



LEELANAU
TOWNSHIP LIBRARY

119 Nagonaba St. Northport, MI 49670

www.leelanautownshiplibrary.org

**Leelanau Township Library Meeting of the Board of Trustees
Monday May 20, 2024 7-9 pm in the Library and on Zoom**

Meeting ID: 482 391 5571

- 1. Call to Order**
- 2. Approval of April Minutes**
- 3. Public Comment**
- 4. Directors Report**
- 5. Financial Report**
- 6. Old Business**
 - 1. Strategic Planning - Survey Process**
 - 2. Director Evaluation**
 - 3.**
- 7. New Business**
 - 1.**
 - 2.**
- 8. Public comment**
- 9. Adjournment**

Next meeting: June 17, 2024 at 7pm

DRAFT Leelanau Township Board of Trustees Meeting Minutes for April 15, 2024

Present: Amanda Kruk, Mary Robertson, Rick Gans, Jamie Scripps

via Zoom: Dale Lersch

Absent: Mark Morton

Staff present: Julie Alpers-Preneta, director

Friends and Public Present: Silvia Gans, via Zoom: Patty Noftz, Anne Harper

- I. Mary Robertson called the meeting to order at 7:04
- II. Approval of Minutes.
 - A. Rick moved to approve the 3-18 meeting minutes, Jamie seconded. Unanimous approval.
 - B. Jamie moved to approve the 4-4 special meeting minutes, Rick seconded. Unanimous approval.
- III. Public Comment: Silvia said "Good work everybody!"
- IV. Director's Report
 - A. Visitors and circulations numbers still climbing
 - B. There has been a big purge of the fiction section
 - C. Discovered spring break is a great time for childrens' programming, not so much for adult programming
 - D. CD are gone, CD rack moved to new home in TC, making great space for events like poetry night.
 - E. Erin is weeding the Juvenile/YA books & relocating particular author's books to be all together and easier to find
 - F. New color printer is here and almost set up- currently cannot wirelessly print
 - G. Faxing is not a separate line, see no need to pay for a separate line
 - H. Seed library is here & some home-grown seeds have been donated
 - I. Annual report can be expected next month
 - J. William Kent Krueger event still need lights & sound, discussion with recommendations on who else to contact was had
 - K. Julie received praise for the Director's Report, citing impressive numbers
- V. Financial Report
 - A. Explanations for why certain budget items were in negative:
 1. Line 717.1 Property & Liability insurance paid in March for FY '24-'25, leaving a deficit of \$-4,083.
 2. Line 728 Repairs & Maintenance the fire extinguisher was checked unexpectedly, leaving a deficit of \$-160.20
 3. Line 730 Furnishings/Equipment - 2 bookcases were purchased, leaving a deficit of \$-647.84
 4. Line 744 Digital Materials went over expected budget, leaving a deficit of \$-381.65
 - B. Rick moved that for the '23-'24 Budget, in category 717.1 we increase budget by \$4083, in category 728 we increase by \$161, in category 730 we increase by \$648, and in category 744 we increase by \$382. Mary Robertson seconded. Unanimous approval.

VI. Old Business

- A. Strategic Planning: Julie, Mark, and Rick met with ReThinking Libraries to work next steps and a contract is expected by end of week. Jamie & Rick will review the contract. The proposal with an agreed upon flat rate w/additional facilities study was accepted. Schedule of meetings, visits, retreat, etc, will be laid during the kick off meeting. The kick off is scheduled for 5-15 on Zoom at 1pm. A special meeting of the board to approve the contract is scheduled for 5-14 at 8:45pm. We need to add the ReThinking checklist to the public record. Rick finished the grant proposal last week, it included the RFP and the ReThinking proposal plus the LTCF's required documentation. Joan Moore confirmed it had been received and their committee will review it after the May 1st deadline. They may ask for more info upon consideration. We asked for \$15,000.
- B. Director Evaluation: delayed to May when more of the board can be present.

VII. New Business

- A. Julie updated the meeting calendar for the next year. Jamie moved to approve the meeting calendar, Amanda seconded. Unanimous approval.
- B. Election paperwork: county clerk needs time to research exact requirements, deadlines, etc.

VIII. Public Comment

- A. Anne Harper asked if we planned to include director self-evaluations in our director evaluation process. Dale mentioned we had talked about it and need to clarify with Mark. Anne suggested it is very good practice to have director do the self-evaluation with goals and milestones for the upcoming year. Board members agreed this is a very good idea. Rick noted that the strategic plan will also include goals and milestones for the year. Anne also asked to clarify if we have dates for the survey yet- we do not. Lastly, Anne would like to be able to find an embedded hyperlink on the website to facilitate joining meetings via Zoom, rather than copy/pasting the info from the board packet. She also thanked the board for their work and service.
- B. Silvia Gans reviewed the meeting calendar and wondered if we could include the FOLTL joint meeting in March, and clarified that there is no date yet set for the June FOLTL annual meeting (it is a placeholder on the calendar). She then asked when will the Library need FOLTL support for the survey? After the kickoff we will know more, we'll need them for community meetings and this will all probably get started right in June. Silvia asked also if the board will want FOLTL representation in the retreat later in the year. The answer was "probably." Lastly, Silvia asked for one board member willing to come to the FOLTL general meeting on April 23 at 5:30 to talk about the strategic plan. Rick volunteered.

IX. Adjournment

- A. Mary moved to adjourn at 7:53

Next meeting: May 20, 2024

Notes recorded and minutes respectively submitted by Amanda Kruk, secretary

DRAFT of Leelanau Township Board of Trustees Special Meeting May 6, 2024

Present: Mark Morton, Rick Gans, Amanda Kruk, Jamie Scripps

Absent: Mary Robertson, Dale Lersch


Staff present: Julie Alpers-Preneta

- I. Mark Morton called the meeting to order at 6:59pm
- II. Public Comment: None
- III. New Business
 - A. ReThinking Libraries: Jamie moved to accept the contract, Rick seconded. Unanimous approval.
 - B. Budget correction: Rick moved to increase Line 801.4 from \$15,000 to \$32,000 to cover consulting fees, Jamie seconded. Unanimous approval.
 - C. Audit contract with Tobin & Co.: Rick moved to accept the contract, Amanda seconded. Unanimous approval.
 - D. Discussion about the Township audit for informational purposes. There had been some confusion in the Township regarding money expended before the separation of the Library from the Township but spent after the separation. The Township had thought they were owed \$11,000 but in fact it was a legitimate Township expense as the fees were incurred before the separation took place. There was also some confusion over the Intergovernmental agreement which had been approved by former Twp Supervisor Rick Cross, but in the same meeting he resigned and in the aftermath, the document had not been signed. The Library Board discussed the need to have that document signed and possibly reapproved by the Township to avoid confusion in the future.
- IV. Public Comment: None
- V. Mark Morton moved to adjourn at 7:06pm
- VI. Next meeting May 20, 2024 at 7pm

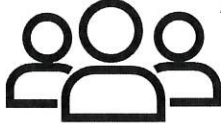
Notes recorded and respectively submitted by Amanda Kruk, secretary



Visitors

<u>2023</u>		<u>2024</u>
1007		1323

Programs

Offered		Attendance
15		162

Circulation

<u>2023</u>		<u>2024</u>
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519 Adults **611**

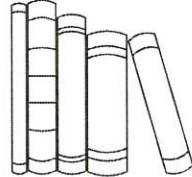
174 Children **229**

445 Libby **519**

n/a Hoopla **36**

 = **New Card Holders 12**

Collection Development

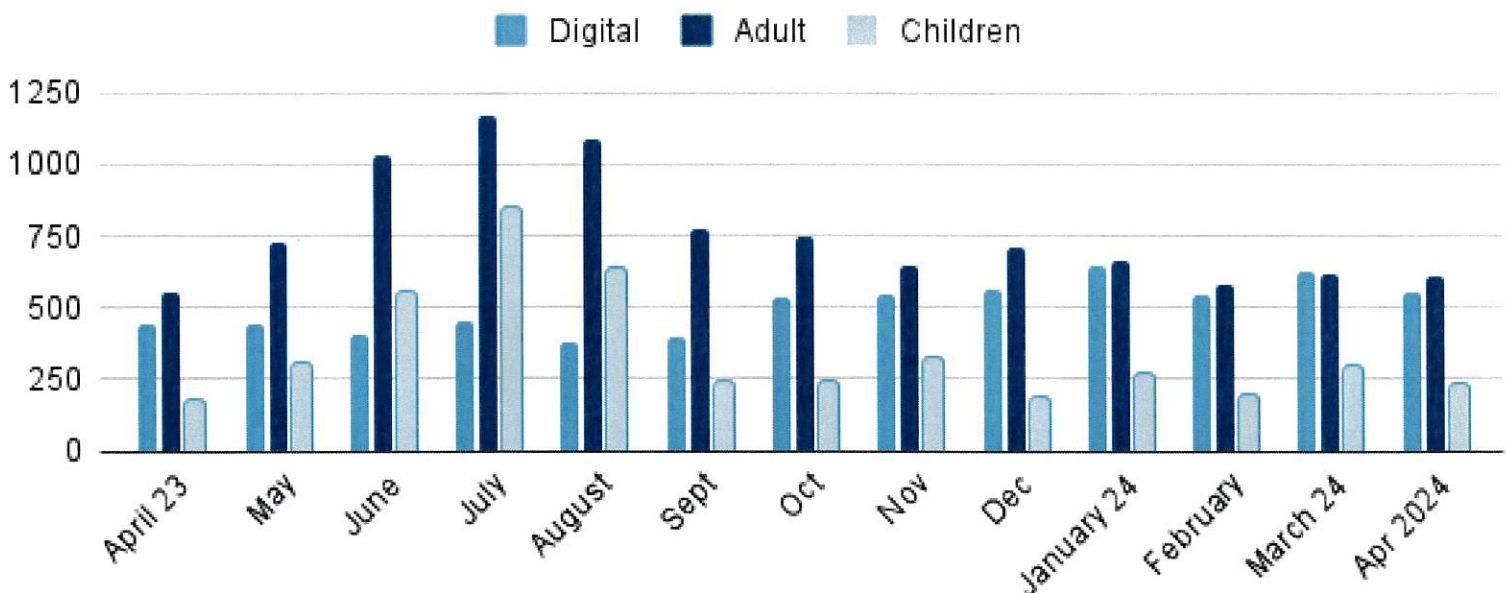
Added		Weeded
136		511

Borrowed		Loaned
155		53



Notary Services 4

2023-2024 Circulation



What's happening at the Leelanau Township Library

April at the library was anchored by five FOLTL Poetry Month events which included the Green Leaf poetry collective, Linda Nemec Foster, Siusan O'Rourke songwriting, Holly Wren Spaulding and the always popular open mic night to close out the month. Thank you Friends for all your hard work.

- A special unveiling was held on April 13 for the original art by Lynne Rae Perkins, "Miss Mary's Reading Corner" in honor of Mary Crowgey. We had a great turn out and this lovely art is now up in the children's area of the library.

Tech Tuesday in April covered iPads basics. We also hosted the NPS kindergarten class for story time.

Our regular programming has continued including Wigglers, Wednesday crafternoons, and Book Group (*Island of the Sea Women* by Lisa See)

Upcoming in May:

*New Art in the Corner by James Thatcher

*Two Heartland Hospice End of Life presentations on May 2 and May 16 @ 2pm

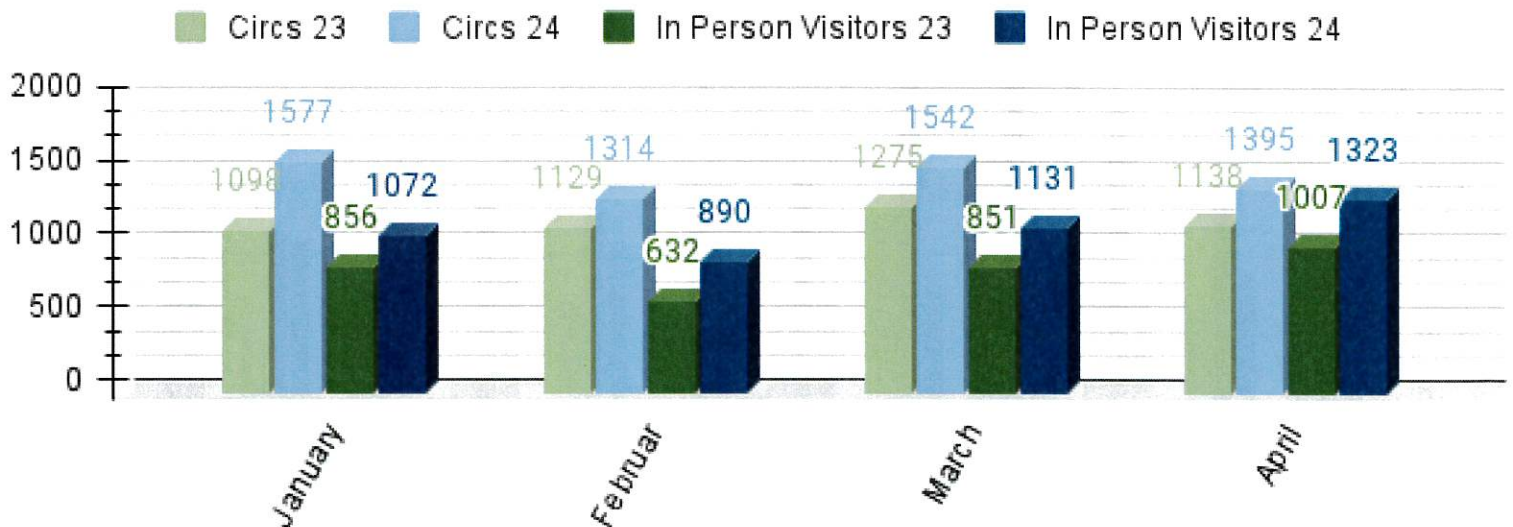
*Special Leelanau Reads! 2024 Book Discussion of *The River We Remember* by William Kent Krueger May 8 at 7pm

*Leelanau Reads Author Event with William Kent Krueger May 18 @ 7pm at the NPS auditorium

*Kurt Lauckner Demystifies Artificial Intelligence on May 22 at 7pm

*Book Group meets at 1pm on May 22 to choose our next titles and discuss *Horse* by Geraldine Brooks

2023 vs 2024



Leelanau Township Library
Profit & Loss Budget Performance
April 2024

	<u>Apr 24</u>	<u>Apr '24- Apr 24</u>	<u>Budget Remaining</u>	<u>Annual Budget</u>
Income				
402 · Property Tax Capture	0.00	0.00	267,625.15	267,625.15
566 · State Grants, Culture				
566.1 · State Library Aid	1,031.12	1,031.12	1,068.88	2,100.00
Total 566 · State Grants, Culture	1,031.12	1,031.12	1,068.88	2,100.00
581 · County Penal Fines	0.00	0.00	2,300.00	2,300.00
602 · In House Revenues	130.00	130.00	1,070.00	1,200.00
669 · Investment Interest	258.98	258.98	491.02	750.00
674 · Private Donations				
674.3 · Donations-Unrestricted	400.00	400.00	3,100.00	3,500.00
Total 674 · Private Donations	400.00	400.00	3,100.00	3,500.00
Total Income	1,820.10	1,820.10	275,655.05	277,475.15
Expense				
701 · Payroll Expenses	9,342.64	9,342.64		
702 · Salaries and Wages	0.00	0.00	95,943.03	105,285.67
703 · Social Security - Employer	481.54	481.54	6,046.46	6,528.00
704 · Medicare - Employer	112.61	112.61	1,414.39	1,527.00
705 · MI Unemployment Tax	0.00	0.00	2,843.00	2,843.00
707 · Federal Unemployment	0.00	0.00	168.00	168.00
709 · Health Insurance	2,776.18	2,776.18	14,023.82	16,800.00
710 · 401K Pension	0.00	0.00	5,000.00	5,000.00
717 · INSURANCE				
717.2 · Workers Comp Insurance	0.00	0.00	450.00	450.00
717.1 · Property & Liability Insurance	0.00	0.00	4,400.00	4,400.00
Total 717 · INSURANCE	0.00	0.00	4,850.00	4,850.00
726 · SUPPLIES				
727 · OFFICE MATERIALS				
727.1 · Postage	68.26	68.26	581.74	650.00
727.2 · Printing	0.00	0.00	200.00	200.00
727.3 · Office Supplies	0.00	0.00	5,000.00	5,000.00
Total 727 · OFFICE MATERIALS	68.26	68.26	5,781.74	5,850.00
Total 726 · SUPPLIES	68.26	68.26	5,781.74	5,850.00
728 · Repairs & Maintenance	0.00	0.00	5,500.00	5,500.00
729 · Building Supplies	219.47	219.47	280.53	500.00
730 · Furnishings/Equipment	0.00	0.00	1,500.00	1,500.00
741 · Books	33.00	33.00	17,967.00	18,000.00
742 · Audio Books	0.00	0.00	500.00	500.00
743 · Periodicals	369.97	369.97	2,130.03	2,500.00
744 · Digital Materials	473.99	473.99	9,626.01	10,100.00
745 · Movies	0.00	0.00	1,000.00	1,000.00
746 · Library of Things	0.00	0.00	1,000.00	1,000.00
747 · Programs	401.60	401.60	2,348.40	2,750.00
750 · Information and Technology	49.38	49.38	7,200.62	7,250.00
760 · PR and Advertising	0.00	0.00	1,500.00	1,500.00

Leelanau Township Library Profit & Loss Budget Performance April 2024

	<u>Apr 24</u>	<u>Apr '24- Apr 24</u>	<u>Budget Remaining</u>	<u>Annual Budget</u>
801 · Professional Fees				
801.1 · Bookkeeping Fees	0.00	0.00	4,500.00	4,500.00
801.2 · Legal Fees	0.00	0.00	1,000.00	1,000.00
801.3 · Accounting Fees	0.00	0.00	5,000.00	5,000.00
801.4 · Consultants	0.00	0.00	32,000.00	32,000.00
801.5 · Recording Secretary	0.00	0.00	600.00	600.00
Total 801 · Professional Fees	<u>0.00</u>	<u>0.00</u>	<u>43,100.00</u>	<u>43,100.00</u>
802 · Dues	381.00	381.00	1,619.00	2,000.00
810 · Education/TraininTransp	0.00	0.00	2,000.00	2,000.00
850 · Communications	0.00	0.00	1,200.00	1,200.00
920 · Heating	0.00	0.00	2,000.00	2,000.00
921 · Electric	0.00	0.00	4,200.00	4,200.00
922 · Sewer Use Fee	0.00	0.00	800.00	800.00
955 · Misc Expense/Contingency				
955.2 · Miscellaneous	0.00	0.00	700.00	700.00
Total 955 · Misc Expense/Contingency	<u>0.00</u>	<u>0.00</u>	<u>700.00</u>	<u>700.00</u>
Total Expense	<u>14,709.64</u>	<u>14,709.64</u>	<u>242,242.03</u>	<u>256,951.67</u>
Net Income	<u><u>-12,889.54</u></u>	<u><u>-12,889.54</u></u>	<u><u>33,413.02</u></u>	<u><u>20,523.48</u></u>

Leelanau Township Library
Profit & Loss
April 2024

	<u>Apr 24</u>
Income	
566 · State Grants, Culture	
566.1 · State Library Aid	1,031.12
Total 566 · State Grants, Culture	<u>1,031.12</u>
602 · In House Revenues	130.00
669 · Investment Interest	258.98
674 · Private Donations	
674.3 · Donations-Unrestricted	400.00
Total 674 · Private Donations	<u>400.00</u>
Total Income	1,820.10
Expense	
701 · Payroll Expenses	9,342.64
703 · Social Security - Employer	481.54
704 · Medicare - Employer	112.61
709 · Health Insurance	2,776.18
726 · SUPPLIES	
727 · OFFICE MATERIALS	
727.1 · Postage	68.26
Total 727 · OFFICE MATERIALS	<u>68.26</u>
Total 726 · SUPPLIES	68.26
729 · Building Supplies	219.47
741 · Books	33.00
743 · Periodicals	369.97
744 · Digital Materials	473.99
747 · Programs	401.60
750 · Information and Technology	49.38
802 · Dues	381.00
Total Expense	<u>14,709.64</u>
Net Income	<u><u>-12,889.54</u></u>

Leelanau Township Library

Balance Sheet

All Transactions

May 16, 24

ASSETS

Current Assets

Checking/Savings

000-001 · HB Checking 0284	10,039.82
000-002 · HB MM Savings 0297	310,953.98
000-005 · HB CD 7234	35,000.00
000-006 · HB CD 7247	20,000.00

Total Checking/Savings 375,993.80

Total Current Assets 375,993.80

TOTAL ASSETS 375,993.80

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

24000 · Payroll Liabilities	727.84
241 · MI State Withholding	318.84
242 · Federal Withholding	159.00
243 · Social Security - Co	240.33
244 · Medicare - Co	56.21
247 · Social Security - Employee	240.33
248 · Medicare - Employee	56.21

Total Other Current Liabilities 1,798.76

Total Current Liabilities 1,798.76

Total Liabilities 1,798.76

Equity

30000 · Opening Balance Equity	239,934.79
Net Income	134,260.25

Total Equity 374,195.04

TOTAL LIABILITIES & EQUITY 375,993.80

Leelanau Township Library
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
Check	04/01/2024	auto	Google	Google Workspace	750 - Information and Technology	-19.39	3,419.33
Deposit	04/02/2024			Deposit	566.1 - State Library Aid	1,031.12	3,959.94
Check	04/02/2024	DC	AVG Technologies	Internal Security - refund in process	750 - Information and Technology	-139.55	4,491.06
Check	04/03/2024	DC	Northport Inn	Programming: Leelanau Reads Guest accommodat	747 - Programs	-401.60	4,291.51
Deposit	04/08/2024			Deposit	750 - Information and Technology	139.55	3,889.91
Check	04/08/2024	auto	Adobe Inc	244770595: Acrobat Pro	750 - Information and Technology	-29.99	3,969.47
Liability Check	04/11/2024			Created by Payroll Service on 04/10/2024	2111 - *Direct Deposit Liabilities	-3,233.12	766.35
Check	04/11/2024	1179	White Pine Library Cooperative	1208: 01 Infricans	744 - Books	-33.00	733.35
Check	04/11/2024	1180	Blue Care Network of Michigan	24088074099: April Insurance	709 - Health Insurance	-1,368.09	-634.74
Check	04/11/2024	1181	The Michigan Library Association	18493: Membership Renewal	802 - Dues	-891.00	-1,035.74
Check	04/11/2024	1182	Overdrive Inc	019810024104205	744 - Digital Materials	-473.99	-1,609.73
Check	04/11/2024	1183	Integrity Business Solutions	2959898-B: Building Supplies	729 - Building Supplies	-219.47	-1,729.20
Transfer	04/11/2024			Funds Transfer	000-002 - HB MM Savings 0297	16,000.00	14,270.80
Check	04/11/2024	DC	Postmaster	stamps	727.1 - Postage	-54.40	14,216.40
Paycheck	04/12/2024	direct dep	Elin A Connolly	Direct Deposit	-SPLIT-	0.00	14,216.40
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	-SPLIT-	0.00	14,216.40
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	-SPLIT-	0.00	14,216.40
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	-SPLIT-	0.00	14,216.40
Liability Check	04/12/2024	EFTPS	United States Treasury	92-20595916 - 941 March 2024	-SPLIT-	-2,147.86	12,068.54
Liability Check	04/12/2024	MTOnline	State of Michigan	92-20595916 - MI WH 1st qtr 2024	241 - MI State Withholding	-799.49	11,269.05
Liability Check	04/12/2024	M/UAonline	State of Michigan	22949393: 1st qtr 2024	24000 - Payroll Liabilities	-599.00	10,760.05
Check	04/19/2024	DC	Postmaster	postage to Streamwood IL	727.1 - Postage	-5.32	10,754.73
Check	04/22/2024	DC	The Week	1 year	743 - Periodicals	-99.00	10,655.73
Check	04/23/2024	DC	Bulter Homes & Gardens	2 years	743 - Periodicals	-36.00	10,619.73
Check	04/23/2024	DC	Cooks Country	1 year	743 - Periodicals	-24.95	10,594.78
Check	04/23/2024	DC	People Magazine	1 year	743 - Periodicals	-116.07	10,478.71
Check	04/23/2024	DC	Michigan History	1 year to December 2024	743 - Periodicals	-44.95	10,433.76
Check	04/24/2024	DC	National Geographic	13 issues	743 - Periodicals	-49.00	10,384.76
Liability Check	04/25/2024			QuickBooks Payroll Service	2111 - *Direct Deposit Liabilities	-3,239.89	7,144.87
Check	04/25/2024	DC	Postmaster	postage to Round Rock TX, Niles IL	727.1 - Postage	-8.54	7,136.33
Paycheck	04/26/2024			Direct Deposit	-SPLIT-	0.00	7,136.33
Paycheck	04/26/2024			Direct Deposit	-SPLIT-	0.00	7,136.33
Paycheck	04/26/2024			Direct Deposit	-SPLIT-	0.00	7,136.33
Paycheck	04/26/2024			Direct Deposit	-SPLIT-	0.00	7,136.33
Check	04/29/2024	auto psy	Innuit	Monthly fee, Annual Payroll fee, CB Plus Annual S	-SPLIT-	-1,296.35	5,839.98
Check	04/30/2024	DC	Blue Care Network of Michigan	462920217 Health Insurance: May 2024	709 - Health Insurance	-1,388.09	4,451.89
Deposit	04/06/2024			Deposit	-SPLIT-	1,032.63	4,451.89
Transfer	04/11/2024			Funds Transfer	000-001 - HB Checking 0294	180.00	326,516.02
Deposit	04/18/2024			Deposit	-SPLIT-	350.00	310,516.02
Deposit	04/30/2024			Interest	669 - Investment Interest	263.98	311,125.00
						-15,211.02	311,125.00
						0.00	0.00
						0.00	0.00
						0.00	0.00
						35,000.00	35,000.00
						35,000.00	35,000.00
						20,000.00	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	0.00
						-909.74	-909.74
						-909.74	-909.74

Leelanau Township Library
General Ledger
As of April 30, 2024

2111 - Direct Deposit Liabilities

Type	Date	Num	Name	Memo	Split	Amount	Balance
Liability Check	04/11/2024		QuickBooks Payroll Service	Created by Payroll Service on 04/10/2024			0.00
Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	3,233.12	3,233.12
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-627.97	2,405.15
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-1,538.77	866.38
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-465.92	400.46
Liability Check	04/25/2024		QuickBooks Payroll Service	Created by Payroll Service on 04/24/2024			3,238.89
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-657.79	2,382.10
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-1,531.77	850.33
Paycheck	04/26/2024		Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-459.57	390.76
Paycheck	04/26/2024		Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-390.76	0.00
						0.00	0.00

Total 2111 - Direct Deposit Liabilities

2110 - Direct Deposit Liabilities

Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-28.50	-28.50
Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-700.31	-700.31
Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-700.31
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-25.85	-725.96
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-68.87	-794.83
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-58.87	-853.70
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	0.00	-853.70
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	0.00	-853.70
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-12.15	-865.85
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	0.00	-865.85
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-18.84	-884.69
Liability Check	04/12/2024	MI/Aonline	State of Michigan	2298363 - 1st qtr 2024	000-001 - HB Checking 0284	899.00	-270.69
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-29.55	-300.24
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-29.55	-329.79
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-329.79
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-26.60	-356.39
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-68.87	-415.26
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-58.87	-474.13
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	0.00	-474.13
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	0.00	-474.13
Paycheck	04/26/2024		Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-13.80	-487.93
Paycheck	04/26/2024		Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	0.00	-487.93
Paycheck	04/26/2024		Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-11.70	-509.63
Paycheck	04/26/2024		Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	143.88	-465.83
Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-20.86	-709.49
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-42.56	-792.94
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-9.97	-802.91
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-12.64	-815.55
Liability Check	04/25/2024	MT/online	State of Michigan	92-20459516 - MI WH 1st qtr 2024	000-001 - HB Checking 0284	709.49	-106.06
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-22.30	-128.36
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-62.69	-190.95
Paycheck	04/26/2024		Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	-12.57	-203.52
Paycheck	04/26/2024		Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	-9.25	-212.78
						483.71	-212.78

Total 2110 - Direct Deposit Liabilities

24000 - Payroll Liabilities

Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	-152.00	-152.00
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Liability Check	04/12/2024	EFTPS	United States Treasury	92-20659516 - 941 March 2024	000-001 - HB Checking 0284	460.00	-152.00
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-168.00	-310.00

Total 24000 - Payroll Liabilities

241 - MI State Withholding

Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-450.00
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-152.00	-602.00
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	0.00	-602.00
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	0.00	-602.00
Liability Check	04/12/2024	EFTPS	United States Treasury	92-20659516 - 941 March 2024	000-001 - HB Checking 0284	460.00	-152.00
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-168.00	-310.00

Total 241 - MI State Withholding

242 - Federal Withholding

Paycheck	04/12/2024	direct dep	Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-450.00
Paycheck	04/12/2024	direct dep	Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-152.00	-602.00
Paycheck	04/12/2024	direct dep	Marie E Gaspari	Direct Deposit	000-001 - HB Checking 0284	0.00	-602.00
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline	Direct Deposit	000-001 - HB Checking 0284	0.00	-602.00
Liability Check	04/12/2024	EFTPS	United States Treasury	92-20659516 - 941 March 2024	000-001 - HB Checking 0284	460.00	-152.00
Paycheck	04/26/2024		Erin A Connolly	Direct Deposit	000-001 - HB Checking 0284	0.00	-152.00
Paycheck	04/26/2024		Julie A Preneta	Direct Deposit	000-001 - HB Checking 0284	-168.00	-310.00

Leelanau Township Library
General Ledger
As of April 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
566.2 - Other Grants							
Total 566.2 - Other Grants							
566.1 - State Library Aid							
Deposit	04/02/2024		State of MI - State Aid	2024 Aid 1st payment	000-001 - HB Checking 0284	-1,031.12	0.00
						-1,031.12	-1,031.12
							0.00
Total 566.1 - State Library Aid							
566 - State Grants, Culture - Other							
Total 566 - State Grants, Culture - Other							
591 - County Penal Fines							
Total 591 - County Penal Fines							
602 - In House Revenues							
Deposit	04/05/2024	1844	Scripts		000-002 - HB MM Savings 0297	-5.00	0.00
Deposit	04/05/2024		Cash		000-002 - HB MM Savings 0297	-50.00	-55.00
Deposit	04/18/2024		VLF		000-002 - HB MM Savings 0297	-75.00	-130.00
						-130.00	-130.00
							0.00
Total 602 - In House Revenues							
669 - Investment Interest							
Deposit	04/30/2024		Interest		000-002 - HB MM Savings 0297	-258.98	0.00
						-258.98	-258.98
							0.00
Total 669 - Investment Interest							
674 - Private Donations							
Total 674.5 - Leelanau Twp. Comm. Foundation							
Total 674.5 - Leelanau Twp. Comm. Foundation							
674.4 - Contributions from Friends							
Total 674.4 - Contributions from Friends							
674.3 - Donations-Unrestricted							
Deposit	04/05/2024	1627	Rosch, James		000-002 - HB MM Savings 0297	-75.00	0.00
Deposit	04/05/2024	1628	Jackowski		000-002 - HB MM Savings 0297	-90.00	-125.00
Deposit	04/18/2024	2388	Giles		000-002 - HB MM Savings 0297	-260.00	-375.00
Deposit	04/18/2024	834	Shrink		000-002 - HB MM Savings 0297	-25.00	-400.00
						-400.00	-400.00
							0.00
Total 674.3 - Donations-Unrestricted							
674.2 - Temporary Restricted Donation							
Total 674.2 - Temporary Restricted Donation							
674.1 - Restricted Donation							
Total 674.1 - Restricted Donation							
674 - Private Donations - Other							
Total 674 - Private Donations - Other							
674 - Private Donations							
Total 674 - Private Donations							
687 - Rebates & Misc. Revenue							
Total 687 - Rebates & Misc. Revenue							
700 - EXPENDITURE/EXPENSE							
Total 700 - EXPENDITURE/EXPENSE							
701 - Payroll Expenses							
Paycheck	04/12/2024	direct dep	Erin A Connolly		000-001 - HB Checking 0284	800.00	800.00
Paycheck	04/12/2024	direct dep	Erin A Connolly		000-001 - HB Checking 0284	150.00	950.00
Paycheck	04/12/2024	direct dep	Erin A Connolly		000-001 - HB Checking 0284	28.50	978.50
Paycheck	04/12/2024	direct dep	Erin A Connolly		000-001 - HB Checking 0284	25.65	1,004.15
Paycheck	04/12/2024	direct dep	Julie A Prenata		000-001 - HB Checking 0284	1,962.36	2,966.50
Paycheck	04/12/2024	direct dep	Julie A Prenata		000-001 - HB Checking 0284	53.87	3,020.37
Paycheck	04/12/2024	direct dep	Julie A Prenata		000-001 - HB Checking 0284	0.00	3,020.37
Paycheck	04/12/2024	direct dep	Marie E Gaspari		000-001 - HB Checking 0284	448.90	3,475.27
Paycheck	04/12/2024	direct dep	Marie E Gaspari		000-001 - HB Checking 0284	12.15	3,487.42
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline		000-001 - HB Checking 0284	512.72	4,000.14
Paycheck	04/12/2024	direct dep	Mary Ann Lassaline		000-001 - HB Checking 0284	13.84	4,013.98
Paycheck	04/26/2024	direct dep	Erin A Connolly		000-001 - HB Checking 0284	965.00	4,978.98
Paycheck	04/26/2024		Erin A Connolly		000-001 - HB Checking 0284	29.55	5,008.53
Paycheck	04/26/2024		Erin A Connolly		000-001 - HB Checking 0284	26.60	5,035.13
Paycheck	04/26/2024		Julie A Prenata		000-001 - HB Checking 0284	1,962.36	7,017.48
Paycheck	04/26/2024		Julie A Prenata		000-001 - HB Checking 0284	53.87	7,071.35
Paycheck	04/26/2024		Julie A Prenata		000-001 - HB Checking 0284	0.00	7,071.35
Paycheck	04/26/2024		Marie E Gaspari		000-001 - HB Checking 0284	511.25	7,582.60
Paycheck	04/26/2024		Marie E Gaspari		000-001 - HB Checking 0284	13.80	7,596.40

Leelanau Township Library
General Ledger
As of April 30, 2024

	Type	Date	Nuzr	Name	Memo	Split	Amount	Balance
Total 727.3 - Office Supplies								
727 - OFFICE MATERIALS - Other								
Total 727 - OFFICE MATERIALS - Other								
Total 727 - OFFICE MATERIALS								
728 - SUPPLIES - Other								
Total 728 - SUPPLIES - Other								
Total 728 - SUPPLIES								
728 - Repairs & Maintenance								
Total 728 - Repairs & Maintenance								
729 - Building Supplies								
Total 729 - Building Supplies								
730 - Furnishings/Equipment								
Total 730 - Furnishings/Equipment								
741 - Books								
Total 741 - Books								
742 - Audio Books								
Total 742 - Audio Books								
743 - Periodicals								
Total 743 - Periodicals								
744 - Digital Materials								
Total 744 - Digital Materials								
745 - Movies								
Total 745 - Movies								
746 - Library of Things								
Total 746 - Library of Things								
747 - Programs								
Total 747 - Programs								
750 - Information and Technology								
Total 750 - Information and Technology								
780 - PR and Advertising								
Total 780 - PR and Advertising								
801 - Professional Fees								
Total 801.1 - Bookkeeping Fees								
801.1 - Bookkeeping Fees								
Total 801.2 - Legal Fees								
801.2 - Legal Fees								
Total 801.3 - Accounting Fees								
801.3 - Accounting Fees								
Total 801.4 - Consultants								
801.4 - Consultants								
Total 801.5 - Recording Secretary								
801.5 - Recording Secretary								
Total 801 - Professional Fees - Other								
801 - Professional Fees - Other								
Total 801 - Professional Fees								
802 - Dues								
Total 802 - Dues								

