

Interlochen Public Library
9411 Tenth Street
231-276-6767
Regular Board Meeting Agenda
11-15-21

Regular meetings scheduled the third Monday of the month at 10 AM

1. Call to Order
2. Roll call-Secretary will record members
3. Approve Agenda
4. Public Hearing on the 2022 Budget
 - Introduction of the 2022 Budget
5. Discussion and action to adopt the 2022 Budget
 - 2022 Budget Resolution
 - Public Comment (5 minutes per person)
6. Minutes
 - Approve the minutes from the 10-18-21 Regular Meeting
7. Public Comment (5 minutes per person)
8. Treasurer's Report
 - Review the treasurer's report for October 2021
9. Director's Report
10. Friends Report
11. TADL Report
12. Unfinished Business
13. New Business
 - TADL Service Agreement Contact
14. Public Comment (5 minutes per person)
15. Adjournment

Interlochen Public Library

Budget Overview: 2022 IPL Budget (draft) FY 2022 - FY22 P&L

January - December 2022

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 2022	DEC 2022	TOTAL
Income													
101,000,540 State Aid	0.00	0.00	2,950.00	0.00	0.00	0.00	2,950.00	0.00	0.00	0.00	0.00	0.00	\$-4,700.00
101,000,581 TADL Millage	225,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$225,000.00
101,000,655 Fines													\$0.00
101,000,659 GT County	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00	0.00	0.00	0.00	0.00	0.00	\$11,000.00
101,000,661 Overdue Book Fines	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	\$120.00
Total 101,000,655 Fines	10.00	10.00	10.00	10.00	10.00	10.00	11,010.00	10.00	10.00	10.00	10.00	10.00	\$11,120.00
101,000,665 Interest													\$0.00
101,000,665.01 Endowment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$100.00
101,000,665.02 MML Dividend	0.00	0.00	0.00	0.00	0.00	377.00	0.00	0.00	0.00	0.00	0.00	0.00	\$377.00
101,000,665.03 Money Market and CDs	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	\$50.00
Total 101,000,665 Interest	5.00	5.00	5.00	5.00	5.00	382.00	5.00	5.00	5.00	5.00	5.00	5.00	\$537.00
101,000,671 Other													\$0.00
101,000,672 Donations & Grants													\$0.00
101,000,673 Nutrition Program	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20,000.00
101,000,676.02 Friends of IPL	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	\$20,000.00
101,000,676.03 Green Lake Township	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$6,000.00
101,000,676.04 Northland Co-op	3,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$3,400.00
101,000,679 General	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	\$8,000.00
Total 101,000,672 Donations & Grants	30,067.00	667.00	667.00	667.00	667.00	667.00	20,667.00	667.00	667.00	667.00	667.00	667.00	\$57,400.00
Total 101,000,671 Other	30,067.00	667.00	667.00	667.00	667.00	667.00	20,667.00	667.00	667.00	667.00	667.00	667.00	\$57,400.00
101,000,676 Operations & Reimbursements													\$0.00
101,000,676.01 Copier & Fax	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	163.00	\$2,000.00
101,000,676.05 Rental Space	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	\$600.00
101,000,676.06 TADL Insurance	0.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$900.00
Total 101,000,676 Operations & Reimbursements	217.00	217.00	217.00	217.00	1,117.00	217.00	217.00	217.00	217.00	217.00	217.00	213.00	\$3,500.00
Total Income	\$255,299.00	\$899.00	\$3,249.00	\$899.00	\$1,799.00	\$1,276.00	\$34,249.00	\$899.00	\$899.00	\$899.00	\$899.00	\$991.00	\$302,257.00
GROSS PROFIT	\$255,299.00	\$899.00	\$3,249.00	\$899.00	\$1,799.00	\$1,276.00	\$34,249.00	\$899.00	\$899.00	\$899.00	\$899.00	\$991.00	\$302,257.00
Expenses													
101,790,701 Personnel Services													\$0.00
101,790,703 Salaries	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	3,700.00	5,550.00	3,700.00	3,700.00	3,700.00	3,700.00	5,550.00	\$48,100.00
101,790,702 Director	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	14,500.00	10,000.00	10,000.00	10,000.00	10,000.00	14,500.00	\$129,000.00
101,790,704 Staff	13,700.00	13,700.00	13,700.00	13,700.00	13,700.00	13,700.00	20,050.00	13,700.00	13,700.00	13,700.00	13,700.00	20,050.00	\$177,100.00
Total 101,790,703 Salaries	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,500.00	1,200.00	1,200.00	1,200.00	1,200.00	1,500.00	\$15,000.00
Total 101,790,701 Personnel Services	14,900.00	14,900.00	14,900.00	14,900.00	14,900.00	14,900.00	21,550.00	14,900.00	14,900.00	14,900.00	14,900.00	21,550.00	\$192,100.00
101,790,750 Supplies													\$0.00
101,790,752 Office & General Supplies	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	\$7,200.00
Total 101,790,750 Supplies	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	\$7,200.00
101,790,800 Other Services and Charges													\$0.00
100,790,812 Rentals and Equipment Lease	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	\$3,600.00
101,790,801 Accounting & Auditing	85.00	5,750.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	\$6,685.00
101,790,804 Cataloging Services	0.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$400.00
101,790,807 Exterior Bldg. Maintenance													\$0.00
101,790,807.01 Spring & Fall Clean-up	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00	0.00	\$3,000.00
101,790,807.02 Ploving	700.00	1,200.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	700.00	0.00	0.00	\$5,000.00
101,790,807.03 Mowing	0.00	0.00	0.00	0.00	0.00	275.00	200.00	150.00	150.00	150.00	0.00	0.00	\$925.00
101,790,807.04 Waste Removal	33.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	\$418.00
Total 101,790,807 Exterior Bldg. Maintenance	733.00	1,235.00	1,035.00	35.00	35.00	1,810.00	235.00	185.00	185.00	2,385.00	735.00	735.00	\$9,343.00
101,790,808 Interior Bldg Maintenance													\$0.00
101,790 Water Testing	80.00	0.00	0.00	76.00	0.00	0.00	80.00	0.00	0.00	80.00	150.00	0.00	\$466.00
101,790,808.01 Cleaning Service	900.00	900.00	900.00	900.00	900.00	900.00	1,040.00	900.00	900.00	900.00	900.00	1,040.00	\$11,080.00

	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 2022	DEC 2022	TOTAL
101.790.808.02 Fire Suppression	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$500.00
101.790.808.03 Windows	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,500.00
101.790.808.04 Carpets	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,000.00
101.790.808.05 Mechanical	1,650.00	0.00	0.00	0.00	0.00	1,650.00	0.00	0.00	3,000.00	0.00	0.00	0.00	\$6,300.00
Total 101.790.808 Interior Bldg Maintenance	2,650.00	900.00	2,400.00	976.00	900.00	4,650.00	1,120.00	900.00	3,900.00	980.00	1,050.00	1,040.00	\$20,846.00
101.790.810 Payroll Fees	130.00	130.00	130.00	130.00	130.00	130.00	195.00	130.00	130.00	130.00	130.00	195.00	\$1,690.00
101.790.814 Security	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	\$2,400.00
101.790.816 Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	690.00	\$690.00
101.790.840 Insurance	0.00	0.00	375.00	0.00	6,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$6,875.00
101.790.850 Communications & Software	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$1,200.00
101.790.861 Travel Reimbursement	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$1,200.00
101.790.900 Programs & Public Relations	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	\$6,000.00
101.790.901 Wellness & Nutrition Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,078.00	\$2,078.00
Total 101.790.900 Programs & Public Relations	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	2,578.00	\$8,078.00
101.790.910 Staff Development	170.00	170.00	170.00	190.00	150.00	250.00	150.00	150.00	150.00	150.00	150.00	150.00	\$2,000.00
101.790.915 Memberships & Dues	0.00	325.00	375.00	0.00	0.00	1,150.00	1,150.00	0.00	0.00	0.00	0.00	0.00	\$5,000.00
101.790.916 Utilities	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	\$7,200.00
101.790.920 Electric	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	\$6,000.00
101.790.921 Gas	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	\$13,200.00
Total 101.790.916 Utilities	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00	\$13,200.00
101.790.940 Green Lake Township Lease	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	\$250.00
Total 101.790.800 Other Services and Charges	6,048.00	10,810.00	7,270.00	3,716.00	10,100.00	9,775.00	5,485.00	3,750.00	6,750.00	6,030.00	4,450.00	7,273.00	\$81,457.00
101.790.970 Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	\$2,000.00
101.790.980 Furniture & Equipment	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	\$13,500.00
101.790.982 Books	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	\$2,400.00
101.790.985 Audio Visual Materials	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$1,600.00
101.790.986 Periodicals	1,550.00	1,550.00	1,550.00	1,550.00	1,550.00	1,550.00	3,300.00	1,300.00	1,300.00	1,700.00	1,300.00	3,300.00	\$21,500.00
Total 101.790.970 Capital Outlay	\$23,098.00	\$27,860.00	\$24,320.00	\$20,766.00	\$27,150.00	\$26,825.00	\$30,935.00	\$20,550.00	\$23,550.00	\$23,230.00	\$21,250.00	\$32,723.00	\$302,257.00
NET OPERATING INCOME	\$232,201.00	\$-26,961.00	\$-21,071.00	\$-19,867.00	\$-25,351.00	\$-25,549.00	\$3,314.00	\$-19,651.00	\$-22,651.00	\$-22,331.00	\$-20,351.00	\$-31,732.00	\$0.00
NET INCOME	\$232,201.00	\$-26,961.00	\$-21,071.00	\$-19,867.00	\$-25,351.00	\$-25,549.00	\$3,314.00	\$-19,651.00	\$-22,651.00	\$-22,331.00	\$-20,351.00	\$-31,732.00	\$0.00

Interlochen Public Library

Budget Overview: 2021 IPL Budget (approved) - FY21 P&L

January - December 2021

	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	TOTAL
Income													
101.000.540 State Aid	0.00	0.00	2,350.00	0.00	0.00	0.00	2,350.00	0.00	0.00	0.00	0.00	0.00	\$4,700.00
101.000.581 TADL Millage	197,115.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$197,115.00
101.000.655 Fines													\$0.00
101.000.659 GT County	0.00	0.00	0.00	0.00	0.00	0.00	11,000.00	0.00	0.00	0.00	0.00	0.00	\$11,000.00
101.000.661 Overdue Book Fines	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	\$120.00
Total 101.000.655 Fines	10.00	10.00	10.00	10.00	10.00	10.00	11,010.00	10.00	10.00	10.00	10.00	10.00	\$11,120.00
101.000.685 Interest													\$0.00
101.000.685.01 Endowment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$100.00
101.000.685.02 MML Dividend	0.00	0.00	0.00	0.00	0.00	377.00	0.00	0.00	0.00	0.00	0.00	0.00	\$377.00
101.000.685.03 Money Market and CDs	14.48	28.00	24.11	15.62	14.91	16.37	9.32	0.00	0.00	0.00	0.00	0.00	\$122.81
Total 101.000.685 Interest	14.48	28.00	24.11	15.62	14.91	393.37	9.32	0.00	0.00	0.00	0.00	0.00	\$599.81
101.000.671 Other													\$0.00
101.000.672 Donations & Grants													\$0.00
101.000.673 Nutrition Program	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$20,000.00
101.000.676.02 Friends of IPL	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00	0.00	0.00	0.00	0.00	\$20,000.00
101.000.676.03 Green Lake Township	6,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$6,000.00
101.000.676.04 Northland Co-op	3,400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$3,400.00
101.000.679 General	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	667.00	663.00	\$8,000.00
Total 101.000.672 Donations & Grants	30,067.00	667.00	667.00	667.00	667.00	667.00	20,667.00	667.00	667.00	667.00	667.00	663.00	\$57,400.00
Total 101.000.671 Other	30,067.00	667.00	667.00	667.00	667.00	667.00	20,667.00	667.00	667.00	667.00	667.00	663.00	\$57,400.00
101.000.676 Operations & Reimbursements													\$0.00
101.000.676.01 Copier & Fax	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	167.00	163.00	\$2,000.00
101.000.676.05 Rental Space	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	\$600.00
101.000.676.06 TADL Insurance	0.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$900.00
Total 101.000.676 Operators & Reimbursements	217.00	217.00	217.00	217.00	1,117.00	217.00	217.00	217.00	217.00	217.00	217.00	213.00	\$3,500.00
Total Income	\$227,423.48	\$922.00	\$3,268.11	\$909.62	\$1,808.91	\$1,287.37	\$34,253.32	\$894.00	\$894.00	\$894.00	\$894.00	\$886.00	\$274,434.81
GROSS PROFIT	\$227,423.48	\$922.00	\$3,268.11	\$909.62	\$1,808.91	\$1,287.37	\$34,253.32	\$894.00	\$894.00	\$894.00	\$894.00	\$886.00	\$274,434.81
Expenses													\$0.00
101.790.701 Personnel Services													\$0.00
101.790.703 Salaries	5,307.66	3,538.44	3,538.44	3,538.44	3,538.44	3,538.44	5,307.66	3,538.44	3,538.44	3,538.44	3,538.44	3,538.44	\$45,999.72
101.790.702 Director	13,747.00	9,165.00	9,165.00	9,165.00	9,165.00	9,165.00	13,747.00	9,165.00	9,165.00	9,165.00	9,165.00	9,165.00	\$119,144.00
101.790.704 Staff	19,054.66	12,703.44	12,703.44	12,703.44	12,703.44	12,703.44	19,054.66	12,703.44	12,703.44	12,703.44	12,703.44	12,703.44	\$165,143.72
Total 101.790.703 Salaries	1,500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	\$13,000.00
Total 101.790.701 Personnel Services	20,554.66	13,703.44	13,703.44	13,703.44	13,703.44	13,703.44	20,554.66	13,703.44	13,703.44	13,703.44	13,703.44	13,703.44	\$178,143.72
101.790.750 Supplies													\$0.00
101.790.752 Office & General Supplies	520.00	500.00	500.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	\$6,200.00
Total 101.790.750 Supplies	520.00	500.00	500.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	520.00	\$6,200.00
101.790.800 Other Services and Charges													\$0.00
100.790.812 Rentals and Equipment Lease	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	\$3,300.00
101.790.801 Accounting & Auditing	70.00	4,700.00	70.00	70.00	70.00	70.00	70.00	70.00	300.00	1,570.00	70.00	70.00	\$7,200.00
101.790.804 Cataloging Services	0.00	0.00	380.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$380.00
101.790.807 Exterior Bldg. Maintenance													\$0.00
101.790.807.01 Spring & Fall Clean-up	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	0.00	0.00	1,200.00	0.00	0.00	\$2,400.00
101.790.807.02 Ploving	700.00	1,200.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	700.00	0.00	0.00	\$5,000.00
101.790.807.03 Mowing	0.00	0.00	0.00	0.00	0.00	265.00	175.00	140.00	140.00	180.00	0.00	0.00	\$900.00
101.790.807.04 Waste Removal	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	\$384.00
Total 101.790.807 Exterior Bldg. Maintenance	732.00	1,232.00	1,032.00	32.00	32.00	1,497.00	207.00	172.00	172.00	2,112.00	732.00	732.00	\$8,684.00
101.790.808 Interior Bldg Maintenance													\$0.00
101.790 Water Testing	76.00	0.00	0.00	76.00	0.00	0.00	76.00	0.00	0.00	76.00	0.00	0.00	\$304.00
101.790.808.01 Cleaning Service	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	\$12,480.00

	JAN 2021	FEB 2021	MAR 2021	APR 2021	MAY 2021	JUN 2021	JUL 2021	AUG 2021	SEP 2021	OCT 2021	NOV 2021	DEC 2021	TOTAL
101.790.808.02 Fire Suppression	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$500.00
101.790.808.03 Windows	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,000.00
101.790.808.04 Carpets	0.00	0.00	700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$700.00
101.790.808.05 Mechanical	1,556.00	0.00	0.00	0.00	0.00	1,583.00	0.00	0.00	2,861.00	0.00	0.00	0.00	\$6,000.00
Total 101.790.808 Interior Bldg Maintenance	2,672.00	1,040.00	2,240.00	1,116.00	1,040.00	3,623.00	1,116.00	1,040.00	3,901.00	1,116.00	1,040.00	1,040.00	\$20,984.00
101.790.810 Payroll Fees	187.00	225.00	125.00	130.00	125.00	125.00	187.00	129.00	125.00	125.00	225.00	187.00	\$1,895.00
101.790.816 Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	940.09	\$940.09
101.790.840 Insurance	0.00	0.00	0.00	0.00	6,025.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$6,000.00
101.790.850 Communications & Software	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	\$480.00
101.790.861 Travel Reimbursement	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$1,200.00
101.790.900 Programs & Public Relations	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$1,200.00
101.790.901 Wellness & Nutrition Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,078.00	\$2,078.00
Total 101.790.900 Programs & Public Relations	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	2,178.00	\$3,278.00
101.790.910 Staff Development	170.00	170.00	170.00	190.00	150.00	250.00	150.00	150.00	150.00	150.00	150.00	150.00	\$2,000.00
101.790.915 Memberships & Dues	0.00	325.00	375.00	0.00	0.00	1,150.00	1,150.00	0.00	0.00	0.00	0.00	0.00	\$3,000.00
101.790.916 Utilities	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	540.00	540.00	\$6,500.00
101.790.920 Electric	460.00	460.00	460.00	460.00	460.00	460.00	440.00	460.00	460.00	460.00	460.00	460.00	\$5,500.00
101.790.921 Gas	1,002.00	1,002.00	1,002.00	1,002.00	1,002.00	1,002.00	982.00	1,002.00	1,002.00	1,002.00	1,000.00	1,000.00	\$12,000.00
Total 101.790.916 Utilities	1,002.00	1,002.00	1,002.00	1,002.00	1,002.00	1,002.00	982.00	1,002.00	1,002.00	1,002.00	1,000.00	1,000.00	\$12,000.00
101.790.940 Green Lake Township Lease	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	\$250.00
Total 101.790.800 Other Services and Charges	5,348.00	9,209.00	6,284.00	3,055.00	8,959.00	8,232.00	4,627.00	3,078.00	6,165.00	6,590.00	3,732.00	6,712.09	\$71,991.09
101.790.970 Capital Outlay													\$0.00
101.790.980 Furniture & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	2,000.00	\$3,000.00
101.790.982 Books	830.00	830.00	834.00	834.00	834.00	834.00	834.00	834.00	834.00	834.00	834.00	834.00	\$10,000.00
101.790.985 Audio Visual Materials	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	\$2,400.00
101.790.986 Periodicals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,700.00	0.00	0.00	0.00	\$2,700.00
Total 101.790.970 Capital Outlay	1,030.00	1,030.00	1,034.00	1,034.00	1,034.00	1,034.00	2,034.00	1,034.00	1,034.00	3,734.00	1,034.00	3,034.00	\$18,100.00
Total Expenses	\$27,452.66	\$24,442.44	\$21,521.44	\$18,312.44	\$24,216.44	\$23,499.44	\$27,735.66	\$18,335.44	\$21,422.44	\$24,547.44	\$18,989.44	\$23,989.53	\$274,434.81
NET OPERATING INCOME	\$199,970.82	\$ -23,520.44	\$ -18,253.33	\$ -17,402.82	\$ -22,407.53	\$ -22,202.07	\$6,517.66	\$ -17,441.44	\$ -20,528.44	\$ -23,653.44	\$ -18,095.44	\$ -22,983.53	\$0.00
NET INCOME	\$199,970.82	\$ -23,520.44	\$ -18,253.33	\$ -17,402.82	\$ -22,407.53	\$ -22,202.07	\$6,517.66	\$ -17,441.44	\$ -20,528.44	\$ -23,653.44	\$ -18,095.44	\$ -22,983.53	\$0.00

**Interlochen Public Library
Mission Statement**

To provide the
information, resources and services that our diverse and changing population need in its
lifelong search for intellectual, recreational and vocational information and enrichment.

**IPL BOARD MEETING
Interlochen Public Library
9411 Tenth Street, 231-276-6767
Board of Trustees Minutes(draft)
10/18/2021**

Call to Order: At 10:05 a.m. by President Pat Thompson

Roll Call -

Present: Rory Baker, Laurie Bouwman, Sue Egelus, Mary Beth Hardwicke, Pat Thompson, Ethan Fitzpatrick

Approval of Agenda -

- Motion to approve the agenda. Motion made by M. Hardwicke, 2nd, L. Bouwman
- Roll call vote: R. Baker: Yes; L. Bouwman: Yes; Sue Egelus: Yes; M. Hardwicke: Yes; P. Thompson: Yes. Motion carried.

Minutes -

- Motion made to approve Minutes of 9/20/2021 with changes moving TADL Contract to the top of the list. Motion made by M. Hardwicke, 2nd L. Bouwman.
- Roll call vote: R. Baker: Yes; L. Bouwman: Yes; Sue Egelus: Yes; M. Hardwicke: Yes; P. Thompson: Yes. Motion carried.

New Business-(zoom) TADL Negotiating Team -

- Motion made by M. Hardwicke, 2nd L. Bouwman to ask the 2021 Member Negotiating Team to reconsider and increase the base amount from \$225,000.00 to \$237,000.00
- Roll call vote: R. Baker: No; L. Bouwman: Yes; Sue Egelus: Yes; M. Hardwicke: Yes; P. Thompson: Yes. Motion carried.

Public Comment - No comment

Treasurer's Report

- The board reviewed and discussed the treasurer's report for September 2021.

Director's Report - Jennifer Thomet

- J. Thomet is applying for a grant that would provide funds to teach and record the history of Interlochen. The grant encourages the art of storytelling, collecting and publishing while using many multimedia avenues.
- Mi Reads books have arrived. Women of Copper Country, by Mary Doria Russell.
- We will be hosting a harp and violin concert soon, thanks to ICA.

- Medicare program with Rory Baker.

Friend's Report - Sara Thompson-

- Tables of Content, our Friends upcoming cookbook has received 150 pre orders.
- The Annual Appeals Letter is being prepared.
- The Friends will be electing new officers soon.

TADL Report -

- No report

Health and Wellness Report -

- Next months Book Discussion: Hey Kiddo, Krosoczka
- October 30 Healthy food choices for young adults class
- November we will host a Grief Program
- Fall into Money Management Workshop

Facilities Report -

- Acoustic Panels will be ordered using one neutral color.

Unfinished Business -

- 2022 Budget Planning
- Light Up Interlochen Sight Plan will be presented.

New Business -

- R. Baker, S. Egelus, and J. Thomet will work together on the 2022 Budget Planning.

Public Comment -

- No public comment

Adjournment

- Motion to adjourn, motion made by M. Hardwicke , 2nd by S. Egelus,. Motion carried. Meeting adjourned at 11:24.
- Next meeting will be Monday, November 15, 2021 at 10:00 a.m.

Interlochen Public Library

Balance Sheet

As of October 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
101.000.001 General Ckng ChemB 0420	136,831.18
101.000.002 MM Gen ChemB 1180	130,794.23
101.000.004 Petty Cash	125.00
101.000.005 Imprest Checking	401.06
Total Bank Accounts	\$268,151.47
Accounts Receivable	
101.000.040 Accounts Receivable	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
101.000.010 Undeposited Funds	0.00
101.000.123 Prepaid Expenses	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$268,151.47
Fixed Assets	
101.000.132 Land Improvements	0.00
101.000.136 Leasehold Improvements	0.00
101.000.137 Accumulated Depreciation	0.00
101.000.146 Library Equipment	0.00
101.000.150 Books and Collection Items	0.00
Total Fixed Assets	\$0.00
TOTAL ASSETS	\$268,151.47

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
101.000.202 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
101.000 Audit Accounts Payable	0.00
101.000.214 Due to Building Fund	0.00
101.000.220 Unearned Revenue	36,201.73
101.000.231 Federal W/H & FICA Payable	0.00
101.000.237 State W/H Payable	0.00
101.000.257 Accrued Payroll	0.00
101.000.361 Deferred Building Donations	0.00
Total Other Current Liabilities	\$36,201.73
Total Current Liabilities	\$36,201.73
Total Liabilities	\$36,201.73
Equity	
101.000.373 Investment in Fixed Assets	0.00
101.000.376 Restricted Fund Balance	
101.000.377 Restricted Endowment	0.00
Total 101.000.376 Restricted Fund Balance	0.00
101.000.385 Building Fund	
101-000-386 Assigned Fund Balance Carryover	0.00
101.000.387 Restricted Fund Bal - Donations	0.00
Total 101.000.385 Building Fund	0.00
101.000.388 Expendable Endowment	35,150.00
101.000.390 Unrestricted Fund Balance	78,759.61
101.000.399 Opening Balance Equity	0.00
Net Income	118,040.13
Total Equity	\$231,949.74
TOTAL LIABILITIES AND EQUITY	\$268,151.47

Interlochen Public Library

Profit and Loss

January - October, 2021

	TOTAL
Income	
101.000.540 State Aid	5,016.43
101.000.581 TADL Millage	201,006.00
101.000.655 Fines	
101.000.659 GT County	9,815.23
101.000.661 Overdue Book Fines	422.63
Total 101.000.655 Fines	10,237.86
101.000.665 Interest	
101.000.665.01 Endowment	0.00
101.000.665.02 MML Dividend	392.00
101.000.665.03 Money Market and CD's	45.10
Total 101.000.665 Interest	437.10
101.000.671 Other	
101.000.672 Donations & Grants	
101.000.673 Nutrition Program	20,000.00
101.000.676.02 Friends of IPL	20,000.00
101.000.676.03 Green Lake Township	6,000.00
101.000.676.04 Northland Co-op	3,400.00
101.000.679 General	16,717.45
Total 101.000.672 Donations & Grants	66,117.45
Total 101.000.671 Other	66,117.45
101.000.676 Operations & Reimbursements	
101.000.676.01 Copier & Fax	2,568.81
101.000.676.05 Rental Space	670.50
101.000.676.06 TADL Insurance	900.00
Total 101.000.676 Operations & Reimbursements	4,139.31
101.000.683 Uncategorized Income	22,453.43
Total Income	\$309,407.58
GROSS PROFIT	\$309,407.58
Expenses	
101.790.701 Personnel Services	
101.790.703 Salaries	
101.790.702 Director	35,984.96
101.790.704 Staff	81,114.44
Total 101.790.703 Salaries	117,099.40
101.790.709 Employer Taxes	9,094.31
Total 101.790.701 Personnel Services	126,193.71
101.790.750 Supplies	
101.790.752 Office & General Supplies	4,043.90
Total 101.790.750 Supplies	4,043.90

	TOTAL
101.790.800 Other Services and Charges	
100.790.812 Rentals and Equipment Lease	2,468.44
101.790.801 Accounting & Auditing	5,320.00
101.790.804 Cataloging Services	323.41
101.790.807 Exterior Bldg. Maintenance	
101.790.807.01 Spring & Fall Clean-up	1,442.00
101.790.807.02 Plowing	1,990.00
101.790.807.03 Mowing	770.00
101.790.807.04 Waste Removal	297.00
Total 101.790.807 Exterior Bldg. Maintenance	4,499.00
101.790.808 Interior Bldg Maintenance	
101.790 Water Testing	135.05
101.790.808.01 Cleaning Service	7,415.66
101.790.808.05 Mechanical	2,606.11
Total 101.790.808 Interior Bldg Maintenance	10,156.82
101.790.810 Payroll Fees	1,409.00
101.790.816 Contingency	411.16
101.790.840 Insurance	9,463.86
101.790.850 Communications & Software	727.15
101.790.851 Bank & Post Office	13.28
101.790.861 Travel Reimbursement	263.63
101.790.900 Programs & Public Relations	1,625.11
101.790.901 Wellness & Nutrition Program	402.16
Total 101.790.900 Programs & Public Relations	2,027.27
101.790.910 Staff Development	144.12
101.790.915 Memberships & Dues	2,882.08
101.790.916 Utilities	
101.790.920 Electric	4,925.69
101.790.921 Gas	4,655.69
Total 101.790.916 Utilities	9,581.38
101.790.940 Green Lake Township Lease	250.00
Total 101.790.800 Other Services and Charges	49,940.60
101.790.970 Capital Outlay	
101.790.980 Furniture & Equipment	1,418.90
101.790.982 Books	8,131.45
101.790.985 Audio Visual Materials	1,104.63
101.790.986 Periodicals	534.26
Total 101.790.970 Capital Outlay	11,189.24
Total Expenses	\$191,367.45
NET OPERATING INCOME	\$118,040.13
NET INCOME	\$118,040.13

Interlochen Public Library

Check Detail

October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
101.000.001	General Ckng ChemB 0420					
10/04/2021	Bill Payment (Check)	8008	Card MemberServices(L)			-1,967.30
						-1,967.30
10/04/2021	Bill Payment (Check)	8009	Integrity Business Solutions	941466		-43.80
						-43.80
10/04/2021	Bill Payment (Check)	8010	Universal Cleaners, LLC			-695.24
						-695.24
10/04/2021	Bill Payment (Check)	8011	X-Chemical Specialties North LLC			-124.81
						-124.81
10/04/2021	Bill Payment (Check)	8012	U.S. Bank Equipment Finance			-172.74
						-172.74
10/25/2021	Bill Payment (Check)	8013	Amazon.com	6045787810451621		-999.93
						-999.93
10/25/2021	Bill Payment (Check)	8014	U.S. Bank Equipment Finance			-172.74
						-172.74
10/25/2021	Bill Payment (Check)	8015	Center Point Large Print			-93.48
						-93.48
10/25/2021	Bill Payment (Check)	8016	Joe Shipman			-210.00
						-210.00
10/25/2021	Bill Payment (Check)	8017	Pure Water Works			-26.11
						-26.11
10/25/2021	Bill Payment (Check)	8018	Target Pest Control			-350.00
						-350.00
10/25/2021	Bill Payment (Check)	8019	Grand Traverse Nursery Sales, Inc.			-65.00
						-65.00
10/27/2021	Bill Payment (Check)	8020	Card MemberServices(L)			-1,321.75
						-1,321.75
10/27/2021	Bill Payment (Check)	8021	Redburn, Susanne			-10.93
						-10.93



NOVEMBER DIRECTOR'S REPORT—JENNIFER THOMET

"Coming to the library is my daughter's favorite part of the week."

Friends, that put a big smile on my face. A mother and her toddler were playing in the children's library when she told me that. She said she doesn't work on Fridays, and now she brings her daughter in each week. It's their special time together. Her daughter wakes up and proclaims, "go to library!"

Libraries are one of the last remaining public spaces.

As a public space, we at IPL take extra precautions to ensure that everyone is safe this flu and Covid season. We continue to wipe down surfaces, clean high-touch areas, and rotate toys and other items. Our programming is in the community room to accommodate social distancing. As we enter the colder months, some of our programming will kindly ask you to wear masks if you wish to participate.

Spread the Words

Beaded Bracelet class is on November 13th at 11 am. This month's Adult and Teen make and take craft is a Thanksgiving painting rock. The Friends annual mitten tree starts on November 29th. There will be a Holiday Harp and Viola concert Saturday, December 18th, from 2-3 pm. Masks are kindly requested. Thank you to the Friends of IPL for sponsoring these programs.

Rory Baker will be offering a Medicare informational session on Saturday, November 13th, at 2 pm. Medicare Annual Election Period is from October 15-December 7, 2021. Options can be confusing. Do you have questions regarding the recent changes to Medicare, drug plans, or what doctor you can see? Put the pieces together with this information session led by licensed professional Rory Baker. If you are on Medicare or becoming Medicare eligible, this information session is for you.

Health and Wellness

If you missed November's Grief and the Holidays bereavement class, no worries; IPL is working with Sharon Neumann for more courses and programs in the future. The Healthy Holiday Substitutions will be on December 6th at 2-3:30 pm: Let's Modify Those Recipes! Class. Dianna Teasdale will show how to use substitutions to lighten up your favorite holiday recipes.

Circulation Oct 2021: 4,957; (Oct 2019: 5,938)
Hold Transit Counts Oct 2021: 562 to other libraries; 1148 from other libraries to IPL
Programs: Oct 2021: 60 programs, 772 General Attendance;
Patron Count: Oct 2021: 2,918 Curbside Pickup: October: 2021: 4
Questions Answered: October: 782
Computer Use: Oct: 134
Total New Library Cards Issued in Oct: 24