

**LUTHER AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR BOARD MEETING  
Thursday, September 9, 2021  
115 State Street  
Luther, MI 49656**

**CALL TO ORDER**

President Langenburg called the meeting to order at 4:30 p.m.

<b>Present:</b>	<b>President:</b>	L. Langenburg
	<b>Vice-President:</b>	J. Trimberger
	<b>Treasurer:</b>	D. Long
	<b>Trustee:</b>	K. Goodlein
	<b>Director:</b>	A. Shank

<b>Absent:</b>	<b>Secretary:</b>	K. Frankfort
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**VISITOR COMMENTS**

None.

**BOARD COMMENTS**

None.

**APPROVAL OF MINUTES**

Regular Meeting of August 12, 2021.

Director Shank and Trustees noted the following errors:

- The meeting day and year are incorrect.
- Trustee Karin Goodlein's name is spelled incorrectly throughout the minutes.
- In the Board Comments Section. The MMLL meeting is the Annual MMLL Meeting and the location should be spelled Caberfae.
- In the New Business Section. Jody's name was spelled incorrectly and she retires after 19 years of great service to the library.

Motion and seconded made by President Langenburg and Trustee Goodlein to approve the regular meeting minutes of August 12, 2021, along with the above corrections.

All in Favor:           (4) **AYES** – Goodlein, Langenburg, Long, Trimberger  
                              (0) **NAYS**

**Motion Carried**

### **TREASURER’S REPORT**

Motion and seconded made by President Langenburg and Vice-President Trimberger to approve the Treasurer’s Report as presented.

All in Favor:           (4) **AYES** – Goodlein, Langenburg, Long, Trimberger  
                              (0) **NAYS**

**Motion Carried**

### **LIBRARIAN’S REPORT**

Director Shank confirmed her written report and added the following:

- Most of the Summer programs were concluded in July; there were two programs in August.
- She is looking at passive programs for September.
- She has tentative plans for an October movie program.

Motion and seconded made by President Langenburg and Trustee Goodlein to approve the Librarian’s Report as presented.

All in Favor:           (4) **AYES** – Goodlein, Langenburg, Long, Trimberger  
                              (0) **NAYS**

**Motion Carried**

### **OLD BUSINESS**

In regard to the COVID Response Plan Update, Director Shank provided an email communication from Clare Membiela, an attorney and frequent consultant for members of the Mid-Michigan Library League (MMLL) in which she discussed mask and vaccination policies and issues. Additionally, a sample Luther Area Public Library Epidemic/Pandemic Policy (based on the Bellaire Public Library’s Policy) was provided for the Board’s review. Since this information was just presented to the Board this evening, the issue was **TABLED** and will be voted on at the October 14, 2021 meeting.

Motion and seconded made by President Langenburg and Trustee Goodlein to walk-back her motion made at the August 12, 2021 meeting of the addition to

the current COVID-19 employment policy of requiring employees to either be vaccinated or tested weekly.

**All in Favor:           (4) AYES – Goodlein, Langenburg, Long, Trimberger**  
**(0) NAYS**

**Motion Carried**

A brief discussion was held regarding the replacement of the employees' door and whether we should also see if both front doors also need to be replaced. Any doors replaced should be steel doors with windows. Director Shank said that no contractors have called her back yet in her quest for bids.

### **NEW BUSINESS**

Jody's party will be Saturday, September 11, 2021, from 11 a.m. – 2 p.m. The library opens at 10:30 a.m. but the party preparations will begin at 10 a.m. The menu was reviewed and it was suggested that perhaps one person could man the food station and serve the guests so as to limit the public's contact with the food.

Jody is still a signatory at the Lake Osceola State Bank. Although retiring, Jody has agreed to be a casual employee and work occasionally when her schedule permits. In fact, she will be covering for Director Shank when Director Shank attends the Annual MMLL Meeting and when Director Shank will be out of town for several days in October.

Motion and seconded made by President Langenburg and Vice-President Trimberger to keep Jody on as a casual employee who will fill in when asked if her schedule permits. And as such, she will remain a signatory at the Lake Osceola State Bank.

**All in Favor:           (4) AYES – Goodlein, Langenburg, Long, Trimberger**  
**(0) NAYS**

**Motion Carried**

### **TRUSTEE COMMENTS**

None.

**BUDGET AMENDMENTS**

Motion and seconded made by Vice-President Trimberger and President Langenburg regarding Blue Bag Adjustments to:

- Increase Receipts, line 7, IRWS Blue Bags (Column D) to \$18,000.00 and
- Increase Expenditures, line 13, IRWS Blue Bags (Column D) to \$18,000.00.

**Roll Call Vote: (4) AYES – Goodlein, Langenburg, Long, Trimberger  
(0) NAYS**

**Motion Carried**

Motion and seconded made by Trustee Goodlein and Vice-President Trimberger regarding Memorial Donations for Shirley Winquist and Sharon Baker to:

- Increase Receipts, line 9, Donations (Column D) by \$7,370.00; for a new total of \$9370.00
- Increase Expenditures, line 11, Equipment/Software/Biblionix (Column D) by \$3,370.00; for a new total of \$8370.00
- Increase Expenditures, line 5, Books & Movies (Column D) by \$4,000.00; for a new total of \$10,130.00

**Roll Call Vote: (4) AYES – Goodlein, Langenburg, Long, Trimberger  
(0) NAYS**

**Motion Carried**

**NEXT MEETING DATE**

October 14, 2021 at 4:30 p.m.

**ADJOURNMENT**

Motion and seconded made by President Langenburg and Trustee Goodlein to adjourn the meeting at 5:25 p.m.

Respectfully submitted,

Karin Goodlein, Trustee

# Luther Area Public Library

9/1/21 thru 9/30/21

## Checking Balance

9/1/21

\$212,202.35

income

9/3	cp/fn/fax - 26.55			
	bk sale 3.25	}		194.60
	fund 70.30			
	Y bags 7.00			
	B bags 87.50			

9/13	cp 55.00	}		
	bk sale 10.00			175.75
	lamig 4.00			
	fund 9.25			
	Y bags 35.00			
	B bags 2.50			
	Plat bks 60.00			

9/13	B bags (store) 950.			
				950.00

9/24	cp/fn/fx 34.40	}		
	fd 4.00			181.18
	don. 13.78			
	Y bags 14.00			
	B bags 54.50			
	pl. bk 60.00			

9/24	Boosters donate (2)			
				1579.05

9/30	LOS B - interest			
				8.52

#5236	VOID USPS STAMPS			
				3089.10
				165.00

expenses

+ \$3254.10

#5257	9/1 IRWS (backpay)			
				2760.00

88	9/3 A. Shank			
	44 hr (572-35.46-8.29)			528.25

89	9/3 J. Lucas			
	reimb. (-29.04) Pizza Chg.			258.75
	27 hr (310.50-19.25-4.50)			

90	9/3 S. Hillman			
	22 hr (242-15-3.51)			223.49

91	9/3 L. Maddox			
	33 hr (330-20.46-4.79)			304.75

92	9/4 MMunicipal League / dues			
				200.00

93	9/4 IRWS			
				466.00

94	9/8 MMLL (1/2 State Aid)			
				890.28

5625.52

			5625.52	
#5295	9/8	MSU - Platbooks (10)	283.00	
96	9/8	Xerox - copier	144.88	
97	9/8	CLS (rogs)	51.49	
98	9/10	D. Long	73.88	
		Sept meet (90-4.96-1.16)		
99	9/13	Auto Owners Ins. (copier ins)	77.00	
5300	9/14	Bigelow Exteriors (roof)	10,985.00	
01	9/17	A. Shank	546.25	
		(25 1/2) (591.50-36.67-8.58)		
02		VOID		
03	9/17	S. Hillman	337.18	
		(30 1/2) (335.50-20.80-4.86)		
		(3) (29.61-1.84-.43)		
04	9/17	Lisa Maddox	263.20	
		(28.5) (285-17.67-4.13)		
05		VOID (Emergency Geek pd by MMLL)		
09	9/21	A T T	203.20	
10	9/21	Consumer's	251.93	
5233	6/15		18,842.53	-18842.53
<del>5234</del>	<del>6/21</del>	VOID (USPS-stamps)	+165.00	

Debits

9/2	Dollar Tree (misc)	13.78	
9/8	(Checks) (Harland Clarke)	151.44	
9/10	Dollar Tree (SRP)	24.38	
9/14	Office Max (paper)	212.46	
9/27	Dollar General (supplies)	8.43	
		<u>410.49</u>	-410.49

expense total -19,253.02

Voided  
OK #5233

+ 165.00  

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-19,088.02

Checking Balance 9/30/21 \* 196,203.43 \*

CD's Balance 34,381.79 \*

Total Assets 9/30/21 \$ 230,585.22 \*

Donna Long, Treasurer





## **Luther Area Public Library Epidemic/Pandemic Policy**

### **Purpose**

To establish a protocol that will be used in the event of an epidemic/pandemic or other public health emergency.

The Library should plan for staff being unable to report to work in the event of a serious infectious disease outbreak. In addition, during any public health emergency organizations may be required to take measures to help slow the spread of illness such as closing by order of county, state or federal health or government officials. It is important to ensure that core business activities of the Library can be maintained with limited staff and reduced hours as determined by the Library Director.

### **Continuity of Operations Plan – Epidemic/Pandemic**

This plan differs from a general emergency preparedness policy or procedure. With an emergency preparedness policy, there is an assumption that staff will return to the building or begin recovery work almost immediately after the event or crisis (such as after a fire or storm). If there is a serious infectious disease outbreak, recovery may be slow and limited staff, services, and hours may be necessary for several weeks or more.

### **Library Closure**

Luther Area Public Library may temporarily close or limit services because of a public health emergency such as an epidemic/pandemic in the even that any of the following occur:

- A. A mandate, order, or recommendation for closure is issued by District Health Department #10, State of Michigan Department of Health, or other state or local government officials.
- B. If a Library employee has been diagnosed with symptoms of the epidemic/pandemic, Luther Area Public Library will temporarily close for sanitation and notification.
- C. At the discretion of the Library Director with notification of the Library Board President.

The exterior book drop may be closed or kept open and cleared periodically.

### **Types of Library Closures:**

- Complete Closure: no staff in the building at any time.
- Library Closure with Essential Services Only: exempt and other essential library employees may be required to work from home or on-site during closures to perform necessary duties, such as payroll, bill paying, building maintenance, emptying book drop, etc.

- **Library Closure with Reduced Services:**
  - Staff may be allowed to work inside the building, although the building is closed to the public.
  - Staff may be assigned to provide services to patrons in newly determined ways.
  - Staff may be assigned to clean the building.

### **School Closures**

In the event that the Pine River Schools are closed because of an epidemic, Luther Area Public Library will remain open unless one of the above conditions under the "Library Closure" section above is met.

### **Compensation in an Epidemic/Pandemic**

The Library will compensate an employee their regularly scheduled hours if mandated to do so by local or state government.

### **Impact on Staff with Child Care Concerns**

In the event of school districts and day care closures due to an epidemic/pandemic, staff may choose to use their accrued leave to take unpaid time off to stay at home.

### **Communication**

In the event of cancellation of services, programs, meeting room usage, or Library closures, administrative staff will:

- Notify staff, trustees, and public via email, social media, and the website
- Call or email scheduled program presenters, community room reservations, and program attendees (if we have contact information)
- Provide information regarding the epidemic/pandemic on the Library's website homepage
- Create signage for updating patrons inside the library
- Notify local media or other government entities as deemed necessary

### **Employee Absences**

The Luther Area Public Library Policy Manual, Personnel Policy outlines Sick Leave, Holiday Pay, Extended Personal Leave, and Other Paid Leave. This policy shall continue to be followed in the event of an epidemic/pandemic or public health emergency while the Library remains operational. Pre-approved time off will be honored unless voluntarily cancelled.

### **Social Distancing and use of Personal Protective Equipment (PPE)**

If recommended by local, state, or federal health officials, Library staff will follow suggestions and directions to implement social distancing within the Library building. The Library will provide PPE for staff.

### **Additional Cleaning Measures**

During the epidemic/pandemic, the Library will ask staff and contracted employees to increase cleaning within building. The Director will devise new cleaning procedures for Luther Area Public Library during the epidemic.

### **Responsibility for Library Operations**

If, for any reason, the Library Director is unable or unavailable to perform the responsibilities and decisions outlined in this policy, administrative authority for this policy shall be determined by the Library Board President.

Luther Area Public Library  
SAMPLE POSITIVE CASE PROTOCOL – COVID-19

**SCENARIO:**

- Staff member lives with a family member who has a positive diagnosis
- Staff member travels to a “hot” location of COVID-19 infection
- Staff member is notified that they have been exposed to someone who has tested positive (outside of their family)

**Action Steps:**

Immediately (following CDC guidelines)\*:

- Notify employee that they must self-quarantine for 14 days if asymptomatic
  1. Notify employee of possible work-from-home option
  2. Notify employee, in writing, of benefits available during quarantine (Family Medical Leave Act (FMLA) and Families First Coronavirus Response Act (FFCRA), etc.)
  3. Remind employee, in writing, that they cannot be disciplined or retaliated against for quarantine
- If symptoms develop, self-isolation starts for 10 days since symptoms appeared and
  1. 24 hours with no fever without fever-reducing medication and
  2. Symptoms have improved.

**\*Note – Depending on circumstance of exposure, quarantine length and method of counting may change. See CDC Guidance on Quarantine in order to identify exact quarantine period.**

**SCENARIO:**

- Staff member exhibits symptoms of COVID-19 or fails health screening

**Action Steps:**

Immediately:

- If employee falls ill at workplace, SEPARATE employee from other employees
- Send employee home/arrange transportation, if necessary
- Provide employee with following instructions:
  1. Encourage employee to seek medical advice/attention

\*Notify employee to follow CDC Steps.

2. Employee must self-isolate/quarantine (following CDC guidelines) UNTIL:
    - A. At least 10 days since symptoms first appeared and
    - B. At least 24 hours with no fever without fever-reducing medication and
    - C. Symptoms have improved.
  3. Notify employee, in writing, of benefits available during quarantine (Family Medical Leave Act (FMLA) and Families First Coronavirus Response Act (FFCRA), etc.)
  4. Remind employee, in writing, that they cannot be disciplined or retaliated against for quarantine
- Maintain normal cleaning/sanitizing routine

#### **SCENARIO:**

#### **EMPLOYEE HAS A POSITIVE DIAGNOSIS OF COVID-19**

- ALL of the above steps, PLUS:

#### **Action Steps:**

Immediately:

- **NOTIFY LOCAL HEALTH DEPARTMENT**
- Close off affected employee's workspace and areas they used for prolonged (10 minutes or more) periods of time
- Determine whether to close, using protocol devised by Board. Discuss with Board if necessary, within Library's protocols. It may not be necessary to close facility. See CDC guidance for suspected or confirmed cases. However, if multiple employees develop symptoms or there are multiple positive diagnoses, Library must consider closing and implementing top-to-bottom cleaning in accordance with EO 202-145 sec.1(q)
  1. If Library closes and employees are sent home, work from home options should be considered for asymptomatic employees
  2. If workers are sent home, employees should be notified in writing of benefit options.

Within 24 hours:

- NOTIFY co-workers who may have had prolonged contact (15 minutes or more of sustained contact—within 6 feet) with an employee who has tested positive
- Maintain ill employee confidentiality
- Issue general statement to patron/public on social media ("Employee has tested positive, library is working with Health Department and completing necessary cleaning/disinfecting.")

After 24 hours:

- Thoroughly clean and disinfect previously closed-off affected employee's workspace and other areas where employee had a prolonged (10 minutes or more) presence, following CDC cleaning and disinfection recommendations:
- If it has been 7 days or more since employee has been in workspace, closing off/extra cleaning is unnecessary per CDC

**Employee Return to Work:**

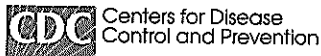
**Employees with no exposure sent home due to closing as part of deep-cleaning procedures:**

- Employees may return 24 hours after the completion of facility/building deep clean
- Employees must be asymptomatic
- Employees must not be considered "exposed" to virus by local Health Department

**Employees with a positive diagnosis:**

- Employees may return to work in accordance with the CDC Guidance for Discontinuation of Home Isolation, provided that the employee has documentation from their health provider AND local Health Department approval (per EO 2020-145 sec.1(o)) that they can safely return to work.
- Employees must contact their supervisor at least 24 hours before their planned return. Contact can be via phone, text, or e-mail.
- Once back at work, employee should be prepared to discuss any accommodations that may be required upon their return.

*\*CDC no longer recommends mandatory testing for return to work (see "What should I do if an employee comes to work with COVID-19 symptoms?")*



## COVID-19

To maximize protection from the Delta variant and prevent possibly spreading it to others, get vaccinated as soon as you can and wear a mask indoors in public if you are in an area of substantial or high transmission.

# Quarantine and Isolation

Updated Oct. 4, 2021

## Quarantine vs. Isolation

- You quarantine when you might have been exposed to the virus.
- You isolate when you have been infected with the virus, even if you don't have symptoms.

### For Health Departments

For detailed CDC recommendations for public health agencies on the duration of quarantine, see Science Brief: Options to Reduce Quarantine.

## Quarantine

Quarantine if you have been in close contact (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been fully vaccinated. People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have symptoms. However, fully vaccinated people should get tested 3-5 days after their exposure, even if they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

## What to do

- Stay home for 14 days after your last contact with a person who has COVID-19.
- Watch for fever (100.4°F), cough, shortness of breath, or other symptoms of COVID-19.
- If possible, stay away from people you live with, especially people who are at higher risk for getting very sick from COVID-19.

## After quarantine

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.

## You may be able to shorten your quarantine

Your local public health authorities make the final decisions about how long quarantine should last, based on local conditions and needs. Follow the recommendations of your local public health department if you need to quarantine. Options they will consider include stopping quarantine

After day 10 without testing

After day 7 after receiving a negative test result (test must occur on day 5 or later)

## Isolation

Isolation is used to separate people infected with COVID-19 from those who are not infected.

People who are in isolation should stay home until it's safe for them to be around others. At home, anyone sick or infected should separate from others, stay in a specific "sick room" or area, and use a separate bathroom (if available).

## What to do

- Monitor your symptoms. If you have an emergency warning sign (including trouble breathing), seek emergency medical care immediately.
- Stay in a separate room from other household members, if possible.
- Use a separate bathroom, if possible.
- Avoid contact with other members of the household and pets.
- Don't share personal household items, like cups, towels, and utensils.
- Wear a mask when around other people if able.

Learn more about what to do if you are sick and how to notify your contacts.

## When You Can be Around Others After You Had or Likely Had COVID-19

Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.

## For Anyone Who Has Been Around a Person with COVID-19

Anyone who has had close contact with someone with COVID-19 should quarantine for 14 days after their last exposure to that person, except if they meet the following conditions:

Someone who has been fully vaccinated and shows no symptoms of COVID-19 does not need to quarantine. However, fully vaccinated close contacts should:

- Wear a mask indoors in public for 14 days following exposure or until a negative test result.
- Get tested 3-5 days after close contact with someone with suspected or confirmed COVID-19.
- Get tested and isolate immediately if experiencing COVID-19 symptoms.

Someone who tested positive for COVID-19 with a viral test within the previous 90 days and has subsequently recovered and remains without COVID-19 symptoms does not need to quarantine. However, close contacts with prior COVID-19 infection in the previous 90 days should:



Wear a mask indoors in public for 14 days after exposure.

Monitor for COVID-19 symptoms and isolate immediately if symptoms develop.

Consult with a healthcare professional for testing recommendations if new symptoms develop.

## I think or know I had COVID-19, and I had symptoms

You can be around others after:

10 days since symptoms first appeared and

24 hours with no fever without the use of fever-reducing medications and

Other symptoms of COVID-19 are improving\*

*\*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation*

Note that these recommendations do not apply to people with severe COVID-19 or with weakened immune systems (immunocompromised).

## I tested positive for COVID-19 but had no symptoms

If you continue to have no symptoms, you can be with others after 10 days have passed since you had a positive viral test for COVID-19.

If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID-19, and I had symptoms."

## I was severely ill with COVID-19 or have a weakened immune system (immunocompromised) caused by a health condition or medication.

People who are severely ill with COVID-19 might need to stay home longer than 10 days and up to 20 days after symptoms first appeared. People with weakened immune systems may require testing to determine when they can be around others. Talk to your healthcare provider for more information. Your healthcare provider will let you know if you can resume being around other people based on the results of your testing.

People who are immunocompromised should be counseled about the potential for reduced immune responses to COVID-19 vaccines and the need to continue to follow current prevention measures (including wearing a mask, staying 6 feet apart from others they don't live with, and avoiding crowds and poorly ventilated indoor spaces) to protect themselves against COVID-19 until advised otherwise by their healthcare provider. Close contacts of immunocompromised people should also be encouraged to be vaccinated against COVID-19 to help protect these people.

## For Healthcare Professionals

If you are a healthcare professional who thinks or knows you had COVID-19, you should follow the same recommendations listed above for when you can resume being around others outside the workplace. When you can return to work depends on different factors and situations. For information on when you can return to work, see the following:

Criteria for Return to Work for Healthcare Personnel with SARS-CoV-2 Infection (Interim Guidance)



## COVID-19

To maximize protection from the Delta variant and prevent possibly spreading it to others, get vaccinated as soon as you can and wear a mask indoors in public if you are in an area of substantial or high transmission.

# Symptoms of COVID-19

Updated Feb. 22, 2021

## Watch for Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

### Feeling Sick?

[Check Symptoms with Self-Checker](#)[Get Tested for COVID-19](#)

## When to Seek Emergency Medical Attention

Look for emergency warning signs\* for COVID-19. If someone is showing any of these signs, seek emergency medical care

**immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone

\*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

## If You Are Sick

- › Check symptoms with Coronavirus Self-Checker
- › Get tested
- › What to do if you are sick
- › Isolate if you are sick
- › When to quarantine
- › How to care for someone who is sick

## Difference between COVID-19 & Flu

Influenza (Flu) and COVID-19 are both contagious respiratory illnesses, but they are caused by different viruses. COVID-19 is caused by infection with a new coronavirus (called SARS-CoV-2), and flu is caused by infection with influenza viruses.

COVID-19 seems to spread more easily than flu and causes more serious illnesses in some people. It can also take longer before people show symptoms and people can be contagious for longer. More information about differences between flu and COVID-19 is available in the different sections below.

Because some of the symptoms of flu and COVID-19 are similar, it may be hard to tell the difference between them based on symptoms alone, and testing may be needed to help confirm a diagnosis.

While more is learned every day about COVID-19 and the virus that causes it, there is still a lot that is unknown. This page compares COVID-19 and flu, given the best available information to date.

### Handouts & Videos



1/4

### More Information

People at Increased Risk

Healthcare Professionals

Luther Area Public Library  
2021-2022 Budget

A	B	C	D	E	F	G	H	I	J	Q
	Luther Area Public Library									
	2021-2022 Proposed Budget									
	General Fund	Original	Amended	April	May	June	July	August	September	Actual
	Receipts	2021-2022	2021-2022							Total
1	Library Millage	\$ 54,000.00	\$ 54,000.00				\$ 57,147.01			\$ 57,147.01
2	Local Government Support	\$ 2,500.00	\$ 2,500.00					\$ 2,500.00		\$ 2,500.00
3	Penal Fines	\$ 18,000.00	\$ 18,000.00					\$ 22,072.42		\$ 22,072.42
4	State Aid	\$ 2,500.00	\$ 2,500.00				\$ 3,591.47			\$ 3,591.47
5	Plat Book Sales	\$ 400.00	\$ 400.00							
6	Shoreline Yellow Bags	\$ 4,000.00	\$ 4,000.00	\$ 87.50	\$ 136.50	\$ 17.50	\$ 290.50	\$ 56.00	\$ 120.00	\$ 120.00
7	IRWS Blue Bags	\$ 7,000.00	\$ 18,000.00	\$ 490.00	\$ 182.50	\$ 872.50	\$ 1,540.00	\$ 191.00	\$ 56.00	\$ 644.00
8	Copies, Fines, Faxes & Sales	\$ 1,000.00	\$ 1,000.00	\$ 61.50	\$ 97.65	\$ 85.25	\$ 79.85	\$ 108.50	\$ 1,094.50	\$ 4,370.50
9	Donations	\$ 2,000.00	\$ 9,370.00	\$ 5,185.00	\$ 260.00	\$ 2,159.00				\$ 566.45
10	Interest/Checking & CD	\$ 100.00	\$ 100.00	\$ 10.27	\$ 9.10	\$ 6.26	\$ 7.97	\$ 9.20	\$ 1,592.83	\$ 9,196.83
11	Miscellaneous Fundraising	\$ 500.00	\$ 500.00	\$ 3.00	\$ 12.00	\$ 6.00	\$ 285.00	\$ 15.15	\$ 8.52	\$ 51.32
12	Grants/Endowment	\$ 3,000.00	\$ 3,000.00	\$ 2,024.80		\$ 3,624.89			\$ 83.55	\$ 404.70
13	Checking/Fund Balance		\$ 1,130.00							\$ 5,649.69
14	<b>Total Receipts</b>	<b>\$ 95,000.00</b>	<b>\$ 114,500.00</b>	<b>\$ 7,862.07</b>	<b>\$ 697.75</b>	<b>\$ 6,771.40</b>	<b>\$ 62,941.80</b>	<b>\$ 24,952.27</b>	<b>\$ 3,089.10</b>	<b>\$ 106,314.39</b>
15	<b>Expenditures</b>									
16	IRS Employer (Escrow)			\$ (259.48)	\$ (175.81)	\$ (168.32)	\$ (256.61)	\$ (197.93)	\$ (212.36)	\$ (1,270.51)
17	IRS Paid	\$ 5,000.00	\$ 5,000.00	\$ 1,078.48			\$ 1,207.15			\$ 2,285.63
18	Wages	\$ 32,000.00	\$ 32,000.00	\$ 3,391.49	\$ 2,297.99	\$ 2,200.00	\$ 3,354.23	\$ 2,587.31	\$ 2,776.11	\$ 16,607.13
19	UJAWorkers Comp.	\$ 400.00	\$ 400.00	\$ 4.00	\$ 154.00		\$ 5.00			\$ 163.00
20	Books & Movies	\$ 5,000.00	\$ 10,130.00	\$ 1,352.00			\$ 284.67	\$ 572.22		\$ 3,335.74
21	Supplies Exp.	\$ 2,000.00	\$ 2,000.00	\$ 30.17			\$ 8.00	\$ 21.89	\$ 8.43	\$ 84.20
22	Auditor									
23	Utilities	\$ 7,000.00	\$ 7,000.00	\$ 150.14	\$ 514.57	\$ 190.02	\$ 204.83	\$ 259.71	\$ 251.93	\$ 1,571.20
24	Building Insurance	\$ 1,500.00	\$ 1,500.00						\$ 77.00	\$ 77.00
25	Education/Travel	\$ 1,000.00	\$ 1,000.00							
26	Equipment/Software/Biblionix	\$ 5,000.00	\$ 8,370.00	\$ 268.58			\$ 3,296.96			\$ 3,565.54
27	Office Exp.	\$ 4,000.00	\$ 4,000.00	\$ 242.28	\$ 306.33	\$ 535.48	\$ 201.25	\$ 644.24	\$ 308.78	\$ 2,238.36
28	IRWS Blue Bags	\$ 7,000.00	\$ 18,000.00	\$ 920.00	\$ 460.00	\$ 920.00	\$ 920.00		\$ 3,220.00	\$ 6,440.00
29	Shoreline Yellow Bags	\$ 4,000.00	\$ 4,000.00							
30	Plat Books	\$ 750.00	\$ 750.00							
31	Building Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 59.63	\$ 69.04	\$ 249.04	\$ 199.04	\$ 11,132.04	\$ 283.00	\$ 283.00
32	Internet/Phone/E-Rates	\$ 6,000.00	\$ 6,000.00	\$ 203.43	\$ 203.40	\$ 203.40	\$ 502.27	\$ 203.22	\$ 11,036.49	\$ 22,745.28
33	Mid Michigan Library League/Dues	\$ 2,000.00	\$ 2,000.00			\$ 204.00			\$ 203.20	\$ 1,518.92
34	Grant Expenditures	\$ 3,000.00	\$ 3,000.00	\$ 938.89	\$ 266.65	\$ 120.86	\$ 1,045.88	\$ 905.49	\$ 1,090.28	\$ 2,199.77
35	Programming/Misc	\$ 2,000.00	\$ 2,000.00	\$ 12.91			\$ 80.94	\$ 743.06	\$ 59.38	\$ 3,174.72
36	<b>Total Expenditures</b>	<b>\$ 92,650.00</b>	<b>\$ 112,150.00</b>	<b>\$ 8,392.52</b>	<b>\$ 4,096.17</b>	<b>\$ 5,670.27</b>	<b>\$ 11,541.46</b>	<b>\$ 16,871.25</b>	<b>\$ 19,088.02</b>	<b>\$ 65,659.69</b>
37	Beginning Checking Balance			\$ 155,565.73	\$ 155,018.28	\$ 151,619.83	\$ 152,720.99	\$ 204,121.33	\$ 212,202.35	
38	Ending Checking Balance			\$ 155,018.28	\$ 151,619.86	\$ 152,720.99	\$ 204,121.33	\$ 212,202.35	\$ 196,203.43	
39	Transfer In/Out CD									
40	CD Balance			\$ 34,381.79	\$ 34,381.79	\$ 34,381.79	\$ 34,381.79	\$ 34,381.79	\$ 34,381.79	\$ 34,381.79
41	<b>Total Ending Balance</b>			<b>\$ 189,400.07</b>	<b>\$ 188,001.65</b>	<b>\$ 187,102.78</b>	<b>\$ 238,503.12</b>	<b>\$ 246,584.14</b>	<b>\$ 230,585.22</b>	