

Mideastern Michigan Library Cooperative
Board of Trustees Meeting
January 10, 2019, 4:30 p.m.
MMLC Office, 5th floor Meeting Room
503 S. Saginaw St, Flint, MI 48502 (810) 232-7119

Agenda

Conference Call Login: (866) 740-1260; Code: 2327119#

- | | | |
|-------|---|------------------|
| I. | Call to order | Crites |
| II. | Recognition of Virtual Attendees | Hooks |
| III. | Roll Call | |
| IV. | Public Comments | |
| V. | Audit Report Lewis & Knopf | Sabolish/Blondin |
| VI. | Approval of the Minutes | (Action) |
| | A. September 13, 2018 | |
| VII. | Approval of the financial statements | (Action) |
| | A. September 30, 2018 | |
| | B. October 1 – December 31, 2018 | |
| VIII. | Committee Reports: | |
| | A. Personnel Committee | Hornus |
| | 1. Acceptance of Retirement of Director | (Action) |
| | 2. Director Search Proposal/Timeline | (Action) |
| | 3. Approval of Search Committee Members | (Action) |
| | 4. Cooperative Director Job Description (Revised) | (Action) |
| | B. Budget and Finance Committee* | Valle |
| | 1. FY 2017-18 Audit Report | (Action) |
| | 2. Friends of Michigan Libraries | (Information) |
| | B. Advocacy Committee | Hooks |
| | 1. NLLD Event Cancellation | (Information) |
| IX. | Business: | Hooks |
| | A. Harrison District Library Membership | (Action) |
| | B. Board Meeting Schedule 2018-19 (Revision) | (Action) |
| | C. Annual May Meeting | (Information) |
| X. | Director's Report | Hooks |
| XI. | Board Comments | |
| XII. | Adjournment | |

***Budget & Finance Committee** will meet prior to the board meeting at 3:45 p.m.
in the MMLC office, Suite 711 and via ReadyTalk.
(Committee Members: Perry Valle, Bob Crites, Jill Sodt, Nancy Rozier)

Next scheduled meeting MMLC Joint Board/Advisory Council:
May 9, 2019, 5:00 p.m. Brick Street, Grand Blanc, MI

**Mideastern Michigan Library Cooperative Board Meeting
Mott Foundation Building, 5th Floor Conference Room
Thursday, September 13, 2018 4:30 p.m.**

- I. Call to Order:** Board Chair Deb Bloomquist called the September 13, 2018 meeting to order.
- II. Introduction of Board Members:** Members introduced themselves, indicating which library system they represent.
- III. Recognition of Virtual Attendees.** none.
- IV. Board Members Present:** Robert Crites; Karen Hornus; Debora Bloomquist; Perry Valle; Charles Hanson; Pamela Clark.

MMLC Staff Present: Denise Hooks; Irene Bancroft.

Guests Present: Sandy Drake; Mary Herr; Jill Sodt; Janie Lupo; Judy Walton.

Board Members Absent: Terri Turner (excused); Nancy Rozier (excused); Anne Harris (excused); Kristin LaLonde.

- V. Public Comments.** None
- VI. Approval of the minutes: May 17, 2018: Motion by Karen Hornus, seconded by Pamela Clark to approve the minutes as presented. All yeas (6-0). Approved as presented.**
- VII. Approval of the financial reports: August 31, 2018: Motion forwarded by the Budget & Finance Committee to approve the August 31, 2018 financial statements as presented. All yeas (6-0). Motion carried.**
- VIII. Committee Reports:**
 - A. Personnel Committee Report:**
 - 1. Work Plan 2017-2018 Final Report: Motion forwarded by the Personnel Committee to accept the FY 2017-18 Work Plan Final Report as presented. All yeas (6-0). Motion carried.**
 - 2. Director's Evaluation:** Denise consented to discussion of the Director's Evaluation in open meeting. Karen reported that the evaluation was overwhelmingly positive with an average score of 4.9%. **Motion forwarded by the Personnel Committee to accept the Director's Annual Evaluation Report as presented. All yeas (6-0). Motion carried.**
 - 3. Director & Administrative Specialist Compensation: Motion forwarded by the Personnel Committee to approve the Director and Administrative Specialist Compensation package, including a 3.0% increase to salary for the Director and Administrative Specialist; an addition of one personal business day for the Director and Administrative Assistant; an extension of the Longevity and a 1 year renewal of Director's annual contract. All yeas (6-0). Motion carried.**
 - B. Budget & Finance Committee:**
 - 1. Budget Adjustments FY 2017-18: Motion forwarded by the Budget & Finance Committee to accept the Proposed Adjustments to the FY 2017-18 Budget as presented. All yeas (6-0). Motion carried.**

XII. Oath of Office:

Deb offered the Oath of Office to new board members:

Mary Herr, representing Bay County Library System

Sandy Drake, representing Capital Area District Library

Janie Lupo, representing Goodland Township Library

Jill Sodt from Mott Community College, representing Multi-type Libraries

XIII. Board Comments: Deb thanked the Board for the opportunity to serve.

XIV. Adjournment: Motion by Charles Hanson, seconded by Perry Valle to adjourn the September 13, 2018 Mideastern Michigan Library Cooperative Board of Trustees meeting. All yeas (6-0). Motion carried.

Meeting adjourned at 6:15 p.m.

Respectfully Submitted,

Irene Bancroft

MMLC Administrative Specialist

MIDEASTERN MI LIBRARY COOPERATIVE

Budget Report

October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
Income				
565.00 · State source revenues				
566.00 · Cooperative State Aid	455,469.25	455,469.00	0.25	100.0%
Total 565.00 · State source revenues	455,469.25	455,469.00	0.25	100.0%
587.00 · Local source revenues				
587.15 · Laingsburg Public Library	150.00	150.00	0.00	100.0%
587.16 · Capital Area District Library	150.00	150.00	0.00	100.0%
587.17 · Bay County Library System	0.00	0.00	0.00	0.0%
587.21 · Coleman Area Library	150.00	150.00	0.00	100.0%
Total 587.00 · Local source revenues	450.00	450.00	0.00	100.0%
665.00 · Other Income				
665.01 · Interest Income	10,984.63	9,000.00	1,984.63	122.1%
665.02 · Miscellaneous Income	3,139.85	2,090.00	1,049.85	150.2%
665.03 · Agent Reimbursements	4,146.00	1,620.00	2,526.00	255.9%
665.04 · Universal Service Funds	1,239.30	1,239.00	0.30	100.0%
665.05 · Workshop Fees	11,249.70	8,500.00	2,749.70	132.3%
665.06 · Cooperative Programs Contract	1,290.00	1,240.00	50.00	104.0%
Total 665.00 · Other Income	32,049.48	23,689.00	8,360.48	135.3%
669.00 · Other Local Income				
669.02 · Programming	192,339.02	191,850.00	489.02	100.3%
669.07 · Baker College Library	150.00	150.00	0.00	100.0%
669.10 · Charles Stewart Mott Foundation	0.00	0.00	0.00	0.0%
669.11 · Fenton Area Schools	0.00	0.00	0.00	0.0%
669.16 · Kettering University	150.00	150.00	0.00	100.0%
669.22 · Mott Community College	150.00	150.00	0.00	100.0%
669.29 · Carman-Ainsworth Schools	0.00	0.00	0.00	0.0%
669.34 · University of Michigan	150.00	150.00	0.00	100.0%
669.37 · Saginaw Chippewa Indian Tribe	150.00	150.00	0.00	100.0%
669.38 · Northwood University	150.00	150.00	0.00	100.0%
Total 669.00 · Other Local Income	193,239.02	192,750.00	489.02	100.3%
Total Income	681,207.75	672,358.00	8,849.75	101.3%
Gross Profit	681,207.75	672,358.00	8,849.75	101.3%
Expense				
702.00 · Salaries	152,854.58	152,920.00	-65.42	100.0%
703.00 · Fringe benefits	68,705.72	71,100.00	-2,394.28	96.6%
703.01 · Payroll taxes	11,754.06	11,900.00	-145.94	98.8%
704.00 · Board & Advisory Council	7,720.47	8,000.00	-279.53	96.5%
726.00 · Office supplies	2,300.00	2,300.00	0.00	100.0%
740.00 · Library materials	500.00	500.00	0.00	100.0%
801.00 · Auditing	4,100.00	4,100.00	0.00	100.0%
802.00 · Institutional dues	1,237.55	1,400.00	-162.45	88.4%
803.00 · Professional Services	252.00	6,000.00	-5,748.00	4.2%
812.00 · Payroll services	362.16	450.00	-87.84	80.5%
813.00 · Continuing Education Program	11,977.45	14,000.00	-2,022.55	85.6%
816.00 · Office Furnishings	0.00	500.00	-500.00	0.0%
821.00 · Technology & Innovation Program	121,625.00	121,625.00	0.00	100.0%
823.00 · Professional Development Grants	8,680.85	10,000.00	-1,319.15	86.8%
850.00 · Utilities	4,357.41	6,000.00	-1,642.59	72.6%
860.00 · Transportation	10,642.46	14,000.00	-3,357.54	76.0%
880.02 · Member Library Programming	192,339.02	192,850.00	-510.98	99.7%
910.00 · Insurance	3,366.80	3,500.00	-133.20	96.2%
930.00 · Repair & Maintenance	0.00	500.00	-500.00	0.0%
940.00 · Rents	9,857.89	10,500.00	-642.11	93.9%
977.00 · Equipment purchases	0.00	500.00	-500.00	0.0%
990.00 · Contingencies	7,191.10	39,713.00	-32,521.90	18.1%
Total Expense	619,824.52	672,358.00	-52,533.48	92.2%

	<u>Oct '17 - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>61,383.23</u>	<u>0.00</u>	<u>61,383.23</u>	<u>100.0%</u>

MIDEASTERN MI LIBRARY COOPERATIVE
Monthly Transaction Detail Report
September 2018

Date	Num	Name	Memo	Amount
Sep 18				
09/04/2018		ReadyTalk	ReadyTalk Conferece Call	-40.04
09/06/2018		Deposit	Performers Showcase; Vermontville Township Library	65.00
09/06/2018		Deposit	Performers Showcase; Lyon Township Library	65.00
09/06/2018		Deposit	Performers Showcase; Genesee District Library	195.00
09/06/2018		Deposit	Performers Showcase; Frankenmuth District Library	130.00
09/06/2018		Deposit	Performers Showcase; Tahquamenon Public Library	65.00
09/06/2018		Deposit	Summer Programs; Capital Area District Library	17,053.50
09/07/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
09/07/2018		Payroll taxes debit	Employer Withholding - Medicare	-85.28
09/07/2018		Payroll taxes debit	Employer Withholding - Social Security	-364.66
09/07/2018	1568	Denise D. Hooks	Gross Salary	-3,675.20
09/07/2018	1569	Irene Bancroft	Gross Salary	-2,206.35
09/10/2018	14949	Storytellers	Fall Program - CADL South Lansing Branch	-375.00
09/10/2018	14949	Storytellers	Fall Program - CADL Main Branch	-375.00
09/10/2018	14950	Ming Louie	Fall Program - Goodland Township Library	-250.00
09/10/2018	14951	Lori Fithian	Summer Program - CADL Stockbridge Branch	-425.00
09/13/2018		Void Check	Ck # 14719; Organization for Bats	470.00
09/13/2018		Void Check	Ck #14795; Organization for Bats	520.00
09/13/2018	14952	Mott Foundation	Office Rent	-661.00
09/13/2018	14952	Mott Foundation	Consumers Energy	-33.00
09/13/2018	14952	Mott Foundation	Meeting Room Rentals	-50.00
09/13/2018	14953	Flint Downtown Development Aut...	Employee Monthly Parking Spaces (June)	-120.00
09/13/2018	14953	Flint Downtown Development Aut...	Parking Validation Fees	
09/13/2018	14954	Blue Cross Blue Shield of MI	Health & Dental Insurance Premium	-2,898.25
09/13/2018	14954	Blue Cross Blue Shield of MI	Health & Dental Insurance Premium	-2,898.25
09/13/2018	14955	The Traveling Bookkeeper, LLC	Payroll Services	-21.00
09/13/2018	14956	First Bankcard	Windstream Telephone Service	-102.31
09/13/2018	14956	First Bankcard	AT & T Services	-70.80
09/13/2018	14956	First Bankcard	AT & T Services	-81.74
09/13/2018	14956	First Bankcard	Summer Programming Luncheon	-12.72
09/13/2018	14956	First Bankcard	Summer Programming Luncheon	-6.13
09/13/2018	14956	First Bankcard	Meeting Luncheon	-38.86
09/13/2018	14956	First Bankcard	MCLS Workshop	-50.00
09/13/2018	14956	First Bankcard	Meeting refreshments	-6.38
09/13/2018	14956	First Bankcard	Stamps	-400.00
09/13/2018	14956	First Bankcard	Service Awards	-133.56
09/13/2018	14956	First Bankcard	Saginaw Meeting Luncheon	-42.51
09/13/2018	14956	First Bankcard	CDA Meeting	-82.95
09/13/2018	14956	First Bankcard	Flint Luncheon	-15.29
09/13/2018	14957	Staples	Toner Cartridges & Office Supplies	-395.71
09/13/2018	14957	Staples	Toner Cartridges & Office Supplies	-375.47
09/13/2018	14958	Denise Hooks	Mileage Reimbursement	-202.74
09/13/2018	14959	Irene Bancroft	Cell Phone Support	-108.30
09/13/2018	14960	AXA Equitable	Employer Contribution to SEPP; D. Hooks	-4,299.97
09/13/2018	14961	State Farm Mutual Funds	Employer Contribution to SEPP; I. Bancroft	-2,581.42
09/13/2018	14962	Capital Area District Library	Professional Development Grants	-500.00
09/13/2018	14963	Coleman Area Library	Professional Development Grants	-180.85
09/13/2018	14964	Community District Library	Professional Development Grants	-500.00
09/13/2018	14965	Flint Public Library	Professional Development Grants	-442.59
09/13/2018	14966	Grace A. Dow Memorial Library	Professional Development Grants	-460.61
09/13/2018	14967	North Branch Township Library	Professional Development Grants	-500.00
09/13/2018	14968	Public Libraries of Saginaw	Professional Development Grants	-500.00
09/13/2018	14969	Shiawassee District Library	Professional Development Grants	-500.00
09/13/2018	14970	Howell Nature Center	Mileage	-264.43
09/13/2018	14971	Painterly Pottery	Summer Program - LDL deAngeli Branch	-650.00
09/13/2018	14972	Tiptop Entertainment, LLC	Summer Program - Flint Public Library	-212.50
09/13/2018	14974	Jenny Schroeder	Summer Program - BCLS - Pinconning Branch	-300.00
09/13/2018	14975	Sloan Museum	Fall Program - GDL Swartz Creek Branch	-125.00
09/13/2018	14975	Sloan Museum	Fall Program - GDL Genesee Branch	-125.00
09/17/2018	14978	Storytellers	Fall Program - North Branch Township Library	-350.00
09/17/2018	14979	Grace A. Dow Memorial Library	Professional Development Grants	-39.39
09/17/2018	14980	ReadyTalk	ReadyTalk Conferece Call	-26.18
09/17/2018	14981	Staples	Showcase Workshop Printing	-371.95
09/17/2018	14982	Flint Public Library	Professional Development Grants	-57.41
09/17/2018	14983	Vernon District Library	Professional Development Grants	-500.00
09/21/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
09/21/2018		Payroll taxes debit	Employer Withholding - Medicare	-85.28
09/21/2018		Payroll taxes debit	Employer Withholding - Social Security	-364.66
09/21/2018	1570	Denise D. Hooks	Gross Salary	-3,675.20

Date	Num	Name	Memo	Amount
09/21/2018	1571	Irene Bancroft	Gross Salary	-2,206.35
09/24/2018	14976	Gloria Loyd	Summer Program - Flint Public Library	-335.00
09/24/2018	14977	Jenny Schroeder	Fall Program - BCLS - WirtBranch	-300.00
09/24/2018	14977	Jenny Schroeder	Fall Program - Sage Branch	-300.00
09/26/2018		Deposit	Performers Showcase workshop fees	455.00
09/26/2018		Deposit	Performers Showcase Online Vendor fee	-14.71
09/26/2018		Deposit	Library Security workshop fees	30.00
09/26/2018		Deposit	Library Security Online Vendor fees	-1.17
09/26/2018	14984	First Bankcard	Windstream Telephone Service	-100.91
09/26/2018	14984	First Bankcard	AT & T Services	-70.80
09/26/2018	14984	First Bankcard	AT & T Services	-81.74
09/26/2018	14984	First Bankcard	Midland Meeting lunch	-4.54
09/26/2018	14984	First Bankcard	Flint Meeting lunch	-12.72
09/26/2018	14984	First Bankcard	Davison Meeting Lunch	-24.73
09/26/2018	14984	First Bankcard	Birch Run meeting lunch	-5.37
09/26/2018	14984	First Bankcard	Performers Showcase Door Prize	-25.00
09/26/2018	14984	First Bankcard	Board Meeting refreshments	-35.37
09/26/2018	14984	First Bankcard	ALA Midwinter Conference	-245.00
09/26/2018	14984	First Bankcard	Board Meeting refreshments	-119.56
09/26/2018	14984	First Bankcard	Performers Showcase	-5,619.00
09/26/2018	14985	Mideastern MI Library Cooperative	Removing Barriers workshop fee	-50.00
09/26/2018	14986	Denise Hooks	Mileage Reimbursement	-198.38
09/26/2018	14986	Denise Hooks	Meeting refreshments	-5.78
09/26/2018	14987	Tiptop Entertainment, LLC	Summer Program - Holly Township Library	-450.00
09/27/2018		Deposit	Summer Programs; Crooked Tree District Library	730.00
09/27/2018		Deposit	Summer Programs; Capital Area District Library	72.22
09/27/2018		Deposit	Summer Programs; Vermontville Township Library	1,590.00
09/27/2018		Deposit	Programming Contract; Vermontville Township Library	50.00
09/27/2018		Deposit	Summer Programs; Jackson District Library	420.69
09/27/2018		Deposit	Summer Programs; Chippewa River District Library	126.50
09/27/2018		Deposit	Annual Membership Fee; Coleman Area Library	150.00
09/27/2018		Deposit	Performers Showcase; Lapeer District Library	325.00
09/27/2018		Deposit	Performers Showcase; Holly Township Library	130.00
09/27/2018		Deposit	Library Security workshop; Chippewa River District Library	30.00
09/27/2018		Deposit	Annual Movie License Fee; North Branch Township Library	253.00
09/27/2018		Deposit	Summer Programming; Genesee District Library	12,148.50
09/27/2018		Deposit	Annual Movie License Fee; Almont District Library	253.00
09/27/2018		Deposit	Performers Showcase; Community District Library	65.00
09/27/2018		Deposit	Annual Movie License Fee; Vernon District Library	253.00
09/27/2018		Deposit	Performers Showcase; Chippewa River District Library	65.00
09/27/2018		Deposit	Performers Showcase; Flint Public Library	130.00
09/27/2018		Deposit	Summer Programs; Flint Public Library	59.08
09/27/2018		Deposit	Summer Programs; Genesee District Library	259.80
09/27/2018		Deposit	Performers Showcase; Bay County Library System	455.00
09/27/2018		Deposit	Summer Programs; Bay County Library System	1,046.92
09/27/2018		Deposit	Annual Movie License Fee; Grace A. Dow Library	1,242.00
09/27/2018		Deposit	Performers Showcase; Shiawassee District Library	65.00
09/27/2018		Deposit	Performers Showcase; Fraser Public Library	65.00
09/27/2018		Deposit	Performers Showcase; Grand Ledge District Library	260.00
09/27/2018		Deposit	Performers Showcase; Kalkaska County Library	65.00
09/27/2018		Deposit	Performers Showcase; Public Libraries of Saginaw	195.00
09/27/2018		Deposit	Performers Showcase; Alcona County Library	130.00
09/27/2018		Deposit	Performers Showcase; Allegan District Library	130.00
09/27/2018		Deposit	FOML Bookkeeping Contract	150.00
09/27/2018		Deposit	Annual Movie License Fee; Pere Marquette Library	272.00
09/27/2018		Deposit	Blue Cross Affordable Care Act refund	884.48
09/27/2018		Deposit	CDA ReadyTalk conference call	15.63
09/27/2018		Deposit	Performers Showcase; Ruth Hughes District Library	65.00
09/27/2018		Deposit	Fall Programs; Holly Township Library	450.00
09/28/2018		Chase Bank	September, 2018	32.72
09/30/2018		Fifth Third Bank	July - September, 2018 Interest	355.37
09/30/2018		Chemical Bank	September, 2018 Interest	30.07
09/30/2018		Chemical Bank	September, 2018	0.25
09/30/2018		Dort Federal Credit Union	September, 2018	0.01
09/30/2018		Dort Federal Credit Union	September, 2018	830.12
09/30/2018		ELGA Credit Union	September, 2018	410.25
09/30/2018		Sagelink Credit Union	September, 2018	0.60
09/30/2018		State Savings Bank	September, 2018	1.95
09/30/2018		State Savings Bank	September, 2018; Certificate of Deposit	982.95
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-1,314.00

Date	Num	Name	Memo	Amount
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-390.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-6,972.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-1,454.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	2,295.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	355.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	150.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	150.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	7,521.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	253.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	2,874.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-2,941.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	-983.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	8.00
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	779.50
09/30/2018		L & K Audit Adjustment	FY 2017-18 Audit Adjustments	1,225.00
Sep 18				<u>1,422.04</u>

MMLC TRUST ACCOUNT
Summary Activity Report
 October 2017 through September 2018

	Opening balance	Receipts	Total Income	Co-op Reim	Other Disb	Total Expense	Net Income
Almont - Restricted	23.91	2,879.09	2,903.00	2,903.00	0.00	2,903.00	0.00
Bay County - Restricted	35,066.95	39,937.53	75,004.48	1,046.92	35,521.95	36,568.87	38,435.61
CADL - Restricted	78,118.59	87,580.51	165,699.10	0.00	78,118.59	78,118.59	87,580.51
Chippewa River - Restricted	0.00	18,964.41	18,964.41	65.00	18,889.41	18,954.41	10.00
Coleman - Restricted	1,511.61	1,694.70	3,206.31	0.00	1,511.61	1,511.61	1,694.70
Coleman - Revolving	6,385.57	1,511.61	7,897.18	0.00	0.00	0.00	7,897.18
Community District - Restricted	2,168.37	10,362.95	12,531.32	65.00	2,168.37	2,233.37	10,297.95
Community District - Revolving	23,141.02	2,168.37	25,309.39	13,242.50	0.00	13,242.50	12,066.89
Dryden - Restricted	1,559.36	1,748.23	3,307.59	1,500.00	1,559.36	3,059.36	248.23
Dryden - Revolving	836.13	1,559.36	2,395.49	0.00	500.00	500.00	1,895.49
FPL - Restricted Account	26,260.93	37,558.64	63,819.57	1,789.08	26,260.93	28,050.01	35,769.56
FPL - Revolving Account	205,279.84	26,260.93	231,540.77	0.00	0.00	0.00	231,540.77
GDL - Restricted	108,570.70	134,088.17	242,658.87	259.80	120,719.20	120,979.00	121,679.87
GDL - Revolving	268,012.79	108,570.70	376,583.49	0.00	108,326.49	108,326.49	268,257.00
Goodland Township - Restricted	597.83	686.25	1,284.08	670.25	613.83	1,284.08	0.00
Goodland Township - Revolving	985.86	653.89	1,639.75	1,639.75	0.00	1,639.75	0.00
Grace A. Dow - Restricted	23,932.93	30,310.54	54,243.47	1,242.00	24,875.93	26,117.93	28,125.54
Grace A. Dow - Revolving	74,890.02	23,932.93	98,822.95	0.00	64,415.00	64,415.00	34,407.95
Holly Twp - Restricted	10,674.34	8,465.49	19,139.83	2,768.00	10,899.34	13,667.34	5,472.49
Holly Twp - Revolving	14,423.91	10,674.34	25,098.25	0.00	150.00	150.00	24,948.25
Laingsburg - Restricted	3,124.94	3,503.45	6,628.39	0.00	3,124.94	3,124.94	3,503.45
Laingsburg - Revolving	3,086.97	3,124.94	6,211.91	0.00	2,371.00	2,371.00	3,840.91
Lapeer District - Restricted	5,955.77	22,001.86	27,957.63	2,527.08	5,955.77	8,482.85	19,474.78
Lapeer District - Revolving	91,765.49	5,955.77	97,721.26	5,709.60	10,000.00	15,709.60	82,011.66
North Branch - Restricted	677.09	3,424.48	4,101.57	1,445.00	1,086.09	2,531.09	1,570.48
North Branch - Revolving	2,496.75	677.09	3,173.84	0.00	0.00	0.00	3,173.84
Pere Marquette - Restricted	1,053.44	4,693.09	5,746.53	1,500.00	1,053.44	2,553.44	3,193.09
Pere Marquette - Revolving	3,175.09	2,777.42	5,952.51	3,000.00	0.00	3,000.00	2,952.51
Ruth Hughes - Restricted	1,412.52	4,209.36	5,621.88	567.00	2,231.15	2,798.15	2,823.73
Ruth Hughes - Revolving	2,797.21	1,412.52	4,209.73	1,655.00	0.00	1,655.00	2,554.73
Saginaw - Restricted	18,325.84	45,719.08	64,044.92	18,000.00	18,325.84	36,325.84	27,719.08
Saginaw - Revolving	193,893.08	18,325.84	212,218.92	0.00	180,863.25	180,863.25	31,355.67
Shiawassee - Restricted	6,450.20	10,237.19	16,687.39	2,330.00	6,450.20	8,780.20	7,907.19
Shiawassee - Revolving	57,880.78	6,450.20	64,330.98	0.00	440.00	440.00	63,890.98
Vernon - Restricted	91.20	1,835.22	1,926.42	460.00	1,466.42	1,926.42	0.00
Vernon - Revolving	552.58	91.20	643.78	0.00	643.78	643.78	0.00
TOTAL	1,275,179.61	684,047.35	1,959,226.96	64,384.98	728,541.89	792,926.87	1,166,300.09

MMLC TRUST ACCOUNT
Transaction Report
September 2018

Date	Num	Name	Memo	Amount
Sep 18				
09/06/2018		Deposit	State Aid	22,104.97
09/17/2018	4034	Chippewa River District Library	Electronic Resource Purchases	-9,461.35
09/17/2018	4035	Public Libraries of Saginaw	Electronic Resource Purchases	-11,513.25
09/17/2018	4036	Midwest Collaborative for Library S...	MCLS Annual Rides Expenses	-1,819.00
09/17/2018	4037	Midwest Tape	Hoopla Invoice	-1,500.00
09/17/2018	4038	Midwestern MI Library Cooperative	Invoices	-16,715.30
09/26/2018		Deposit	Deposit	15,662.87
09/26/2018	4039	Midwestern MI Library Cooperative	Invoices	-515.00
09/28/2018		Chase Bank	September, 2018 Interest	32.72
09/30/2018		Dort Federal Credit	September, 2018 Interest	0.01
09/30/2018		Dort Federal Credit	September, 2018 Interst	830.12
09/30/2018		ELGA Credit Union	September, 2018 Interest	410.25
09/30/2018		Portland Federal Credit Union	September, 2018 Interest	0.58
09/30/2018		State Bank	September, 2018 Interest	1.95
Sep 18				

MIDEASTERN MI LIBRARY COOPERATIVE

Budget Report

October through December 2018

	Oct - Dec 18	Budget	\$ Over Budget	% of Budget
Income				
565.00 · State source revenues				
566.00 · Cooperative State Aid	246,431.61	492,895.00	-246,463.39	50.0%
Total 565.00 · State source revenues	246,431.61	492,895.00	-246,463.39	50.0%
587.00 · Local source revenues				
587.15 · Laingsburg Public Library	150.00	150.00	0.00	100.0%
587.16 · Capital Area District Library	150.00	150.00	0.00	100.0%
587.17 · Bay County Library System	0.00	0.00	0.00	0.0%
587.21 · Coleman Area Library	0.00	150.00	-150.00	0.0%
Total 587.00 · Local source revenues	300.00	450.00	-150.00	66.7%
665.00 · Other Income				
665.01 · Interest Income	151.68	7,000.00	-6,848.32	2.2%
665.02 · Miscellaneous Income	1,055.00	0.00	1,055.00	100.0%
665.03 · Agent Reimbursements	253.00	0.00	253.00	100.0%
665.04 · Universal Service Funds	0.00	0.00	0.00	0.0%
665.05 · Workshop Fees	475.00	4,000.00	-3,525.00	11.9%
665.06 · Cooperative Programs Contract	0.00	1,000.00	-1,000.00	0.0%
Total 665.00 · Other Income	1,934.68	12,000.00	-10,065.32	16.1%
669.00 · Other Local Income				
669.02 · Programming	16,399.50	170,000.00	-153,600.50	9.6%
669.07 · Baker College Library	150.00	150.00	0.00	100.0%
669.10 · Charles Stewart Mott Foundation	150.00	150.00	0.00	100.0%
669.16 · Kettering University	150.00	150.00	0.00	100.0%
669.22 · Mott Community College	0.00	150.00	-150.00	0.0%
669.34 · University of Michigan	0.00	150.00	-150.00	0.0%
669.37 · Saginaw Chippewa Indian Tribe	150.00	150.00	0.00	100.0%
669.38 · Northwood University	150.00	150.00	0.00	100.0%
Total 669.00 · Other Local Income	17,149.50	171,050.00	-153,900.50	10.0%
Total Income	265,815.79	676,395.00	-410,579.21	39.3%
Gross Profit	265,815.79	676,395.00	-410,579.21	39.3%
Expense				
702.00 · Salaries	42,229.19	157,507.00	-115,277.81	26.8%
703.00 · Fringe benefits	15,782.61	72,775.00	-56,992.39	21.7%
703.01 · Payroll taxes	3,230.53	12,250.00	-9,019.47	26.4%
704.00 · Board & Advisory Council	252.88	8,000.00	-7,747.12	3.2%
726.00 · Office supplies	602.04	2,300.00	-1,697.96	26.2%
740.00 · Library materials	500.00	500.00	0.00	100.0%
801.00 · Auditing	0.00	4,500.00	-4,500.00	0.0%
802.00 · Institutional dues	500.00	1,300.00	-800.00	38.5%
803.00 · Professional Services	979.00	6,000.00	-5,021.00	16.3%
812.00 · Payroll services	119.00	450.00	-331.00	26.4%
813.00 · Continulng Education Program	2,005.22	12,000.00	-9,994.78	16.7%
816.00 · Office Furnishings	0.00	500.00	-500.00	0.0%
821.00 · Technology & Innovation Program	42,875.00	121,625.00	-78,750.00	35.3%
823.00 · Professional Development Grants	3,000.00	10,000.00	-7,000.00	30.0%
850.00 · Utilities	731.10	6,000.00	-5,268.90	12.2%
860.00 · Transportation	1,697.98	14,000.00	-12,302.02	12.1%
880.02 · Member Library Programming	23,654.00	170,000.00	-146,346.00	13.9%
910.00 · Insurance	3,093.00	3,500.00	-407.00	88.4%
930.00 · Repair & Maintenance	0.00	500.00	-500.00	0.0%
940.00 · Rents	2,343.00	10,500.00	-8,157.00	22.3%
977.00 · Equipment purchases	0.00	500.00	-500.00	0.0%
990.00 · Contingencies	8.48	61,688.00	-61,679.52	0.0%
Total Expense	143,603.03	676,395.00	-532,791.97	21.2%
Net Income	122,212.76	0.00	122,212.76	100.0%

MIDEASTERN MI LIBRARY COOPERATIVE
Monthly Transaction Detail Report
 October through December 2018

Date	Num	Name	Memo	Amount
Oct - Dec 18				
10/02/2018	14989	Tiptop Entertainment, LLC	Summer Program - CADL Stockbridge Branch	-425.00
10/02/2018	14988	Michigan State University Extens...	Real Colors workshop fees	-599.88
10/04/2018		Deposit	FY 2017-18; Annual Membership	150.00
10/04/2018		Deposit	FY 2017-18; Annual Membership	150.00
10/04/2018		Deposit	FY 2017-18; Flint Public Library	5,426.50
10/05/2018		Payroll taxes debit	Employer Withholding - Medicare	-85.28
10/05/2018		Payroll taxes debit	Employer Withholding - Social Security	-364.64
10/05/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
10/05/2018	1572	Denise D. Hooks	Gross Salary	-3,675.00
10/05/2018	1573	Irene Bancroft	Gross Salary	-2,206.25
10/08/2018	14990	Animal Adventure Shows LLC	Fall Program - GDL Burton Memorial Branch	-200.00
10/08/2018	14990	Animal Adventure Shows LLC	Fall Program - GDL Beecher Branch	-200.00
10/08/2018	14991	Sloan Museum	Fall Program - GDL Linden Branch	-125.00
10/08/2018	14991	Sloan Museum	Fall Program - GDL Flushing Branch	-125.00
10/08/2018	14992	Painterly Pottery	Fall Program - CADL Stockbridge Branch	-325.00
10/09/2018		Staples	Showcase Workshop Printing	-53.00
10/15/2018	14993	Mott Foundation	Office Rent	-661.00
10/15/2018	14993	Mott Foundation	Consumers Energy	-33.00
10/15/2018	14994	Flint Downtown Development Aut...	Employee Monthly Parking Spaces (June)	-120.00
10/15/2018	14994	Flint Downtown Development Aut...	Parking Validation Fees	
10/15/2018	14995	The Traveling Bookkeeper, LLC	Payroll Services	-21.00
10/15/2018	14996	Crystal Water Company	Carboy; Invoice #A1522529	-5.00
10/15/2018	14996	Crystal Water Company	Water Cooler Rental; October - December, 2019	-22.26
10/15/2018	14997	ReadyTalk	ReadyTalk Conferece Call	-6.01
10/15/2018	14998	Community District Library	Advisory Council Meeting refreshments	-250.38
10/15/2018	14999	Epoch Catering	Genesys Conference & Banquet Center Reservation for ...	-600.00
10/15/2018	15007	Ming Louie	Fall Program - CADL Stockbridge Branch	-250.00
10/15/2018	15008	Spencer Scharf	Fall Program - CDL Corunna Branch	-250.00
10/15/2018	15000	Blue Cross Blue Shield of MI	Health & Dental Insurance Premium	-2,898.25
10/15/2018	15001	Citizens Insurance Company	Annual Business Owners Policy; Customer #150667189...	-715.00
10/15/2018	15001	Citizens Insurance Company	Annual Workers Compensation Policy	-556.00
10/15/2018	15002	Public Libraries of Saginaw	Professional Development Grants	-500.00
10/15/2018	15003	Chippewa River District Library	Professional Development Grant	-500.00
10/15/2018	15004	Michigan Library Association	MIRS Subscription	-500.00
10/15/2018	15005	John West	IT Support	-229.00
10/15/2018		Fifth Third Bank	October, 2019 Interest	17.68
10/17/2018		Paypal Transfer	Library Security Workshop fees	60.00
10/17/2018		Paypal Transfer	Library Security Online Vendor fees	-2.34
10/17/2018		Deposit	Library Security Workshop; Springfield Township	60.00
10/17/2018		Deposit	Library Security Workshop; Kent District Library	30.00
10/17/2018		Deposit	FY 2017-18; Performers Showcase Warren Public Library	130.00
10/17/2018		Deposit	Kitchen Facilities Use; McFarlane	30.00
10/17/2018		Deposit	FY 2017-18; Annual Movie License Fee Shiawassee Dist...	253.00
10/17/2018		Deposit	FY 2017-18; Fall Programs Lapeer District Library	325.00
10/19/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
10/19/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.83
10/19/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.59
10/19/2018	1574	Denise D. Hooks	Gross Salary	-3,785.46
10/19/2018	1575	Irene Bancroft	Gross Salary	-2,272.53
10/22/2018	15009	Classroom Critters	Fall Program - LDL deAngeli Branch	-155.00
10/22/2018	15010	Jenny Schroeder	Fall Program - BCLS - Auburn Branch	-300.00
10/22/2018	15011	Ming Louie	Fall Program - GDL Clio Branch	-250.00
10/22/2018	15011	Ming Louie	Fall Program - GDL Fenton Branch	-250.00
10/22/2018	15011	Ming Louie	Fall Program - CDL Perry Branch	-250.00
10/22/2018	15012	Sloan Museum	Fall Program - GDL Montrose Branch	-125.00
10/22/2018	15012	Sloan Museum	Fall Program - GDL Mt. Morris Branch	-125.00
10/22/2018	15013	Cameron Zvara	Fall Program - CADL Okemos Branch	-425.00
10/22/2018	15014	Spencer Scharf	Fall Program - CDL Bancroft Branch	-250.00
10/22/2018	15014	Spencer Scharf	Fall Program - LDL Elba Branch	-250.00
10/22/2018	15015	Anshu Varma	Fall Program - CADL Stockbridge Branch	-400.00
10/29/2018	15018	Tiptop Entertainment, LLC	Fall Program; GDL Flushing Branch	-225.00
10/29/2018	15016	Cameron Zvara	Fall Program - GDL Genesee Valley location	-375.00
10/29/2018	15017	Ming Louie	Fall Program - GDL Headquarters Branch	-250.00
10/29/2018	15017	Ming Louie	Fall Program - GDL Davidson Branch	-250.00
10/29/2018	15017	Ming Louie	Fall Program - GDL Goodrich Branch	-250.00
10/29/2018	15019	Animal Adventure Shows LLC	Fall Program - GDL Fenton Branch	-100.00
10/29/2018	15019	Animal Adventure Shows LLC	Fall Program - GDL Linden Branch	-100.00
10/31/2018		Chemical Bank	October, 2018 Interest	31.29
10/31/2018		Chase Bank	October, 2018	48.65

Date	Num	Name	Memo	Amount
10/31/2018		Chemical Bank	october 2018 interest	0.33
11/02/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
11/02/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.84
11/02/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.59
11/02/2018	1576	Denise D. Hooks	Gross Salary	-3,785.46
11/02/2018	1577	Irene Bancroft	Gross Salary	-2,272.53
11/13/2018	15020	Mott Foundation	Office Rent	-661.00
11/13/2018	15020	Mott Foundation	Consumers Energy	-33.00
11/13/2018	15021	Flint Downtown Development Aut...	Employee Monthly Parking Spaces (June)	-120.00
11/13/2018	15021	Flint Downtown Development Aut...	Parking Validation Fees	
11/13/2018	15022	The Traveling Bookkeeper, LLC	Payroll Services	-21.00
11/13/2018	15023	White Pine Library Cooperative	MI Cooperative Director's Association Annual Membership	-500.00
11/13/2018	15024	Traveler's Insurance	Annual Directors & Officers Insurance	-1,822.00
11/13/2018	15025	Staples	Business Cards	-36.94
11/13/2018	15026	Denise Hooks	Mileage Reimbursement	-41.42
11/13/2018	15026	Denise Hooks	Raffle Tickets for MLA/CDA drawing	-8.48
11/13/2018	15026	Denise Hooks	Office supplies	-10.58
11/13/2018	15027	Capital Area District Library	Professional Development Grants	-500.00
11/13/2018	15028	Capital Area District Library	Technology & Innovation Program	-7,000.00
11/13/2018	15029	Bay County Library	Technology & Innovation Program	-7,000.00
11/13/2018	15030	Coleman Area Library	Technology & Innovation Program	-5,250.00
11/13/2018	15031	Community District Library	Technology & Innovation Program	-6,125.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - CADL Main Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - LDL Elba Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - GDL Grand Blanc Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - CADL Williamston Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - CADL Holt Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - GDL Davison Branch	-100.00
11/13/2018	15032	Animal Adventure Shows LLC	Fall Program - GDL Gaines Station	-100.00
11/13/2018	15033	Exotic Zoo	Deposit -Summer Program - 46 library programs; Invoice...	-2,300.00
11/13/2018	15035	PaleoShows, LLC	Fall Program - CRDL Shepherd Branch	-350.00
11/13/2018	15036	Rachel Sadowski	Fall Program - Vermontville Township Library	-375.00
11/16/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
11/16/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.85
11/16/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.60
11/16/2018	1578	Denise D. Hooks	Gross Salary	-3,785.46
11/16/2018	1579	Irene Bancroft	Gross Salary	-2,272.53
11/19/2018	15037	Tiptop Entertainment, LLC	Fall Program; LDL deAngeli Branch	-212.50
11/19/2018	15038	Sloan Museum	Fall Program - LDL deAngeli Branch	-149.00
11/20/2018	15044	Blue Cross Blue Shield of MI	December	-2,898.25
11/20/2018	15044	Blue Cross Blue Shield of MI	January	-2,898.25
11/20/2018	15045	Bay County Library System	Library Security Workshop with Dr. Steve Albrecht	-750.00
11/20/2018		Deposit	State Aid	246,431.61
11/29/2018		Deposit	FY 2017-18; Showcase Workshop; Three Rivers District ...	130.00
11/29/2018		Deposit	FY 2017-18; Showcase Workshop; Boyne District Library	65.00
11/30/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
11/30/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.84
11/30/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.60
11/30/2018	1584	Denise D. Hooks	Gross Salary	-3,785.46
11/30/2018	1585	Irene Bancroft	Gross Salary	-2,272.53
11/30/2018		Interest	November, 2018 Interest	27.80
11/30/2018		Chase Bank	November, 2018 Checking Account Interest	25.93
12/03/2018	15039	Rachel Sadowski	Fall Program - CDL Morrice Branch	-375.00
12/03/2018	15040	Painterly Pottery	Fall Program - PLOS Butman Fish Branch	-250.00
12/10/2018	15041	Painterly Pottery	Fall Program - GDL Goodrich Branch	-325.00
12/10/2018	15041	Painterly Pottery	Fall Program - GDL Headquarters Branch	-325.00
12/10/2018	15041	Painterly Pottery	Fall Program - Vermontville Township Library	-325.00
12/10/2018	15041	Painterly Pottery	Fall Program - North Branch Township Library	-325.00
12/10/2018	15042	Peter Bergin	Fall Program - GDL Baker Park Branch	-550.00
12/10/2018	15048	Painterly Pottery	Fall Program - Vermontville Township Library	-250.00
12/13/2018		Deposit	Annual Membership Fee	150.00
12/13/2018		Deposit	Annual Membership Fee	150.00
12/13/2018		Deposit	Annual Membership Fee	150.00
12/13/2018		Deposit	Annual Membership Fee	150.00
12/13/2018		Deposit	FOML Bookkeeping Contract	150.00
12/13/2018		Deposit	Fall Programs; Flint Public Library	1,150.00
12/13/2018		Deposit	Annual Membership Fee	150.00
12/14/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
12/14/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.84
12/14/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.59

Date	Num	Name	Memo	Amount
12/14/2018	1586	Denise D. Hooks	Gross Salary	-3,785.46
12/14/2018	1587	Irene Bancroft	Gross Salary	-2,272.53
12/17/2018	15043	Stevens Puppets	Fall Program - LDL deAngeli Branch	-350.00
12/18/2018	15049	Mott Foundation	Office Rent	-661.00
12/18/2018	15049	Mott Foundation	Consumers Energy	-33.00
12/18/2018	15050	Flint Downtown Development Aut...	Employee Monthly Parking Spaces (December)	-120.00
12/18/2018	15050	Flint Downtown Development Aut...	Parking Validation Fees	-2.50
12/18/2018	15051	The Traveling Bookkeeper, LLC	Payroll Services, November	-31.50
12/18/2018	15051	The Traveling Bookkeeper, LLC	Payroll Services; December	-21.00
12/18/2018	15052	Island River Digital	Website Maintenance	-750.00
12/18/2018	15053	Crystal Water Company	Carboy; Invoice #A154335	-5.00
12/18/2018	15053	Crystal Water Company	Water Cooler Rental; January - March, 2019	-22.26
12/18/2018	15054	Almont District Library	Professional Development Grant	-500.00
12/18/2018	15055	Community District Library	Professional Development Grant	-500.00
12/18/2018	15056	Dryden Township Library	Professional Development Grant	-500.00
12/18/2018	15062	Denise Hooks	Mileage Reimbursement	-493.77
12/18/2018	15062	Denise Hooks	Mini Rural Conference Luncheon	-13.65
12/18/2018	15061	First Bankcard	Windstream Telephone Service	-106.32
12/18/2018	15061	First Bankcard	AT & T Services	-70.80
12/18/2018	15061	First Bankcard	AT & T Services	-84.35
12/18/2018	15061	First Bankcard	ALA Midwinter Airfare	-379.40
12/18/2018	15061	First Bankcard	ALA Midwinter Travel Insurance	-25.61
12/18/2018	15061	First Bankcard	Workshop Luncheon	-15.22
12/18/2018	15061	First Bankcard	Workshop Dinner	-11.01
12/18/2018	15061	First Bankcard	Workshop Accomodations	-221.65
12/18/2018	15061	First Bankcard	Postage Stamps	-150.00
12/18/2018	15061	First Bankcard	Postage Stamps	-350.00
12/18/2018	15061	First Bankcard	Credit Card Point Redemptions	875.00
12/18/2018	15061	First Bankcard	Lansing Meeting Parking	-9.00
12/18/2018	15061	First Bankcard	AT & T Services	-70.80
12/18/2018	15061	First Bankcard	Windstream Telephone Service	-102.28
12/18/2018	15061	First Bankcard	AT & T Services	-81.74
12/18/2018	15061	First Bankcard	Meeting Luncheon	-7.19
12/18/2018	15061	First Bankcard	MLA Conference Dinner	-29.82
12/18/2018	15061	First Bankcard	MLA Accomodations	-450.24
12/18/2018	15058	Chippewa River District Library	Technology & Innovation Grant	-7,000.00
12/18/2018	15059	Pere Marquette District Library	Technology & Innovation Grant	-5,250.00
12/18/2018	15060	Vernon District Library	Technology & Innovation Grant	-5,250.00
12/18/2018	15063	Irene Bancroft	Cell Phone Support	-109.80
12/18/2018	15064	AXA Equitable	Employer Contribution to SEPP; D. Hooks	-4,428.99
12/18/2018	15065	Ascensus Trust	Employer Contribution to SEPP; I. Bancroft	-2,658.87
12/18/2018	15066	Acting Up Theatre Company	Deposits - Summer Programs; 16 programs	-1,600.00
12/18/2018	15068	Exotic Zoo	Deposit -Summer Program - 1 library program; Invoice #...	-50.00
12/18/2018	15069	Michael T. Garlick	Deposit - Summer Programs - 3 programs	-300.00
12/18/2018	15070	Tiptop Entertainment, LLC	Deposit - Summer Programs; 19 events	-3,812.50
12/18/2018	15071	Cameron Zvara	Deposit - Summer Programs; 42 events	-4,200.00
12/18/2018	15067	Karen Bonnici	Deposit - Summer Programs; 6 events	-300.00
12/28/2018		Direct Deposit Charges	Direct Deposit Expense	-3.50
12/28/2018		Payroll taxes debit	Employer Withholding - Medicare	-87.84
12/28/2018		Payroll taxes debit	Employer Withholding - Social Security	-375.60
12/28/2018	1588	Denise D. Hooks	Gross Salary	-3,785.46
12/28/2018	1589	Irene Bancroft	Gross Salary	-2,272.53
12/28/2018		Deposit	2018 Fall Programs; Genesee District Library	4,375.00
12/28/2018		Deposit	Fall Programs; Lapeer District Library	775.00
12/28/2018		Deposit	Fall Programs; Chippewa River District Library	300.00
12/28/2018		Deposit	Fall Programs; Community District Library	1,125.00
12/28/2018		Deposit	Fall Programs; Lapeer District Library	1,279.00
12/28/2018		Deposit	FY 2017-18; Summer Programs; Dryden Township Library	1,294.00
12/28/2018		Deposit	FY 2017-18; Fall Program; North Branch Township Library	350.00

Oct - Dec 18

122,212.76

MMLC TRUST ACCOUNT
Summary Activity Report
 October through December 2018

	Opening balance	Total Income	Co-op Reim	Other Disb	Total Expense	Net Income
Almont - Restricted	0.00	0.00	0.00	0.00	0.00	0.00
Bay County - Restricted	38,435.61	38,435.61	0.00	38,435.61	38,435.61	0.00
CADL - Restricted	87,580.51	87,580.51	0.00	87,580.51	87,580.51	0.00
Chippewa River - Restricted	10.00	10.00	0.00	0.00	0.00	10.00
Coleman - Restricted	1,694.70	1,694.70	0.00	0.00	0.00	1,694.70
Coleman - Revolving	7,897.18	7,897.18	0.00	0.00	0.00	7,897.18
Community District - Restricted	10,297.95	10,297.95	1,125.00	0.00	1,125.00	9,172.95
Community District - Revolving	12,066.89	12,066.89	0.00	0.00	0.00	12,066.89
Dryden - Restricted	248.23	248.23	248.23	0.00	248.23	0.00
Dryden - Revolving	1,895.49	1,895.49	3,045.77	0.00	3,045.77	-1,150.28
FPL - Restricted Account	35,769.56	35,769.56	0.00	0.00	0.00	35,769.56
FPL - Revolving Account	231,540.77	231,540.77	0.00	0.00	0.00	231,540.77
GDL - Restricted	121,679.87	121,679.87	0.00	0.00	0.00	121,679.87
GDL - Revolving	268,257.00	268,257.00	0.00	27,774.77	27,774.77	240,482.23
Goodland Township - Restricted	0.00	0.00	0.00	0.00	0.00	0.00
Goodland Township - Revolving	0.00	0.00	0.00	0.00	0.00	0.00
Grace A. Dow - Restricted	28,125.54	28,125.54	0.00	0.00	0.00	28,125.54
Grace A. Dow - Revolving	34,407.95	34,407.95	0.00	12,713.47	12,713.47	21,694.48
Holly Twp - Restricted	5,472.49	5,472.49	0.00	0.00	0.00	5,472.49
Holly Twp - Revolving	24,948.25	24,948.25	0.00	0.00	0.00	24,948.25
Laingsburg - Restricted	3,503.45	3,503.45	0.00	0.00	0.00	3,503.45
Laingsburg - Revolving	3,840.91	3,840.91	0.00	1,727.05	1,727.05	2,113.86
Lapeer District - Restricted	19,474.78	19,474.78	1,604.00	0.00	1,604.00	17,870.78
Lapeer District - Revolving	82,011.66	82,011.66	0.00	0.00	0.00	82,011.66
North Branch - Restricted	1,570.48	1,570.48	350.00	0.00	350.00	1,220.48
North Branch - Revolving	3,173.84	3,173.84	0.00	0.00	0.00	3,173.84
Pere Marquette - Restricted	3,193.09	3,193.09	2,000.00	0.00	2,000.00	1,193.09
Pere Marquette - Revolving	2,952.51	2,952.51	1,000.00	0.00	1,000.00	1,952.51
Ruth Hughes - Restricted	2,823.73	2,823.73	0.00	0.00	0.00	2,823.73
Ruth Hughes - Revolving	2,554.73	2,554.73	0.00	0.00	0.00	2,554.73
Saginaw - Restricted	27,719.08	27,719.08	0.00	0.00	0.00	27,719.08
Saginaw - Revolving	31,355.67	31,355.67	27,000.00	0.00	27,000.00	4,355.67
Shiawassee - Restricted	7,907.19	7,907.19	253.00	0.00	253.00	7,654.19
Shiawassee - Revolving	63,890.98	63,890.98	0.00	0.00	0.00	63,890.98
Vernon - Restricted	0.00	0.00	0.00	0.00	0.00	0.00
Vernon - Revolving	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,166,300.09	1,166,300.09	36,626.00	168,231.41	204,857.41	961,442.68

MMLC TRUST ACCOUNT
Transaction Report
October through December 2018

Date	Num	Name	Memo	Amount
Oct - Dec 18				
10/01/2018		Allocate Opening Balance	2017-2018 FY	0.00
10/09/2018		Transfer	Transfer of funds from Checking to Savings	-270,000.00
10/10/2018		State Bank	September, 2018 Interest - CD	982.95
10/15/2018		Transfer	Transfer of funds from Savings to Checking	245,000.00
10/15/2018	4040	Portland Federal Credit Union	Establish Certificate of Deposit	-245,000.00
10/15/2018	4041	Mideastern MI Library Cooperative	Invoices	-2,872.24
10/30/2018		Chase Bank	October, 2018 Interest	48.65
11/13/2018	4042	Midwest Tape	Hoopla Invoice	-3,000.00
11/13/2018	4043	OCLC, Inc	FY 2018 Cataloging & Metadata	-12,713.47
11/13/2018	4044	Midwest Collaborative for Library S...	MCLS Annual Rides Expenses	-1,727.05
11/13/2018	4045	Capital Area District Library	Technology Upgrades	-87,580.51
11/13/2018		Transfer	Transfer of funds from Savings to Checking	110,000.00
11/19/2018		Transfer	Transfer of funds from Savings to Checking	52,000.00
11/20/2018	4046	Genesee District Library	Vendor reimbursement	-27,774.77
11/20/2018	4047	Midwest Tape	Hoopla Invoice	-27,000.00
11/30/2018		Chase Bank	November, 2018 Interest	25.93
12/17/2018		Transfer	Transfer of funds from Savings to Checking	45,000.00
12/18/2018	4048	Mideastern MI Library Cooperative	Invoices	-4,048.00
12/18/2018	4049	OverDrive, Inc.	Purchases	-2,000.00
12/18/2018	4050	Bay County Library System	Valley Library Consortium services	-38,435.61
Oct - Dec 18				