

WARREN PUBLIC LIBRARY COMMISSION

One City Square, Warren MI 48093

AGENDA – REGULAR MEETING

February 21, 2013

7:00 p.m.

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Minutes – Regular Meeting of December 20, 2012**
- 5. Financial Reports**
 - a. Monthly Line Item Budget Report
 - b. Suburban Library Allocation Account
- 6. Director's Report**
 - a. Statistics/Output Measures**
 - Unique Management report
 - Overdrive statistics
 - Monthly Stats
 - b. Current Projects**
 - State Aid Report completed and filed 1/11/2013
 - WCV self-check upgrades completed
 - Strategic plan/Review of policies
 - Approved Dress Code policy has been distributed and began 2/1/2013
 - Policy/Procedure Manual was addressed at the scheduled Supervisor's Meeting of 2/1/2013 and 2/7/2013
 - 2014 Fiscal year budget was completed and submitted 1/22/13. Met with Mayor and Budget Committee on 2/13/13.
 - NCIP – SLC board approved the installation by 3/1/13.
 - Renovation projection of Busch and Burnette Library

c. Services

- Fax services will begin at each branch. Civic Center received approximately \$4,200.00 last fiscal year for this service.
- Notary service available at both the Civic Center Library and Miller Library. Kathy Faba and Jennie Willard are both Notaries.
- John Robertson has created a link to City website and Q-Alert Service Request site.

d. Staffing Issues

- Vacant LT, Branch Librarian and Branch Librarian Supervisor positions – Lists are currently available and HR will be testing for the Branch Librarian Supervisor position
- LT from Miller Library was transferred to Civic Center for training purposes and an Office Assistant from Civic Center was transferred to Miller Library on 1/22/13.
- Kathleen Faba, Lorena McDowell and John Robertson attended the Detroit Suburban Librarians Roundtable meeting on 1/18/13. A summary report is attached for your review.
- Kristen Czewski accepted the position of Branch Librarian and has begun her training at WCV effective 2/8/2013. She will be on probation until 3/7/2013.
- Kathy Faba will be sent for training for RDA (Resource Description and Access).

e. Marketing/Outreach

- eNewsletter update
- Upcoming Events:
 - Life Planning with Attorney Audra Woods 2/27 at Civic Center
 - How to Represent Yourself in Small Claims Court Workshop 3/6 at Civic Center
 - Get to Know eBooks & OverDrive 3/12 at Civic Center
 - Health Smart & Wallet Wise 3/13 at Civic Center

- History of Warren 3/13 at Miller Library
- African Tales with Miz Rosie 3/18 at Civic Center
- Land of the Rising Sun 3/20 at Civic Center
- SLC will be issuing lawn signs (14.5" X 23") for Summer Reading Club stating **A Library Champion Lives Here!** Cost of \$1.66 each will be provided by the Friends of the Library.
- Gleaners Food for Thought program – we can do this the entire month of April in honor of National Library Week. Possibly waive \$1 fine for each can donated.

f. Discussion items

- Jeans Day – a donation of \$249 was sent to Macomb Literacy Partners on 1/10/13
- Check for \$2550 was submitted to the SLC Allocation account from the sale of computers on 1/10/13. Several computers are still available for purchase.
- Proposal to recycle books through MCLS. They will collect our books through delivery one day per week. ROSEY – **Recycle Or Sell EverYthing**
- Bed bug issues
- Personal items (i.e. clothing, etc.) brought into library
- Enrolled House Bill No. 5459

7. Audience Participation

Members of the audience who would like to address the Library Commission this evening may do so under the Audience portion. You will have 3 (three) minutes to speak.

8. Action Items

- a. **American Library Association membership/conferences**
- b. **Replacement chairs for Civic Center**
- c. **2014 Fiscal year budget**
- d. **Grant Writing Class March 7 & 8 (\$425.00) – Lynn Bieszka will be attending**

9. Friends of the Warren Public Library

10.S.L.C. Report – Frank Pasternak

11. Commissioner's Comments

12.Next Meeting Date – March 21, 2013

13.Adjournment

WARREN PUBLIC LIBRARY COMMISSION

Regular Meeting

December 20, 2012

1. Call to Order:

The regular meeting was called to order at 7:03 PM by Frank Pasternak.

2. Roll Call:

Commissioners Present: Richard Palmer, Annette Coach, Chris Doeblér, Don McIntosh, and Frank Pasternak.

McIntosh moved to excuse Mocerri, supported by Coach; motion carried.

Also Present: Oksana Urban, Interim Library Director

3. Approval of Agenda:

Doeblér moved to approve the agenda, supported by Palmer; motion carried.

4. Approval of Minutes—Regular Meeting of November 15, 2012:

With the correction of Palmer replacing Doeblér as making the motion to approve the minutes of the June 28, 2012 Coach moved to approve the Meeting Minutes of November 15, 2012, supported by Palmer; motion carried.

5. Reports:

a) **Monthly Line Item Budget Report:** The Monthly Line Item Budget Report for the period ending 12/01/2012 was reviewed. Doeblér suggested that additional funding should be included in the budget item for "Education Allowance". Palmer requested that Urban report on increasing the "Education Allowance" in this budget year as well as future years by at least another \$3,000.

Urban indicated that First Choose Procurement would be used for the one time purchase of the 2013 periodicals—a \$17,000 budget line item.

b) **Suburban Library Allocation Account:** As of November 30, 2012 the balance of the Allocation Account was \$40,361.27--unchanged from the October period.

Doeblér moved to receive and file the Monthly Line Item Budget and the Suburban Library Allocation Account, supported by Coach; motion carried.

- Pasternak indicated that the State's proposed elimination of the personal property tax and its related revenue replacement – especially as it effects the libraries – is in a state of flux.

11. Commissioner's Comments:

- All the commissioners supported Urban as the next Library Director.

12. Next Meeting Date—January 17, 2013 at 7:00 PM

13. Adjournment:

- Doeblar moved to adjourn the meeting at 9:04 PM, supported by Coach; motion carried.

Donald J. McIntosh, Secretary

SUMMARY STATEMENT OF BUDGET, EXPENDITURES, AND ENCUMBRANCES

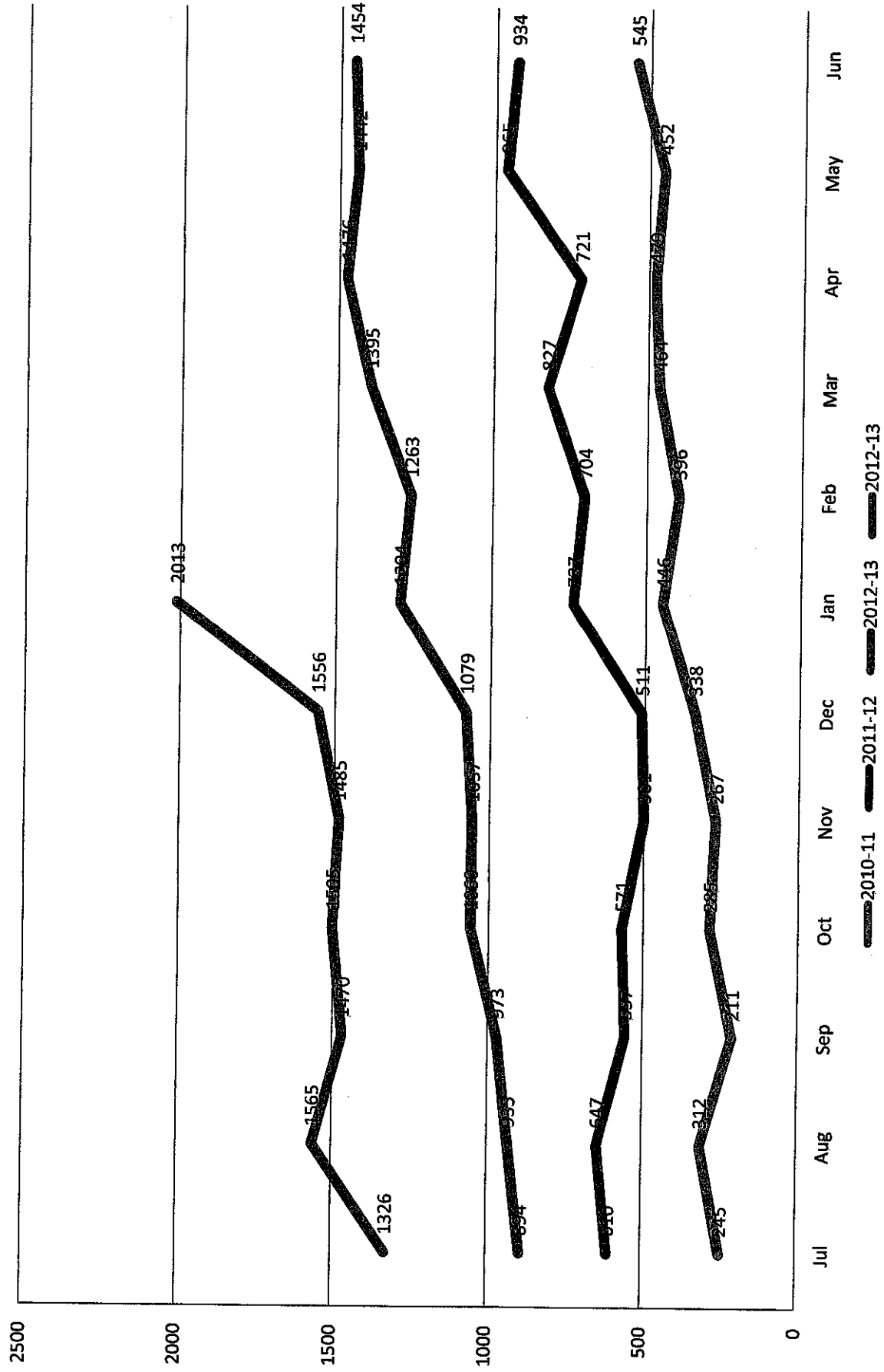
CITY OF WARREN-LIBRARY

PERIOD 07/01/12 - 06/30/13

as of 02/15/2013

		BUDGETED	ADJUSTMENT	CURRENT	YTD	EXPENDITURE	ENCUMBERED	YTD	UNENCUMBERED	YTD	%
				BUDGET							REMAINING
70300	APPOINTED OFFICIAL	91,911.00		91,911.00		43,834.49		48,076.51		52.31%	
70600	PERMANENT EMPLOYEES	1,084,088.00		1,084,088.00		651,562.57		432,525.43		39.90%	
70700	TEMPORARY EMPLOYEES					366.00		(366.00)		0.00%	
70714	PERM. PART-TIME	321,056.00		321,056.00		149,807.98		171,248.02		53.34%	
70900	OVERTIME	23,857.00		23,857.00		12,941.93		10,915.07		45.75%	
71000	SHIFT PREMIUM	11,656.00		11,656.00		4,130.08		7,525.92		64.57%	
71302	EDUCATION ALLOWANCE	9,200.00		9,200.00		10,500.00		(1,300.00)		-14.13%	
71500	SOCIAL SECURITY	121,870.00		121,870.00		67,382.01		54,487.99		44.71%	
71900	EMPLOYEE INS.	232,091.00		232,091.00		139,336.40		92,754.60		39.96%	
71904	RETIREE HEALTH INS.	350,557.00		350,557.00		186,892.85		163,664.14		46.69%	
71905	H.S.A. EXPENSE					2,804.25		(2,804.25)		0.00%	
71906	SUPPL LIFE INSURANCE EXP					490.26		(490.26)		0.00%	
71907	HEALTH INSURANCE CO-PAY					8,390.06		(8,390.06)		0.00%	
72100	LONGEVITY	30,730.00		30,730.00		18,703.46		12,026.54		39.14%	
72200	RETIREMENT	513,529.00		513,529.00		216,367.27		297,161.73		57.87%	
72201	DEFINED CONTRIBUTION EXP					48,952.81		(48,952.81)		0.00%	
72400	COST OF LIVING										
72700	OFFICE SUPPLIES	60,000.00		60,000.00		19,032.07		34,234.23		57.06%	
72701	COPY MACHINE EXP.	14,000.00		14,000.00		4,145.23		8,453.51		60.38%	
72702	CONTRACTUAL SERVICES	158,380.00		158,380.00		35,704.53		97,029.06		61.26%	
80100	COOPERATIVE SERVICES	175,000.00		175,000.00		106,705.59		65,994.50		37.71%	
80130	CO-OP SERVICES-INDIR AID	25,000.00		25,000.00		15,035.59		9,964.41		39.86%	
80200	POSTAGE	2,000.00		2,000.00		450.86		1,336.01		66.80%	
80301	UNEMPLOYMENT COSTS	2,300.00		2,300.00		2,209.95		90.05		3.90%	
82201	VIDEO CASS & TAPES	15,000.00		15,000.00		6,479.88		8,520.12		82.30%	
82202	LIBRARY CIRCULATING MAT	38,500.00		38,500.00		19,482.27		19,017.73		49.40%	
82207	PERIODICALS	17,000.00		17,000.00		16,998.18		1.82		0.01%	
85300	TELEPHONE	10,000.00		10,000.00		5,646.45		4,353.55		43.54%	
86100	MILEAGE	1,000.00		1,000.00		359.84		640.16		64.02%	
86300	AUTO EXPENSE	3,000.00		3,000.00		611.67		2,388.33		79.61%	
86400	CONFERENCES-WRKSHOP	2,000.00		2,000.00		2,145.98		(145.98)		-7.30%	
90200	BOOK BINDING	200.00		200.00				200.00		100.00%	
91000	INSURANCE/BONDS	31,800.00		31,800.00		31,800.00				0.00%	
92000	PUBLIC UTILITIES	215,000.00		215,000.00		109,229.30		105,770.70		49.20%	
93000	REPAIRS & MAINTENANCE	138,000.00		138,000.00		71,073.33		62,190.83		45.07%	
95000	ADMINISTRATIVE COSTS	200,600.00		200,600.00		200,599.92		0.08		0.00%	
95804	LIB COMM. DJES & EXP	500.00		500.00				500.00		100.00%	
96401	REF TAX PD UND PROTEST	30,000.00		30,000.00		44,128.97		(14,128.97)		-47.10%	
96470	BUILDING AUTHORITY BONDS	138,000.00		138,000.00		108,419.42		29,580.58		21.44%	
96850	ACCUMULATED SICK LEAVE	97,000.00		97,000.00				97,000.00		100.00%	
96855	ACCUMULATED COMP TIME	7,000.00		7,000.00				7,000.00		100.00%	
98000	OFFICE EQUIPMENT	57,470.00	59,545.00	117,015.00		65,574.25		50,330.75		43.00%	
98200	BOOKS	285,000.00		285,000.00		169,958.64		115,041.36		40.37%	
98201	EST UNCOL TAXES	5,000.00		5,000.00				5,000.00		100.00%	
99000	TOTAL	4,519,295.00	59,545.00	4,578,840.00		2,598,254.26		1,938,445.40		42.33%	

OverDrive eBook Usage Warren Public Library



DISTRIBUTION LIST

Assessing
Attorney

James M. Biernat
Mary Michaels
Annette Gattari-Ross
Walter B. Connolly
Ronald J. Papandrea
Jennifer Decker
Kristie McFall
Sharon Dacoff

Building
Building Maintenance
Clerk
Communications
Community Development
Controller
Council
37th District Court
Department of Public Works
Economic Development
Engineering
Fire Department
General Retirement
Human Resources
Information Systems
Insurance
Labor Relations
Library
Mayor
Parks and Recreation
Payroll
Personnel
Planning
Police Department
Police & Fire Retirement
Property Maintenance
Public Service
Purchasing
Rental
Sanitation
Stilwell Manor
Treasurer
Waste Water Treatment
Water

Animal Welfare Commission
Beautification Commission
Board of City Canvassers
Board of Review
BOCA Board of Appeals
Brownfield Redevelopment Authority
Building Authority
Civil Service Commission
Civil Service Police & Fire
Construction Board of Appeals
Crime Commission
Cultural Commission
Disabilities Commission
DDA/TIFA
Historical Commission
Housing Commission
Library Commission
Nuisance Abatement Board of Appeals
Parks & Recreation Adv. Commission
Planning Commission
Sidewalk and Tree Board of Review
Senior Healthcare Commission
Warren Village Historic Village
Commission
Zoning Board of Appeals



CITY ATTORNEY'S OFFICE

ONE CITY SQUARE, SUITE 400

WARREN, MI 48093-5285

(586) 574-4671

FAX (586) 574-4530

www.cityofwarren.org

January 31, 2013

TO: Honorable James R. Fouts, Mayor
Scott C. Stevens, Council Secretary
Paul Wojno, City Clerk
Carolyn Kurkowski Moceris, City Treasurer
All Department Heads
All Boards and Commissions

RE: New Special Meeting and Rescheduled Meeting Notice Requirements

Please be advised that the Open Meetings Act (the Act) was recently amended to require that the public be given notice of the date, time, and place of **special meetings and rescheduled regular meetings** at least 18 hours before the meeting at both **the public body's principle office**, and on **the City website**.

In order to provide the public with the best possible opportunity for notice, notices should be posted as follows:

- City Hall (first and second floor bulletin boards, at a minimum); and
- Warren Community Center – for bodies with principle offices or meetings located there; and
- City website

For website posting, please send a copy of the notice to the Communications Department, to Rebecca Friedman, Production Specialist, at rfriedman@cityofwarren.org. Please send a corresponding copy to Media Specialist Lori Irla at lirla@cityofwarren.org who will post the notice in the absence of Ms. Friedman.

To post notices at City Hall, please make arrangements with the Mayor's Office to obtain a key to the bulletin boards. Notices at the Warren Community Center may be posted on the bulletin board in the lobby.

Please note that public bodies with principle offices outside of City Hall are encouraged to also post notices of meetings at City Hall, for the benefit of the public accessibility and to ensure full technical compliance with the Act.

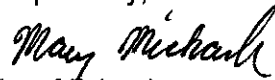
Any commission under the direction of the Mayor that meets outside of City Hall must post the notice at City Hall, without exception. This is in addition to the website and any other places deemed appropriate, such as the location of the meeting.

A copy of the new law Public Act 528 of 2012, along with section 4 of the Act are attached for your reference.

Please note that the Open Meetings Act continues to require the posting of a public notice of the dates, times, and places of regular meetings within 10 days of the first meeting in each calendar or fiscal year. If any commission or board has not yet done this for 2013, please post a list of all scheduled meetings for the upcoming year.

Should you have any questions, please feel free to call me at extension #4585.

Respectfully,



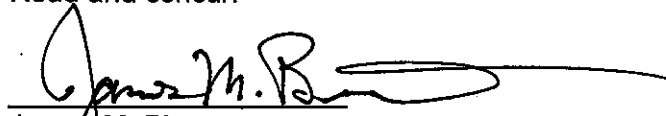
Mary Michaels
Chief Assistant City Attorney

MM/j memo meetings ID 48242

Attachment

cc: Lori Irla, Media Specialist, Communications Department
Rebecca Friedman, Production Specialist, Communications Department

Read and concur:


James M. Biernat
City Attorney

Act No. 528
Public Acts of 2012
Approved by the Governor
December 27, 2012
Filed with the Secretary of State
December 28, 2012
EFFECTIVE DATE: December 28, 2012

**STATE OF MICHIGAN
96TH LEGISLATURE
REGULAR SESSION OF 2012**

Introduced by Rep. Opsommer

ENROLLED HOUSE BILL No. 5459

AN ACT to amend 1976 PA 267, entitled "An act to require certain meetings of certain public bodies to be open to the public; to require notice and the keeping of minutes of meetings; to provide for enforcement; to provide for invalidation of governmental decisions under certain circumstances; to provide penalties; and to repeal certain acts and parts of acts," by amending section 5 (MCL 15.265), as amended by 1984 PA 167.

The People of the State of Michigan enact:

Sec. 5. (1) A meeting of a public body shall not be held unless public notice is given as provided in this section by a person designated by the public body.

(2) For regular meetings of a public body, there shall be posted within 10 days after the first meeting of the public body in each calendar or fiscal year a public notice stating the dates, times, and places of its regular meetings.

(3) If there is a change in the schedule of regular meetings of a public body, there shall be posted within 3 days after the meeting at which the change is made, a public notice stating the new dates, times, and places of its regular meetings.

(4) Except as provided in this subsection or in subsection (6), for a rescheduled regular or a special meeting of a public body, a public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting in a prominent and conspicuous place at both the public body's principal office and, if the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, on a portion of the website that is fully accessible to the public. The public notice on the website shall be included on either the homepage or on a separate webpage dedicated to public notices for nonregularly scheduled public meetings and accessible via a prominent and conspicuous link on the website's homepage that clearly describes its purpose for public notification of those nonregularly scheduled public meetings. The requirement of 18-hour notice does not apply to special meetings of subcommittees of a public body or conference committees of the state legislature. A conference committee shall give a 6-hour notice. A second conference committee shall give a 1-hour notice. Notice of a conference committee meeting shall include written notice to each member of the conference committee and the majority and minority leader of each house indicating time and place of the meeting.

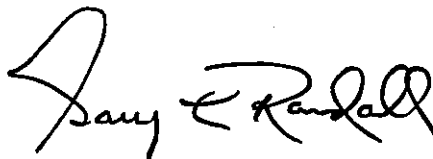
(5) A meeting of a public body that is recessed for more than 36 hours shall be reconvened only after public notice that is equivalent to that required under subsection (4) has been posted. If either house of the state legislature is adjourned or recessed for less than 18 hours, the notice provisions of subsection (4) are not applicable. Nothing in this section bars a public body from meeting in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the public when 2/3 of the members serving on the body decide that delay would be detrimental to efforts to lessen or respond to the threat. However, if a public body holds an emergency public meeting that does not comply with the 18-hour posted notice requirement, it shall make paper copies of the public notice for the emergency meeting available to the public at that meeting. The notice shall include an explanation of the reasons that the public body cannot comply with the 18-hour posted notice requirement. The explanation shall be specific to the

circumstances that necessitated the emergency public meeting, and the use of generalized explanations such as "an imminent threat to the health of the public" or "a danger to public welfare and safety" does not meet the explanation requirements of this subsection. If the public body directly or indirectly maintains an official internet presence that includes monthly or more frequent updates of public meeting agendas or minutes, it shall post the public notice of the emergency meeting and its explanation on its website in the manner described for an internet posting in subsection (4). Within 48 hours after the emergency public meeting, the public body shall send official correspondence to the board of county commissioners of the county in which the public body is principally located, informing the commission that an emergency public meeting with less than 18 hours' public notice has taken place. The correspondence shall also include the public notice of the meeting with explanation and shall be sent by either the United States postal service or electronic mail. Compliance with the notice requirements for emergency meetings in this subsection does not create, and shall not be construed to create, a legal basis or defense for failure to comply with other provisions of this act and does not relieve the public body from the duty to comply with any provision of this act.

(6) A meeting of a public body may only take place in a residential dwelling if a nonresidential building within the boundary of the local governmental unit or school system is not available without cost to the public body. For a meeting of a public body that is held in a residential dwelling, notice of the meeting shall be published as a display advertisement in a newspaper of general circulation in the city or township in which the meeting is to be held. The notice shall be published not less than 2 days before the day on which the meeting is held, and shall state the date, time, and place of the meeting. The notice shall be at the bottom of the display advertisement, set off in a conspicuous manner, and include the following language: "This meeting is open to all members of the public under Michigan's open meetings act".

(7) A durational requirement for posting a public notice of a meeting under this act is the time that the notice is required to be accessible to the public.

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved _____

Governor

M.C.L.A. 15.264

Michigan Compiled Laws Annotated Currentness

Chapter 15. Public Officers and Employees (Refs & Annos)

■ Open Meetings Act (Refs & Annos)

➔**15.264. Public notice; name of public body, posting locations**

Sec. 4. The following provisions shall apply with respect to public notice of meetings:

(a) A public notice shall always contain the name of the public body to which the notice applies, its telephone number if one exists, and its address.

(b) A public notice for a public body shall always be posted at its principal office and any other locations considered appropriate by the public body. Cable television may also be utilized for purposes of posting public notice.

(c) If a public body is a part of a state department, part of the legislative or judicial branch of state government, part of an institution of higher education, or part of a political subdivision or school district, a public notice shall also be posted in the respective principal office of the state department, the institution of higher education, clerk of the house of representatives, secretary of the state senate, clerk of the supreme court, or political subdivision or school district.

(d) If a public body does not have a principal office, the required public notice for a local public body shall be posted in the office of the county clerk in which the public body serves and the required public notice for a state public body shall be posted in the office of the secretary of state.

CREDIT(S)

Amended by P.A.1984, No. 87, § 1, Imd. Eff. April 19, 1984.

HISTORICAL AND STATUTORY NOTES

Source:

P.A.1976, No. 267, § 4, Eff. March 31, 1977.

C.L.1970, § 15.264.

The 1984 amendment, in subd. (b), added the second sentence.

LIBRARY REFERENCES

Administrative Law and Procedure ¶454.

Municipal Corporations ¶89.

Organizational Member Dues

Learn more about our community of library and non-profit members.

\$175 - *Very Small Library*

\$300 - *Small*

\$500 - *Medium*

\$1,300 - *Large*

\$2,000 - *Very Large*

\$150 - *Other* - includes Chapters and Affiliates, International Libraries, and non-profit organizations other than libraries

Size	Public Libraries by Service Population	School Libraries by # of Students in the District	Academic Libraries by Student FTE
Very Small	<10,000	Any single bldg or districts under 300	<1,000
Small	10k-24k	300-499	1k-3k
Medium	25k-99k	500-749	3k-10k
Large	100-499k	750-999	10k-30k
Very Large	>500k	>1,000	>30k

- **State libraries, please contact Member and Customer Service at membership@ala.org to discuss dues.**

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ANNUAL BUZZ

JessicaPark24 #ala2013 I'll be signing FLAT-OUT LOVE at the Amazon booth 2313 this Saturday at the ALA conference in Seattle. Come by!
2 days ago · reply · retweet · favorite

shnmcd Plan ahead: "80 = New 30! #Libraries Delivering Proven, Inspiring & Transformative Arts Programs" at #ala2013 bit.ly/UM200k #alamw13
2 days ago · reply · retweet · favorite

vivalakt Those moments of fate: @TobyKeithMusic, #ala2013 AND @j_real's birthday? Looks like I'm going to Chicago this June.
yesterday · reply · retweet · favorite

alanews Five local libraries honored for offering cutting-edge services #ALA2013 ow.ly/h23WG
yesterday · reply · retweet · favorite

VisitSeattle Heading to Seattle for #ALA2013? Please note change of hours of Star City at the

JOIN THE CONVERSATION

Registration Rates

Get ready now to expand your network, build your knowledge, and improve your profession!

What's Included with your full Annual Registration

Included in the full registration package, you get access to the exhibit hall, discussion groups and meetings, Opening and Closing General Sessions, ALA President's Program, Auditorium Speaker Series, Job Placement Center and much more.

Full registration covers June 28 - July 2 and all sessions except for preconferences and ticketed events. Exhibits Only passes cover access to the exhibit floor only for June 28 - July 1.

Annual registration and housing are now open. Note that you must already be registered for the conference in order to book a hotel room. To book a room, please use the link to your personalized dashboard in your registration confirmation email.

Begin the registration process

Annual Registration Categories	Early Bird by April 12th	Advance by June 21st	Onsite	Daily Fees
Member*	\$230	\$245	\$270	\$150
Division Member*	\$225	\$240	\$270	\$150
Retired Member*	\$195	\$210	\$240	\$100
Student Member**	\$105	\$130	\$140	\$100
Non-member	\$255	\$308	\$390	\$150
Exhibits Only	\$35	\$35	\$35	

* Must show proof of membership

** Must show proof of ALA student membership

Note: The majority of the conference will take place in McCormick Place, but there are also some sessions at various hotels, depending on the unit sponsoring them. Detailed location information for sessions will be available in early April when the Scheduler opens.

Accessibility

If you try accessing the registration system with an assistive technology and experience difficulty, please call CompuSystems at 866-513-0760.

CONNECT WITH US

Conference Group Rate Pricing Discounts for Organizational member staffers who are not individual members of ALA

As an Organizational Member, your institution is entitled to a discount of 15% off the full-priced registration to ALA Annual Conference for groups of 4 or more staffers, friends and trustees who are not already ALA personal members. [LINK](#)





Art Van Furniture

www.artvan.com

Reprint CTR11AB1

Invoice: 11 - 1466535

Date: 1/24/13

RETAIL CENTER

6500 E 14 MILE RD

WARREN MI 48092

(586) 939-2100

Repair & Service Call (800) 662-0038

Sold to	Delivered to	Salesperson
City Of Warren 1 City Sq Ste 100 Warren Mi 48093 5290 Home : (586) 574-4564 Work : () - Cross Streets: 12-13-Van Dyke	City Of Warren 1 City Sq Ste 100 Warren Mi 48093 5290 Home : (586) 574-4564 Work : () -	23821 Rrok

TP	Qty	SKU#	Description	Delivery Date	Price	Extended Price	Reg Price	Saved
LY	21	250024912	Side Chair/Finish Seat:#m9/Back-Leg:#m2		169.99	3569.79	4199.79	630.00
LY	1	600000068	Home Care Kit/Lifetime Finish Warranty	B	69.99	69.99	69.99	
LY	1	200000004	Delivery/Charge		92.00	92.00	92.00	

** 60 Day Lay-a-Way - Inventory is NOT Held - Payments must be made Every 14 Days, Orders without Payment Received may be Cancelled. Please Contact the store for More Information

** TO LEARN MORE ABOUT THE CARE AND PROTECTION FOR YOUR PURCHASE VISIT WWW.ARTVAN.COM/SERVICES

YOU SAVED: 630.00

Deposit Summary			
		Taxable Subtotal:	3731.78
Cash .00		Sales Tax	223.92
Check .00		Non-Tax Subtotal:	.00
GECC .00		Invoice Total:	3955.70
GECC Down Payment .00		Deposit amount:	.00
other Finance .00		Previous Paid:	.00
Credit Cards .00		Invoice Balance:	3955.70
Gift Certificate .00		Amount Financed:	.00
		Outstanding Balance:	3955.70

I have had the opportunity to read Art Van's Terms and Conditions as printed on both sides of this invoice and I agree to them. If payment is made by check, delivery of title to the merchandise is subject to collection of the check. If Payment is made by credit card, the purchase is subject to the terms of the applicable credit agreement.

Buyers Signature

Date

Art Van Furniture (888) 4-ART-VAN

Michigan's Furniture Leader: Mattresses, Living Room, Bedroom, Dining Room

Mon - Fri 10 am - 9 pm EXTENDED HOURS: THU 10 am - 10 pm MON 10 am - 10 pm

Saturday 9am - 9pm

Sunday 11am - 6pm EXTENDED HOURS: SUN 11 am - 9 pm

[Sign In](#) | [Wish List](#) | [Contact Us](#) | [Credit Services](#) |

enter keyword or sku #

[Live Chat from Michigan](#) | [Room Planner](#) | [Recently Viewed Items](#) | [Shopping Cart: 0 Item\(s\) | \\$0.00](#)

[Living Rooms](#)

[Bedrooms](#)

[Dining Rooms](#)

[TV Center](#)

[Home Office](#)

[Recliners](#)

[Mattresses](#)

[Accessories](#)

[Art's Backyard](#)

[Clearance](#)

★ PRESIDENTS DAY SALE ★

[CLICK HERE](#)

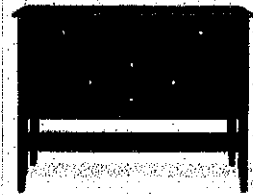
[Home](#) [Saber Side Chair](#)



[Zoom](#) | [Enlarge](#)

Like Tweet Share

Coordinating Items



Saber Server

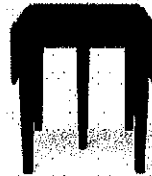


Carson Side Chair

[Other Items in this Collection](#) | [Product Details](#) | [Warranty](#) | [Alternative View](#) | [Find In Store](#)



Saber Collection



Drop Leaf Table 42x48
Compare at \$1,699.99
NOW! \$899.99



Saber Server
Compare at \$2,299.99
NOW! \$1,199.99



Carson Side Chair

Thursday, 14 February 2013



The L.J. Gascho Furniture Company

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Home Retailers

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A B C D E F G H I J K L M N O P Q R S T U V W X Y Z #



Art Van Furniture

*Michigan Furniture Leader: Mattresses,
Living Room, Bedroom, Dining Room*

<http://www.artvan.com>

Show Details »



Classic Oak Designs

Chicago Area Furniture Retailer

<http://www.classicoakdesigns.com>

Show Details »



Darvin Furniture

Chicagoland's largest furniture store.

<http://www.darvin.com>

Show Details »



Good's Furniture

*Good's is America's Furniture
Showplace!*

<http://www.goodsfurniture.com/>

Show Details »



HOM Furniture

*There's No Place Like HOM: Minnesota,
Iowa, North Dakota, South Dakota, and
Wisconsin Furniture Retailer*

<http://www.homfurniture.com>

Show Details »



Levin Furniture

*Furnishing beautiful homes since 1920.
Western Pennsylvania and Northern
Ohio.*

<http://www.levinfurniture.com>

Show Details »



Lucas Home Furnishings

*Kokomo and Logansport, Indiana
Furniture and Mattress Leader*

<http://www.lucashomefurnishings.com>

Show Details »



McGregors

Iowa's Furniture Leader Since 1896

<http://www.mcgregorsfurniture.com>

Show Details »



St. Michel Furniture

THREE LOCATIONS in North Dakota

<http://www.stmichelfurniture.com>

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Steinhafels

Wisconsin Furniture Retailer

<http://www.steinhafels.com>

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Catalog

Chairs, Barstools & Benches

38s Saber Side Chair

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38s Saber Side Chair

Specifications

Color: Autumn #9 & Merlot #23

Wood Species: Maple

Dimensions: 38"H x 19"W x 18"D

Weight: 23 lbs

Cubes: 11.76

Share this product

Related Products



Saber 7242SQT

Solid wood
square drop
leaf table

top.

Show Details »



5819 Saber Server Buffet

3 drawers

and 2 doors. The top drawer
stores 5 Saber table leaves.

Show Details »

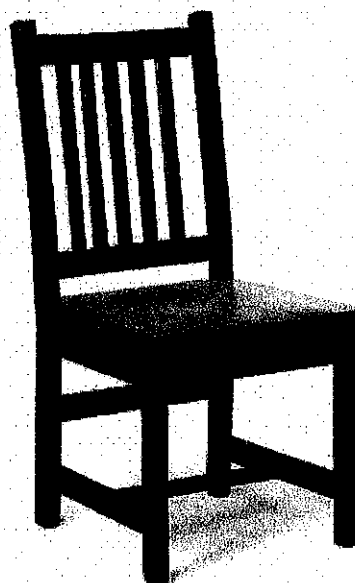


Saber

Collection

Our Saber Collection from Gascho
is an excellent example of solid
maple furniture.

Show Details »



Thursday, 14 February 2013



The L.J. Gascho Furniture Company

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Craftsmanship Techniques

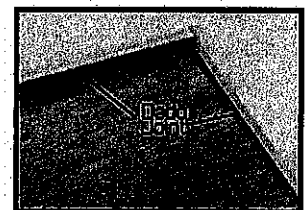
Catalyzed Varnish (Beshta-Var)

- Heat Resistant - up to 212 degrees Fahrenheit
- Water Resistant - Resists water rings left from sweaty glasses
- Resistant to household cleaners including acetone and nail polish remover
- Improved Mar and Scratch Resistance



Dado Joint

- A ridge is created for wood pieces to slide into.
- Gascho drawer bottoms and cabinet doors formed for panels and glass.
- Top molding of Cabinet (42156)



Dual Gear Drive Slides

- Heavy duty gears used on our pedestal tables to open and close the table smoothly and securely
- Constructed of solid oak or maple
- Accommodate multiple leaves



English Dovetail



Craftsmanship Techniques

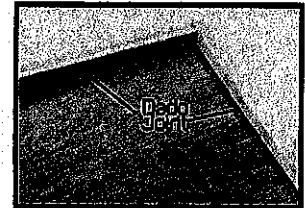
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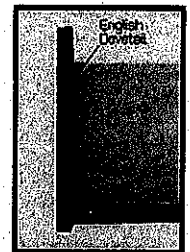
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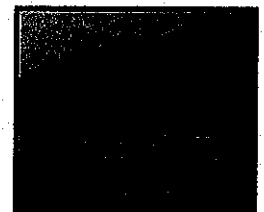
English Dovetail

- Crafted on all Gascho drawers
- First used to piece together chests (first 'case' pieces)
- Most popular for drawer corners
- First joint looked for by antique appraisers



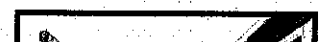
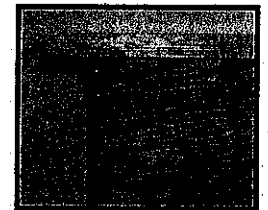
Finished Cabinet Tops

- Unlike the competition, Gascho cabinet tops are finished and sealed with a catalyzed varnish
- This process provides maximum protection and visual appeal



Flush Mounted Cabinet Backs

- Mounted to be flush with the top and the sides of the cabinet
- Cabinet back used is the same species of wood as the rest of the cabinet
- Sprayed with Danish oil stain to match the entire piece



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The L.J. Gascho Furniture Company

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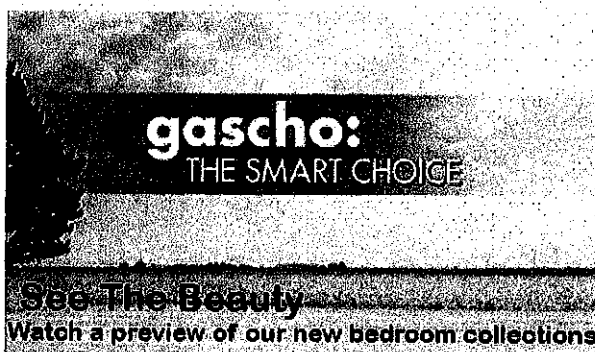
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Bedroom Video



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22 January 2013

Welcome to our Website

Thank you for your interest in "Gascho" products! We are a family owned business and our Gascho Team has been handcrafting quality furniture since 1986. We are committed to serving the needs of American families by producing useful products, built to last.

For years customers have been asking Gascho Furniture to broaden our Product-line to include Bedroom Furniture. You spoke and we listened. We are pleased to announce the arrival of Gascho Furniture's new hardwood Bedroom Collections! We are offering a unique variety of designs sure to fit any décor. If you already own a Gascho Dining Room Collection, you appreciate the value of our "handcrafted" quality.

Choosing a Gascho solid wood, handcrafted product can give you confidence that you are making an investment that can be passed on to future generations.

Thanks for choosing American made!

Lyle Gascho



L.J. Gascho - Owner

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Thursday, 14 February 2013



The L.J. Gascho Furniture Company

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Quality Standards



The L.J. Gascho Furniture Company is made up of 22 Small Amish and Mennonite woodshops located in Pennsylvania, Ohio, Indiana, and Michigan. Everything is hand-made in the United States with solid red oak and solid Maple woods. Table slides are made with solid maple to add durability and some are gear driven to make it easy for one person to open and/or close. All pedestal feet include levelers and are also self-adjustable from inside the pedestal itself. Round/oval table rims (apron or skirts) are made from solid woods and are steam bent. Round chair backs are called "bow-backs" and are made of steam bent solid oak. Lumbar spindles/paddles are made of steam bent solid oak.

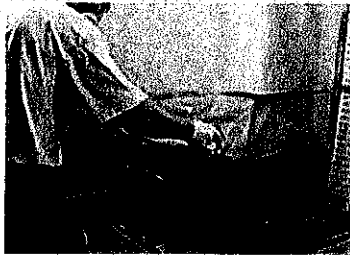
Chair legs are glued and screwed to avoid "rattling" during dry seasons. Hand-rubbed oil stains are used to bring out the natural characteristics of each piece of oak. Oil stains are significant because they penetrate deep into the wood. Beshta-var is a catalyzed varnish resistant to a number of potentially harmful substances including water, alcohol, warm dishes, and nail polish remover. It is also resistant to marring and scratching. Beshta-var is used exclusively on all L.J. Gascho Furniture products. The fact that Beshta-var is a varnish is significant to avoid excess "yellowing" over the years to come – unlike lacquers which yellow quickly on oak. All Gascho drawers are solid oak and English dovetailed, and are neatly finished on the inside. Our large China cabinets are two piece units. Bases may be ordered separately to be used as a server.

Simply click on the images below to enlarge them.



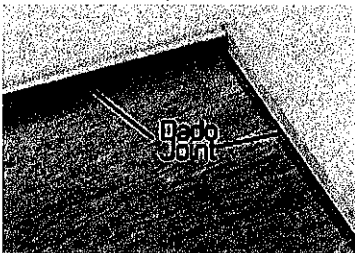
Copyright © 2011 The L.J. Gascho Furniture Company. All Rights Reserved.

Craftsmanship Techniques



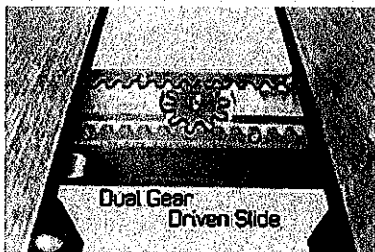
Catalyzed Varnish (Beshta-Var)

- Heat Resistant - up to 212 degrees Fahrenheit
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 - Resistant to household cleaners including acetone and nail polish remover
 - Improved Mar and Scratch Resistance
-



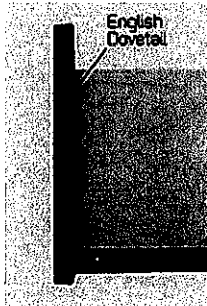
Dado Joint

- A ridge is created for wood pieces to slide into.
 - Gascho drawer bottoms and cabinet doors formed for panels and glass.
 - Top molding of Cabinet (42156)
-



Dual Gear Drive Slides

- Heavy duty gears used on our pedestal tables to open and close the table smoothly and securely
 - Constructed of solid oak or maple
 - Accommodate multiple leaves
-



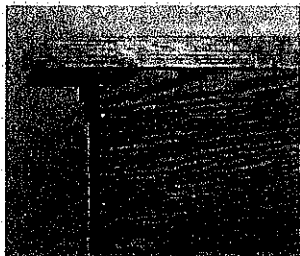
English Dovetail

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-



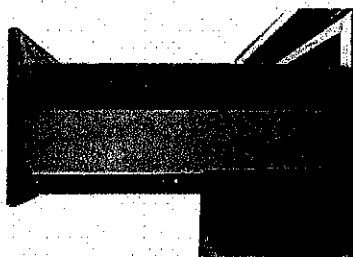
Finished Cabinet Tops

- Unlike the competition, Gascho cabinet tops are finished and sealed with a catalyzed varnish
 - This process provides maximum protection and visual appeal
-



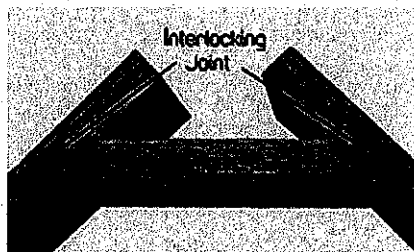
Flush Mounted Cabinet Backs

- Mounted to be flush with the top and the sides of the cabinet
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 - Sprayed with Danish oil stain to match the entire piece
-



Full Extension Drawer Guides

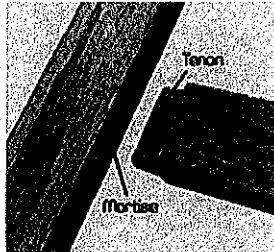
- Dual ball-bearing guides that provide maximum stability and full extension
 - 100 lb. weight capacity
 - Internal cabinet drawer is constructed of solid oak or maple and is finished with a catalyzed varnish
-



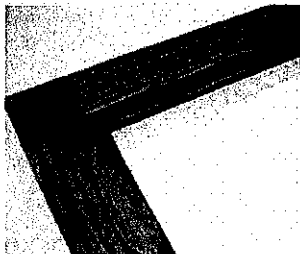
Interlocking Joint

- Corner block under leg tables
- Most common in simple 45° angles

Mortise & Tenon

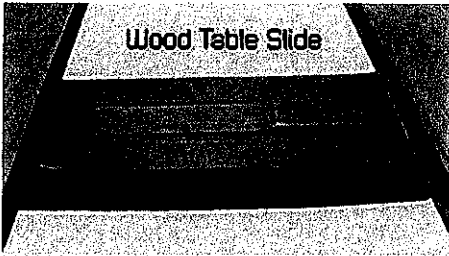


- Oldest technique dating back as far as 2500 B.C. – Ancient Egyptians used this technique to reinforce bed posts/rails.
- Used to reinforce all 90° angles on Gascho cabinets and chairs..
- Compare to a modern-day jigsaw puzzle – when properly constructed, a wood joint is stronger than the wood itself.



Panel and Frame

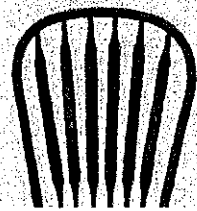
- Little rubber balls placed in frame
- Allows expanding and contracting on cabinet doors



Solid Wood Slides

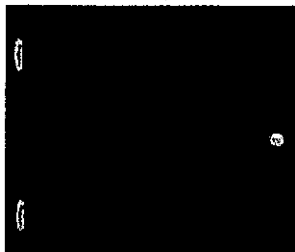
- Used on our leg tables and are constructed of solid maple
 - Extend to impressive dimensions
 - Accommodate leaves and center leg supports
-

Steam Bent Chair Back:



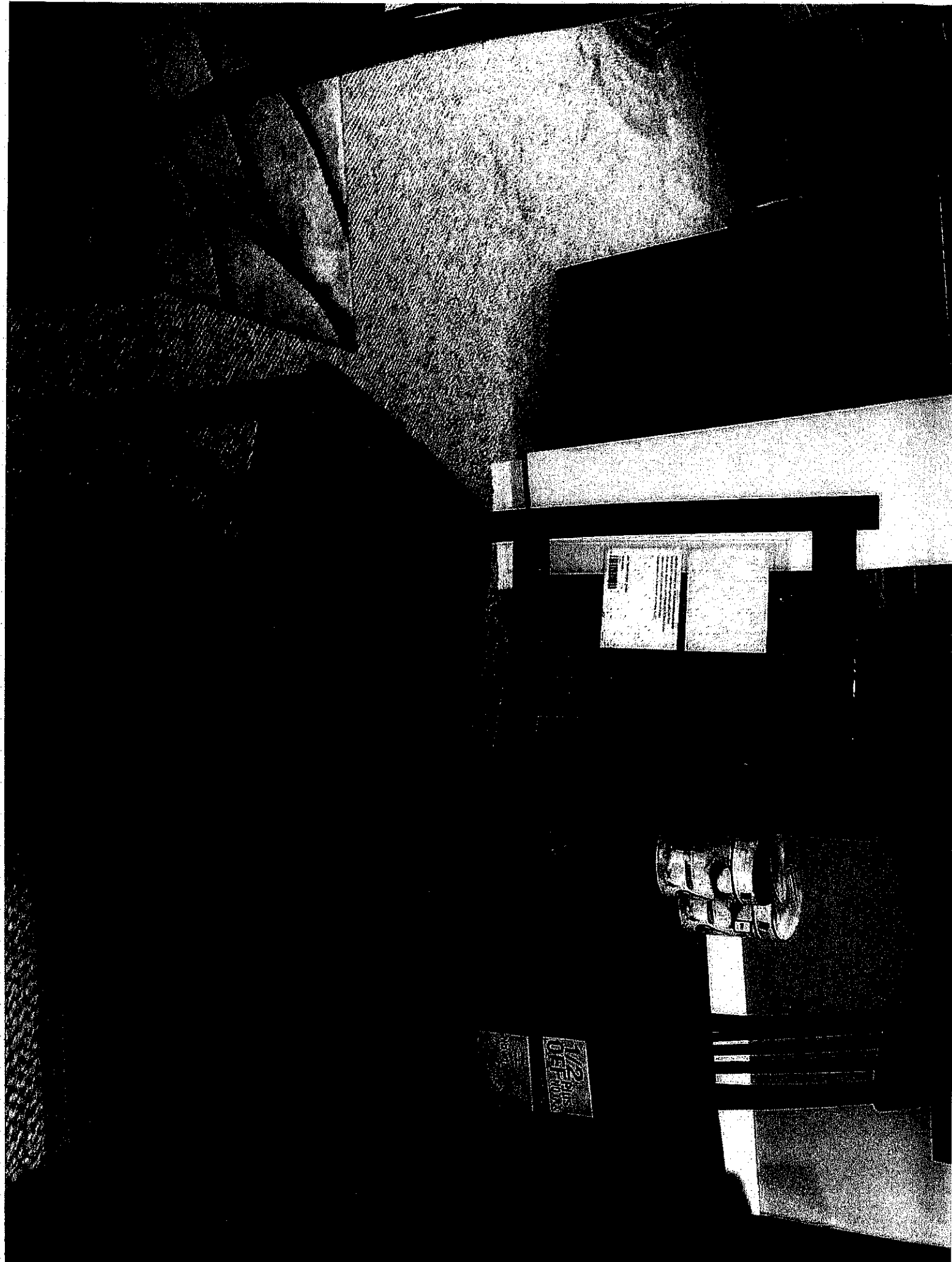
Steam Bending

- Bow backs on Gascho Chairs.
 - Round/oval aprons on tables.
 - Avoids cutting across end-grain where curves/bends are desired where weak points may occur.
-

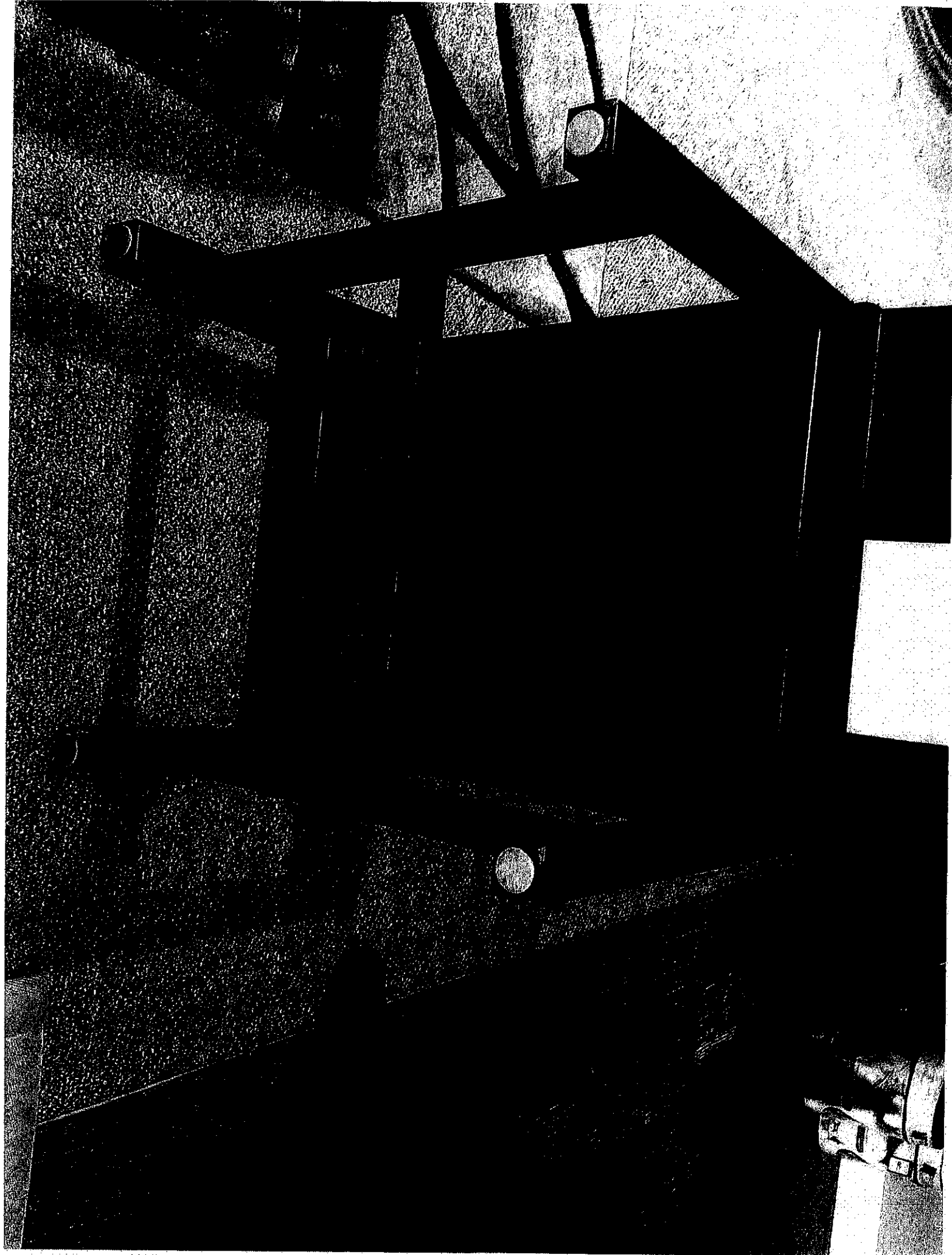


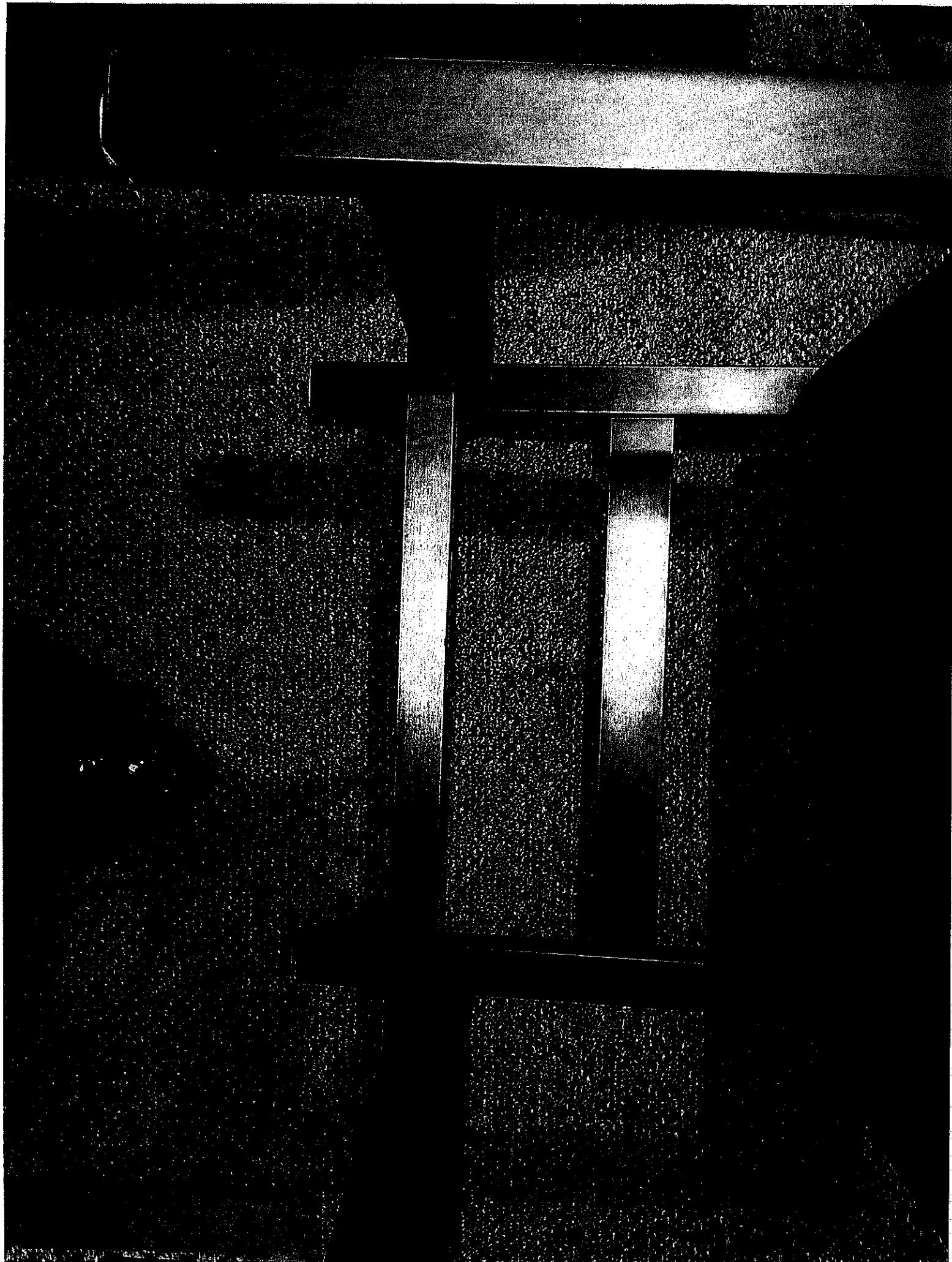
Wood Trimmed Glass Moulding

- Our glass cabinet doors are framed in either oak or maple wood

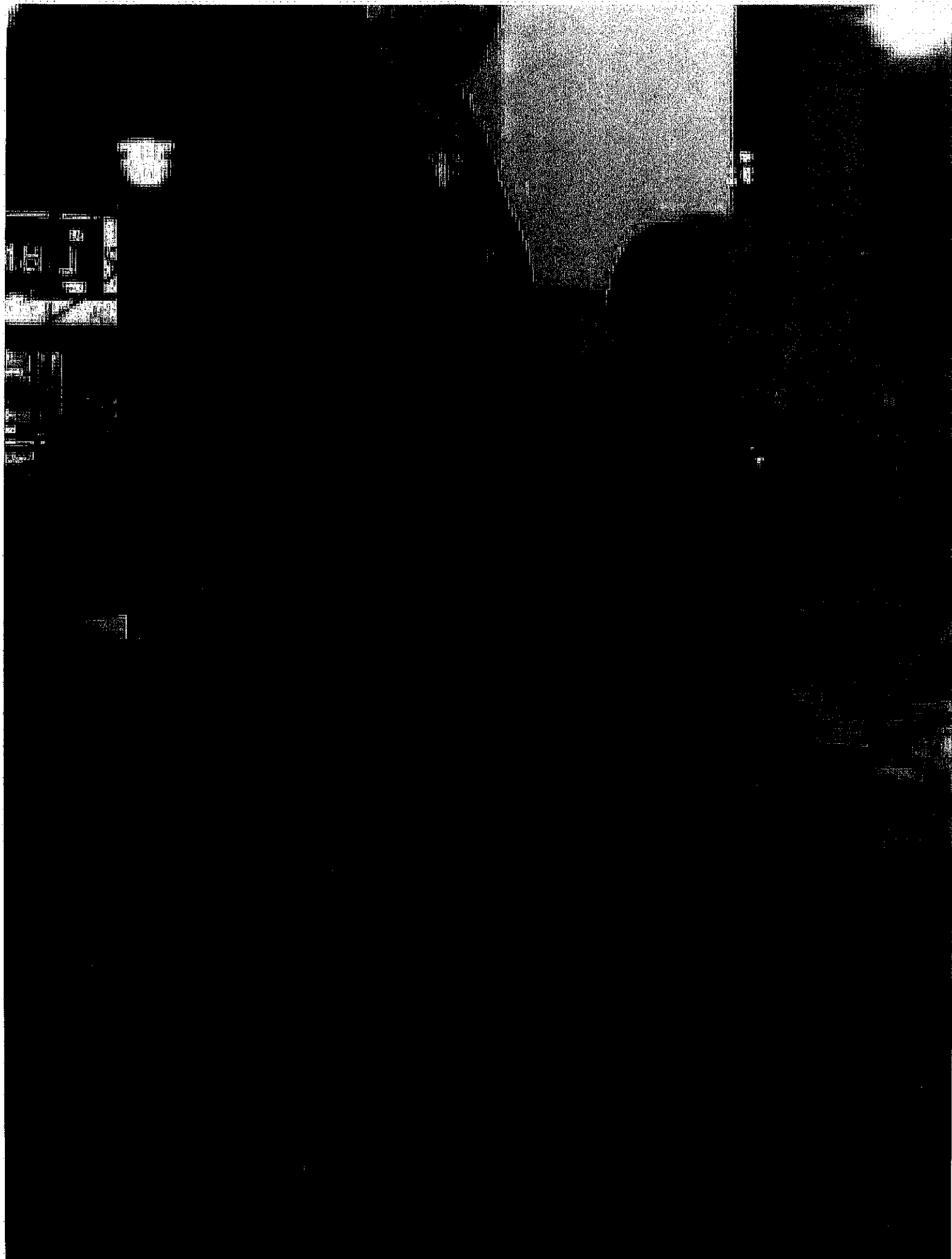












January 22, 2013

TO: Richard Simoni, Budget Director
City of Warren

FROM: Oksana Urban
Director of Libraries

RE: Proposed Budget – Fiscal 2014

Dear Mr. Simoni:

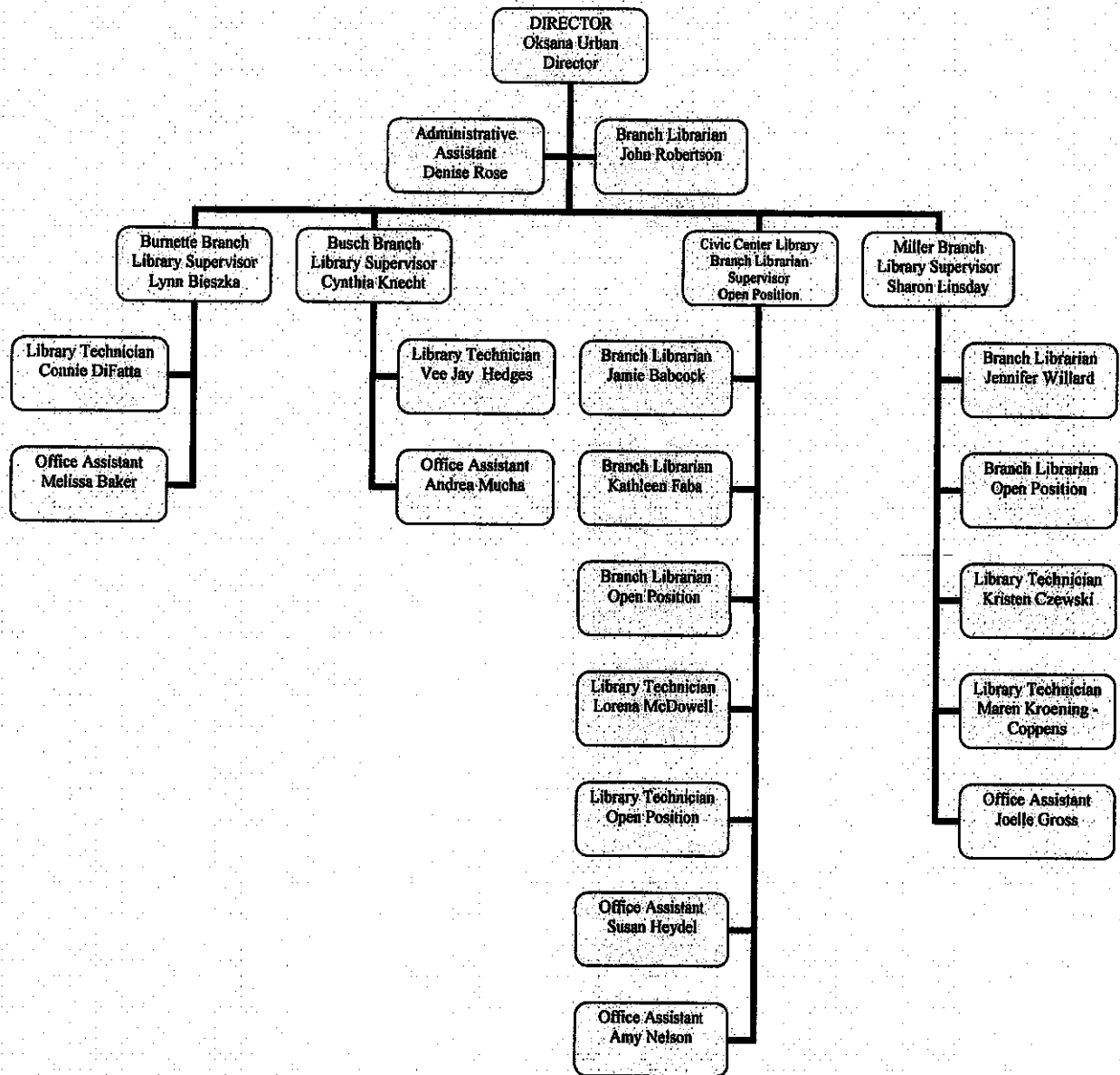
Attached are the Fiscal 2014 Budget Proposals that will be submitted for approval at an upcoming Special Library Commission meeting. A memorandum will be forwarded to you once approved by the Commissioners.

Projected Income for Fiscal 2014:

Renaissance Funds Recapture	\$ 0
Penal Fines	\$ 80,000
Over the Counter Fines	\$ 55,000
Interest on Investments	\$ 1,000
State Aid	\$ 55,000
Copy Machine	\$ 18,000
Lost Books	\$ 18,000
Videocassettes/DVDs	\$ 5,500
Internet Non-resident fees	\$ 5,500

Current Organizational Chart

The attached chart reflects the approved staffing levels from the 2014 fiscal year Budget for all branch libraries.



LIBRARY

The Warren Public Library is a member of the Suburban Library Cooperative and participates in the Michigan eLibrary (MeL). Participation in this collaborative provides Warren residents inter-loan privileges from library collections throughout the state. The Warren Public Library is also a member of the MichiCard Library program which is Michigan's statewide library card that can be used by Warren residents to obtain materials from Michigan libraries while traveling throughout the state.

In June 2012, the Warren Public Library launched a new website, warrenlibrary.net. The new website is fully searchable and features direct access to our public access catalog, as well as links to databases and a variety of social networks. The website features posts that highlight new books, current and upcoming events. It is also "responsive" and will automatically adjust dimensions depending on what type of device (computer, tablet, smartphone) is being used to view it.

The library also upgraded its online public access catalog, switching from eLibrary to Enterprise. Enterprise is the next-generation online public access catalog from SirsiDynix. Enterprise includes several features to help patrons, including the ability to text message title information, like items on Facebook, create lists, as well as easily see library holdings for items throughout the Suburban Library Cooperative.

Warren patrons with a library card can access the virtual library at warrenlibrary.net 24/7 from their home computers or other electronic devices to review their account, renew and request items, download eBooks and audiobooks, conduct database searches on genealogy, auto repair, consumer reports, business information and much more. The combined Warren libraries have a collection of 294,709 books, 17,609 electronic books, auto repair and international language collections, periodicals, DVDs, music CDs, sheet music, books on tape and CD, CD-ROMs and videogame software.

A brief review of 2012 shows that the Warren Public Library provided a combined total of 256 programs for children, teens and adults which were enjoyed by 6,447 patrons. The library launched a successful Interview the Author series which highlighted Michigan authors on TV Warren. Computer classes were attended by 164 senior citizens. Summer Reading Club participation exceeded last year's count by 57%. The reference librarians fielded 47,285 reference transactions and the combined total circulation of materials was 855,235 items.

Fiscal 2014 Part-Time Library Staffing Needs

PAGES

(Pages work the return desk, shelve books, monitor stacks, answer phones, staff computer lab)

	<u>Needed Daily</u>	<u>Hours</u>	<u>Days per week</u>	<u>Weeks</u>	<u>Cost per hr.</u>	<u>Total Cost</u>
Burnette	1	7.5	6	52	10.00	23,400.00
	1	4	1	52	10.00	2,080.00
Busch	1	7.5	6	52	10.00	23,400.00
	1	4	1	52	10.00	2,080.00
Civic Center	4	7.5	6	52	10.00	93,600.00
	2	4	1	36	10.00	2,880.00
Miller	4	7.5	6	52	10.00	93,600.00

TOTAL **241,040.00**

CIRCULATION PAGES

(Pages work the circulation desk, return desk, shelve books, monitor stacks, answer phones, staff computer lab, and process materials)

	<u>Needed Daily</u>	<u>Hours</u>	<u>Days per week</u>	<u>Weeks</u>	<u>Cost per hr.</u>	<u>Total Cost</u>
Burnette	1	4	5	52	10.00	10,400.00
Busch	1	4	5	52	10.00	10,400.00
Civic Center	1	4	5	52	10.00	10,400.00
Miller	1	4	5	52	10.00	10,400.00

TOTAL **41,600.00**

LIBRARY TECHNICIAN SUBS - Saturday Coverage

(Library Technicians process books, work the circulation and reference desks)

Burnette	0	0	0	52	13.00	0.00
Busch	0	0	0	52	13.00	0.00
Civic Center	2	7.5	1	52	13.00	10,140.00
	2	4	1	36	13.00	3,744.00
Miller	2	7.5	1	52	13.00	10,140.00

TOTAL **24,024.00**

LIBRARIAN SUBSTITUTES - Saturday/Sunday Coverage
 (Needed to replace librarians during vacations, illness, jury duty etc.)

Burnette	0	0	0	52	23.00	0.00
Busch	0	0	0	52	23.00	0.00
Civic Center	1	7.5	1	52	23.00	8,970.00
	1	4	1	36	23.00	3,312.00
Miller	1	7.5	1	52	23.00	8,970.00
TOTAL						21,252.00

LIBRARY TECHNICIAN SUBS -Vacation/Floating Holiday/Sick Coverage
 (Library Technicians process books, work the circulation and reference desks)

	<u>Hours</u>	<u>Days per year</u>	<u>Cost per hr.</u>	<u>Total Cost</u>
Burnette	7.5	13	13.00	1,365.00
Busch	7.5	10	13.00	1,050.00
Civic Center	7.5	35	13.00	3,675.00
Miller	7.5	22	13.00	2,310.00
TOTAL				8,400.00

TOTAL NEEDED FOR PART-TIME EMPLOYEES \$336,316.00

Department/Division
LibraryTotal Operating Expense

OPERATING EXPENSE BUDGET
MANNING TABLE ADJUSTMENTS

(B)

(b)

Current Approved

③

Requested

[illegible]

SCHEDULE 1A

NEW PERSONNEL REQUEST

Department/Division
Library

Position Requested:

Administrative Assistant - Library

Responsibilities this individual will be accountable for.
Does anyone currently perform these tasks? Why can't
a current position perform the duties?

This is administrative liaison and staff work relating to a variety of operations involved in assisting and relieving the Library Director of much administrative detail. Assist in the planning, developing, and directing of the library. Will coordinate the collection process of delinquent accounts; process and maintain all purchasing aspects of the library system including MITN; compile monthly statistical reports and prepare State Aid report; prepare financial, budget, and circulation reports; perform special studies and assemble data as a basis for reports to be submitted to the Library Commission, City Council, Mayor, department heads, and others as required.

Validate and justify the need for this new position.

Library Technician has taken on the responsibilities of both the Senior Clerk position and Administrative Assistant position to fulfill these duties.

What position (s) will be eliminated or combined as a result of the new position.

One Library Technician position will be eliminated.

Minimum and desirable qualifications.

Associate degree or certificate in library studies from an accredited college or university. Three years experience in office management or a supervisory position. Two years recent experience in accounts receivable and payable, collections and preparing a multi-branch library budget.

Department/Division

Position Requested:

Circulation Page - Part Time

Responsibilities this individual will be accountable for.
Does anyone currently perform these tasks? Why can't
a current position perform the duties?

Perform all circulation procedures as determined by the Suburban Library
Cooperative and the Warren Public Library Commission; provide basic computer
assistance to patrons; assist in processing all library materials; shelve
materials in proper order; operate cash register; answer phones ; assist the public
in a courteous and professional manner.

Validate and justify the need for this new position.

This position will provide coverage to the Circulation Desk during absences and
break periods. This position will also be a cost savings since the rate of pay is
less than our current Library Technician substitute pay that is currently used for this
purpose.

What position (s) will be eliminated or combined as a
result of the new position.

4 Library Page positions will be combined with this position.

Minimum and desirable qualifications.

Proficient knowledge of the Sirsi-Dynix library automation system; ability to
perform all circulation procedures as determined by the Suburban Library
Cooperative and the Library Commission; prior Library Page experience.

OPERATING EXPENSE BUDGET
OVERTIME EXPENSE

OR (NOT BOTH)

[illegible]

OPERATING EXPENSE BUDGET
SHIFT PREMIUM EXPENSE

Account No.
9271-71000

[illegible]

**OPERATING EXPENSE
BUDGET**

Department/Division	Library
Account Name	Office Supplies
Account No.	9271-72700

[illegible]

Department/Division	Library
Account Name	Copy Machine Expenses
Account No.	9271-72702

[illegible]

SCHEDULE IV

**OPERATING EXPENSE
BUDGET
Other Than Wages/Fringe Benefits**

Department/Division
Account Name
Account No.

Library
Cooperative Services
9271-80117

Last Year Actual
\$159,432

This Year Estimated
\$235,000

Annual fees for Suburban Library Cooperative
(includes maintenance for printers, receipt printers, computers
and scanners)

Requested Next Year
\$150,000

Databases

\$30,000

Electronic materials access fees

\$30,000

\$159,432

\$235,000

Total Request for Account - Line Item

\$210,000

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$235,000
(\$25,000)
-10.64%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Inventory was conducted by the Suburban Library Cooperative
which reflected a decrease in our annual fees.

Increase in electronic materials access fees is warranted since
the usage of digital materials has increased substantially.

Department/Division	Library
Account Name	Coop Services -IA
Account No.	9271-80130

[illegible]

**OPERATING EXPENSE
BUDGET**

Department/Division	Library
Account Name	Postage
Account No.	9271-80200

Itemization

This Year Estimated
\$5,000

Package pick-up and delivery service for all Library branches

Mailing to patrons, businesses, sponsors, etc.

Mailings to homebound patrons

(b)

Requested Next Year

\$1,000

\$500

\$5,000

Total Request for Account - Line Item

\$2,000

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$5,000
(\$3,000
-60.00%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required,

Decrease due to the elimination of mailing overdue notices to patrons.

[illegible]

Department/Division	Library
Account Name	Unemployment Costs
Account No.	9271-80301

[illegible]

OPERATING EXPENSE

Department/Division	Library
Account Name	Video/Tapes/Dvd
Account No	8274 82204

(b)
Requested Next Year

\$9,000

\$15,000
(\$6,000)
-40.00%

[illegible]

SCHEDULE IV

**OPERATING EXPENSE
BUDGET
Other Than Wages Fringe Benefits**

Department/Division Library
Account Name Library Circulating Mat
Account No. 9271-82202

Last Year Actual
\$40,036

This Year Estimated
\$38,500

Music CDs
AudioBooks

(a)
Itemization

(b)

Requested Next Year
\$8,000

\$30,000

\$40,036

\$38,500

Total Request for Account - Line Item

\$38,000

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$38,500
(\$500)
-1.30%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

OPERATING EXPENSE

Department/Division
Account Name

Account No

(g)

Requested N

This Year Estimated
\$17,000

Periodicals for all four branch libraries

Includes magazines, newspapers, Standard & Poors and other

financial reports

Requested Next Year
\$17,000

0 0.5 1 1.5 2 2.5 3 3.5 4 4.5 5 5.5 6 6.5 7 7.5 8 8.5 9 9.5 10

\$17,000

Total Request for Account - Line Item

\$17,000

[illegible]

\$17,000
\$0
0.00%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required,

OPERATING EXPENSE

Department/Division	Library
Account Name	Telephone
Account No.	9271-85300

(b)
<u>Requested Next Year</u>
\$10,000

[illegible]

\$15,000
(\$5,000)
-33.33%

[illegible]

OPERATING EXPENSE

Other Than Wages Fringe Benefits

Department/Division
Account Name
Account No.

Library
Mileage
9271-86100

Last Year Actual
\$1,344

This Year Estimated
\$1,000

It
Mileage for all library personnel

Requested Next Year
\$2,000

\$1,344

\$1,000

Total Request for Account - Line Item

\$2,000

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$1,000
\$1,000
100.00%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Increase due to conference and workshop attendance

Department/Division Library

Account Name
Account No.

Vehicle Maintenance
9271-86300

Itemization

Gasoline and miscellaneous mechanical repairs for the delivery truck

Requested Next Year

This Year Estimated
\$4,000

Requested Next Year
\$1,500

[illegible]

Total Request for Account - Line Item

\$1,500

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$4,000
(\$2,500)
-62.50%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Vehicle is aging.

Vehicle is aging.

SCHEDULE IV

OPERATING EXPENSE

BUDGET

Other Than Wages Fringe Benefits

Department/Division Library
Account Name Conference-Workshop
Account No. 9271-86400

Last Year Actual \$0

This Year Estimated \$2,000

(a)
Itemization
Organizational memberships for American Library Association
and Michigan Library Association
Training and workshop attendance for all employees at these
conferences.

(b)
Requested Next Year
\$6,000

\$0

\$2,000

Total Request for Account - Line Item

\$6,000

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$2,000
\$4,000
200.00%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Library Commission requested that personnel attend annual
conferences. Increase is due to annual membership fees
and conference fees.

OPERATING EXPENSE

Department/Division	Library
Account Name	Book Binding
Account No.	9271-90200

[illegible]

OPERATING EXPENSE

Other Than Wages Fringe Benefits

Department/Division	Library
Account Name	Insurance/Bonds
Account No.	9271-91000

(b)

Itemization

Insurance/bonds

(g)

Requested Next Year
\$33,100

Last Year Actual

\$30,600

This Year Estimated

\$30,600

\$30,600

\$30,600

Total Request for Account - Line Item

\$33,100

Current Amended Budget Appropriation for Account - Line Item

Net Increase/(Decrease)

Percent of Increase/(Decrease)

\$30,600

\$2,500

8.17%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

This amount is calculated by the Budget Director.

This amount is calculated by the Budget Director.

■
■
■

Department/Div
Account Name
Account No

Library
Public Utilities
8271-82000

(b)
Requested Next Year

(b)
Requested Next Year

\$215,000
\$0
0.00%

\$215,000
\$0
0.00%

[illegible]

SCHEDULE IV

OPERATING EXPENSE

BUDGET

Other Than Wages Fringe Benefits

Department/Division
Account Name
Account No.

Library
Building Maintenance
9271-93000

Last Year Actual

\$36,388

This Year Estimated

\$206,000

(a)
Itemization

General repairs and maintenance (furnace, air conditioning, plumbing, electrical, etc.)

Window replacement

Replace/relocate remote ballasts at Civic Center Library

Janitorial supplies (paper towels, toilet paper, etc)

Specialty lamps for branches

Conversion kit and alarm for Children's Garden gate door

Repair Sunflower Lift Station in children's area at Civic Center

(b)

Requested Next Year

\$10,000

\$3,000

\$20,000

\$4,000

\$5,000

\$600

\$800

\$36,388

\$206,000

Total Request for Account - Line Item

\$43,400

Current Amended Budget Appropriation for Account - Line Item

Net Increase/(Decrease)

Percent of Increase/(Decrease)

\$206,000

(\$162,600)

-78.93%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Decrease due to money allocated for the demolition of 5951 Beebe and replacement of concrete wall at Burnette Branch last fiscal year.

Remote ballasts were installed directly over stationery shelving units at the Civic Center Library. Ballasts need to be replaced and relocated into an area for easy accessibility.

OPERATING EXPENSE

Department/Division	Library
Account Name	Administrative Costs
Account No.	9271-9500

(b)
Requested Next Year
\$206,600

\$206,600

\$153,000
\$53,600
35.03%

This amount is calculated by the Budget Director.

This amount is calculated by the Budget Director.

OPERATING EXPENSE

Department/Division	Library
Account Name	Lib Comm Dues & Exp
Account No.	9271-95804

(b)

Requested Next Year

\$0

for Trustees.

[illegible][illegible][illegible]

1000

1000

1. The first part of the document is a title page. It contains the title "The History of the County of York" and the author's name "John Smith".

0.75 0.80 0.85 0.90 0.95 1.00

[illegible]

1. The first part of the paper discusses the importance of the research and the objectives of the study. It highlights the need for a comprehensive understanding of the research topic and the role of the research in advancing knowledge in the field.

1000

1000

1000

[illegible][illegible][illegible][illegible][illegible]

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
0	0	1	4	9	16	25	36	49	64	81	100	121	144	169	196	225	256	289	324	361	400	441	484	529	576	625	676	729	784	841	900	961	1024	1089	1156	1225	1296	1369	1444	1521	1600	1681	1764	1849	1936	2025	2116	2209	2304	2401	2500	2601	2704	2809	2916	3025	3136	3249	3364	3481	3600	3721	3844	3969	4096	4225	4356	4489	4624	4761	4900	5041	5184	5329	5476	5625	5776	5929	6084	6241	6400	6561	6724	6889	7056	7225	7396	7569	7744	7921	8100	8281	8464	8649	8836	9025	9216	9409	9604	9801	10000

Figure 1. The effect of the number of iterations on the accuracy of the proposed algorithm. The figure shows the accuracy of the proposed algorithm for different numbers of iterations (10, 20, 30, 40, 50, 60, 70, 80, 90, 100) across different values of α (0.1, 0.2, 0.3, 0.4, 0.5, 0.6, 0.7, 0.8, 0.9, 1.0). The accuracy generally increases with the number of iterations and is higher for larger values of α .

Total Request for Account - Line Item

Total Request for Account - Line Item

\$0

\$500

(\$500)

-100.00%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Commissioners have not attended any conferences in the past few years.

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	
0	0	1	4	9	16	25	36	49	64	81	100	121	144	169	196	225	256	289	324	361	400	441	484	529	576	625	676	729	784	841	900	961	1024	1089	1156	1225	1296	1369	1444	1521	1600	1681	1764	1849	1936	2025	2116	2209	2304	2401	2500	2601	2704	2809	2916	3025	3136	3249	3364	3481	3600	3721	3844	3969	4096	4225	4356	4489	4624	4761	4900	5041	5184	5329	5476	5625	5776	5929	6084	6241	6400	6561	6724	6889	7056	7225	7396	7569	7744	7921	8100	8281	8464	8649	8836	9025	9216	9409	9604	9801	10000

[illegible][illegible][illegible]

Table 1

Variable	Mean	SD	Range
Age	67.8	9.0	45-85
Gender			
Male	50.0		
Female	50.0		
Marital status			
Married	50.0		
Single	50.0		
Divorced	50.0		
Widowed	50.0		
Educational level			
High school or less	50.0		
College	50.0		
Postgraduate	50.0		
Income			
Less than \$10,000	50.0		
\$10,000-\$20,000	50.0		
More than \$20,000	50.0		
Health status			
Excellent	50.0		
Good	50.0		
Fair	50.0		
Poor	50.0		
Depression			
No	50.0		
Yes	50.0		
Alcohol consumption			
None	50.0		
Occasional	50.0		
Regular	50.0		
Tobacco consumption			
None	50.0		
Occasional	50.0		
Regular	50.0		

Department/Division Library

Account Name	Ref Tax PD und Prot
Account No.	9271-96401

(b)	
<u>Requested Next Year</u>	
\$50,000	

[illegible]

\$30,000
\$20,000
66.67%

This amount is calculated by the Budget Director.

Department/Division	Library
Account Name	Building Auth. Bonds
Account No	

(अ)

(b)	
<u>Requested Next Year</u>	\$134,000

\$134.000

\$138,000
(\$4,000)
-2.90%

Library portion of the Community Center Building Authority bonds.

Library portion of the Community Center Building Authority bonds.

OPERATING EXPENSE

Department/Division	Library	Account Name	Accumulated Sick

Department/Division	Library	Accumulated Sick
Account Name		
Account No	9271-96850	

(b)

Requested Next Year
\$5,000

Next Year

\$5,000

\$97,000
(92,000)
-94.85%

This amount is calculated by the Budget Director.

This amount is calculated by the Budget Director.

OPERATING EXPENSE

Department/Division	Library
Account Name	<u>Accumulated Comp</u>
Account No	0271 06955

9211-90033	(b)	Requested Next Year
		\$4,000

[illegible]

\$7,000
(\$6,000)
-85.71%

This amount is calculated by the Budget Director

This amount is calculated by the Budget Director.

SCHEDULE IV

OPERATING EXPENSE

BUDGET

Other Than Wages Fringe Benefits

(a)

Department/Division
Account Name
Account No.

Library

Office Equipment

9271-98000

(b)

Requested Next Year

\$5,000

\$7,000

\$11,000

\$2,500

\$2,000

\$600

\$2,500

\$1,000

\$500

\$3,000

Last Year Actual

\$97,892

This Year Estimated

\$203,111

Itemization

Security Camera for Children's Garden at Civic Center Library

Additional Security Cameras for Burnette Library

Computers (10 @ \$1,100 ea)

3M workstation pads for RFID tagging (1)

Duplicating machine at Administrative Office

LCD projector

Shelving for Burnette Branch

Computer Lab Workstations for Miller Library (2)

Color Copier for Burnette Branch

Commercial grade umbrellas and bases for Children's Garden (4)

\$97,892

\$203,111

Total Request for Account - Line Item

\$35,100

Current Amended Budget Appropriation for Account - Line Item

Net Increase/(Decrease)

Percent of Increase/(Decrease)

\$203,111

(\$168,011)

-82.72%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

SCHEDULE IV

OPERATING EXPENSE

BUDGET

Other Than Wages Fringe Benefits

(a)

Itemization

Books including Large Print Collection and Language Collection

Department/Division
Library
Account Name
Books
Account No. 9271-98200

(b)

Requested Next Year
\$181,470

Last Year Actual
\$297,731

This Year Estimated
\$300,000

Children's books

\$100,000

\$297,731

\$300,000

Total Request for Account - Line Item

\$281,470

Current Amended Budget Appropriation for Account - Line Item
Net Increase/(Decrease)
Percent of Increase/(Decrease)

\$300,000
(\$18,530)
-6.18%

Explanation for Increase/(Decrease) - (Attach Supplemental Pages as Required)

Providing information is the main purpose of a library. Books are essential to that purpose.

Library

Account Name

Account No.

9271-99000

(b)

Requested Next Year
\$5,000

\$5,000

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523</
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| Age Group | Percentage of Respondents |
|-----------|---------------------------|
| 18-29 | 65 |
| 30-39 | 75 |
| 40-49 | 85 |
| 50-59 | 90 |
| 60-69 | 95 |
| 70-79 | 98 |
| 80+ | 99 |

100

| Age Group | Percentage |
|-----------|------------|
| 18-29 | 65 |
| 30-39 | 75 |
| 40-49 | 85 |
| 50-59 | 90 |
| 60+ | 95 |

\$5,000

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|---------|
| \$5,000 |
| \$0 |
| 0.00% |

0.00%

30%

This amount is calculated by the Budget Director.

OPERATING EXPENSE BUDGET

Summary of Capital Items

| (a) | (b) | (c) | (d) | (e) | (f) | (g) | (h) |
|--|----------------------------|---------------|----------------------------|-----------|--------|---------|--------------|
| Item & Description
Including quantity | Net Asset Replacement Item | Original Cost | Approximate Trade-in Value | Net Cost | Age | Mileage | Condition |
| Computers (10 @ \$1,100) | R | \$ 11,000 | \$ 750 | \$ 10,250 | 4 yrs | | Fair to poor |
| Duplicating Machine | R | \$ 2,000 | | \$ 2,000 | 16 yrs | | Poor |
| Civic Center Library - Children's garden Security Camera for Children's Garden | N | \$ 5,000 | | \$ 5,000 | | | |
| Additional security cameras for Burnette | N | \$ 7,000 | | \$ 7,000 | | | |
| 3M Workstation pads for RFID tagging (1) | N | \$ 2,500 | | \$ 2,500 | | | |
| Color Copier - Burnette | N | \$ 500 | | \$ 500 | | | |
| LCD Projector | N | \$ 600 | | \$ 600 | | | |
| Shelving for Burnette Branch | N | \$ 2,500 | | \$ 2,500 | | | |
| Umbrellas and bases | N | \$ 3,000 | | \$ 3,000 | | | |
| Computer Lab Workstations (3) for Miller | N | \$ 1,000 | \$ - | \$ 1,000 | | | |
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| Total Cost | | \$ 35,100 | | | | | |

Department/Division
Library[illegible]

*** Note: On all replacement requests furnish a picture.**

SCHEDULE VIA

BUDGET REQUEST - EQUIPMENT

Department/Division
Library

- A-1. Item Requested
2. Cost (Include all charges including freight)
3. Location (Specific location required for)
4. Use

5. Has item been requested previously?
6. New or Replacement?(If replacement complete Section B)
7. Number of items on hand

- B-1. Inventory Number of item being replaced (if available)
 2. Year Purchased
 3. Original Cost
 4. Trade-in or estimate of present value
 5. Cost of repair or rehabilitation
- Work required

- ## 6. Recommended disposition of old equipment

[illegible]

Department/Division
Library

To provide the best selection of recent publications of books, periodicals, talking books, electronic books, music CDs, DVDs, and other materials.

To provide residents with the best reference service that the Library can offer through hard copy, online databases, eBooks, and the Internet.

To provide quality educational and recreational programs for children and adults to enhance quality of life.

[illegible]

FIVE YEAR OPERATING EXPENSE BUDGET

Personnel Requested

Personnel Requested

[illegible]



Checks payable and mail to

Grant Writing USA

PO Box 50249 - Henderson, NV 89016

TEL 800.814.8191 - Federal Tax ID 88-0376316

Print our signed W9 at <http://grantwritingusa.com/W9.html>

If mailing a check please reference invoice number below or include a copy of this invoice.

Invoice

Invoice Number 1173830-52324241

Registration ID: 52324241

Registration Date: 2/13/2013

Invoice Date: 2/13/2013

Issued By: Grant Writing USA

Event: Detroit, MI | Grant Writing USA Class

Date/Time: Thursday, March 07, 2013 9:00 AM - Friday, March 08, 2013 4:00 PM (Eastern Time)

Registrants

| Name | Registration ID | Agency/Organization |
|---------------------|-----------------|-----------------------|
| <u>Lynn Bieszka</u> | 52324241 | Warren Public Library |

Billing Information

Lynn Bieszka

Warren Public Library

22005 Van Dyke

Warren, MI 48089

United States

586-758-2115

lbieszka@cityofwarren.org

Fees

| Fee | Quantity | Unit Price | Amount |
|-----------------------|----------|------------|----------|
| Fee | | | |
| Workshop tuition each | 1 | \$425.00 | \$425.00 |
| Subtotal: | | | \$425.00 |
| Total: | | | \$425.00 |

Transactions

| Transaction Type | Date | Amount | Balance |
|--------------------|-----------|----------|----------|
| Transaction Amount | 2/13/2013 | \$425.00 | \$425.00 |
| Current Balance: | | | \$425.00 |

Payment Method

Payment Method: Check

Payment Instructions

Payment by check or card is required by the workshop date unless other arrangements are made in advance. Checks payable and mail to Grant Writing USA, PO Box 50249, Henderson, NV 89016. Phone 1-800-814-8191.

Refund Information

Withdrawals are allowed up to one week prior to the workshop. Tuition refunds - less a \$30 admin charge - are made by check and mailed within 5 working days of receiving your cancellation. If you cancel within one week of the workshop or if you're registered for a workshop and fail to show up, you are obliged to submit your tuition in full and are then prepaid for and welcome to attend any future workshop we offer within one year of the workshop you cancelled.