

AGENDA

FLAT RIVER COMMUNITY LIBRARY

BOARD MEETING

July 10, 2024

1. **Call to order and roll call:**
2. **Approval of agenda:**
3. **Approval of minutes:**
 - Board meeting June 2024**
4. **Public Comments:**
5. **Financial Reports:**
 - a. **County Penal Fines for June 2024**
 - b. **Accounts Payable for June 2024**
 - c. **Monthly Financials**
6. **Library Director's Report:**
 - a. **Suggestion Box Comments**
7. **Questions from the Board:**
8. **Unfinished Business:**
 - a. **Strategic Planning Update**
 - b. **Black Field Update**
9. **Committees:**
10. **New Business:**
 - a. **Election of Board Officers**
11. **Public Comment**
12. **Other:**
13. **Board Member Comment:**
14. **Items for next agenda**
15. **Future Dates:**
 - a. **Next Board Meeting- 6:30 p.m. Wednesday; August 14, 2024**
16. **Call to Adjourn**

The regular meetings of the Flat River Community Library Board are held on the second Wednesday of the month at 6:30 p.m.

Stefanie Reed, Director

The Flat River Community Library Board recognizes the value of public comment and the importance of allowing members of the public to express themselves on Library matters.

Any person or group wishing to address the Board shall be requested to provide:

- A. Their name & address;
- B. Group affiliation, if and when appropriate;
- C. Topic to be addressed.

To permit fair & orderly public expression, the Board shall provide a period for public participation at public meetings of the Board and publish rules to govern such participation in Board meetings and in Board committee meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

Members of the public requesting that a topic be added to the agenda must contact the director or board president with their request one week in advance of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Anyone with concerns related to the operation of the library or to matters within the authority of the Board may participate during the designated public participation portions of a meeting.
- C. Participants must first be recognized by the presiding officer.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:
 - a. Interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e. statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest);
 - b. Request any individual to stop speaking and/or leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct and/or orderly progress of the meeting;
 - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the conduct and/or orderly conduct of the meeting as to warrant such action;
 - e. Waive these rules.

Pursuant to the Open Meetings Act (Act 267 of 1976), the Board may occasionally hold meetings virtually. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending remotely.

Audio or video recording are permitted subject to the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

FLAT RIVER COMMUNITY LIBRARY
PROPOSED MINUTES
JUNE 12, 2024

Chairperson Darci Ward Cole called the meeting to order at 6:00 PM.

Present: City of Greenville: Chairperson Darci Ward Cole, Laurel Christensen
Eureka Township: Holly Schmeltzer, Maureen Burns
Fairplain Township: Vanessa Marr, Dawn Wyckoff
Montcalm Township: Pam Nichols, Doug Crowley

Absent: None

Others Present: Stefanie Reed, Library Director
Jim Marr

Chairperson Ward Cole opened a Public Hearing on the 2024-2025 Budget at 6:00 PM.

Chairperson Ward Cole closed a Public Hearing on the 2024-2025 Budget at 6:30 PM.

Nichols moved to approve the Agenda with the addition of a Black Field Update added to New Business. Supported. Unanimously approved.

Crowley moved to approve the minutes of the May 8, 2024 Board meeting with the correction of the spelling of Chairperson Ward Cole's name. Supported. Unanimously approved.

Public Comments: None

Schmeltzer moved to accept the Accounts payable portion of the treasurer's report for May 2024. Supported. Unanimously approved.

Crowley moved to accept the monthly financial portion of the Treasurer's Report for May 2024. Supported. Unanimously approved.

Director Reed reported on a number of items including Summer Reading Program, Meet Up and Eat Up, security cameras, One Book, One County, Black Field, Comfort Cabinets, and the Coalition of Greater Greenville. Staff are all working on projects to benefit the library patrons.

Building & Grounds Update: Teen Space renovations scheduled to begin July 28th.

New Business:

Discussion about the Director's salary. Wyckoff moved to increase the Director's salary to \$72,600. Supported.

Nichols - Yea
Wyckoff - Yea
Burns - Yea
Ward Cole -yea
Marr - Nay
Christensen - Yea

Schmeltzer - Yea
Crowley - Yea

Motion carried.

Crowley moved to approve the 2024-2025 Budget with the correction increasing the Director's salary to \$72,600.

Crowley- Yea
Nichols- Yea
Wyckoff - Yea
Marr - Yea
Schmeltzer- Yea
Burns - Yea
Christensen- Yea
Ward Cole- Yea

Motion carried.

Wyckoff moved to approve the Resolution Certifying Tax Levies for Operating Millage and Approving Budget. Supported.

Ward Cole- Yea
Christensen- Yea
Burns - Yea
Schmeltzer - Yea
Marr - Yea
Wyckoff - Yea
Nichols - Yea
Crowley - Yea

Motion carried.

Schmeltzer moved to approve the list of meeting dates. Supported. Unanimously approved.

Nichols moved to approve Director Reed and Chairperson Ward Cole to work with all those involved in the Black Field transactions and to sign necessary paperwork and, should there be one, a purchase agreement. Supported. Unanimously approved.

The next meeting is July 10, 2024.

Nichols moved to adjourn. Supported. Unanimously approved.

Respectfully submitted

Laurel Christensen

FLAT RIVER COMMUNITY LIBRARY
APPROVED MINUTES
May 8, 2024

Chairperson Darci Ward Cole called the meeting to order at 6:30 PM

Present: City of Greenville: Chairperson Darci Ward Cole, Laurel Christensen
Eureka Township: Holly Schmeltzer, Maureen Burns
Fairplain Township: Vanessa Marr, Dawn Wyckoff
Montcalm Township: Pam Nichols, Doug Crowley

Absent: None

Others Present: Stefanie Reed, Library Director
Jim Marr
Fern Jessop
Bart Brown
Marie Wise

Crowley moved to approve the Agenda. Supported. Unanimously approved.

Crowley moved to approve the minutes of the April 10, 2024 Board meeting. Supported. Unanimously approved.

Public Comments:

Fern Jessop read some material and stated her thoughts on material in the library.

Bart Brown asked questions and gave the Board his opinion on the procedures for possibly obtaining Black Field.

Marr moved to accept the Accounts payable portion of the treasurer's report for April, 2024. Supported. Unanimously approved.

Marr moved to accept the monthly financial portion of the treasurer's report for April, 2024. Supported. Unanimously approved.

Director Reed reported on the Career Fair, Daily News readers Best Library Award, the Greenville Area Community Foundation grant award, Hot Spots Summer Reading Program, One Book, One County. She gave an update on the Teen Space, and the projects staff are working on.

New Business: Resolution for June meeting. Crowley moved to approve a Resolution Calling Public Hearing Regarding Annual Budget of the Flat River Community Library. Marr Supported. Roll call vote.

Crowley - Yea
Schmeltzer - Yea
Marr - Yea
Burns - Yea
Nichols - Yea
Wyckoff - Yea
Cole Ward - Yea
Christensen - Yea

Motion Passed. Public Hearing is at 6:00 PM June 12, 2024.

Board received working copies of the 2024-25 Budget.

Marr moved to authorize Director Reed and Chairperson Ward Cole to sign documents for purchase of land. Supported.

Schmeltzer -Yea
Marr-Yea
Burns -yea
Nichols -Yea
Wyckoff -Yea
Cole Ward - Yea
Christensen -Yea
Crowley -Yea

Motion passed.

Public Comment:

Fern Jessop read from "Freedom to Read".

Marie Wise stated that she was there to support Ms. Jessop, and expressed appreciation for the library.

Bart Brown, shared his opinion on Black Field.

Next meeting, Public hearing on June 12, 2024 at 6:00 PM, Regular meeting at 6:30.

Nichols moved to adjourn. Supported. Unanimously approved.

Respectfully submitted,

Laurel Christensen



PENAL FINES

2022/2023

For the mo of	Received	Amount	For the mo of	Received	Amount
Jul-22	Aug-22	\$19,967.20	Jan-23	Feb-23	\$20,791.70
Aug-22	Sep-22	\$27,404.65	Feb-23	Mar-23	\$30,964.08
Sep-22	Oct-22	\$25,838.21	Mar-23	Apr-23	\$29,715.99
Oct-22	Nov-22	\$22,434.95	Apr-23	May-23	\$29,342.55
Nov-22	Dec-22	\$21,270.41	May-23	Jun-23	\$29,645.14
Dec-22	Jan-23	\$18,353.93	Jun-23	Jul-23	\$32,308.75
	Sub Total	\$135,269.35		Sub Total	\$172,768.21
				2022	\$135,269.35
				2023	\$172,768.21
				Total to date	\$308,037.56



PENAL FINES

2023/2024

For the mo of	Received	Amount	For the mo of	Received	Amount
Jul-23	Aug-23	\$20,103.27	Jan-24	Feb-24	\$25,932.93
Aug-23	Sep-23	\$30,270.92	Feb-24	Mar-24	\$36,474.65
Sep-23	Oct-23	\$28,805.47	Mar-24	Apr-24	\$30,508.82
Oct-23	Nov-23	\$30,266.96	Apr-24	May-24	\$34,967.22
Nov-23	Dec-23	\$20,319.84	May-24	Jun-24	\$31,203.02
Dec-23	Jan-24	\$22,971.36	Jun-24	Jul-24	\$23,980.03
	Sub Total	\$152,737.82		Sub Total	\$183,066.67
				2023	\$152,737.82
				2024	\$183,066.67
				Total to date	\$335,804.49

ASSETS	<u>General</u>	<u>GACF Trust Fund</u>	<u>Noncurrent Funds</u>	<u>Totals Gov't Funds</u>
Current assets				
Cash and cash equivalents	\$1,455,426			\$1,455,426
Investments	\$1,673,390			\$1,673,390
Assets held by foundation		\$159,883		\$159,883
Fixed assets (net)			\$1,869,610	\$1,869,610
Receivables				\$0
Due from other funds				\$0
Prepaid expenditures	\$44,701			\$44,701
Total current assets	\$3,173,517	\$159,883	\$1,869,610	\$5,203,010
TOTAL ASSETS	<u>\$3,173,517</u>	<u>\$159,883</u>	<u>\$1,869,610</u>	<u>\$5,203,010</u>
LIABILITIES & FUND EQUITY				
Current liabilities				
Accounts payable				\$0
Accrued salaries	\$8,330			\$8,330
Accrued liabilities	\$3			\$3
Due to other funds				\$0
Total current liabilities	\$8,333	\$0	\$0	\$8,333
Noncurrent liabilities				
Lease Payable			\$36,411	\$36,411
Compensated absences			\$5,656	\$5,656
Noncurrent portion of long-term debt				\$0
Total noncurrent liabilities	\$0	\$0	\$42,067	\$42,067
TOTAL LIABILITIES	<u>\$8,333</u>	<u>\$0</u>	<u>\$42,067</u>	<u>\$50,400</u>
FUND BALANCES				
Nonspendable Funds				
Endowment		\$59,458		\$59,458
Investment in general fixed assets			\$1,827,543	\$1,827,543
Unassigned Funds				
General fund	\$2,889,572			\$2,889,572
Committed Funds	\$275,611			\$275,611
Restricted Funds		\$100,425		\$100,425
TOTAL FUND BALANCES	\$3,165,183	\$159,883	\$1,827,543	\$5,152,609
TOTAL LIABILITIES & FUND BALANCES	<u>\$3,173,517</u>	<u>\$159,883</u>	<u>\$1,869,610</u>	<u>\$5,203,010</u>

Flat River Community Library

Balance Sheet

As of June 30, 2024

Accrual Basis

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
002.000 · Checking - Isabella Bank	25,422.20
002.004 · Savings - PFCU Primary Share	5,035.54
002.005 · Money Market - Isabella Bank	1,424,762.98
002.007 · Savings - Michigan One CU	5.00
005 · Petty Cash	200.00
Total Checking/Savings	1,455,425.72
Other Current Assets	
003.001 · CD - Commercial Bank (09.26.24)	276,038.36
003.008 · CD - Michigan One CU (09.23.24)	337,093.97
003.009 · CD - Huntington 2 (12/26/24)	276,318.09
003.010 · CD - Isabella Debt (01.29.25)	211,410.41
003.011 · CD - Isabella Tower (05.26.25)	114,982.91
003.012 · CD - Preferred CU (10/20/24)	214,122.15
003.013 · CD - Commercial Bank (12.07.25)	164,919.01
028 · Accounts Receivable	78,505.00
Total Other Current Assets	1,673,389.90
Total Current Assets	3,128,815.62
Other Assets	
029 · Prepays	26,797.66
029.1 · Prepaid Invoices	17,903.35
Total Other Assets	44,701.01
TOTAL ASSETS	3,173,516.63
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
210 · Payroll Liabilities	2.93
257 · Accrued Salaries	8,330.43
Total Other Current Liabilities	8,333.36
Total Current Liabilities	8,333.36
Total Liabilities	8,333.36
Equity	
250 · Committed Funds	275,611.20
310 · Unassigned Fund-Opening Balance	572,687.19
390 · Unassigned Fund-Retained Earn.	2,102,260.97
Net Income	214,623.91
Total Equity	3,165,183.27
TOTAL LIABILITIES & EQUITY	3,173,516.63

Flat River Community Library - General Fund Statement of Revenues & Expenses Budget Comparison July 2023 - June 2024

	June 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
Income					
401 · Property Taxes					
401.1 · Property Taxes - Greenville	217,851	187,131	30,720	116%	187,131
401.2 · Property Taxes - Eureka Twp.	108,947	117,078	(8,131)	93%	117,078
401.3 · Property Taxes - Fairplains Twp	34,924	44,886	(9,962)	78%	44,886
401.4 · Property Taxes - Montcalm Twp.	82,442	82,377	65	100%	82,377
Total 401 · Property Taxes	444,164	431,472	12,692	103%	431,472
402 · Delinquent Taxes	34,073	30,000	4,073	114%	30,000
441 · Local Community Stabilization	14,161	15,000	(839)	94%	15,000
556 · Library State Aid	18,479	18,000	479	103%	18,000
580 · County Millage	541,555	498,075	43,480	109%	498,075
580.2 · Renaissance Zone	38	2,000	(1,962)	2%	2,000
651 · Genealogy Fees	0	20	(20)	0%	20
655 · Book Fines	3,937	2,000	1,937	197%	2,000
656 · Printing Fees	7,767	2,500	5,267	311%	2,500
657 · Penal Fines	78,505	78,505	0	100%	78,505
658 · USF Funds	3,847	4,600	(753)	84%	4,600
664 · Interest Earned	70,771	10,000	60,771	708%	10,000
672 · Continuing Education	1,600	1,600	0	100%	1,600
675 · Contribution - Private Sources	475	500	(25)	95%	500
675.2 · Estate Donations	5,000	5,000	0	100%	5,000
675.31 · Friends Donations - Adult	3,963	2,000	1,963	198%	2,000
675.32 · Friends Donations - Juvenile	9,741	5,000	4,741	195%	5,000
675.4 · Memorial Book Contributions	3,440	1,500	1,940	229%	1,500
675.45 · Cookbook Sales	0	20	(20)	0%	20
675.47 · Beverage Sales	234	50	184	468%	50
699 · Transfer In	7,816	0	7,816	100%	0
Total Income	1,249,566	1,107,842	141,724	113%	1,107,842
Expense					
I - Personnel					
703 · Salaries	411,433	415,000	3,567	99%	
703.1 · Job Search	147	150	3	98%	
716 · Fringe Benefits Employee Ins.	54,566	65,750	11,184	83%	
716.1 · 401(a)	6,705	8,000	1,295	84%	
716.2 · Unemployment	103	450	347	23%	
716.3 · Worker's Compensation	790	1,200	410	66%	
717 · Payroll Taxes	29,550	32,000	2,450	92%	
Total I - Personnel	503,294	522,550	19,256	96%	522,550

Flat River Community Library - General Fund
Statement of Revenues & Expenses Budget Comparison
 July 2023 - June 2024

	June 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
II - Supplies					
727 · Office Supplies	3,487	3,500	13	100%	
728 · Postage	3,943	4,000	57	99%	
728.1 · Shipping & Handling	749	750	1	100%	
761 · Supplies - Genealogy/MI Room	0	50	50	0%	
775 · Operating Supplies	10,422	10,500	78	99%	
775.1 · Juvenile Operating Supplies	2,020	2,100	80	96%	
977 · New Equipment	12,054	12,100	46	100%	
Total II - Supplies	32,675	33,000	325	99%	21,950
III - Building Operations					
853 · Telephone	2,350	2,400	50	98%	
854.5 · Cable Line	1,633	2,000	367	82%	
921 · Electric	49,561	49,600	39	100%	
923 · Heat (Gas)	12,590	12,600	10	100%	
924 · Water/ Sewer	3,019	3,200	181	94%	
930 · Capital Projects - Teen Room	0	0	0	0%	
931 · Building Maintenance	81,073	72,400	(8,673)	112%	
931.1 · Janitorial Supplies	3,002	3,500	498	86%	
931.2 · Lawn Care	10,438	10,500	62	99%	
931.3 · Snow Removal	5,972	6,000	28	100%	
931.5 · Janitorial Services	24,590	25,000	410	98%	
Total III - Building Operations	194,228	187,200	(7,028)	104%	197,200
IV - Services					
730 · Membership Dues	1,104	2,500	1,396	44%	
731 · Bank Service Charge	1,028	1,050	22	98%	
801 · Professional Services	1,212	1,300	88	93%	
801.2 · Collection Agency	522	600	78	87%	
801.3 · Accountant	19,000	19,000	0	100%	
802 · Audit	6,900	6,900	0	100%	
860 · Travel/Conferences	10,670	11,500	830	93%	
911 · Insurance	15,448	15,500	52	100%	
975.5 · Master Gardener	30	100	70	30%	
981 · Printing	3,228	3,550	322	91%	
Total IV - Services	59,142	62,000	2,858	95%	55,490
V - Cooperative Services					
804 · Cooperative Fees	20,234	22,000	1,766	92%	
982 · Delivery (LLC Cost)	2,590	3,000	410	86%	
Total V - Cooperative Services	22,824	25,000	2,176	91%	27,800

Flat River Community Library - General Fund
Statement of Revenues & Expenses Budget Comparison
 July 2023 - June 2024

	June 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
VI - Programming					
881 · Promotions	6,788	7,000	212	97%	
883 · Programs - Adult	5,785	7,000	1,215	83%	
884 · Programs - Children	4,240	6,000	1,760	71%	
884.2 · Programs-Teens	3,792	5,000	1,208	76%	
Total VI - Programming	20,605	25,000	4,395	82%	24,000
VII - Materials					
761.1 · Microfilm - Genealogy/MI Room	0	700	700	0%	
958 · Periodicals (Magazines & News)	3,259	4,100	841	79%	
978 · Adult	52,434	53,000	566	99%	
978.3 · Reference	0	1,100	1,100	0%	
978.4 · Juvenile	23,093	23,100	7	100%	
978.6 · Teen	8,018	10,000	1,982	80%	
978.8 · Memorials	4,376	4,500	124	97%	
980.4 · Lakeland Overdrive	2,261	2,500	239	90%	
980.6 · Digital Materials	50,530	51,000	470	99%	
Total VII - Materials	143,971	150,000	6,029	96%	148,200
VIII - Other					
885 · Friends Expense	3,814	3,900	86	98%	
885.2 · Friends Expense - Juvenile	8,400	8,400	0	100%	
887 · Beverage Supplies	1,535	1,600	65	96%	
888 · Bill Braman Estate	0	3,600	3,600	0%	
933.0 · Equipment Maintenance	10,093	10,100	7	100%	
975.1 · Board Expense	0	100	100	0%	
990 · Reimbursement of overpayments	1,298	1,300	2	100%	
Total VIII - Other	25,140	29,000	3,860	87%	25,250
IX - Technology					
933.1 · Computer System Maintenance	1,688	1,700	12	99%	
933.2 · Computer Software	7,709	7,800	91	99%	
933.4 · IT Support	1,430	2,000	570	72%	
933.5 · Computer Equipment	4,919	5,300	381	93%	
933.6 · USF Expenditure	3,838	5,350	1,512	72%	
933.7 · Hosting Digitized Microfilm	6,575	7,000	425	94%	
933.9 · Website Hosting	600	700	100	86%	
935 · Mobile Hotspots	6,304	7,200	896	88%	
Total IX - Technology	33,063	37,050	3,987	89%	37,050
Total Expense	1,034,942	1,070,800	35,858	97%	1,059,490
Net Income	214,624	37,042	177,582	579%	48,352

Flat River Community Library
Income & Expense Previous Year Comparison
 July 2023 through June 2024

Accrual Basis

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Income				
401 · Property Taxes				
401.1 · Property Taxes - Greenville	217,851	189,061	28,790	15%
401.2 · Property Taxes - Eureka Twp.	108,947	111,105	(2,158)	(2)%
401.3 · Property Taxes - Fairplains Twp	34,924	43,456	(8,532)	(20)%
401.4 · Property Taxes - Montcalm Twp.	82,442	76,875	5,567	7%
Total 401 · Property Taxes	444,165	420,498	23,667	6%
402 · Delinquent Taxes	34,073	31,185	2,888	9%
441 · Local Comm Stabiliz Tax Share	14,161	12,543	1,619	13%
556 · Library State Aid	18,479	18,192	287	2%
580 · County Millage	541,555	498,400	43,155	9%
580.2 · Renaissance Zone	38	3,564	(3,526)	(99)%
651 · Genealogy Fees	0	17	(17)	(100)%
655 · Book Fines	3,937	3,755	183	5%
656 · Printing Fees	7,767	4,449	3,319	75%
657 · Penal Fines	78,505	83,717	(5,212)	(6)%
658 · USF Funds	3,847	3,962	(115)	(3)%
664 · Interest Earned	70,771	36,802	33,969	92%
672 · Continuing Education	1,600	1,600	0	0%
675 · Contribution - Private Sources	475	216	258	120%
675.2 · Estate Donations	5,000	5,000	0	0%
675.31 · Friends Donations - Adult	3,963	2,897	1,067	37%
675.32 · Friends Donations - Juvenile	9,741	5,580	4,161	75%
675.4 · Memorial Book Contributions	3,440	3,400	40	1%
675.45 · Cookbook Sales	0	33	(33)	(100)%
675.47 · Beverage Sales	232	117	115	98%
699 · GACF - Transfer In	7,816	6,974	842	12%
Total Income	1,249,566	1,142,900	106,666	9%

Flat River Community Library
Income & Expense Previous Year Comparison
July 2023 through June 2024

Accrual Basis

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Expense				
I - Personnel				
703 · Salaries	411,433	342,594	68,838	20%
703.1 · Job Search	147	83	64	78%
716 · Fringe Benefits Employee Ins.	54,566	52,348	2,218	4%
716.1 · 401(a)	6,705	5,669	1,036	18%
716.2 · Unemployment	103	110	(6)	(6)%
716.3 · Worker's Compensation	790	625	165	26%
717 · Payroll Taxes	29,550	25,074	4,475	18%
Total I - Personnel	503,294	426,503	76,791	18%
II - Supplies				
727 · Office Supplies	3,487	2,738	750	27%
728 · Postage	3,943	2,408	1,535	64%
728.1 · Shipping & Handling	749	527	221	42%
761 · Supplies - Genealogy/MI Room	0	116	(116)	(100)%
775 · Operating Supplies	10,422	7,668	2,755	36%
775.1 · Juvenile Operating Supplies	2,020	2,512	(493)	(20)%
977 · New Equipment	12,054	3,626	8,427	232%
Total II - Supplies	32,675	19,596	13,079	67%
III - Building Operations				
853 · Telephone	2,350	1,283	1,067	83%
854.5 · Cable Line	1,633	1,666	(34)	(2)%
921 · Electric	49,561	49,631	(70)	(0)%
923 · Heat (Gas)	12,590	11,214	1,376	12%
924 · Water/ Sewer	3,019	4,323	(1,304)	(30)%
930 · Capital Projects - Teen Room	0	22,651	(22,651)	(100)%
931 · Building Maintenance	81,073	135,493	(54,420)	(40)%
931.1 · Janitorial Supplies	3,002	3,446	(444)	(13)%
931.2 · Lawn Care	10,438	10,783	(345)	(3)%

Flat River Community Library
Income & Expense Previous Year Comparison
July 2023 through June 2024

Accrual Basis

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
931.3 · Snow Removal	5,972	5,900	72	1%
931.5 · Janitorial Services	24,590	15,132	9,458	63%
Total III - Building Operations	194,229	261,522	(67,293)	(26)%
IV - Services				
730 · Membership Dues	1,104	2,569	(1,465)	(57)%
731 · Bank Service Charge	1,028	765	263	34%
801 · Professional Services	1,212	869	343	40%
801.2 · Collection Agency	522	394	128	33%
801.3 · Accountant	19,000	19,000	0	0%
802 · Audit	6,900	5,900	1,000	17%
860 · Travel/Conferences	10,670	7,061	3,610	51%
911 · Insurance	15,448	13,675	1,773	13%
975.5 · Master Gardener	30	0	30	100%
981 · Printing	3,228	3,040	188	6%
Total IV - Services	59,143	53,272	5,870	11%
V - Cooperative Services				
804 · Cooperative Fees	20,234	19,698	536	3%
982 · Delivery (LLC Cost)	2,590	2,508	82	3%
Total V - Cooperative Services	22,824	22,206	618	3%
VI - Programming				
881 · Promotions	6,788	6,890	(102)	(2)%
883 · Programs - Adult	5,785	5,185	601	12%
884 · Programs - Children	4,240	5,171	(931)	(18)%
884.2 · Programs-Teens	3,792	3,789	3	0%
Total VI - Programming	20,606	21,035	(429)	(2)%

Flat River Community Library
Income & Expense Previous Year Comparison
July 2023 through June 2024

Accrual Basis

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
VII - Materials				
761.1 · Microfilm - Genealogy/MI Room	0	395	(395)	(100)%
958 · Periodicals (Magazines&News)	3,259	4,062	(803)	(20)%
978 · Adult	52,434	44,388	8,046	18%
978.3 · Reference	0	327	(327)	(100)%
978.4 · Juvenile	23,093	22,040	1,053	5%
978.6 · Teen	8,018	6,903	1,116	16%
978.8 · Memorials	4,376	2,942	1,434	49%
980.4 · Lakeland Overdrive	2,261	2,014	247	12%
980.6 · Digital Materials	50,530	47,136	3,393	7%
Total VII - Materials	143,971	130,207	13,765	11%
VIII - Other				
885 · Friends Expense	3,814	2,666	1,147	43%
885.2 · Friends Expense - Juvenile	8,400	2,076	6,324	305%
887 · Beverage Supplies	1,535	750	784	105%
888 · Bill Braman Estate	0	4,316	(4,316)	(100)%
933.0 · Equipment Maintenance	10,093	6,115	3,978	65%
975.1 · Board Expense	0	111	(111)	(100)%
990 · Reimbursement of overpayments	1,298	280	1,018	364%
Total VIII - Other	25,140	16,315	8,825	54%
IX · Technology				
933.1 · Computer System Maintenance	1,688	2,152	(464)	(22)%
933.2 · Computer Software	7,709	5,162	2,546	49%
933.3 · Public Computer Management	0	466	(466)	(100)%
933.4 · IT Support	1,430	1,639	(209)	(13)%
933.5 · Computer Equipment	4,919	5,812	(893)	(15)%
933.6 · USF Expenditure	3,838	4,683	(845)	(18)%
933.7 · Hosting Digitized Microfilm	6,575	5,873	702	12%

Flat River Community Library
Income & Expense Previous Year Comparison
 July 2023 through June 2024

Accrual Basis

	<u>Jul '23 - Jun 24</u>	<u>Jul '22 - Jun 23</u>	<u>\$ Change</u>	<u>% Change</u>
933.9 · Website Hosting	600	500	100	20%
935 · Mobile Hotspots	6,303	2,883	3,420	119%
Total IX · Technology	<u>33,061</u>	<u>29,170</u>	<u>3,891</u>	<u>13%</u>
Total Expense	<u>1,034,942</u>	<u>979,826</u>	<u>55,116</u>	<u>6%</u>
Net Income	<u>214,624</u>	<u>163,074</u>	<u>51,550</u>	<u>32%</u>

Flat River Community Library - GACF Trust Fund
Profit & Loss Budget vs. Actual
 July 2023 through June 2024

Accrual Basis

	<u>Jul '23 - May 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
663 · Interest and Dividends	7,292.37	6,500.00	792.37	112.2%
664 · Market Fluctuations-Income/Loss	1,465.63	2,700.00	(1,234.37)	54.3%
674 · Contributions - Private Sources	1,033.34	1,000.00	33.34	103.3%
Total Income	<u>9,791.34</u>	<u>10,200.00</u>	<u>(408.66)</u>	<u>96.0%</u>
Expense				
998 · Foundation Account Admin. Fee	1,033.96	2,200.00	(1,166.04)	47.0%
999 · Transfer Out	7,816.00	8,000.00	(184.00)	97.7%
Total Expense	<u>8,849.96</u>	<u>10,200.00</u>	<u>(1,350.04)</u>	<u>86.8%</u>
Net Income	<u>941.38</u>	<u>0.00</u>	<u>941.38</u>	<u>100.0%</u>

Flat River Community Library
Credit Card Journal
June 2024

Trans #	Type	Date	Name	Account	Debit	Credit
48487	Credit Card ...	06/04/21	Meijer Meijer	101 · Isabella Bank ... 884.2 · Programs-T...	56.64	56.64
					56.64	56.64
48488	Credit Card ...	06/04/21	Meijer Meijer	101 · Isabella Bank ... 884 · Programs - C...	31.91	31.91
					31.91	31.91
48489	Credit Card ...	06/04/21	Meijer Meijer	101 · Isabella Bank ... 884.2 · Programs-T...	23.96	23.96
					23.96	23.96
48490	Credit Card ...	06/04/21	Playaway Products Playaway Products	101 · Isabella Bank ... 978.4 · Juvenile	62.99	62.99
					62.99	62.99
48491	Credit Card ...	06/04/21	Playaway Products Playaway Products Playaway Products	101 · Isabella Bank ... 978.4 · Juvenile 978.6 · Teen	294.98 149.99	444.97
					444.97	444.97
48492	Credit Card ...	06/04/21	Playaway Products Playaway Products Playaway Products	101 · Isabella Bank ... 978.4 · Juvenile 978.6 · Teen	42.74 137.73	180.47
					180.47	180.47
48493	Credit Card ...	06/04/21	North Capitol Ramp North Capitol Ramp	101 · Isabella Bank ... 860 · Travel/Confer...	15.00	15.00
					15.00	15.00
48494	Credit Card ...	06/04/21	Descript Descript	101 · Isabella Bank ... 933.2 · Computer S...	30.00	30.00
					30.00	30.00
48495	Credit Card ...	06/04/21	Meijer Meijer	101 · Isabella Bank ... 883 · Programs - A...	60.23	60.23
					60.23	60.23
48496	Credit Card ...	06/04/21	Hobby Lobby Hobby Lobby	101 · Isabella Bank ... 883 · Programs - A...	51.96	51.96
					51.96	51.96
48497	Credit Card ...	06/04/21	Dollar Tree Stores Inc. Dollar Tree Stores Inc.	101 · Isabella Bank ... 883 · Programs - A...	35.99	35.99
					35.99	35.99
48498	Credit Card ...	06/04/21	American Airlines American Airlines	101 · Isabella Bank ... 860 · Travel/Confer...	466.20	466.20
					466.20	466.20
48499	Credit Card ...	06/04/21	American Airlines American Airlines	101 · Isabella Bank ... 860 · Travel/Confer...	39.51	39.51
					39.51	39.51
48500	Credit Card ...	06/04/21	American Library Assoc. American Library Assoc. American Library Assoc.	101 · Isabella Bank ... 730 · Membership ... 860 · Travel/Confer...	162.00 85.00	247.00
					247.00	247.00

Flat River Community Library
Credit Card Journal
June 2024

Trans #	Type	Date	Name	Account	Debit	Credit
48501	Credit Card ...	06/04/21	Priceline Priceline	101 · Isabella Bank ... 860 · Travel/Confer...	172.35	172.35
					172.35	172.35
48502	Credit Card ...	06/04/21	Google Google	101 · Isabella Bank ... 933.2 · Computer S...	180.00	180.00
					180.00	180.00
48503	Credit Card ...	06/04/21	Dollar Tree Stores Inc. Dollar Tree Stores Inc.	101 · Isabella Bank ... 883 · Programs - A...	18.75	18.75
					18.75	18.75
48504	Credit Card ...	06/04/21	ChatGPT ChatGPT	101 · Isabella Bank ... 933.2 · Computer S...	20.00	20.00
					20.00	20.00
48505	Credit Card ...	06/04/21	Vista Print Vista Print	101 · Isabella Bank ... 883 · Programs - A...	236.51	236.51
					236.51	236.51
48506	Credit Card ...	06/04/21	Miro.com Miro.com	101 · Isabella Bank ... 933.2 · Computer S...	21.00	21.00
					21.00	21.00
48507	Credit Card ...	06/04/21	Meijer Meijer	101 · Isabella Bank ... 883 · Programs - A...	35.13	35.13
					35.13	35.13
48508	Credit Card ...	06/04/21	Walmart Walmart	101 · Isabella Bank ... 883 · Programs - A...	116.85	116.85
					116.85	116.85
48509	Credit Card ...	06/04/21	MLive Media Group MLive Media Group	101 · Isabella Bank ... 958 · Periodicals (M...	135.32	135.32
					135.32	135.32
48510	Credit Card ...	06/04/21	Gimlet Dot Gimlet Dot	101 · Isabella Bank ... 933.2 · Computer S...	29.00	29.00
					29.00	29.00
48511	Credit Card ...	06/04/21	Grand Rapids Children'... Grand Rapids Children'...	101 · Isabella Bank ... 883 · Programs - A...	25.00	25.00
					25.00	25.00
48512	Credit Card ...	06/04/21	Nexvortex Nexvortex	101 · Isabella Bank ... 853 · Telephone	400.00	400.00
					400.00	400.00
48513	Credit Card ...	06/04/21	Postmaster Postmaster	101 · Isabella Bank ... 728 · Postage	40.92	40.92
					40.92	40.92
48514	Credit Card ...	06/04/21	Zoom Zoom	101 · Isabella Bank ... 933.2 · Computer S...	295.31	295.31
					295.31	295.31
48704	Credit Card ...	06/29/21	Meijer Meijer	101 · Isabella Bank ... 884.2 · Programs-T...	29.15	29.15
					29.15	29.15

Flat River Community Library
Credit Card Journal
June 2024

Trans #	Type	Date	Name	Account	Debit	Credit
48705	Credit Card ...	06/29/21	Image Stuff Image Stuff	101 · Isabella Bank ... 884 · Programs - C...	323.04	323.04
					323.04	323.04
48706	Credit Card ...	06/29/21	The Loot Company The Loot Company	101 · Isabella Bank ... 885.2 · Friends Exp...	48.49	48.49
					48.49	48.49
48707	Credit Card ...	06/29/21	Owlcrate Owlcrate	101 · Isabella Bank ... 885.2 · Friends Exp...	54.38	54.38
					54.38	54.38
48708	Credit Card ...	06/29/21	Opopop Opopop	101 · Isabella Bank ... 885.2 · Friends Exp...	54.68	54.68
					54.68	54.68
48709	Credit Card ...	06/29/21	Accardi Accardi	101 · Isabella Bank ... 885.2 · Friends Exp...	28.95	28.95
					28.95	28.95
48710	Credit Card ...	06/29/21	OTC Brands OTC Brands	101 · Isabella Bank ... 884 · Programs - C...	107.73	107.73
					107.73	107.73
48711	Credit Card ...	06/29/21	Meijer Meijer Meijer	101 · Isabella Bank ... 883 · Programs - A... 884 · Programs - C...	32.98 179.14	212.12
					212.12	212.12
48712	Credit Card ...	06/29/21	Etsy Etsy	101 · Isabella Bank ... 884.2 · Programs-T...	20.71	20.71
					20.71	20.71
48713	Credit Card ...	06/29/21	FiveBelow FiveBelow	101 · Isabella Bank ... 881 · Promotions	39.95	39.95
					39.95	39.95
48714	Credit Card ...	06/29/21	Etsy Etsy	101 · Isabella Bank ... 885.2 · Friends Exp...	29.50	29.50
					29.50	29.50
48715	Credit Card ...	06/29/21	Thesnackhut Thesnackhut	101 · Isabella Bank ... 885.2 · Friends Exp...	32.45	32.45
					32.45	32.45
48716	Credit Card ...	06/29/21	Meijer Meijer	101 · Isabella Bank ... 884.2 · Programs-T...	125.19	125.19
					125.19	125.19
48717	Credit Card ...	06/29/21	High Tide Soda High Tide Soda	101 · Isabella Bank ... 884.2 · Programs-T...	38.20	38.20
					38.20	38.20
48718	Credit Card ...	06/29/21	OTC Brands OTC Brands	101 · Isabella Bank ... 884 · Programs - C...	54.57	54.57
					54.57	54.57

Flat River Community Library
Credit Card Journal
June 2024

Trans #	Type	Date	Name	Account	Debit	Credit
48719	Credit Card ...	06/29/21	Meijer Meijer	101 · Isabella Bank ... 884.2 · Programs-T...	87.42	87.42
					87.42	87.42
48720	Credit Card ...	06/29/21	Leppinks Food Center Leppinks Food Center	101 · Isabella Bank ... 884.2 · Programs-T...	67.99	67.99
					67.99	67.99
48721	Credit Card ...	06/29/21	Aldi Aldi	101 · Isabella Bank ... 775 · Operating Su...	74.33	74.33
					74.33	74.33
48722	Credit Card ...	06/29/21	Descript Descript	101 · Isabella Bank ... 933.2 · Computer S...	30.00	30.00
					30.00	30.00
48723	Credit Card ...	06/29/21	Chippewa Hotel Chippewa Hotel	101 · Isabella Bank ... 860 · Travel/Confer...	59.82	59.82
					59.82	59.82
48724	Credit Card ...	06/29/21	Chuckwagon Chuckwagon	101 · Isabella Bank ... 860 · Travel/Confer...	19.85	19.85
					19.85	19.85
48725	Credit Card ...	06/29/21	Starbuck's Starbuck's	101 · Isabella Bank ... 860 · Travel/Confer...	11.51	11.51
					11.51	11.51
48726	Credit Card ...	06/29/21	Arby's Arby's	101 · Isabella Bank ... 860 · Travel/Confer...	8.03	8.03
					8.03	8.03
48727	Credit Card ...	06/29/21	Sheplers Ferry Sheplers Ferry	101 · Isabella Bank ... 860 · Travel/Confer...	90.00	90.00
					90.00	90.00
48728	Credit Card ...	06/29/21	Google Google	101 · Isabella Bank ... 980.6 · Digital Mate...	180.00	180.00
					180.00	180.00
48729	Credit Card ...	06/29/21	Walmart Walmart	101 · Isabella Bank ... 860 · Travel/Confer...	103.91	103.91
					103.91	103.91
48730	Credit Card ...	06/29/21	Domino's Domino's	101 · Isabella Bank ... 860 · Travel/Confer...	36.00	36.00
					36.00	36.00
48731	Credit Card ...	06/29/21	ChatGPT ChatGPT	101 · Isabella Bank ... 933.2 · Computer S...	20.00	20.00
					20.00	20.00
48732	Credit Card ...	06/29/21	American Library Assoc. American Library Assoc.	101 · Isabella Bank ... 860 · Travel/Confer...	429.00	429.00
					429.00	429.00
48733	Credit Card ...	06/29/21	American Airlines American Airlines	101 · Isabella Bank ... 860 · Travel/Confer...	13.24	13.24
					13.24	13.24

Flat River Community Library
Credit Card Journal
June 2024

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
48735	Credit Card ...	06/29/21	Miro.com Miro.com	101 · Isabella Bank ... 980.6 · Digital Mate...	21.00	21.00
					21.00	21.00
48736	Credit Card ...	06/29/21	4 Imprint 4 Imprint	101 · Isabella Bank ... 885 · Friends Expe...	923.02	923.02
					923.02	923.02
48737	Credit Card ...	06/29/21	Gimlet Dot Gimlet Dot	101 · Isabella Bank ... 933.2 · Computer S...	29.00	29.00
					29.00	29.00
48738	Credit Card ...	06/29/21	Office Depot Office Depot	101 · Isabella Bank ... 775 · Operating Su...	233.15	233.15
					233.15	233.15
48739	Credit Card ...	06/29/21	The Library Store The Library Store	101 · Isabella Bank ... 775 · Operating Su...	424.23	424.23
					424.23	424.23
48740	Credit Card ...	06/29/21	Keurig Green Mountain Keurig Green Mountain	101 · Isabella Bank ... 887 · Beverage Sup...	397.60	397.60
					397.60	397.60
48742	Credit Card ...	06/29/21	Postmaster Postmaster	101 · Isabella Bank ... 728 · Postage	204.00	204.00
					204.00	204.00
48743	Credit Card ...	06/29/21	Postmaster Postmaster	101 · Isabella Bank ... 728 · Postage	42.12	42.12
					42.12	42.12
48744	Credit Card ...	06/29/21	Walmart Walmart	101 · Isabella Bank ... 883 · Programs - A...	32.94	32.94
					32.94	32.94
48745	Credit Card ...	06/09/21		101 · Isabella Bank ... 731 · Bank Service ...	44.93	44.93
					44.93	44.93
TOTAL					8,255.17	8,255.17

Flat River Community Library Monthly Board Invoice Total

June through July 2024

Accrual Basis

	Jun - Jul 24
Income	0.00
Expense	
I - Personnel	
703 · Salaries	42,051.82
716 · Fringe Benefits Employee Ins.	13,773.65
716.1 · 401(a)	1,055.14
716.2 · Unemployment	7.91
716.3 · Worker's Compensation	2.93
717 · Payroll Taxes	2,441.30
Total I - Personnel	59,332.75
II - Supplies	
727 · Office Supplies	201.80
728 · Postage	287.04
728.1 · Shipping & Handling	50.50
775 · Operating Supplies	1,382.27
775.1 · Juvenile Operating Supplies	181.72
Total II - Supplies	2,103.33
III - Building Operations	
853 · Telephone	400.00
854.5 · Cable Line	134.98
921 · Electric	5,870.39
923 · Heat (Gas)	871.14
924 · Water/ Sewer	857.39
931 · Building Maintenance	9,805.25
931.1 · Janitorial Supplies	571.07
931.2 · Lawn Care	1,535.00
931.5 · Janitorial Services	6,759.11
Total III - Building Operations	26,804.33
IV - Services	
730 · Membership Dues	953.00
731 · Bank Service Charge	44.93
801 · Professional Services	0.00
801.2 · Collection Agency	78.80
801.3 · Accountant	1,461.54
860 · Travel/Conferences	2,017.66
911 · Insurance	0.00
Total IV - Services	4,555.93
VI - Programming	
881 · Promotions	378.55
883 · Programs - Adult	1,187.59
884 · Programs - Children	751.13
884.2 · Programs-Teens	868.01
Total VI - Programming	3,185.28
VII - Materials	
958 · Periodicals (Magazines&News)	335.32
978 · Adult	5,819.06
978.4 · Juvenile	3,350.28
978.6 · Teen	716.71
978.8 · Memorials	410.82
980.6 · Digital Materials	10,668.34
Total VII - Materials	21,300.53

**Flat River Community Library
Monthly Board Invoice Total**

June through July 2024

Accrual Basis

	<u>Jun - Jul 24</u>
VIII - Other	
885 · Friends Expense	923.02
885.2 · Friends Expense - Juvenile	2,098.96
887 · Beverage Supplies	397.60
933.0 · Equipment Maintenance	814.33
990 · Reimbursement of overpayments	80.75
Total VIII - Other	<u>4,314.66</u>
IX · Technology	
933.2 · Computer Software	954.29
933.5 · Computer Equipment	1,899.98
933.6 · USF Expenditure	650.00
935 · Mobile Hotspots	725.97
Total IX · Technology	<u>4,230.24</u>
Total Expense	<u>125,827.05</u>
Net Income	<u><u>-125,827.05</u></u>

Flat River Community Library
INVOICES READY FOR BOARD APPROVAL
As of July 31, 2024

Date	Num	Split	Amount
A Lot A Clean Window Washing Service			
06/16/2024	437042	931 · Building Maintenance	550.00
06/16/2024	15864	002.000 · Checking - Isabella...	-550.00
Total A Lot A Clean Window Washing Service			0.00
Advantage Mechanical Refrigeration, Inc.			
06/16/2024	34137959	931 · Building Maintenance	7,957.00
06/16/2024	15865	002.000 · Checking - Isabella...	-7,957.00
06/29/2024	34382552	931 · Building Maintenance	1,256.25
06/30/2024	15895	002.000 · Checking - Isabella...	-1,256.25
Total Advantage Mechanical Refrigeration, Inc.			0.00
Amazon			
06/16/2024	139D-W3V...	884 · Programs - Children	54.74
06/16/2024	16JQ-G1L...	775 · Operating Supplies	52.11
06/16/2024	16X1-7FX...	775 · Operating Supplies	23.98
06/16/2024	16YX-QQ1...	775 · Operating Supplies	84.19
06/16/2024	16YX-QQ1...	978.4 · Juvenile	32.18
06/16/2024	17W6-H7P...	727 · Office Supplies	74.79
06/16/2024	1DYN-H4F...	-SPLIT-	221.74
06/16/2024	1KY9-CYC...	978 · Adult	141.95
06/16/2024	1LYY-YKM...	978 · Adult	57.41
06/16/2024	1MMJ-FW...	978 · Adult	70.99
06/16/2024	1NDM-T7...	885.2 · Friends Expense - Ju...	62.54
06/16/2024	1NMR-Q6...	-SPLIT-	606.96
06/16/2024	1P4T-KX1...	727 · Office Supplies	57.29
06/16/2024	1PQR-YY3...	775 · Operating Supplies	140.99
06/16/2024	1RRC-Q6...	775 · Operating Supplies	47.58
06/16/2024	1TVH-NH...	883 · Programs - Adult	251.25
06/16/2024	1TVH-NH...	978.4 · Juvenile	18.78
06/16/2024	1WWW-J...	727 · Office Supplies	15.16
06/16/2024	1WWW-J...	727 · Office Supplies	54.56
06/16/2024	15866	002.000 · Checking - Isabella...	-2,069.19
Total Amazon			0.00
Baker & Taylor			
06/04/2024	2038289351	-SPLIT-	10.77
06/04/2024	2038299321	-SPLIT-	2,869.51
06/04/2024	2038311117	-SPLIT-	371.26
06/04/2024	2038317592	-SPLIT-	698.36
06/04/2024	15846	002.000 · Checking - Isabella...	-3,949.90
06/16/2024	2038331948	-SPLIT-	1,242.07
06/16/2024	2038336873	-SPLIT-	969.34
06/16/2024	2038347564	-SPLIT-	658.54
06/16/2024	2038355823	-SPLIT-	317.36
06/16/2024	5017484518	-SPLIT-	17.97
06/16/2024	15867	002.000 · Checking - Isabella...	-3,205.28
06/29/2024	2038362612	-SPLIT-	683.14
06/30/2024	15896	002.000 · Checking - Isabella...	-683.14
Total Baker & Taylor			0.00
Bouwhuis Supply, Inc.			
06/16/2024	65253	931.1 · Janitorial Supplies	499.47
06/16/2024	15868	002.000 · Checking - Isabella...	-499.47
Total Bouwhuis Supply, Inc.			0.00
Broad Reach			
06/04/2024	ARU03725...	-SPLIT-	160.68
06/04/2024	15847	002.000 · Checking - Isabella...	-160.68
Total Broad Reach			0.00

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Date	Num	Split	Amount
Center Point Publishing			
06/16/2024	2097223	978 · Adult	140.82
06/16/2024	15869	002.000 · Checking - Isabella...	-140.82
Total Center Point Publishing			0.00
Charter Communications			
06/16/2024	82148201...	854.5 · Cable Line	134.98
06/16/2024	15870	002.000 · Checking - Isabella...	-134.98
Total Charter Communications			0.00
Citizens Insurance Co. of America			
06/16/2024	7.1.24-7.1....	-SPLIT-	15,859.00
06/16/2024	15871	002.000 · Checking - Isabella...	-15,859.00
Total Citizens Insurance Co. of America			0.00
City of Greenville			
06/16/2024	6.7.24 CO	924 · Water/ Sewer	57.00
06/16/2024	15872	002.000 · Checking - Isabella...	-57.00
06/29/2024	3.15.24-6....	924 · Water/ Sewer	444.93
06/29/2024	3.15.24-6....	924 · Water/ Sewer	355.46
06/30/2024	15897	002.000 · Checking - Isabella...	-800.39
Total City of Greenville			0.00
Consumer's Energy			
06/16/2024	20679245...	921 · Electric	5,870.39
06/16/2024	15873	002.000 · Checking - Isabella...	-5,870.39
Total Consumer's Energy			0.00
Corinne Robers Illustrations LLC			
07/01/2024	#3-Flat River	885.2 · Friends Expense - Ju...	400.00
07/02/2024	15906	002.000 · Checking - Isabella...	-400.00
Total Corinne Robers Illustrations LLC			0.00
Demco, Inc.			
06/04/2024	7487498	-SPLIT-	130.73
06/04/2024	15848	002.000 · Checking - Isabella...	-130.73
Total Demco, Inc.			0.00
DTE Energy			
06/16/2024	5.2.24 - 5....	923 · Heat (Gas)	871.14
06/16/2024	15874	002.000 · Checking - Isabella...	-871.14
Total DTE Energy			0.00
Elite Fund, Inc.			
06/04/2024	9876	-SPLIT-	181.00
06/04/2024	15849	002.000 · Checking - Isabella...	-181.00
Total Elite Fund, Inc.			0.00
Four Season's Exterminating			
06/16/2024	431080	931 · Building Maintenance	42.00
06/16/2024	15875	002.000 · Checking - Isabella...	-42.00
Total Four Season's Exterminating			0.00
Friends of the FRCL - Bookstore			
06/16/2024	06032024...	990 · Reimbursement of over...	80.75
06/16/2024	15876	002.000 · Checking - Isabella...	-80.75
Total Friends of the FRCL - Bookstore			0.00

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Date	Num	Split	Amount
Gale			
06/16/2024	84395123	978 · Adult	98.25
06/16/2024	84469729	978 · Adult	163.95
06/16/2024	15877	002.000 · Checking - Isabella...	-262.20
06/29/2024	84545633	978 · Adult	62.97
06/30/2024	15898	002.000 · Checking - Isabella...	-62.97
Total Gale			0.00
Great America Financial Services			
06/16/2024	36686601	933.0 · Equipment Maintenanc...	814.33
06/16/2024	15878	002.000 · Checking - Isabella...	-814.33
Total Great America Financial Services			0.00
Greenville Area Chamber of Commerce			
06/04/2024	12630	881 · Promotions	25.00
06/04/2024	15850	002.000 · Checking - Isabella...	-25.00
06/29/2024	12678	881 · Promotions	25.00
06/30/2024	15899	002.000 · Checking - Isabella...	-25.00
Total Greenville Area Chamber of Commerce			0.00
Greenville Rotary			
06/16/2024	4	-SPLIT-	300.00
06/16/2024	15879	002.000 · Checking - Isabella...	-300.00
Total Greenville Rotary			0.00
Heimler Consulting			
06/29/2024	858	-SPLIT-	2,199.96
06/29/2024	861	933.6 · USF Expenditure	650.00
06/30/2024	15900	002.000 · Checking - Isabella...	-2,849.96
Total Heimler Consulting			0.00
Humana Life			
06/04/2024	960399521	716 · Fringe Benefits Employ...	75.05
06/04/2024	15851	002.000 · Checking - Isabella...	-75.05
06/29/2024	960399524	716 · Fringe Benefits Employ...	75.05
06/30/2024	15901	002.000 · Checking - Isabella...	-75.05
Total Humana Life			0.00
InfoUSA Marketing			
06/04/2024	10004212...	-SPLIT-	395.00
06/04/2024	15852	002.000 · Checking - Isabella...	-395.00
Total InfoUSA Marketing			0.00
Ingram Library Services			
06/04/2024	63064898	-SPLIT-	89.27
06/04/2024	15853	002.000 · Checking - Isabella...	-89.27
Total Ingram Library Services			0.00
Isabella Bank Mastercard			
06/04/2024		101 · Isabella Bank Credit Card	3,472.97
06/04/2024	15854	002.000 · Checking - Isabella...	-3,472.97
06/09/2024		101 · Isabella Bank Credit Card	4,749.03
06/30/2024	15902	002.000 · Checking - Isabella...	-4,749.03
Total Isabella Bank Mastercard			0.00
Kanopy			
06/16/2024	402235-PPU	-SPLIT-	0.00
06/16/2024	KDEP-225...	029.4 · Prepaid - Kanopy	1,300.00
06/16/2024	15880	002.000 · Checking - Isabella...	-1,300.00
Total Kanopy			0.00

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Date	Num	Split	Amount
Kubiak, Kim			
07/01/2024	Prgm: Clay	883 · Programs - Adult	150.00
07/02/2024	15907	002.000 · Checking - Isabella...	-150.00
Total Kubiak, Kim			0.00
Lakeview Area News			
07/01/2024	24/25 subs...	958 · Periodicals (Magazines...	55.00
07/02/2024	15908	002.000 · Checking - Isabella...	-55.00
Total Lakeview Area News			0.00
Laubaugh, Steve			
07/01/2024	Prgm: Foa...	885.2 · Friends Expense - Ju...	475.00
07/02/2024	15909	002.000 · Checking - Isabella...	-475.00
Total Laubaugh, Steve			0.00
Luxury Janitorial Services LLC			
06/16/2024	INV860	931.5 · Janitorial Services	2,251.00
06/16/2024	INV951	931.5 · Janitorial Services	4,508.11
06/16/2024	15881	002.000 · Checking - Isabella...	-6,759.11
Total Luxury Janitorial Services LLC			0.00
Mad Scientist of Detroit			
06/04/2024	4707	885.2 · Friends Expense - Ju...	249.00
06/04/2024	15855	002.000 · Checking - Isabella...	-249.00
Total Mad Scientist of Detroit			0.00
MetLife Small Business Center			
06/04/2024	May 2024	716 · Fringe Benefits Employ...	904.70
06/04/2024	15856	002.000 · Checking - Isabella...	-904.70
06/29/2024	June 2024	716 · Fringe Benefits Employ...	904.70
06/30/2024	15903	002.000 · Checking - Isabella...	-904.70
Total MetLife Small Business Center			0.00
Michigan Library Association			
07/01/2024	18224	730 · Membership Dues	791.00
07/02/2024	15910	002.000 · Checking - Isabella...	-791.00
Total Michigan Library Association			0.00
MicroMarketing LLC			
06/04/2024	954245	-SPLIT-	121.61
06/04/2024	15857	002.000 · Checking - Isabella...	-121.61
06/16/2024	935023	978 · Adult	101.98
06/16/2024	955270	978.4 · Juvenile	23.73
06/16/2024	956214	-SPLIT-	31.54
06/16/2024	15882	002.000 · Checking - Isabella...	-157.25
Total MicroMarketing LLC			0.00
Midwest Tape			
06/16/2024	505127676	980.6 · Digital Materials	1,926.23
06/16/2024	505560105	980.6 · Digital Materials	2,172.41
06/16/2024	505609826	029.3 · Prepaid - Midwest Ta...	20,000.00
06/16/2024	15883	002.000 · Checking - Isabella...	-24,098.64
Total Midwest Tape			0.00
Mills Janitorial Supply			
06/04/2024	7781824	931.1 · Janitorial Supplies	35.80
06/04/2024	15858	002.000 · Checking - Isabella...	-35.80
06/29/2024	7781825	931.1 · Janitorial Supplies	35.80
06/30/2024	15904	002.000 · Checking - Isabella...	-35.80
Total Mills Janitorial Supply			0.00

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Date	Num	Split	Amount
North Shade Lawn			
06/16/2024	357	931.2 · Lawn Care	1,535.00
06/16/2024	15884	002.000 · Checking - Isabella...	-1,535.00
Total North Shade Lawn			0.00
Ohman, Tiffany			
06/04/2024	Mileage 5....	860 · Travel/Conferences	15.85
06/04/2024	15859	002.000 · Checking - Isabella...	-15.85
Total Ohman, Tiffany			0.00
Overdrive, Inc.			
06/16/2024	01720CP2...	980.6 · Digital Materials	2.49
06/16/2024	15885	002.000 · Checking - Isabella...	-2.49
06/29/2024	01720CO2...	980.6 · Digital Materials	6,088.63
06/29/2024	01720DA2...	980.6 · Digital Materials	109.99
06/29/2024	01720DA2...	980.6 · Digital Materials	119.99
06/30/2024	15905	002.000 · Checking - Isabella...	-6,318.61
Total Overdrive, Inc.			0.00
Pathian LLC			
06/16/2024	192905	716 · Fringe Benefits Employ...	143.57
06/16/2024	15886	002.000 · Checking - Isabella...	-143.57
Total Pathian LLC			0.00
Pitchford, Veronica			
06/04/2024	Mileage 11...	860 · Travel/Conferences	89.47
06/04/2024	15860	002.000 · Checking - Isabella...	-89.47
Total Pitchford, Veronica			0.00
Priority Health Small Business Dep.			
06/04/2024	24136000...	-SPLIT-	6,772.36
06/04/2024	15861	002.000 · Checking - Isabella...	-6,772.36
07/01/2024	24167000...	-SPLIT-	6,772.36
07/02/2024	15911	002.000 · Checking - Isabella...	-6,772.36
Total Priority Health Small Business Dep.			0.00
ProQuest Information & Learning			
06/04/2024	7.1.24-6.3...	-SPLIT-	1,563.35
06/04/2024	15862	002.000 · Checking - Isabella...	-1,563.35
Total ProQuest Information & Learning			0.00
Reed, Sarah			
06/16/2024	15887	002.000 · Checking - Isabella...	0.00
Total Reed, Sarah			0.00
Reed, Stefanie.			
06/16/2024	Expense R...	883 · Programs - Adult	140.00
06/16/2024	Mileage -J...	860 · Travel/Conferences	373.32
06/16/2024	15888	002.000 · Checking - Isabella...	-140.00
06/18/2024	15892	002.000 · Checking - Isabella...	-373.32
Total Reed, Stefanie.			0.00
T-Mobile			
06/16/2024	4.24.24-5....	-SPLIT-	0.00
Total T-Mobile			0.00
The Book Farm, Inc.			
06/16/2024	ERFG141...	885.2 · Friends Expense - Ju...	78.98
06/16/2024	ERG14182...	885.2 · Friends Expense - Ju...	61.99
06/16/2024	15889	002.000 · Checking - Isabella...	-140.97
Total The Book Farm, Inc.			0.00

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Date	Num	Split	Amount
The Daily News			
06/16/2024	356872	881 · Promotions	288.60
06/16/2024	15890	002.000 · Checking - Isabella...	-288.60
07/01/2024	24-25 subs...	958 · Periodicals (Magazines...	145.00
07/02/2024	15912	002.000 · Checking - Isabella...	-145.00
Total The Daily News			0.00
Thomas, Alexander			
07/01/2024	Prgm: Spe...	885.2 · Friends Expense - Ju...	523.00
07/02/2024	15913	002.000 · Checking - Isabella...	-523.00
Total Thomas, Alexander			0.00
Unique Management Services, Inc.			
06/16/2024	6127066	801.2 · Collection Agency	78.80
06/16/2024	15891	002.000 · Checking - Isabella...	-78.80
Total Unique Management Services, Inc.			0.00
Willow Lane Education			
06/04/2024	ARU03727...	-SPLIT-	98.96
06/04/2024	15863	002.000 · Checking - Isabella...	-98.96
Total Willow Lane Education			0.00
TOTAL			0.00

Director's Report
July Board Meeting
Jul 10, 2024

Programs:

Meet Up and Eat Up - 1024
Summer Reading Kick-Off (All Ages) - 6/1 - 650
Fairy Garden Terrariums Take 2 - 6/3 - 20
Preschool Storytime - 6/4 - 27
Happy Bookers - 6/4 - 13
Backyard Safari - 6/4 - 75
Mini Movers - 6/5 - 27
TAB Meeting - 6/5 - 10
Clay Dragon Eyes - 6/6 - 30
Drop-In Tech Help - 6/7 - 3
Gentle Basic Yoga - 6/8 - 6
Mad Science: Space Workshop - 6/10 - 32
Flat River Writers Group - 6/10 - 4
Preschool Storytime - 6/11 - 50
Squishmallow Painting Party (Ages 10-17) - 6/13 - 25
Gentle Basic Yoga - 6/15 - 3
Preschool Storytime - 6/18 - 45
Bubble Science (All Ages) - 6/18 - 120
Mini Movers - 6/19 - 31
TAB Meeting - 6/19 - 13
Home Food Preservation - 6/20 - 12
Laser Tag - 6/21 - 22
No-Sew Faux Leather Wallet Keychain Take & Make - 6/21 - 52
International Snack Foods Taste Test - 6/24 - 20
Preschool Storytime - 6/25 - 40
Mini Movers - 6/26 - 18
One Book One County - 6/26 - 5
Seasons Reading & Eating - 6/27 - 18
Science Heroes (All Ages) - 6/27 - 49
Craft-In - 6/27 - 7

General:

Summer Reading has been going quite well! Our program continues to grow, and we currently have about 50 more registrations than we did at the program end last year.

Our Meet Up and Eat Up program in collaboration with Greenville Public Schools continues to see strong numbers, with a small increase from June of last year.

We received a bid from T-Mobile for security cameras. I am considering what direction we would like to go, as their proposal integrates 5G connection for all devices, and I believe the internal devices at least can operate on our network without the additional expense.

Darci and I presented at the June 10 Greenville Public Schools Board of Education meeting. The board had several follow-up questions regarding maintenance and timeline. The board amended the Purchase

Agreement document to accommodate additional details. I've submitted the document for review to Scott Hogan from Foster Swift. I also had a follow-up discussion with George Bosanic to address concerns brought to his attention by local residents whose property is adjacent to Black Field.

We are once again displaying Camp Greenwood student artwork completed at the camp. This is our third year working with Camp Greenwood, and we are delighted to offer a platform to honor the hard work of the kids.

I attended the ALA Annual Conference in San Diego the last week in June. It was an extremely beneficial experience. I attended several useful sessions, and made valuable connections with a number of publishers and vendors.

All staff performance reviews were completed the last week of June.

Building & Grounds:

I have submitted our selection to the flooring manufacturer for replacement in the Stafford Community Room, and I am waiting to hear back when the components arrive.

Lakeland Library Cooperative:

While the board generally slows down its activities in the summer months because of how busy the member libraries get (the June meeting was canceled), they are currently working to re-establish the Adult Services Committee. This should provide excellent opportunities for growth for Kristin in her role.

Staff:

The staff is generally extremely busy working with patrons over the summer and ensuring that staff also have the opportunity to take some much-needed vacation time. Projects generally wait until after July for this reason. We are experiencing high volumes of checkouts, program attendance, and building usage in general. Staff are beginning to think about their goals for the upcoming year, and how they might fit into our strategic plan as the draft starts to come together.

Memorials:

Honoree	Donor
Elaine Baxter	Marybeth A. Christensen
Elaine Baxter	Sharyl Hutchison
Elaine Baxter	Friends of the Flat River Community Library
Joe Magnan	Janis Magnan
Total	\$375

Meetings/Events:

Week of 6/3 - Staff 1-on-1s

6/4 - Greenville Rotary

6/11 - MARC Board Meeting

6/11 - Greenville Rotary

6/17 - T-Mobile Camera Quote Review

6/20 - Staff Meeting

6/21 - Carol Dawe Strategic Plan draft review

Week of 6/24 - Staff Performance Reviews

6/27-7/1 - ALA Annual

PURCHASE AGREEMENT BLACK FIELD

This Purchase Agreement (“Agreement”) is entered into as of the date of the last signature below (“Effective Date”), by and between Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 (“Seller”) and Flat River Community Library, a public entity, whose address is 200 W Judd St Greenville MI 48838 (“Purchaser”) (individually, a “Party” and collectively, the “Parties”), for the transfer by the Seller to the Purchaser of property commonly known as “Black Field” located at within the City of Greenville, Montcalm County, Michigan, Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 and legally described in Exhibit “A”, attached (the “Property”), upon the following terms and conditions:

1. **Property Transferred.** The Purchaser shall purchase and receive and the Seller shall sell the Property, including all tenements, hereditaments, appurtenances, and improvements thereunto belonging or in any way appertaining.
2. **Consideration.** The Property shall be purchased for one and 00/100 Dollars (\$ 1.00), which shall be paid by the Purchaser to the Seller at Closing. As further consideration, the Purchaser agrees to take the Property subject to the disclaimer of warranties and transfer of environmental liability provisions contained in Paragraphs 8 and 9 below. The District has determined that the consideration in this paragraph is full and fair value for the Property.
3. **Closing.** Closing of the sale described herein shall take place on a date mutually agreed to by the Seller and Purchaser in writing, but shall be no later than 45 calendar days after the Effective Date (“Closing”). The Closing shall take place at the office of the Seller’s Superintendent of Schools or, at the Seller’s option, the title company that provides the title commitment described in Paragraph 6 below.
4. **Deed.** Seller will sign a Quit Claim Deed to the Property at Closing and the transfer of Property title is subject to the terms of the Quit Claim Deed as follows:
 - (a) The following improvements will be made to the Property within three (3) years from the date of the Quit Claim Deed: The Purchaser will immediately undertake landscaping and building maintenance of the property. The Purchaser will conduct public surveys and information gathering in Fall 2024, then begin work with an architect in the Winter of 2024 with the intent to begin renovations to the field in Spring/Summer 2025.
 - (b) For a period of twenty (20) years from the date of the Quit Claim Deed, the Grantee shall not sell or otherwise transfer any interest in the Property where the Property will be used for a commercial purpose.

- (c) In the event that the Grantee or its permitted successors and assigns violate the restriction stated above, the Grantor may, at its sole discretion, require that the Property be returned by a second Quit Claim Deed to the Grantor or other third party as determined by the Grantor. The Grantee shall be responsible for all costs incurred by the Grantor, including actual attorneys' fees incurred by the Grantor in having the Property transferred to the Grantor or a third party as determined by the Grantor.

The Quit Claim Deed that the Seller anticipates to sign at Closing is attached as Exhibit "B".

5. **Property Taxes and Assessments.** The Purchaser shall be responsible for all property taxes and assessments on the Property that become due after Closing, if any.
6. **Evidence of Title.** The Purchaser may, at its expense, as soon as practical and in any event within ten (10) calendar days from the Effective Date, place an order for a title insurance owner's policy commitment; the amount of coverage for the policy shall be determined by the Purchaser and communicated to the title company by the Purchaser before Closing. Within ten (10) calendar days of Purchaser receiving the commitment for title insurance, the Purchaser shall notify the Seller of any restrictions, reservations, limitations, easements, liens, and other conditions of record (together hereinafter called "Title Defects"), disclosed in such commitment which would unreasonably interfere with the Purchaser's proposed use of the Property. Should the Purchaser so notify the Seller of any such Title Defects, the Seller shall have until Closing to cure or remove same. If such objections are not cured by Closing, the Purchaser may, at the Purchaser's option, terminate this Agreement, or alternatively set a date with the Seller to extend the Closing date to a mutually agreed upon Closing date so as to provide the Seller with an additional opportunity to cure said Title Defects. In the event such reasonable objections are not cured by Closing, or any extension thereof, and the Purchaser elects not to waive its title objections, the Purchaser may terminate this Agreement and neither Party shall have any further liability to the other under this Agreement. If Purchaser fails to notify the Seller of Title Defects within ten (10) calendar days as provided in this Paragraph, Purchaser shall purchase the Property with the Title Defects.
7. **Inspections, Surveys, Tests, and Zoning Approvals.** The Purchaser, its agents, or its independent contractors shall have the right and license to enter upon the Property upon reasonable advance notice to the Seller for the purposes of making or obtaining any and all surveys, appraisals, explorations, soil tests, inspections, environmental reports, wetlands and flood plain evaluations, water and perk tests, site plan and zoning approvals and the like, all of which inspections and approvals shall be completed within fifteen (15) calendar days of the Effective Date (the "Inspection Period"). If the Purchaser has exercised its best efforts to conduct inspections of the Property and obtain any approvals but has not finalized same within the Inspection Period, then Purchaser and Seller may agree in writing to extend the Inspection Period and change the Closing date. If Purchaser is reasonably not satisfied with the condition of the Property or has not obtained all necessary site plan and zoning approvals because of factors beyond Purchaser's control

and the Purchaser notifies the Seller of same within the Inspection Period or any extension thereof agreed to by the parties, then either Party may terminate this Agreement and thereafter neither Party shall have any further liability or responsibility hereunder.

Notwithstanding anything to the contrary in this Agreement, Purchaser, its agents, and its independent contractors shall use all reasonable efforts to minimize any damage to the Property in the performance of tasks pursuant to the preceding paragraph. In the event any portion of the Property is disturbed or altered by virtue of such tasks, the Purchaser shall promptly, at its sole expense, restore the Property to substantially the same condition that existed prior to such disturbance or alteration and shall indemnify and hold the Seller harmless from any loss, cost, or damage to the Property, including without limitation the Seller's actual attorneys' fees, caused by such tasks.

Purchaser acknowledges that the title company providing the title commitment for this transaction may require a survey to close the transaction contemplated by this Agreement. If the title company requires a survey, Purchaser shall – at the Purchaser's cost – obtain such a survey to the satisfaction of the title company.

8. **Disclaimer of Warranties.** AT CLOSING, PURCHASER SHALL CONFIRM IN WRITING IT HAS CONDUCTED ALL INSPECTIONS WHICH, IN ITS SOLE DISCRETION, IT HAS DETERMINED NECESSARY TO ESTABLISH THE CONDITION OF THE PROPERTY. AT CLOSING, PURCHASER WILL EXECUTE THE PURCHASER'S STATEMENT THAT IS ATTACHED HERETO AND MADE A PART HEREOF AS EXHIBIT C ("PURCHASER'S STATEMENT"). THE PURCHASER'S STATEMENT CONFIRMS IN WRITING THAT (A) PURCHASER HAS INSPECTED THE PROPERTY AND AGREES TO TAKE THE PROPERTY "AS IS" AND IN ITS PRESENT CONDITION AND THAT THERE ARE NO OTHER OR ADDITIONAL WRITTEN OR ORAL UNDERSTANDINGS; (B) THE BUILDING ON THE PROPERTY IS IN A STATE OF DISREPAIR AND CONTAINS ASBESTOS; AND (C) SELLER EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND WITH REGARD TO THE PROPERTY. THE PROVISIONS CONTAINED IN THE PURCHASER'S STATEMENT SHALL SURVIVE CLOSING.

9. **Environmental Matters.** It is the intention and agreement of Seller and Purchaser that following conveyance of the Property to the Purchaser, Seller shall have no liability or exposure to Purchaser with respect to any environmental remediation required on the Property. Purchaser is accepting the Property in its "as is" condition with full liability therefor. Seller and Purchaser agree, if a conveyance of the Property occurs:
 - (a) Purchaser shall, at its sole expense, be responsible for and pay the cost of investigation, repairs, and modifications as are necessary to assure that the Property is safe and appropriate for its intended uses; that the Property complies with all applicable building codes or other applicable laws or regulations; and that the Property is not in violation of any federal, state, or local laws, regulations, or orders pertaining to the environment or use of the Property.

- (b) Purchaser shall not look to and shall indemnify and hold harmless the Seller or its successors or assigns, including without limitation actual attorneys' fees incurred by the Seller or its successors or assigns, for any reimbursement, apportionment, or contribution with respect to the liability assumed, and expenditures incurred by Purchaser pursuant to Paragraph (a) above by reason of the existence of any hazardous waste or which may be assessed as response costs or investigative costs by any governmental agency, whether such right be pursuant to common law or statute.
 - (c) The provisions of this Paragraph 9 shall, in the case any one or more of the same is deemed to be unenforceable, be severable, meaning that the unenforceability of any given provisions shall not affect the enforceability of the remaining provisions.
 - (d) This Paragraph 9 shall inure to the benefit and be binding upon the Purchaser, its successors and assigns, including any party to whom any of the Property is conveyed or leased in whole or in part, by the Purchaser.
 - (e) The provisions of subparagraphs (a) through (d), above, shall survive Closing. At Closing, the provisions of subparagraphs (a) through (d) shall be placed in recordable form, signed, and acknowledged by Purchaser and Seller and then recorded by Seller, at Purchaser's expense, with the Montcalm County, Michigan, Register of Deeds. A copy of the Transfer of Liability Agreement is attached hereto and made a part hereof as Exhibit C.
10. **Further Assurance.** Each Party shall execute and deliver such other and further documents or perform such acts as may be reasonably requested by the other to confirm and consummate the transaction that is the subject of this Agreement.
11. **Attorney's Opinion.** Purchaser acknowledges that Seller has recommended that Purchaser retain an attorney to pass on the marketability of the title to the Property and to review the details of the sale before Closing.
12. **Time of Essence.** Time is of the essence with respect to all dates and times set forth in this Agreement.
13. **Cost of Closing.** At Closing, Purchaser shall pay for (i) half of the closing fee imposed by the title company facilitating the closing of this transaction; (ii) recording of the deed in Exhibit "B", the Purchaser's Statement in Exhibit "C", and the Transfer of Liability Agreement in Exhibit "D"; and (iii) any inspections, zoning approvals, and any attorney's opinion and services on behalf of Purchaser. At Closing, Seller shall pay for (i) the other half of the closing fee imposed by the title company facilitating the closing of this transaction, and (ii) the title insurance policy described in Paragraph 6 above.
14. **Default and Termination.** In the event Seller fails or refuses to comply with the terms of this Agreement, for any reason other than the Purchaser's default hereunder, the Purchaser may, in its sole discretion, elect to terminate this Agreement in lieu of its legal and equitable

remedies. In the event Purchaser fails or refuses to comply with the terms of this Agreement, for any reason other than the Seller's default hereunder, the Seller may, in its sole discretion, elect to terminate this Agreement in lieu of its legal and equitable remedies.

- 15. **Real Estate Brokers.** Purchaser shall indemnify and hold harmless Seller for any real estate brokers who Purchaser has retained for this transaction.
- 16. **Notices.** All notices required or given under this Agreement shall be in writing and either delivered personally or mailed by certified mail, return receipt requested, addressed to the parties as follows:

If to the Seller: Greenville Public Schools
Attention: Superintendent of Schools
1414 Chase Street
Greenville, Michigan 48838-7147

With a copy to: Thrun Law Firm, P.C.
Attention: Gordon W. VanWieren, Jr., Esq.
PO Box 2575
East Lansing, Michigan 48826

If to the Purchaser: Flat River Community Library
200 W Judd St
Greenville, MI 48838

With a copy to: _____

or to such other person or address as the Party receiving such notice shall hereafter have requested in writing. Notices shall be effective on the date of mailing.

- 17. **Whole Agreement.** This Agreement constitutes the entire agreement between the parties and shall be deemed to supersede and cancel any other agreement between the parties relating to the transaction herein contemplated. None of the prior and contemporaneous negotiations, preliminary drafts, or prior versions of this Agreement leading up to its execution and not set forth herein shall be used by any of the parties to construe or affect the validity of this Agreement. Each Party acknowledges that no representation, inducement, or condition not set forth herein has been made or relied upon by either Party.
- 18. **Amendments.** This Agreement may be amended or modified only by a document in writing executed by each of the parties named above.
- 19. **Headings.** The headings used herein are for convenience only and shall not govern the interpretation of any paragraph of this Agreement.

- 20. **Successors and Assigns.** This Agreement shall bind and benefit the parties hereto and their respective successors and assigns.
- 21. **Assignment.** Neither Party shall have the right to assign its rights under this Agreement to any person or entity without the prior written consent of the other Party, which consent shall not be unreasonably withheld.
- 22. **No Construction Against Drafting Party.** This Agreement shall not be more strictly construed against, nor shall any ambiguities within this Agreement be resolved against, a Party because of that Party's participation in the drafting of this Agreement.
- 23. **Governing Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan.
- 24. **Counterpart Signatures.** This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument.
- 25. **Authorized Signatures.** Each individual signing below represents that the individual is duly authorized to sign on behalf of that individual's respective party as listed below.

SELLER:

**GREENVILLE PUBLIC SCHOOLS,
a Michigan general powers school district**

By: _____

Wayne Roedel

Its: Superintendent of Schools

Dated: _____, 2024

PURCHASER:

Flat River Community Library,
a **public entity**

By: Stefanie Reed

Stefanie Reed

Its: Library Director

Dated: July 2, 2024

EXHIBIT "A"

LEGAL DESCRIPTION

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

Parcel 1:

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 2:

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 3:

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 4:

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 5:

The Easterly 1/2 of that part of vacated Lake Street lying immediately adjacent to the West of Lot 3, Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")

EXHIBIT “B”

QUIT CLAIM DEED

Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 (“Grantor”) quit claims to _____, a _____, whose address is _____ (“Grantee”), property commonly known as the “Black Field” located in the City of Greenville, Montcalm County, Michigan and legally described as follows:

Parcel 1:

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 2:

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 3:

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 4:

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 5:

The Easterly 1/2 of that part of vacated Lake Street lying immediately adjacent to the West of Lot 3, Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00, 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the “Property”), including all tenements, hereditaments, appurtenances, and improvements thereunto belonging or in any way appertaining for the sum of _____ (\$_____).

This conveyance is subject to:

- (a) Building and zoning laws, ordinances, and regulations;
- (b) Rights of the public and any governmental authority in any part of the land taken, deeded, or used as a street, road, or highway;
- (c) recorded and existing building and use restrictions, or other restrictions relating to the use or improvement of the Property; and
- (d) all other rights, restrictions, reservations, easements, and other matters of record disclosed in the Commitment for Title Insurance issued by _____, Commitment No. _____, dated _____, 2024 at _____ a.m.

This conveyance is further subject to the following restrictions:

- (a) The following improvements will be made to the Property within three (3) years from the date of the Quit Claim Deed: _____

_____.
- (b) For a period of twenty (20) years from the date of the Quit Claim Deed, the Grantee shall not sell or otherwise transfer any interest in the Property where the Property will be used for a commercial purpose.
- (c) In the event that the Grantee or its permitted successors and assigns violate the restriction stated above, the Grantor may, at its sole discretion, require that the Property be returned by a second Quit Claim Deed to the Grantor or other third party as determined by the Grantor. The Grantee shall be responsible for all costs incurred by the Grantor, including actual attorneys' fees incurred by the Grantor in having the Property transferred to the Grantor or a third party as determined by the Grantor.

This transaction is exempt from real estate transfer tax pursuant to MCL 207.505(h)(i) and MCL 207.526(h)(i).

[Signature appears on the following page.]

GRANTOR:

**GREENVILLE PUBLIC SCHOOLS
a Michigan general powers school district**

Dated: _____, 2024

By: _____

Wayne Roedel

Its: Superintendent of Schools

Acknowledged before me in _____ County, Michigan, this ____ day of _____, 2024, by Wayne Roedel, Superintendent of Schools, Greenville Public Schools, a Michigan general powers school district.

(signature)

(printed)

Notary Public, _____ County, Michigan

My Commission Expires: _____

Acting in the County of _____

When Recorded Return To:	Send Subsequent Tax Bills To:	Prepared By (Without Opinion):
Grantee	Grantee	Gordon W. VanWieren, Jr., Esq. Thrun Law Firm, PC P.O. Box 2575 East Lansing, MI 48826-2575

EXHIBIT "C"

PURCHASER'S STATEMENT

_____, a _____, whose address is _____ ("Purchaser"), is purchasing from Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 ("Seller"), property commonly known as the "Black Field" located in the City of Greenville, Montcalm County, Michigan and legally described as follows:

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

Parcel 1:

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 2:

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 3:

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 4:

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel 5:

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Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")

The Purchaser confirms, acknowledges, and agrees that:

- (1) It has inspected the Property and agrees to take the Property “as is” with all personal property and debris and in its present condition.
- (2) The Seller expressly disclaims any and all warranties of any kind with regards to the Property.
- (3) There are no written or oral understandings between the Seller and the Purchaser regarding the Property.

The provisions stated above shall survive closing.

PURCHASER:

a _____

Dated: _____, 2024

By: _____

Its: _____

Acknowledged before me in _____ County, Michigan, this ____ day of _____, 2024, by _____, _____, _____, _____, a _____.

_____ (signature)

_____ (printed)

Notary Public, _____ County, Michigan

My Commission Expires: _____

Acting in the County of _____

Prepared by and when recorded return to:

Gordon W. VanWieren, Jr., Esq.
Thrun Law Firm, PC
P.O. Box 2575
East Lansing, Michigan 48826-2575

EXHIBIT "D"

TRANSFER OF LIABILITY AGREEMENT

This Transfer of Liability Agreement (this "Agreement") is entered into as of the date of the last signature below. It is the intention and agreement of Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-1747 ("Seller") and _____, a _____, whose address is _____ ("Purchaser"), that following conveyance by the Seller to the Purchaser of commonly known as the "Black Field" located in the City of Greenville, Montcalm County, Michigan, and legally described in Attachment "A" to this Agreement ("Property"), the Seller shall have no liability or exposure to Purchaser with respect to any environmental remediation required on the Property. The Purchaser is accepting the Property in its "as is" condition with full liability therefor. Seller and the Purchaser agree as follows:

(a) Purchaser shall, at its sole expense, be responsible for and pay the cost of investigation, repairs, and modifications as are necessary to assure that the Property is safe and appropriate for its intended uses; that the Property complies with all applicable building codes or other applicable laws or regulations; and that the Property is not in violation of any federal, state, or local laws, regulations, or orders pertaining to the environment or use of the Property.

(b) Purchaser shall not look to and shall indemnify and hold harmless the Seller or its successors or assigns, including without limitation actual attorneys' fees incurred by the Seller or its successors or assigns, for any reimbursement, apportionment, or contribution with respect to the liability assumed, and expenditures incurred by Purchaser pursuant to Paragraph (a) above by reason of the existence of any hazardous waste or which may be assessed as response costs or investigative costs by any governmental agency, whether such right be pursuant to common law or statute.

(c) The provisions of this Agreement shall, in the case any one or more of the same is deemed to be unenforceable, be severable, meaning that the unenforceability of any given provisions shall not affect the enforceability of the remaining provisions.

(d) This Agreement shall inure to the benefit and be binding upon the Purchaser and its successors and assigns, including any party to whom any of the Property is conveyed or leased in whole or in part by the Purchaser.

(e) The provisions of subparagraphs (a) through (d), above, shall survive closing. This Agreement shall be signed and acknowledged by the Purchaser and the Seller, and recorded by the Seller, at Purchaser’s expense, with the Montcalm County, Michigan, Register of Deeds.

SELLER:

**GREENVILLE PUBLIC SCHOOLS,
a Michigan general powers school district**

Dated: _____, 2024

By: _____
Wayne Roedel
Its: Superintendent of Schools

Acknowledged before me in _____ County, Michigan, this ____ day of _____, 2024, by Wayne Roedel, Superintendent of Schools, Greenville Public Schools, a Michigan general powers school district.

(signature)

(printed)
Notary Public, _____ County, Michigan
My Commission Expires: _____
Acting in the County of _____

PURCHASER:

_____,
a _____

Dated: _____, 2024

By: _____

Its: _____

Acknowledged before me in _____ County, Michigan, this ____ day of _____,
2024, by _____, _____,
_____, a _____.

(signature)

(printed)

Notary Public, _____ County, Michigan

My Commission Expires: _____

Acting in the County of _____

Prepared by and when recorded return to:

Gordon W. VanWieren, Jr., Esq.
Thrun Law Firm, PC
P.O. Box 2575
East Lansing, Michigan 48826-2575

ATTACHMENT "A"

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

Parcel 1:

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

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Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")