



AGENDA
Library Board Meeting
Monday, August 10, 4:00 P.M.

1. Call to order
2. Minutes, 06/8/2026
3. Additions/Corrections to the agenda
4. Payment of Bills/Review Financial Statements
 - FY26 Financial Statements
 - July 2026 FY27 Financial Statments
 - Check Detail and Vendor Summary June 2026 and July 2027
5. Director's Report
6. Unfinished Business
 - 6.1 Millage - Approval!
7. New Business
 - 7.1 FY27 Budget Amendment Draft - for Budget Hearing in September
 - 7.2 Review of FY27 Board Meeting Agenda Plan
 - 7.3 Annual Report
 - 7.4 Record Retention Policy
 - 7.5 Nominate Officers for Board of Trustees
8. Comments from Citizens
9. Adjournment

Next Board Meeting September 14

Frankenmuth District Library

Board Minutes

June 8, 2026

In attendance: Adele Martin, Marty Mattlin, Beth Nellenbach, Susan Todd, Alicia Hart, Tom Meyer, Lisa Roethlisberger, Michelle Duclos

Also present: Jake Rummel of Rummel Insurance Agency

Call to Order: Lisa Roethlisberger called the meeting to order at 4:01 p.m.

Minutes: Tom Meyer moved that the minutes be accepted as read. Adele Martin supported. The motion carried.

Additions and Corrections: Jake Rummel's Insurance Review was moved to the first order of business.

Insurance Coverage Review: Jake Rummel of Rummel Insurance Agency reported on our insurance.

Frankenmuth Insurance is the provider.

Changes to the policy beginning July 1, 2026

Property value increased from \$5 million to \$5.9 million

Increased law protection to match increased building limit

\$100,000 of cyber security insurance

Amend Workers Comp rating basis to match increased payroll

The rest of the coverage remains the same.

The current bill is \$9262.00 with increases which Michelle will pay.

Jake Rummel will give quotes for employment practices with third parties.

Payment of Bills: Quick Books has a glitch that requires Carolynn Izzo , auditor, to assist Michelle Duclos. Adele Martin moved that the bills be paid. Alicia Hart seconded. The motion carried.

Director's Report: see attached

Unfinished Business:

Millage: no update

New Business:

Endowment Resolution – on file

New Board Member: The Board of Trustees recommend Samuel Struble to the city appointed Trustee position.

The July meeting is canceled. The next meeting is August 10, 2026.

Comments from Citizens: no comments

Adjournment: Lisa Roethlisberger adjourned the meeting at 5:15 p.m. Adele Martin moved the meeting be adjourned. Marty Mattlin supported. The motion carried.

Respectfully submitted,

Susan Todd

The next Board meeting will be August 10, 2026 at 4:00 p.m. in the Community Room.

Budget vs. Actuals__Budget_FY26_P&L_Customer_Report

TOTAL				
	Actual	Budget	Over budget by	Percent of budget
Income				
Book Fines	41.19	0.00	41.19	
Donations Control				
Friends of Library Donation	2,641.89	2,500.00	141.89	105.68 %
Memorial Donations	2,955.47	2,000.00	955.47	147.77 %
Unrestricted Donations	52,751.45	50,000.00	2,751.45	105.5 %
Total for Donations Control	\$58,348.81	\$54,500.00	\$3,848.81	107.06 %
Interest	23,079.69	20,000.00	3,079.69	115.4 %
Johanson Fund	15,000.00	15,000.00	0.00	100.0 %
Local Grants Received Control				
000-581 FCF Grant	500.00	500.00	0.00	100.0 %
ALA - LTC Grant	0.00	10,000.00	-10,000.00	0.0 %
LOM- Public Service Grant	1,495.77		1,495.77	
LOM-LSTA Improving Access to Information Grant	1,972.07	1,972.07	0.00	100.0 %
Molina Health Care	5,000.00	5,000.00	0.00	100.0 %
White Pine Cooperative Grant		900.00	-900.00	0.0 %
Total for Local Grants Received Control	\$8,967.84	\$18,372.07	-\$9,404.23	48.81 %
Lost Books Paid	597.55	900.00	-302.45	66.39 %
Misc. Income	1,849.07	250.00	1,599.07	739.63 %
Penal Fines	22,369.83	12,000.00	10,369.83	186.42 %
Property Tax Control				
PPT adjustment payment	18,949.62	17,000.00	1,949.62	111.47 %
Property Tax Adjustments	786.21	-300.00	1,086.21	-262.07 %
Property Tax Blumfield Township	41,643.42	39,500.00	2,143.42	105.43 %
Property Tax Frankenmuth city	281,109.51	283,350.00	-2,240.49	99.21 %
Property Tax Frankenmuth Twp	115,271.91	115,945.00	-673.09	99.42 %
Total for Property Tax Control	\$457,760.67	\$455,495.00	\$2,265.67	100.5 %
Services Copies	2,876.78	2,000.00	876.78	143.84 %
State Revenue Sharing	8,405.36	7,792.00	613.36	107.87 %
Total for Income	\$599,296.79	\$586,309.07	\$12,987.72	102.22 %
Cost of Goods Sold				
Gross Profit	\$599,296.79	\$586,309.07	\$12,987.72	102.22 %
Expenses				
Banking Fees	614.94	900.00	-285.06	68.33 %
Building and Grounds Control				
Building Cleaning	11,908.84	12,000.00	-91.16	99.24 %
Building Other		100.00	-100.00	0.0 %
Building Projects	18,549.46	25,000.00	-6,450.54	74.2 %
Grounds Lawn Care	5,928.18	8,000.00	-2,071.82	74.1 %
Grounds Parking Lot Maintenance		0.00	0.00	
Grounds Pest Control		0.00	0.00	
Grounds Snow Removal	1,979.28	2,500.00	-520.72	79.17 %
Total for Building and Grounds Control	\$38,365.76	\$47,600.00	-\$9,234.24	80.6 %

TOTAL				
	Actual	Budget	Over budget by	Percent of budget
Collection Control				
Collection Audios	2,356.64	3,000.00	-643.36	78.55 %
Collection Books	22,333.20	22,500.00	-166.80	99.26 %
Collection DVDs	586.78	750.00	-163.22	78.24 %
Collection Electronic Materials	19,760.64	20,000.00	-239.36	98.8 %
Collection Library of Things	2,282.35	2,500.00	-217.65	91.29 %
Collection Periodicals	1,997.98	2,500.00	-502.02	79.92 %
Total for Collection Control	\$49,317.59	\$51,250.00	-\$1,932.41	96.23 %
Contracted Services Control				
Contract Services Strategic Planning/Marketing	7,945.00	9,000.00	-1,055.00	88.28 %
Contracted Services Accounting	2,075.00	1,800.00	275.00	115.28 %
Contracted Services Audit	5,871.00	7,000.00	-1,129.00	83.87 %
Contracted Services Computers	28,796.74	30,000.00	-1,203.26	95.99 %
Contracted Services Equipment	8,412.28	8,500.00	-87.72	98.97 %
Contracted Services Legal	4,128.90	3,500.00	628.90	117.97 %
Contracted Services MeL Delv	260.00	600.00	-340.00	43.33 %
Contracted Services Writer	5,500.00	6,000.00	-500.00	91.67 %
Total for Contracted Services Control	\$62,988.92	\$66,400.00	-\$3,411.08	94.86 %
Credit card fees	107.94	125.00	-17.06	86.35 %
Equipment Control				
Equipment Carpet		0.00	0.00	
Equipment Computers	9,597.46	15,000.00	-5,402.54	63.98 %
Equipment Furniture	5,235.89	7,000.00	-1,764.11	74.8 %
Equipment Office Equipment	46.34	900.00	-853.66	5.15 %
Equipment Security	12,005.00	12,000.00	5.00	100.04 %
Total for Equipment Control	\$26,884.69	\$34,900.00	-\$8,015.31	77.03 %
Insurance Control				
Insurance Build/Content/Liab	6,445.00	6,380.00	65.00	101.02 %
Insurance Director and Officers	798.00	1,000.00	-202.00	79.8 %
Insurance Worker's Comp	1,014.00	1,240.00	-226.00	81.77 %
Total for Insurance Control	\$8,257.00	\$8,620.00	-\$363.00	95.79 %
Memberships	5,240.00	7,500.00	-2,260.00	69.87 %
Misc. Expenses	1,075.29	1,600.00	-524.71	67.21 %
Payroll Control				
Fringe Benefits Control				
Employee Benefits 457 Match	2,378.56	2,500.00	-121.44	95.14 %
Employee Benefits Pension DC	7,135.32	7,500.00	-364.68	95.14 %
Unfunded pension payment	12,180.00	13,000.00	-820.00	93.69 %
Total for Fringe Benefits Control	\$21,693.88	\$23,000.00	-\$1,306.12	94.32 %
Payroll FICA	22,263.69	24,000.00	-1,736.31	92.77 %
Payroll Salaries & Wages	294,028.45	313,000.00	-18,971.55	93.94 %
Total for Payroll Control	\$337,986.02	\$360,000.00	-\$22,013.98	93.89 %
Prof Development Staff	2,050.88	2,500.00	-449.12	82.04 %
Programs Control				
790-858 Programs Little Free		0.00	0.00	
Programs Adult	2,667.50	3,150.00	-482.50	84.68 %
Programs After School	507.10	1,000.00	-492.90	50.71 %
Programs All Ages	1,142.76	1,500.00	-357.24	76.18 %
Programs Early Childhood	3,948.38	4,500.00	-551.62	87.74 %

TOTAL				
	Actual	Budget	Over budget by	Percent of budget
Programs Outreach	813.03	1,000.00	-186.97	81.3 %
Programs Story Walk	718.17	1,000.00	-281.83	71.82 %
Programs Summer Reading	6,660.97	7,000.00	-339.03	95.16 %
Programs Teen	840.28	1,000.00	-159.72	84.03 %
Welcome Baby Bag Program (790-859)	3,105.39	5,000.00	-1,894.61	62.11 %
Total for Programs Control	\$20,403.58	\$25,150.00	-\$4,746.42	81.13 %
Publicity Control				
Publicity Advertising/Materials	3,526.37	3,500.00	26.37	100.75 %
Publicity Newsletters Postage	1,185.26	1,300.00	-114.74	91.17 %
Website	15,244.00	15,600.00	-356.00	97.72 %
Total for Publicity Control	\$19,955.63	\$20,400.00	-\$444.37	97.82 %
Supplies control				
Supplies Office Supplies	3,974.73	4,000.00	-25.27	99.37 %
Supplies Operating Supplies	4,343.87	4,500.00	-156.13	96.53 %
Supplies Postage	451.94	1,000.00	-548.06	45.19 %
Total for Supplies control	\$8,770.54	\$9,500.00	-\$729.46	92.32 %
Utilities Control				
Utilities Electricity	12,686.89	12,000.00	686.89	105.72 %
Utilities Gas	3,631.57	4,000.00	-368.43	90.79 %
Utilities Telephone	1,925.48	2,200.00	-274.52	87.52 %
Utilities Water	3,025.02	3,300.00	-274.98	91.67 %
Total for Utilities Control	\$21,268.96	\$21,500.00	-\$231.04	98.93 %
White Pine Cooperative Grants	-486.00		-486.00	
Total for Expenses	\$602,801.74	\$657,945.00	-\$55,143.26	91.62 %
Net Operating Income	-\$3,504.95	-\$71,635.93	\$68,130.98	4.89 %
Other Income				
Other Expenses				
Net Other Income				
Net Income	-\$3,504.95	-\$71,635.93	\$68,130.98	4.89 %

Wickson District Library

Balance Sheet
As of Jun 30, 2026

	TOTAL	
	As of Jun 30, 2026	As of Jun 30, 2025 (PY)
Assets		
Current Assets		
Bank Accounts		
Checking - Five Star	104,048.37	55,747.98
Federally Insuranced Account	101,140.43	274,762.30
Frankenmuth Crdit Union Control	0.00	0.00
Oppenheimer Investments	655,463.72	634,320.40
Regular Savings	2,091.91	1,183.26
Wealth Builder	140,444.96	30,353.75
Total for Bank Accounts	\$1,003,189.39	\$996,367.69
Other Current Assets		
Due from City of Frankenmuth	0.00	0.00
Due From County	22,369.83	22,369.83
Due From State	4,256.98	4,256.98
Imprest Cash	100.00	100.00
Prepaid Expenses	19,380.66	12,739.37
Total for Other Current Assets	\$46,107.47	\$39,466.18
Total for Current Assets	\$1,049,296.86	\$1,035,833.87
Total for Assets	\$1,049,296.86	\$1,035,833.87
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	4,368.87	3,035.76
Total for Accounts Payable	\$4,368.87	\$3,035.76
Other Current Liabilities		
000-239 Health Insurance	0.03	0.03
457 payable	418.06	318.06
Deferred Revenue	26,357.79	11,357.79
Deferred Revenue - 1000 Books	6,266.97	6,266.97
FICA payable	3,967.53	3,586.09
MERS payable	448.53	448.53
State withholding payable	2,296.16	2,142.77
Total for Other Current Liabilities	\$39,755.07	\$24,120.24
Total for Current Liabilities	\$44,123.94	\$27,156.00
Total for Liabilities	\$44,123.94	\$27,156.00
Equity		
Major Repair Reserves	150,000.00	150,000.00
Opening Balance Equity	0.00	0.00
Outreach/Special Project	107,000.00	107,000.00
Programs 1000 Books	0.00	0.00

Wickson District Library

Balance Sheet As of Jun 30, 2026

	TOTAL	
	As of Jun 30, 2026	As of Jun 30, 2025 (PY)
Technology Sinking Fund	30,000.00	30,000.00
Fund Balance	721,677.87	706,601.95
Net Income	-3,504.95	15,075.92
Total for Equity	\$1,005,172.92	\$1,008,677.87
Total for Liabilities and Equity	\$1,049,296.86	\$1,035,833.87

Wickson District Library
Expenses by Vendor Summary
June 2026

	Total
5Heart Earthworm Farm	415.00
ACE AMERICAN ALARM CO.	59.00
Air Advantage LLC	75.00
Amazon	5,700.72
Amber Hughey - RAISe Snake	200.00
B & S Heating and Cooling	589.70
City of Frankenmuth	210.05
Consumer's Energy	1,764.63
Demco	177.48
Foster Swift Collins and Smith PC	288.00
Frankenmuth Credit Union	768.19
Galaxy Office Machines	652.17
Gale Cengage	32.80
Gardner, Provenzano, Thomas, & Lupow	427.50
Ingram Library Services	403.92
Lust for Dust	1,406.25
Michelle Duclos	63.00
Overdrive	2,269.59
Paradise Landscape Development, Inc	585.00
Spectrum Business	201.36
SummiT Technology Services	862.50
Turf Tech Lawn Sprinklers	135.00
Vassar/Frankenmuth True Value	176.56
Zehnder and Associates, PC	350.00
Not specified	29,669.38
TOTAL	\$47,482.80

Wickson District Library

Check Detail Report

June 2026

Transaction date	Transaction type	Num	Name	Description	Cleared	Amount
Checking - Five Star						
06/01/2026	Bill Payment (Check)	ACH	Consumer's Energy		Reconciled	-778.89
06/01/2026	Bill Payment (Check)	ACH	Consumer's Energy			-778.89
06/01/2026	Bill Payment (Check)	7334	ACE AMERICAN ALARM CO.		Reconciled	-59.00
06/01/2026	Bill Payment (Check)	7334	ACE AMERICAN ALARM CO.			-59.00
06/01/2026	Bill Payment (Check)	ACH	Spectrum Business		Reconciled	-201.36
06/01/2026	Bill Payment (Check)	ACH	Spectrum Business			-201.36
06/01/2026	Bill Payment (Check)	ACH	City of Frankenmuth		Reconciled	-210.05
06/01/2026	Bill Payment (Check)	ACH	City of Frankenmuth			-210.05
06/02/2026	Bill Payment (Check)	7360	Overdrive	1856-1003	Reconciled	-801.67
06/02/2026	Bill Payment (Check)	7360	Overdrive			-801.67
06/03/2026	Bill Payment (Check)	7335	Lust for Dust		Reconciled	-781.25
06/03/2026	Bill Payment (Check)	7335	Lust for Dust			-781.25
06/03/2026	Bill Payment (Check)	7336	MCLS	1577000	Reconciled	-3,308.17
06/03/2026	Bill Payment (Check)	7336	MCLS			-3,308.17
06/03/2026	Bill Payment (Check)	7343	Demco		Reconciled	-56.73
06/03/2026	Bill Payment (Check)	7343	Demco			-56.73
06/05/2026	Bill Payment (Check)	7337	Michelle Duclos		Reconciled	-63.00
06/05/2026	Bill Payment (Check)	7337	Michelle Duclos			-63.00
06/05/2026	Bill Payment (Check)	7338	Ingram Library Services		Reconciled	-319.56
06/05/2026	Bill Payment (Check)	7338	Ingram Library Services			-319.56
06/07/2026	Bill Payment (Check)	7340	Amazon	60457 8781 025848 9	Reconciled	-3,545.13
06/07/2026	Bill Payment (Check)	7340	Amazon			-3,545.13
06/08/2026	Bill Payment (Check)	7361	Overdrive	1856-1003	Reconciled	-156.99
06/08/2026	Bill Payment (Check)	7361	Overdrive			-156.99
06/09/2026	Bill Payment (Check)	7344	Demco		Reconciled	-120.75
06/09/2026	Bill Payment (Check)	7344	Demco			-120.75
06/09/2026	Bill Payment (Check)	7345	Paradise Landscape Development, Inc		Reconciled	-325.00
06/09/2026	Bill Payment (Check)	7345	Paradise Landscape Development, Inc			-325.00
06/09/2026	Bill Payment (Check)	7346	Amber Hughey - RAISe Snake		Reconciled	-200.00
06/09/2026	Bill Payment (Check)	7346	Amber Hughey - RAISe Snake			-200.00
06/09/2026	Bill Payment (Check)	7362	Overdrive	1856-1003	Reconciled	-397.97
06/09/2026	Bill Payment (Check)	7362	Overdrive			-397.97
06/10/2026	Bill Payment (Check)	7347	Rummel Insurance		Reconciled	-8,465.00
06/10/2026	Bill Payment (Check)	7347	Rummel Insurance			-8,465.00
06/10/2026	Bill Payment (Check)	7363	Overdrive	1856-1003	Reconciled	-408.00
06/10/2026	Bill Payment (Check)	7363	Overdrive			-408.00
06/10/2026	Check	SVCCHRG		Service Charge	Reconciled	-20.00
06/10/2026	Check	SVCCHRG				20.00
06/11/2026	Bill Payment (Check)	7348	Gale Cengage		Reconciled	-32.80
06/11/2026	Bill Payment (Check)	7348	Gale Cengage			-32.80
06/11/2026	Bill Payment (Check)	7349	Turf Tech Lawn Sprinklers		Reconciled	-135.00
06/11/2026	Bill Payment (Check)	7349	Turf Tech Lawn Sprinklers			-135.00
06/15/2026	Bill Payment (Check)	ACH	Air Advantage LLC	5332	Reconciled	-75.00

Wickson District Library

Check Detail Report June 2026

Transaction date	Transaction type	Num	Name	Description	Cleared	Amount
06/15/2026	Bill Payment (Check)	ACH	Air Advantage LLC			-75.00
06/15/2026	Bill Payment (Check)	7351	Rummel Insurance		Reconciled	-797.00
06/15/2026	Bill Payment (Check)	7351	Rummel Insurance			-797.00
06/16/2026	Bill Payment (Check)	7364	Overdrive	1856-1003	Reconciled	-299.98
06/16/2026	Bill Payment (Check)	7364	Overdrive			-299.98
06/17/2026	Bill Payment (Check)	7352	Ingram Library Services		Uncleared	-10.25
06/17/2026	Bill Payment (Check)	7352	Ingram Library Services			-10.25
06/18/2026	Bill Payment (Check)	7353	Foster Swift Collins and Smith PC		Reconciled	-288.00
06/18/2026	Bill Payment (Check)	7353	Foster Swift Collins and Smith PC			-288.00
06/22/2026	Bill Payment (Check)	7368	5Heart Earthworm Farm		Reconciled	-415.00
06/22/2026	Bill Payment (Check)	7368	5Heart Earthworm Farm			-415.00
06/22/2026	Bill Payment (Check)	7369	White Pine		Reconciled	-186.33
06/22/2026	Bill Payment (Check)	7369	White Pine			-186.33
06/23/2026	Bill Payment (Check)	7365	Overdrive	1856-1003	Reconciled	-204.98
06/23/2026	Bill Payment (Check)	7365	Overdrive			-204.98
06/23/2026	Bill Payment (Check)	7370	SummIT Technology Services		Reconciled	-30.00
06/23/2026	Bill Payment (Check)	7370	SummIT Technology Services			-30.00
06/24/2026	Bill Payment (Check)	7383	B & S Heating and Cooling		Uncleared	-589.70
06/24/2026	Bill Payment (Check)	7383	B & S Heating and Cooling			-589.70
06/25/2026	Bill Payment (Check)	7354	Ingram Library Services		Reconciled	-210.69
06/25/2026	Bill Payment (Check)	7354	Ingram Library Services			-210.69
06/25/2026	Bill Payment (Check)	ACH	Consumer's Energy		Reconciled	-90.89
06/25/2026	Bill Payment (Check)	ACH	Consumer's Energy			-90.89
06/25/2026	Bill Payment (Check)	7384	Gardner, Provenzano, Thomas, & Lupow		Uncleared	-427.50
06/25/2026	Bill Payment (Check)	7384	Gardner, Provenzano, Thomas, & Lupow			-427.50
06/30/2026	Bill Payment (Check)	ACH	Consumer's Energy		Reconciled	-894.85
06/30/2026	Bill Payment (Check)	ACH	Consumer's Energy			-894.85
06/30/2026	Bill Payment (Check)	7371	Lust for Dust		Reconciled	-625.00
06/30/2026	Bill Payment (Check)	7371	Lust for Dust			-625.00
06/30/2026	Bill Payment (Check)	7372	Ingram Library Services		Reconciled	-89.92
06/30/2026	Bill Payment (Check)	7372	Ingram Library Services			-89.92
06/30/2026	Bill Payment (Check)	7373	Galaxy Office Machines		Reconciled	-652.17
06/30/2026	Bill Payment (Check)	7373	Galaxy Office Machines			-652.17
06/30/2026	Bill Payment (Check)	7374	Zehnder and Associates, PC		Reconciled	-350.00
06/30/2026	Bill Payment (Check)	7374	Zehnder and Associates, PC			-350.00
06/30/2026	Bill Payment (Check)	7375	Vassar/Frankenmuth True Value		Reconciled	-176.56
06/30/2026	Bill Payment (Check)	7375	Vassar/Frankenmuth True Value			-176.56
06/30/2026	Bill Payment (Check)	ACH	Frankenmuth Credit Union		Reconciled	-1,691.56
06/30/2026	Bill Payment (Check)	ACH	Frankenmuth Credit Union			-1,691.56
06/30/2026	Bill Payment (Check)	7385	Paradise Landscape Development, Inc		Uncleared	-260.00
06/30/2026	Bill Payment (Check)	7385	Paradise Landscape Development, Inc			-260.00
06/30/2026	Bill Payment (Check)	7386	SummIT Technology Services		Uncleared	-832.50
06/30/2026	Bill Payment (Check)	7386	SummIT Technology Services			-832.50

Wickson District Library
Expenses by Vendor Summary
July 2026

	Total
ACE AMERICAN ALARM CO.	354.00
Air Advantage LLC	75.00
Andrew Kercher	250.00
Barking Dog Interpretive Design	647.50
City of Frankenmuth	361.40
Consumer's Energy	21.00
Demco	175.45
Frankenmuth Credit Union	1,348.93
Gale Cengage	300.80
Ingram Library Services	273.27
Kone Inc.	522.57
Lust for Dust	781.25
MERS of Michigan	13,392.00
Mideastern Michigan Library Cooperative	125.00
Newton-Johnson Plumbing & Heating	821.03
Nuechterlein Electric	111.54
Rummel Insurance	80.00
Spectrum Business	202.31
SummiT Technology Services	60.00
Valley Library Consortium	14,179.00
Not specified	66,857.36
TOTAL	\$100,939.41

Wickson District Library

Check Detail Report

July 2026

Transaction date	Transaction type	Num	Name	Description	Cleared	Amount
Checking - Five Star						
07/01/2026	Bill Payment (Check)	7376	Valley Library Consortium		Reconciled	-14,179.00
07/01/2026	Bill Payment (Check)	7376	Valley Library Consortium			-14,179.00
07/01/2026	Bill Payment (Check)	7377	Midwestern Michigan Library Cooperative		Uncleared	-125.00
07/01/2026	Bill Payment (Check)	7377	Midwestern Michigan Library Cooperative			-125.00
07/01/2026	Bill Payment (Check)	7378	MERS of Michigan	732301	Reconciled	-13,392.00
07/01/2026	Bill Payment (Check)	7378	MERS of Michigan			-13,392.00
07/01/2026	Bill Payment (Check)	ACH	City of Frankenmuth		Reconciled	-361.40
07/01/2026	Bill Payment (Check)	ACH	City of Frankenmuth			-361.40
07/01/2026	Bill Payment (Check)	7387	Kone Inc.	40098911	Uncleared	-522.57
07/01/2026	Bill Payment (Check)	7387	Kone Inc.			-522.57
07/01/2026	Bill Payment (Check)	7388	Rummel Insurance		Uncleared	-80.00
07/01/2026	Bill Payment (Check)	7388	Rummel Insurance			-80.00
07/01/2026	Bill Payment (Check)	7389	ACE AMERICAN ALARM CO.		Uncleared	-354.00
07/01/2026	Bill Payment (Check)	7389	ACE AMERICAN ALARM CO.			-354.00
07/06/2026	Bill Payment (Check)	7379	Amazon	60457 8781 025848 9	Reconciled	-999.41
07/06/2026	Bill Payment (Check)	7379	Amazon			-999.41
07/06/2026	Bill Payment (Check)	7380	Amazon	60457 8781 025848 9	Reconciled	-1,156.18
07/06/2026	Bill Payment (Check)	7380	Amazon			-1,156.18
07/07/2026	Bill Payment (Check)	7390	Gale Cengage		Uncleared	-235.20
07/07/2026	Bill Payment (Check)	7390	Gale Cengage			-235.20
07/07/2026	Bill Payment (Check)	7391	Ingram Library Services		Uncleared	-11.99
07/07/2026	Bill Payment (Check)	7391	Ingram Library Services			-11.99
07/09/2026	Bill Payment (Check)	7392	Gale Cengage		Uncleared	-65.60
07/09/2026	Bill Payment (Check)	7392	Gale Cengage			-65.60
07/09/2026	Bill Payment (Check)	7393	Ingram Library Services		Uncleared	-10.25
07/09/2026	Bill Payment (Check)	7393	Ingram Library Services			-10.25
07/10/2026	Bill Payment (Check)	7394	Ingram Library Services		Uncleared	-180.95
07/10/2026	Bill Payment (Check)	7394	Ingram Library Services			-180.95
07/14/2026	Bill Payment (Check)	7395	Ingram Library Services		Uncleared	-19.16
07/14/2026	Bill Payment (Check)	7395	Ingram Library Services			-19.16
07/14/2026	Bill Payment (Check)	7396	Ingram Library Services		Uncleared	-10.25
07/14/2026	Bill Payment (Check)	7396	Ingram Library Services			-10.25
07/15/2026	Bill Payment (Check)	ACH	Air Advantage LLC	5332	Reconciled	-75.00
07/15/2026	Bill Payment (Check)	ACH	Air Advantage LLC			-75.00
07/15/2026	Check	SVCCHRG		Service Charge	Reconciled	-68.55
07/15/2026	Check	SVCCHRG				68.55
07/17/2026	Bill Payment (Check)	ACH	Spectrum Business		Reconciled	-202.31
07/17/2026	Bill Payment (Check)	ACH	Spectrum Business			-202.31
07/20/2026	Bill Payment (Check)	ACH	State of Michigan Withholding	27-0560476	Reconciled	-2,301.95
07/20/2026	Bill Payment (Check)	ACH	State of Michigan Withholding			-2,301.95
07/20/2026	Bill Payment (Check)	7397	Demco		Uncleared	-175.45
07/20/2026	Bill Payment (Check)	7397	Demco			-175.45
07/21/2026	Bill Payment (Check)	7398	SumMIT Technology Services		Uncleared	-30.00

Wickson District Library
Check Detail Report
July 2026

Transaction date	Transaction type	Num	Name	Description	Cleared	Amount
07/21/2026	Bill Payment (Check)	7398	SummiT Technology Services			-30.00
07/22/2026	Bill Payment (Check)	7399	Newton-Johnson Plumbing & Heating		Uncleared	-130.00
07/22/2026	Bill Payment (Check)	7399	Newton-Johnson Plumbing & Heating			-130.00
07/22/2026	Bill Payment (Check)	7400	Newton-Johnson Plumbing & Heating		Uncleared	-691.03
07/22/2026	Bill Payment (Check)	7400	Newton-Johnson Plumbing & Heating			-691.03
07/23/2026	Bill Payment (Check)	7401	SummiT Technology Services		Uncleared	-30.00
07/23/2026	Bill Payment (Check)	7401	SummiT Technology Services			-30.00
07/23/2026	Bill Payment (Check)	7402	Nuechterlein Electric		Uncleared	-111.54
07/23/2026	Bill Payment (Check)	7402	Nuechterlein Electric			-111.54
07/23/2026	Bill Payment (Check)	7403	Ingram Library Services		Uncleared	-40.67
07/23/2026	Bill Payment (Check)	7403	Ingram Library Services			-40.67
07/24/2026	Bill Payment (Check)	7404	Barking Dog Interpretive Design		Uncleared	-647.50
07/24/2026	Bill Payment (Check)	7404	Barking Dog Interpretive Design			-647.50
07/27/2026	Bill Payment (Check)	ACH	Consumer's Energy		Reconciled	-21.00
07/27/2026	Bill Payment (Check)	ACH	Consumer's Energy			-21.00
07/29/2026	Bill Payment (Check)	7382	Andrew Kercher		Uncleared	-250.00
07/29/2026	Bill Payment (Check)	7382	Andrew Kercher			-250.00
07/31/2026	Bill Payment (Check)	7405	Lust for Dust		Uncleared	-781.25
07/31/2026	Bill Payment (Check)	7405	Lust for Dust			-781.25
07/31/2026	Bill Payment (Check)	ACH	Frankenmuth Credit Union		Uncleared	-1,348.93
07/31/2026	Bill Payment (Check)	ACH	Frankenmuth Credit Union			-1,348.93

August 2026 Directors Report



Frankenmuth Wickson District Library
Approved

First Budget	2nd Budget
May-26	
2026/2027	2026/2027

Accounts

Income

000-402 Property Tax Control		
000-403 PPT adjustment payment	\$17,000.00	\$17,000.00
000-404 Property Tax Adjustments	-\$300.00	-\$300.00
000-410 Property Tax Blumfield Townsh	\$41,000.00	\$41,000.00
000-411 Property Tax Frankenmuth city	\$300,000.00	\$300,000.00
000-412 Property Tax Frankenmuth Twp	\$119,425.00	\$119,425.00
0.275 new millage		\$175,000.00

\$477,125.00	\$652,125.00
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000-544 LOM Cont. Ed Grant	\$0.00	\$0.00
000-566 State Revenue Sharing	\$8,400.00	\$8,400.00
000-580 Local Grants Received Control		
000-583 Dollar General Literacy Grant	\$0.00	\$0.00
000-584 Nickless Memorial Foundation	\$0.00	\$0.00
000-585 Wickson Link Foundation	\$0.00	\$0.00
000-586 ALA - LTC Grant	\$10,000.00	\$10,000.00
000-587 LOM-LSTA Improving Access to	\$0.00	\$0.00
580-582 White Pine Cooperative Grant	\$900.00	\$900.00
000-581 FCF Grant	\$500.00	\$500.00
000-589 Molina Health Care	\$0.00	\$0.00
000-626 Services Copies	\$2,000.00	\$2,000.00
000-656 Lost Books Paid	\$900.00	\$900.00
000-660 Penal Fines	\$16,000.00	\$16,000.00
000-665 Interest	\$20,000.00	\$20,000.00
000-673 Donations Control		
000-674 Friends of Library Donation	\$2,500.00	\$2,500.00
000-675 Memorial Donations	\$2,000.00	\$4,000.00
000-676 Restricted Donations	\$0.00	\$0.00
000-677 Unrestricted Donations	\$20,000.00	\$10,000.00
000-689 Misc. Income	\$250.00	\$250.00
000-690 Johanson Fund	\$0.00	\$0.00

Total Income	\$560,575.00	\$727,575.00
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Expense

66900 Reconciliation Discrepancies		
790-702 Payroll Control		
790-709 Payroll Salaries & Wages	\$340,000.00	\$368,000.00
790-710 Payroll FICA	\$27,000.00	\$29,000.00
790-711 Fringe Benefits Control		
790-712 Employee Benefits 457 Match	\$2,500.00	\$2,700.00
790-713 Employee Benefits Pension D	\$7,500.00	\$8,000.00
790-714 Unfunded pension payment	\$13,500.00	\$13,500.00
790-715 Health Insurance		
790-708 Payroll Expenses Control	\$390,500.00	\$421,200.00

deferred revenue for storywa

estimated - not approved by |

budget
draft

790-727 Equipment Control			
790-728 Equipment Carpet	\$0.00	\$0.00	
790-729 Equipment Computers	\$3,000.00	\$3,000.00	
790-730 Equipment Furniture	\$2,000.00	\$9,000.00	center bookcase
790-731 Equipment Security	\$0.00	\$0.00	
790-732 Equipment Office Equipment	\$900.00	\$1,500.00	restore to last year amount
	<u>\$5,900.00</u>	<u>\$13,500.00</u>	
790-739 Supplies control			
790-740 Supplies Office Supplies	\$4,000.00	\$4,000.00	
790-741 Supplies Operating Supplies	\$4,000.00	\$4,000.00	
790-742 Supplies Postage	\$1,000.00	\$1,000.00	
	<u>\$9,000.00</u>	<u>\$9,000.00</u>	
790-749 Publicity Control			
790-750 Publicity Advertising/Materials	\$3,200.00	\$7,000.00	Frankenmuth living cost + inc
790-751 Publicity Newsletters Postage	\$1,300.00	\$1,300.00	
790-752 Website	\$3,000.00	\$3,000.00	
	<u>\$7,500.00</u>	<u>\$11,300.00</u>	
790-759 Grant Spending Control			
790-781 LOM Cont. Education Stipend	\$0.00	\$0.00	
790-782 White Pine Cooperative Grants	\$0.00	\$0.00	
	<u>\$0.00</u>	<u>\$0.00</u>	
790-789 Collection Control			
790-790 Collection Books	\$27,000.00	\$27,000.00	5K increase for Grant
790-791 Collection Audios	\$1,200.00	\$1,200.00	
790-792 Collection DVDs	\$1,000.00	\$1,000.00	
790-794 Collection Periodicals	\$3,500.00	\$5,000.00	increase collection
790-795 Collection Library of Things	\$2,000.00	\$6,000.00	4K increase for Grant
790-796 Collection Electronic Materials	\$25,000.00	\$25,000.00	
	<u>\$59,700.00</u>	<u>\$65,200.00</u>	
790-801 Misc. Expenses	\$1,600.00	\$1,600.00	
790-802 Banking Fees	\$900.00	\$900.00	
790-803 Credit card fees	\$125.00	\$125.00	
	<u>\$2,625.00</u>	<u>\$2,625.00</u>	
790-809 Contracted Services Control			
790-810 Contracted Services Accounting	\$2,000.00	\$2,500.00	increased fee
790-811 Contracted Services Audit	\$7,200.00	\$7,200.00	
790-812 Contracted Services Legal	\$1,500.00	\$1,500.00	
790-813 Contracted Services Writer	\$0.00	\$0.00	
790-814 Contracted Services MeL Delv	\$600.00	\$600.00	
790-815 Contracted Services Equipment	\$8,500.00	\$10,000.00	previous year amount
790-816 Contracted Services Computers	\$33,000.00	\$33,000.00	
Strategic Planning	\$0.00	\$0.00	
	<u>\$52,800.00</u>	<u>\$54,800.00</u>	
790-819 Insurance Control			
790-820 Insurance Build/Content/Liab	\$7,020.00	\$7,020.00	
790-821 Insurance Director and Officers	\$1,100.00	\$1,100.00	
790-822 Insurance Worker's Comp	\$1,375.00	\$1,375.00	

	<u>\$9,495.00</u>	<u>\$9,495.00</u>	
790-849 Programs Control			
790-850 Programs All Ages	\$1,500.00	\$1,500.00	
790-851 Programs Adult	\$3,000.00	\$3,000.00	
790-852 Programs Teen	\$700.00	\$700.00	
790-853 Programs After School	\$1,300.00	\$1,300.00	
790-854 Programs Early Childhood	\$1,500.00	\$1,500.00	
790-855 Programs Summer Reading	\$4,500.00	\$4,500.00	
790-856 Programs Outreach	\$1,000.00	\$1,000.00	
790-857 Programs Story Walk	\$750.00	\$3,000.00	replacement poles
790-858 Programs Little Free	\$0.00	\$0.00	
Programs Welcome Baby	\$0.00	\$0.00	
	<u>\$14,250.00</u>	<u>\$16,500.00</u>	
790-919 Utilities Control			
790-920 Utilities Electricity	\$14,000.00	\$16,000.00	
790-921 Utilities Gas	\$4,500.00	\$5,000.00	
790-922 Utilities Telephone	\$2,500.00	\$3,000.00	
790-923 Utilities Water	\$3,300.00	\$4,000.00	
	<u>\$24,300.00</u>	<u>\$28,000.00</u>	increase across the board
790-929 Building and Grounds Control			
790-931 Grounds Lawn Care	\$6,500.00	\$15,000.00	dead tree removal, update la
790-932 Grounds Snow Removal	\$3,000.00	\$3,000.00	
790-933 Grounds Parking Lot Maintenanar	\$0.00	\$0.00	
790-934 Grounds Pest Control	\$0.00	\$0.00	
790-941 Building Cleaning	\$12,000.00	\$15,000.00	carpet cleaning
790-942 Building Projects	\$10,000.00	\$20,000.00	skylight repair, emergency re
790-945 Building Other	\$100.00	\$100.00	
	<u>\$31,600.00</u>	<u>\$53,100.00</u>	
790-960 Prof Development Staff	\$3,500.00	\$7,000.00	previous budget amount
790-961 Memberships	\$7,500.00	\$7,500.00	
	<u>\$11,000.00</u>	<u>\$14,500.00</u>	
Total Expense	<u>\$618,670.00</u>	<u>\$699,220.00</u>	
Total Net Income or Loss	<u>-\$58,095.00</u>	<u>\$28,355.00</u>	
Net Change to Fund Balance	-\$58,095.00	\$28,355.00	repays FY26
Beginning Fund Balance			
Ending Fund Balance	-\$58,095.00	\$28,355.00	

Fiscal year 2026-2027 Board Meeting Agenda Planning

July 13, 2026 – Board Meeting Cancelled

- New Board Terms Start – 3 year terms, expire on rotating basis

August 10, 2026

- Review of FY27 Board Meeting Agenda plan
- Present draft Annual Report for FY26
- Present End of Year Financial Reports and estimated Fund Balance
- Approval of new Record Retention Policy
- Nominate Officers for Board Annual Meeting in September
- **Discussion of Millage, approved - new millage approved discussion of millage rate to Levy**

September 14, 2026

- Annual meeting for Board of Trustees. Election of new officers for 1 year term
- Summer Reading Program – review and stats
- Endowment Fund Review – Jon Webb, Frankenmuth Community Foundation
- Capitol Improvement Plan Discussion/Approval
- Discuss Fundraising efforts for End of Year give
- **If millage approved - Amendment Budget Hearing – FY27 and approval of FY27 Millage rate, amendment to L-4029 form. L-4029 form due September 30, 2026**

October 12, 2026

- 1st Quarter Budget Amendment
- Review and approval of Compensation and Classification plan

November 9, 2026

- Review of Employee Handbook
- Oppenheimer Investments – Dan Waskiewicz

December 14, 2026

- Approve 2027 calendar for board meetings and holiday closures
- Review Board appointments for next fiscal year – appointments begin 7/1
 - Alicia Hart 6/30/2027
 - Sam Struble 6/30/2027 (replaced S. Todd 7/2026 whose term expired on 6/30/2027)

January 11, 2027

- Review of Strategic Plan priorities for budget preparation
- Approving capital improvement projects for FY28
- FY26 Audit presentation/review of report
- 2nd Quarter Budget Amendment
- Confirm board quorum for February/March meetings

February 8, 2027

- Policy Review
 - Facility Use Policy
 - Public Service/Hours of Operation
 - Other policy as determines by need
- Personnel Committee Formation for Director Review/staff compensation/benefit review

March 8, 2027

- Review of MERS Pension Plan Payment

April 12, 2027

- 1st draft of FY28 budget and 2029-2032 budget projections
- 3rd Quarter FY27 Budget Amendment

May 10, 2027

- **Budget Hearing**
 - **Approve FY28 Budget**
 - **Approve FY28 millage rate**
 - **President and Secretary/Treasurer sign L-4029 forms to submit to Saginaw County**
- Summer Reading Program overview
- Review of Insurance Coverage and premiums

June 14, 2027

- Final FY27 Budget Amendment