECKING	5,000.00
272-000-001.002	CASH - CREDIT CHECKING	3,789.97
272-000-002.000	BANK OF ANN ARBOR MONEY MARKET	508,577.47
272-000-017.000	MI CLASS ACCOUNT	341,680.68
272-000-040.000	ACCOUNTS RECEIVABLE - GENERAL	0.00
272-000-056.000	ACCRUED INTEREST	0.00
272-000-082.000	DUE FROM FRIENDS OF LIBRARY	716.70
272-000-082.101	DUE FROM GENERAL FUND	0.00
272-000-082.155	DUE FROM ENDOWMENT	0.00
272-000-082.371	DUE FROM DEBT SERVICE	0.00
272-000-082.472	DUE FROM EQUIPMENT AND FURNISHING	0.00
272-000-084.000	DUE FROM OTHER FUNDS	0.00
Total Assets:		889,715.95
		889,715.95
Liability		
272-000-202.000	ACCOUNTS PAYABLE	870.00
272-000-214.101	DUE TO GENERAL FUND	0.00
272-000-214.371	DUE TO DEBT SERVICE	0.00
272-000-214.472	DUE TO EQUIPMENT AND FURNISHING	0.00
Total Liability:		870.00
Equity		
272-000-386.000	TERRY RESERVE	549,508.36
272-000-387.000	ARCHIVES FUND BALANCE	42,251.26
272-000-390.000	FUND BALANCE	281,516.76
Total Beginning Equity:		873,276.38
Total Revenue		22,132.79
Total Expense		6,563.22
Revenues Over/Under Expenses		15,569.57
Total Equity and Current Surplus (Deficit):		888,845.95
Total Liabilities, Equity and Current Surplus (Deficit):		889,715.95

HCDL Balance Sheet

As Of 11/30/2025

Account	Name	Balance
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Fund: 371 - Debt Service Fund

Assets

371-000-001.000	CASH	0.00
371-000-082.101	DUE FROM GENERAL FUND	0.00
371-000-082.155	DUE FROM ENDOWMENT	0.00
371-000-082.272	DUE FROM SPECIAL REVENUE	0.00
371-000-082.472	DUE FROM EQUIPMENT AND FURNISHING	0.00
Total Assets:		0.00
		0.00

Liability

371-000-202.000	ACCOUNTS PAYABLE	0.00
371-000-214.101	DUE TO GENERAL FUND	0.00
371-000-214.272	DUE TO SPECIAL REVENUE	0.00
371-000-214.472	DUE TO EQUIPMENT AND FURNISHING	0.00
371-000-251.000	ACCRUED INTEREST PAYABLE	0.00
371-000-300.000	BONDS PAYABLE	1,555,000.00
Total Liability:		1,555,000.00

Equity

371-000-390.000	FUND BALANCE	0.00
371-000-390.001	FUND BALANCE - EXPENDABLE	-1,555,000.00
Total Beginning Equity:		-1,555,000.00

Total Revenue	23,825.00
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Total Expense	23,825.00
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Revenues Over/Under Expenses	0.00
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Total Equity and Current Surplus (Deficit):	-1,555,000.00
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Total Liabilities, Equity and Current Surplus (Deficit):	0.00
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NOVEMBER 2025 Treasurer's Report

Detail

Date Range: 11/01/2025 - 11/30/2025

Account	Name	Beginning Cash Balance	Net Change	Ending Balance
101 - General Fund				
101-000-001.000	CASH - CHECKING.	131,153.08	20,541.51	151,694.59
101-000-001.002	CASH -CREDIT CHECKING	2,830.62	749.13	3,579.75
101-000-002.000	BOAA MONEY MARKET	5,601,446.48	(279,293.94)	5,322,152.54
101-000-002.001	COMERICA MMKT	43,475.66	-	43,475.66
101-000-002.002	COMERICA MMKT - CAPITAL RESERVE	46,143.35	-	46,143.35
101-000-002.003	COMERICA - TECHNOLOGY RESERVE	11,041.54	-	11,041.54
101-000-002.004	FNB MMKT-TECHNOLOGY	137,792.77	-	137,792.77
101-000-007.000	CASH-PAYROLL CHECKING	500.05	-	500.05
101-000-017.000	MI CLASS - GENERAL	706,392.48	-	709,392.48
101-000-018.000	MI CLASS - CAPITAL RESERVE	388,698.29	-	388,698.29
101-000-019.000	MI CLASS - TECHNOLOGY RESERVE	93,352.93	-	93,352.93
Fund 101 - General Fund Total:		7,162,827.25	(258,003.30)	6,907,823.95
155 - Endowment				
Beginning Cash Balance				
155-000-001.000	CASH	-	-	-
155-000-001.002	ONLINE CASH	-	-	-
Total Beginning Cash Balance:		-	-	-
272 - Special Revenue				
272-000-001.000	CASH	49,885.50	(19,934.37)	29,951.13
272-000-001.001	BOAA CHECKING	5,000.00	-	5,000.00
272-000-001.002	CASH - CREDIT CHECKING	3,263.72	526.25	3,789.97
272-000-002.000	BOAA MONEY MARKET	486,848.93	21,728.54	508,577.15
272-000-017.000	MI CLASS	341,680.68	-	341,680.68
Fund 272 - Special Revenue Total:		886,678.83	2,320.42	888,998.93
371 - Debt Service Fund				
Beginning Cash Balance				
371-000-001.000	CASH	-	-	-
Fund 371 - Debt Service Fund Total:		-	-	-
Grand Total		8,049,506.08	(255,682.88)	7,796,822.88

Howell Carnegie District Library Board of Trustees
Director's Report for December 9, 2025

Remember the meeting starts at 6:00 pm

BOARD MEETING AGENDA

A-Dec 9, 2025 Agenda

CALL TO ORDER/APPROVAL OF AGENDA

ATTENDANCE

POTENTIAL MOTIONS FOR ACTION AND DISCUSSION ITEMS

- Potential motions are included in italics for each action item.

CONSENT AGENDA:

I move to approve the consent agenda.

A. Minutes from Nov 11, 2025

B-Consent Agenda A board_minutes_11-11-25

B. Bills & Payrolls

B-Consent Agenda B-Payment Register

B-Consent Agenda B-Payroll Bill

C. Proposed Pay Structure effective January 1, 2026

B-Consent Agenda C-Resolution 25-21-Resolution to Approve Minimum Wage Change on Pay Rate Structure

D. Requesting a change in the charge for faxing

B-Consent Agenda D-Resolution 25-22-Resolution to Authorize Change in Library Fees to FAX

E. Board Meeting dates for 2026, including request for Dec 2026 meeting to start at 6 pm

B-Consent Agenda E-Board Meeting Dates 2026

As discussed last month, Michigan's minimum wage will increase on January 1, 2026.

Resolution 25-21 increases the rates for Pay Grade 1 Entry-Minimum and Entry-Developing to the new minimum wage of \$13.73. These are the only changes to the pay structure.

I am requesting a reduction in the fee charged for faxing. Currently, the charge is \$1.00 (one dollar) per page. I am requesting a new cost per page of \$0.10 (ten cents). This will align the charge for faxing with the charge for printing or photocopying, which is currently \$0.10 per page.

FINANCE:

1. I do not have November's penal fines to report.
 2. The monthly budgetary status report and balance sheet are attached.
 3. Treasurer's Report
- C-Financial Information A- Monthly Budgetary Status Report
C-Financial Information B- Balance Sheet
C-Treasurer's Report – November 2025 Monthly Summary

COMMITTEE REPORTS - none

ACTION ITEMS

UNFINISHED BUSINESS: None

NEW BUSINESS: None

DISCUSSION ITEMS:

- Service Spotlight

I will highlight a library service, resource, or collection.

MISCELLANEOUS FOLLOW-UPS AND UPDATES:

- Municipal Disclosure Annual Filing was submitted on November 25, 2025. This relates to the library bonds.
- A copy of the audit was provided to S&P Global Ratings. This relates to the library bonds.
- Updates to the Training Topics for Board Meetings 2025-2026:
 - Dana Wnuk, Executive Director, Howell Opera House, will join us in January
 - Shannon Coker, Parks and Programs Coordinator, City of Howell, will join us in April

PERSONNEL:

- Nothing to report.

LIBRARY EVENTS:

- **Youth Services (family, children, and teens)** [calendar of events](#).





**SANTA AT THE
LIBRARY**
SATURDAY, DEC. 6
9:00 - 11:00 AM

 HOWELL
CARNEGIE
DISTRICT LIBRARY

Christmas

CRAFTS


Ages 6 & up with parents/caregivers
Saturday, December 20, 2-3 pm
Monday, December 22, 1-2 pm
No registration required



Holiday Hanger Wreaths
For Teens Grades 6-12

MONDAY, DECEMBER 22
3:00-4:00 PM
REGISTRATION BEGINS DECEMBER 8



 HOWELL
CARNEGIE
DISTRICT LIBRARY

Bim the Bunny

**Bim the Bunny's
Magic Puppet Show!**

MONDAY, DECEMBER 29
11:00-11:45 AM
NO REGISTRATION REQUIRED



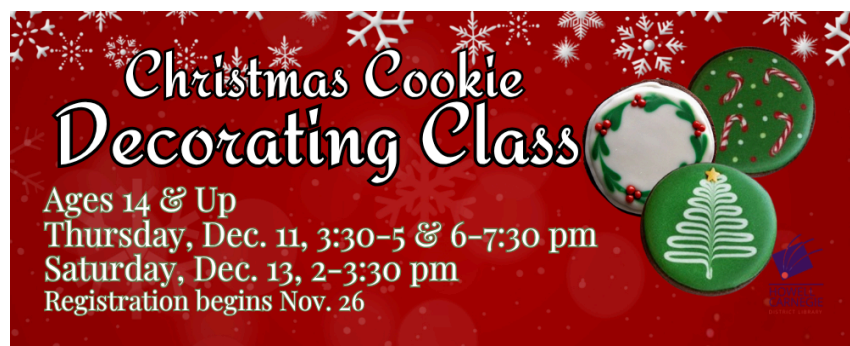
**PUPPETS
and
MAGIC**

Alex Thomas and Friends
PUPPETRY AND ANIMATION

 HOWELL
CARNEGIE
DISTRICT LIBRARY



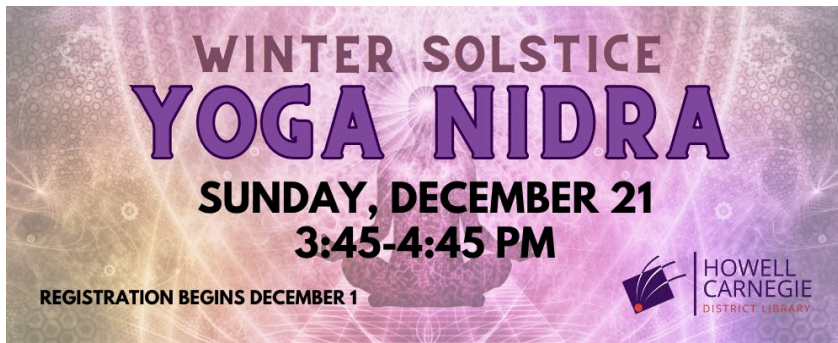
- Reference or Adult Programming [calendar of events](#).



[December 11 @ 3:30-5:00](#)

[December 11 @ 6:00-7:30](#)

[December 13 @ 2:00-3:30](#)



COMMUNITY ENGAGEMENT:

- The library is a Toys for Tots collection site through December 12, 2025.
- [View](#) the student artwork and the featured artists of the Livingston Fine Arts Association.

TRUSTEE NOTEBOOK:

Updated the Training Topics for Board Meetings 2025-2026.

Here's the link to the Google Site - Board of Trustees Notebook

Holly Ward Lamb 12/03/25

Municipal Disclosure Annual Filing*

Issuer and/or Obligated Party:

HOWELL CARNEGIE DISTRICT LIBRARY

County of Livingston, State of Michigan

2014 Library Building & Site Bonds, dated 10/30/14, orig. amt. \$3,085,000 BK6 to BY6

CUSIP #s: 443105

(Due by December 31 annually; FYE June 30)

Number of Pages Including Cover:

3

Filed on behalf of:

Name: Holly Ward Lamb

Title: Director

Employer: Howell Carnegie District Library

Address: 314 W. Grand River Ave.

Howell, MI 48843

Date: November 25, 2025

*This Annual Disclosure document and the information contained herein are subject to completion and amendment. Information herein has been obtained from the Library and other sources believed to be reliable, but the accuracy or completeness of such information is not guaranteed by, PFM Financial Advisors, LLC, the Library's Financial Advisor.

HOWELL CARNEGIE DISTRICT LIBRARY

County of Livingston, State of Michigan

2014 Library Building & Site Bonds, dated 10/30/14, orig. amt. \$3,085,000 BK6 to BY6

CUSIP #s: 443105

ANNUAL DISCLOSURE DOCUMENT

(Due by December 31 annually; FYE June 30)

PROPERTY VALUATIONS:

Year	State Equalized Value	Percent Change	Total Taxable Value	Percent Change	Equiv. IFT Value
2025	\$5,131,705,004	5.08%	\$3,773,318,933	5.68%	\$5,044,025
2024	4,883,719,584	14.06%	3,570,396,948	8.38%	6,336,946
2023	4,281,738,668	10.98%	3,294,349,794	7.63%	6,319,264
2022	3,857,961,563	5.40%	3,060,942,145	6.75%	5,686,308
2021	3,660,395,954	5.34%	2,867,267,911	4.91%	6,380,356

* 2025 Taxable Value includes Disabled Veterans Exemptions in the amount of \$39,274,012.

Source: Livingston County Equalization Department

MAJOR TAXPAYERS:

Taxpayer	Product/Service	2025 Taxable Value	"Equiv." IFT Value ¹	Total Valuation
DTE Energy	Utility	\$61,350,562	\$0	\$61,350,562
Enbridge Energy	Utility	33,866,881	0	33,866,881
Consumers Power	Utility	31,871,509	0	31,871,509
Operating Engineers Local 32 ⁴	Training Center	19,205,323	0	19,205,323
Thai Summit America	Automotive	16,315,841	2,028,000	18,343,841
Pan Gas Storage	Utility	14,095,275	0	14,095,275
Westbery Phase 2	Apartments	12,543,046	0	12,543,046
Tanger Properties	Retail	12,122,831	0	12,122,831
MIMG CIS Burwick Farms	Apartments	11,213,048	0	11,213,048
SG Salvage Property Inv.	Property Management	9,238,200	0	9,238,200
TOTAL	Apartments	<u>\$221,822,516</u>	<u>\$2,028,000</u>	<u>\$223,850,516</u>
2025 Taxable Value		\$3,773,318,933		
Top 10 Taxpayers as a % of Total Taxable Value		5.88%		

¹Represents 50% of the actual Taxable Value.

Source: Livingston County Equalization Department

LIBRARY TAX RATES:

Year	Operating Voted
2025	1.0219
2024	1.0232
2023	1.0268
2022	1.0268
2021	1.0382

Source: Howell District Library

TAX LEVIES AND COLLECTIONS:

Levy Year	Operating Tax Levy	Collections to March 1 of Following Year	
		Dollar Amt.	Percentage
2024	\$3,591,646	\$3,439,271	95.76%
2023	3,356,695	3,242,518	96.60%
2022	3,118,653	3,010,562	96.53%
2021	2,959,400	2,900,653	98.01%
2020	2,861,839	2,813,091	98.30%

Source: Howell District Library

PENSION FUND:

Fiscal Year Ended 6/30	Annual Pension Cost
2025 ²	\$286,290
2024	92,264
2023	82,043
2022 ¹	622,478
2021	68,428

¹ This includes two contributions to the surplus division totaling \$550,000.

² This includes a contribution to the surplus division totaling \$193,000.

Source: Audited Financial Statements

DEBT STATEMENT - Direct Debt:

As of November 25, 2025

<u>Description</u>	<u>Bonds Dated</u>	<u>Final Maturity</u>	<u>Amount Outstanding</u>
Building & Site Bonds, LTGO	10/30/2014	06/01/2033	\$1,555,000
			<u>\$1,555,000</u>

Source: Municipal Advisory Council of Michigan