

**CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING**

5:30 PM, WEDNESDAY, JULY 22, 2026
LOCAL HISTORY CENTER
2175 UNIVERSITY PARK DRIVE, OKEMOS, MI 48864
517-367-6300

Mission Statement:

Empowering our diverse communities to learn, imagine and connect.

AGENDA

CALL TO ORDER

ROLL CALL

COMMUNICATIONS

APPROVAL OF AGENDA (action)

PUBLIC COMMENTS ON AGENDA ITEMS

CONSENT AGENDA (action)

- a. [Approval of Minutes July 7, 2026](#) (enc – action)
- b. [Disbursements for June 2026](#) (enc – action)

CHAIRPERSON'S COMMENTS

PRESENTATION

- a. Raising Reader Backpacks – Thais Rousseau

NEW BUSINESS

General

- a. Aurelius Agreement Subcommittee Report
- b. TLN Board Discussion
- c. Legislative Update
- d. Community Contacts

Finance

- a. [June 2026 Financial Report](#) (enc – action)
- b. [Quarterly Budget Amendments](#) (enc – action)
- c. [Slice of Literacy Grant Application](#) (enc – action)

DIRECTOR'S REPORT

POLICIES – No Changes, for review only (enc)

- a. [GOV 211 Non-District Municipality](#)
- b. [GOV 251 Aurelius Township Agreement](#)
- c. [GOV 252 Ingham Township Agreement](#)
- d. [GOV 253 Leroy Township Agreement](#)

- e. [GOV 254 City of Mason Agreement](#)
- f. [GOV 255 Foster – City of Lansing Agreement](#)
- g. [GOV 256 South Lansing – City of Lansing Agreement](#)
- h. [GOV 257 City of Williamston Agreement](#)
- i. [GOV 258 Meridian Charter Township Agreement](#)
- j. [GOV 259 Delhi Charter Township](#)
- k. [GOV 260 City of Leslie Agreement](#)
- l. [GOV 261 Stockbridge Township](#)

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

ADJOURNMENT

CAPITAL AREA DISTRICT LIBRARIES
SPECIAL BOARD MEETING
JULY 7, 2026

Members Present: Brian Baer, Debora Bloomquist, Sandy Drake, Quinn O'Donnell, Mark Stewart, Ashley Smith, Julie Vandenboom

Members Absent:

Staff Present: Katelyn Whiteman, Jenny Marr, Sheryl Knox, Miriam Mattison, Victoria Meadows, Michael Moore, Thais Rousseau, Jennifer DeGroat, Jeff Antaya

Others Present: Lindsay Dangl

CALL TO ORDER

The Chairperson called the meeting to order at 5:00p.m.

ROLL CALL

Baer – Present
Bloomquist – Present
Drake – Present
O'Donnell – Present
Smith – Present
Stewart – Present (arrived at 5:15)
Vandenboom – Present

COMMUNICATIONS

Letter from the Aurelius Township Board of Trustees and Aurelius Township Proposal for the Library Agreement between Aurelius Township and Capital Area District Libraries.

TLN Cooperative holding election for a vacant board member representative for Class 6 libraries. Executive Director Marr informed the Board of the nomination process and they can apply if interested. Due July 17th - if any individuals have interest they can send the form in and then it can be added to the July 22nd Board meeting to discuss who CADL's vote will go to.

Two notices from Friends of the Library groups of book sales they are having in the near future.

APPROVAL OF AGENDA

Ashley Smith made a motion to approve the agenda. Sandy Drake seconded the motion. The motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments.

CONSENT AGENDA

Ashley Smith made a motion to approve the consent agenda. Julie Vandenboom seconded the motion. The motion carried.

- a. Approval of Minutes June 17, 2026
This item was approved by consent.
- b. Closed Session Minutes from Board Meeting June 17, 2026
This item was approved by consent.

CHAIRPERSON'S COMMENTS

Quinn O'Donnell thanked everyone for coming today. everyone for coming today.

NEW BUSINESS

General

- a. Committee Recommendations Regarding Proposed Changes to the Aurelius Township Agreement

Debora Bloomquist presented Committee Recommendations Regarding Proposed Changes to the Aurelius Township Agreement.

Debora Bloomquist provided a timeline and recap of the work this Committee did over the past few months. She thanked Committee members for their work, Mark Stewart and Sandy Drake, as well as staff including Miriam Mattison and Michael Moore, for their diligent work on this matter and the detailed information they were able to provide. The Committee recommendations are included in pages 13-17 of the Board Packet. A brief discussion was held in which Board members asked clarifying questions, and Ashley Smith requested that usage of the Aurelius Township breakroom for Aurelius Library staff members be included in the addendum.

Ashley Smith made a motion to approve the Committee Recommendations as stated in the documents attached in pages 13-17 with the addition of the line item on CADL employee usage of the breakroom. Debora Bloomquist seconded the motion. The motion carried.

- b. Communication to Aurelius Township

Quinn O'Donnell presented a proposed Communication to Aurelius Township.

A brief discussion was held regarding this subject. With slight grammar changes and an addition of CADL letterhead.

Julie Vandenboom made a motion to approve the Communication to Aurelius. Sandy Drake seconded the motion. The motion carried.

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Brian Baer thanked the Committee for their work. Ashley Smith thanked CADL staff as well.

Debora Bloomquist thanked staff and thanked Victoria Meadows for the media she has been doing for Summer Reading, which she saw on TV.

Debora Bloomquist also read a portion of the Communication to Aurelius Township as follows, "CADL remains committed to serving the residents of your Township. As you are aware, regardless of whether a branch library remains located within the Township, your residents will

continue to be part of the library district and their millage dollars will continue to support library services. CADL hopes we can continue to work together to best serve your residents”.

Quinn O'Donnell thanked staff and Board members for their work and stated she is thankful she gets to work with them.

ADJOURNMENT

Brian Baer made a motion to adjourn the meeting. Ashley Smith seconded the motion. The motion carried. The meeting adjourned at 5:22p.m.

CHECK REGISTER FOR CAPITAL AREA DISTRICT LIBRARIES
CHECK DATE 06/01/2026 - 06/30/2026

Check Date	Check	Vendor Name	Description	Amount
Bank MAIN MAIN CASH				
Check Type: EFT Transfer MAIN				
06/04/2026	5019(E)	CONSUMERS ENERGY	2175 130 4/10-5/10/26	111.21
06/04/2026	5020(E)	CONSUMERS ENERGY	2175 140 4/10-5/10/26	94.87
06/04/2026	5021(E)	CONSUMERS ENERGY	2175 150 4/10-5/10/26	153.33
06/04/2026	5022(E)	CONSUMERS ENERGY	2175 160 4/10-5/10/26	34.53
06/04/2026	5023(E)	CONSUMERS ENERGY	2175 170 4/10-5/10/26	118.12
06/04/2026	5024(E)	CONSUMERS ENERGY	2175 180 4/10-5/10/26	48.38
06/04/2026	5025(E)	CONSUMERS ENERGY	2175 120 4/14-5/12/26	121.97
06/04/2026	5026(E)	CONSUMERS ENERGY	201 4/14-5/13/26	323.93
06/04/2026	5027(E)	CONSUMERS ENERGY	4321 4 4/15-5/13/26	271.03
06/04/2026	5028(E)	CONSUMERS ENERGY	4321 1 4/15-5/14/26	207.71
06/04/2026	5029(E)	CONSUMERS ENERGY	4321 2 4/15-5/13/26	585.23
06/04/2026	5030(E)	CONSUMERS ENERGY	4321 3 4/14-5/13/26	233.64
06/04/2026	5031(E)	EMPOWER RETIREMENT	5/2026 RETIRMENT CONTRIBUTIONS	1,789.70
06/04/2026	5032(E)	EMPOWER RETIREMENT	5/2026 RETIRMENT CONTRIBUTIONS	17,061.93
06/04/2026	5033(E)	EMPOWER RETIREMENT	5/2026 RETIRMENT CONTRIBUTIONS	1,837.57
06/04/2026	5034(E)	ACRISURE CYBER SERVICES, L	6.2026 TEAMS VOICE SUPPORT	399.00
06/04/2026	5035(E)	ACRISURE/44 NORTH	6/2026 METLIFE	1,900.26
06/04/2026	5036(E)	BOLING JANITORIAL SERVICE I	5/2026 JANITORIAL SVC	14,990.11
06/04/2026	5037(E)	DELTA DENTAL PLAN OF MICH	6.2026 DENTAL PREMIUM	231.04
06/04/2026	5038-50(E)	INGRAM LIBRARY SERVICES	BOOKS	10,702.30
06/04/2026	5051(E)	JOLEE HAMLIN	MILEAGE 1/12-5/28/26	678.38
06/04/2026	5052(E)	KANOPY INC	5.2026 PLAY CREDITS	2,808.40
06/04/2026	5053(E)	LAGARDA SECURITY	SECURITY SVCS W/E 5/31/26	3,280.37
06/04/2026	5054(E)	MERS	5/2026 RETIRMENT CONTRIBUTIONS	96,249.21
06/04/2026	5055(E)	MICHIGAN FLEET FUELING SOL	VEHICLE FUEL 5/15-5/31/26	999.55
06/04/2026	5056(E)	MIDWEST COMMUNICATIONS	5.2026 PEOPLE BASED DIGITAL CAMPAIGN	3,750.00
06/04/2026	5057(E)	MIDWEST TAPE	DVD,MUSIC, 5.2026 DIGITAL CONTENT	50,902.25
06/04/2026	5058(E)	MISSION SQUARE	5/2026 RETIREMENT CONTRIBUTIONS	3,346.48
06/04/2026	5059(E)	PHARMACY DATA MANAGEMEN	PRESCRIPTION CLAIMS 5/16-5/31/26	3,777.10
06/04/2026	5060(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	2,391.03
06/04/2026	5061(E)	TASC	BENEFITS FUNDING	1,272.86
06/10/2026	5062(E)	ACRISURE CYBER SERVICES, L	6.2026 TEAMS PHONE	1,221.00
06/10/2026	5063(E)	ACRISURE/44 NORTH	MEDICAL CLAIMS	1,389.73
06/10/2026	5064-65(E)	AMAZON	*See Next Page	1,420.12
06/10/2026	5066(E)	AUTHORS UNBOUND AGENCY	DEPOSIT M FINKEL AUTHOR	3,650.00
06/10/2026	5067(E)	BOYNTON FIRE SAFETY SERV	FI FIRE EXTINGUISHER INSPECTION	60.00
06/10/2026	5068(E)	CHARTER TOWNSHIP OF MERI	2175 3/30-4/30/26	87.16
06/10/2026	5069(E)	IMPACT SOLUTIONS	SQUISHY DINOSAURS FOR SRC 2026	7,473.08
06/10/2026	507080(E)	INGRAM LIBRARY SERVICES	BOOKS,LSTA BACKPACKS	11,375.04
06/10/2026	5081(E)	LAGARDA SECURITY	SECURITY SVCS W/E 6/7/26	3,984.66
06/10/2026	5082(E)	LIBRARY IDEAS LLC	AUDIOBOOKS	1,100.80
06/10/2026	5083(E)	MELISSA COLE	MILEAGE 3/10-6/1/26	49.81
06/10/2026	5084(E)	MELISSA CRAIN	D&W - SUPPLIES FOR LAST DAY EVENT	21.96
06/10/2026	5085(E)	MIDWEST TAPE	DVD,AUDIOBOOKS,MUSIC	3,392.45
06/10/2026	5086(E)	SAVAGE, ANITA	MILEAGE 5/18-5/29/26	30.02
06/10/2026	5087(E)	SOPHIE STEINER	MILEAGE 3/14-6/3/26	149.13
06/10/2026	5088(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,600.43
06/10/2026	5089(E)	T-MOBILE	HOTSPOTS 4/21-5/20/26	2,466.97
06/10/2026	5090(E)	TASC	BENEFITS FUNDING	1,934.83
06/10/2026	5091(E)	UNIQUE	5.2026 CHAT SVC, PLACEMENTS	1,312.00
06/10/2026	5092(E)	BOARD OF WATER & LIGHT	401 4/5-5/11/26	11,259.21
06/10/2026	5093(E)	BOARD OF WATER & LIGHT	427 1FL 4/7-5/9/26	78.38
06/10/2026	5094(E)	BOARD OF WATER & LIGHT	123 4/7-5/8-26	11,144.42
06/10/2026	5095(E)	BOARD OF WATER & LIGHT	3500 1/2 4/6-5/7/26	178.04
06/10/2026	5096(E)	BOARD OF WATER & LIGHT	3500 108 4/6-5/8/26	1,132.44
06/10/2026	5097(E)	CONSUMERS ENERGY	1379 4/17-5/17/26	155.48

06/10/2026	5098(E)	CONSUMERS ENERGY	427 4/15-5/14/26	21.00
06/10/2026	5099(E)	CONSUMERS ENERGY	401 4/15-5/14/26	23.74
06/10/2026	5100(E)	CONSUMERS ENERGY	145 4/14-5/17/26	765.05
06/10/2026	5101(E)	CONSUMERS ENERGY	126 4/20-5/18/26	353.13
06/10/2026	5102(E)	CONSUMERS ENERGY	3500 107b 4/16-5/15/26	44.78
06/10/2026	5103(E)	CONSUMERS ENERGY	3500 109b 4/16-5/15/26	52.10
06/10/2026	5104(E)	CONSUMERS ENERGY	3500 109a 4/16-5/15/26	85.03
06/10/2026	5105(E)	CONSUMERS ENERGY	2175 100 4/22-5/20/26	53.02
06/10/2026	5106(E)	CONSUMERS ENERGY	2175 HSE 4/22-5/20/26	101.54
06/10/2026	5107-09(E)	AMAZON	*See Next Page	2,698.55
06/10/2026	5110(E)	DTE ENERGY	117 4/7-5/6/26	213.08
06/18/2026	5111(E)	ACRISURE/44 NORTH	MEDICAL CLAIMS, INT'L PHARM,	25,270.95
06/18/2026	5112(E)	ANDERSON, LINDSAY	MILEAGE 5/8-5/22/26	29.29
06/18/2026	5113(E)	BLACKSTONE PUBLISHING INC	AUDIOBOOKS	267.17
06/18/2026	5114(E)	BOYNTON FIRE SAFETY SERV	FIRE EXT, EMERGENCY LIGHT INSPECTIO	130.00
06/18/2026	5115(E)	BRAD LANCASTER	READING IS MAGIC	450.00
06/18/2026	5116(E)	CENGAGE LEARNING INC/GALE	BOOKS	976.10
06/18/2026	5117(E)	CONSUMERS ENERGY	115 4/22-5/20/26	52.10
06/18/2026	5118-35(E)	INGRAM LIBRARY SERVICES	LSTA BACKPACKS, BOOKS	12,508.82
06/18/2026	5136(E)	JENNIFER DEGROAT	SUPPLIES REIMBURSEMENTS	77.62
06/18/2026	5137(E)	JULIE CHRISINSKE	MILEAGE 2/5-4/23/26, PROGRAM EXP REMII	199.17
06/18/2026	5138(E)	LAGARDA SECURITY	SECURITY SVCS W/E 6/14/26	3,927.56
06/18/2026	5139(E)	LAUREN CLARKE	MILEAGE 6/2/26, 6/10/26	68.74
06/18/2026	5140(E)	LIBRARY IDEAS LLC	AUDIOBOOKS	2,346.38
06/18/2026	5141(E)	MELISSA CRAIN	MILEAGE 5/14/26, BOTB PROGRAM FOOD	63.16
06/18/2026	5142(E)	MICHAEL MOORE	MILEAGE 5/11-6/11/26	492.28
06/18/2026	5143(E)	MICHIGAN FLEET FUELING SOL	VEHICLE FUEL 6/1-6/15/26	1,130.69
06/18/2026	5144(E)	MIDWEST TAPE	MUSIC,DVD,AUDIOBOOKS	5,312.46
06/18/2026	5145(E)	OVERDRIVE INC	CONTENT PURCHASE	30,000.00
06/18/2026	5146(E)	PHARMACY DATA MANAGEMEN	6/1-6/15/26 PRESCRIPTION CLAIMS	7,681.10
06/18/2026	5147(E)	ROBERT CHARTRAND	PROGRAM SUPPLIES	320.60
06/18/2026	5148(E)	SAVAGE, ANITA	MILEAGE 4/10-5/15/26	49.23
06/18/2026	5149(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	784.60
06/18/2026	5150(E)	TASC	BENEFITS FUNDING	1,456.35
06/18/2026	5151(E)	TECH LOGIC CORPORATION	EXPRESS CHECK PRO-RATED SINGLE LIC	233.33
06/18/2026	5152(E)	VISION SERVICE PLAN	6/2026 VISION PREMIUM	910.72
06/18/2026	5153(E)	BS&A SOFTWARE, INC.	5/2026 CC FEES	261.56
06/19/2026	5154-57(E)	RAMP BUSINESS CORPORATIO	WATER DELIVERY LE	17,929.44
06/25/2026	5158(E)	ABRAHAM WASHINGTON LLC	7/2026 PARKING	4,520.00
06/25/2026	5159(E)	ACRISURE/44 NORTH	7/2026 METLIFE, MEDICAL CLAIMS	3,326.59
06/25/2026	5160-63(E)	AMAZON	*See Next Page	7,667.54
06/25/2026	5164(E)	ANDREWS HOOPER PAVLIK PL	2025 AUDIT SVCS	6,450.00
06/25/2026	5165(E)	AT&T	4 PHONE BOOKS 6/2026	24.00
06/25/2026	5166(E)	BLUE CROSS BLUE SHIELD OF	7.2026 HEALTH INS PREMIUM	51,138.16
06/25/2026	5167(E)	DELTA DENTAL PLAN OF MICH	5/2026 DENTAL CLAIMS	4,016.20
06/25/2026	5168(E)	FRESH TRACKS INC	2026 SPRING CARPET FO, OK, HA, SL, STK	4,398.00
06/25/2026	5169(E)	GRANGER CONTAINER SERVIC	6/2026 TRASH SVC	726.83
06/25/2026	5170-83(E)	INGRAM LIBRARY SERVICES	BOOKS	10,211.32
06/25/2026	5184(E)	IVERSON, NINA	FEAST FRIDAY PROGRAM SUPPLIES	34.61
06/25/2026	5185(E)	LAGARDA SECURITY	SECURITY SVCS W/E 6/21/26	3,413.61
06/25/2026	5186(E)	MCBRIDE, BRIDIE	PROGRAM SUPPLIES	217.68
06/25/2026	5187(E)	MIDWEST TAPE	DVD, MUSIC, AUDIOBOOKS	2,144.73
06/25/2026	5188(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,023.86
06/25/2026	5189(E)	TASC	BENEFITS FUNDING	1,796.88
06/25/2026	5190(E)	WRITEWISE, INC	6/2026 GAP COVERAGE PREMIUM	846.88
Total EFT Transfer:				506,635.98

Check Type: Paper Check MAIN

06/18/2026	57639	A & L LOCKSMITH, LLC	LE NEW DOOR EXTRA KEYS	15.00
06/18/2026	57640	ABSOLUTELY BAFFLING MAGIC	BAFFLING BILL AT SL 7-8-26	475.00
06/18/2026	57641	ALMA COLLEGE LIBRARY	MYTH IN INDO-EUROPEAN ANTIQUITY	50.00
06/18/2026	57642	ALPINE CROSSING FAMILY FA	ALPINE CROSSING AT WM - SUMMER 2026	270.00
06/18/2026	57643	CASS DISTRICT LIBRARY	LOST BOOK	31.95

06/18/2026	57644	CAZ PRODUCTIONS, LLC	CAMERON ZVARA - SUMMER 2026	1,785.00
06/18/2026	57645	CENTRAL BUSINESS SYSTEMS	PRINT COLLECTIONS/COPIES HA, SL	891.42
06/18/2026	57646	CENTRAL SECURITY ALARM INC	MONITORING 7/26-9/26	389.55
06/18/2026	57647	CHARLOTTE COMMUNITY LIBR	WEST WITH GIRAFFES	19.95
06/18/2026	57648	CHARLOTTE KRAJNIAK	MILEAGE 5/4-5/27/26	121.80
06/18/2026	57649	COLEEN NEMETH	COLEEN NEMETH - SUMMER 2026	1,005.00
06/18/2026	57650	COURTNEY TANG	MILEAGE 4/6-5/27/26	25.30
06/18/2026	57651	CRAZY CRAIG JUGGLING LLC	PROGRAM AT LE/WM	1,000.00
06/18/2026	57652	EILX	5.2026 ROTATOR ADS	264.00
06/18/2026	57653	GRAND RAPIDS PUBLIC LIBRA	31307023019864 POKER BRAT	24.95
06/18/2026	57654	GRAND VALLEY STATE UNIVER	32260010396846 JOHN MUIR'S BOOK OF AN	17.00
06/18/2026	57655	HERRICK DISTRICT LIBRARY	LOST BOOKS	29.98
06/18/2026	57656	HILLSDALE COMMUNITY LIBRA	LOST BOOKS	45.96
06/18/2026	57657	HISTORICAL SOCIETY OF MICH	DUES 8/1/26-7/31/27	100.00
06/18/2026	57658	HOME DEPOT CREDIT SERVICE	GRASS PLANTS, GLUE, BOARD, SEALANT,	175.54
06/18/2026	57659	KALAMAZOO VALLEY COMMUN	32972001404492 BREAKING THE HABIT	50.00
06/18/2026	57660	KATHRYN SHAW	MILEAGE 3/26-5/28/26	45.97
06/18/2026	57661	KIWANIS CLUB OF HASLETT-OF	MEMBERSHIP 10/25-9/26	175.00
06/18/2026	57662	MARK BUZZITTA	MILEAGE 5/3-5/30/26	63.51
06/18/2026	57663	MARTHA "CORKY" DUBOIS	LLAMAS AT THE LIBRARY DL/SL - SUMMER	300.00
06/18/2026	57664	MICHIGAN LIBRARY ASSOCIATI	MEMBERSHIP 7/1/26-6/30/27	9,415.81
06/18/2026	57665	MIDWEST COLLABORATIVE FO	7/1/26-6/30/26 RIDES RENEWAL	52,455.11 V
06/18/2026	57666	MURPHY & SPAGNUOLO PC	5.2026 LEGAL SVCS	2,625.00
06/18/2026	57667	NADIA GREELY	BUGS ON WHEELS AT HA 6-16-26	425.00
06/18/2026	57668	RICOH USA INC	5.2026 B/W & COLOR COPIES	988.30
06/18/2026	57669	RONALD T. LOYD	BUBBLEMAN RON AT HO 7-15-26	370.00
06/18/2026	57670	SAI KRISHNAMURTHI	MILEAGE 5/1-5/28/26	17.40
06/18/2026	57671	SHUYLER CLARK	MILEAGE/PARKING 4/13-6/6/26	160.60
06/18/2026	57672	SNYDER, CRISSA L.	BUNCHES OF FLOWERS - MEIJER	78.87
06/18/2026	57673	SUSAN BISSONNETTE	PROGRAM FOOD SUPPLIES	106.35
06/18/2026	57674	TYLER STEPHENSON	DELUXE PETTING ZOO AT FO - 7-9-26	440.00
06/18/2026	57675	UAW LOCAL 2256	5/2026 UNION DUES	3,444.03
06/18/2026	57676	WILX	5.2026 WILX MORNING NEWS ROTATOR	1,524.00
06/18/2026	57677	WLAJ	5.2026 ADVERTISING	115.00
06/18/2026	57678	WLNS	5.2026 ADS	1,420.00
06/18/2026	57679	WOOD, KEVIN J.	ABE LINCOLN AT CADL - JULY 8, 2026	1,050.00
06/18/2026	57680	MIDWEST COLLABORATIVE FO	7/1/26-6/30/26 RIDES RENEWAL	52,375.11
Total Paper Check:				134,382.46
MAIN TOTALS:				
Total of 153 Checks:				641,018.44
Less 1 Void Checks:				52,455.11
Total of 152 Disbursements:				588,563.33

CHECK REGISTER FOR CAPITAL AREA DISTRICT LIBRARIES
CHECK DATE 06/01/2026 - 06/30/2026

Check Date	Check	Vendor Name	Description	Amount
Bank MAIN MAIN CASH				
Check Type: EFT Transfer MAIN				
06/10/2026	5064-65(E)	AMAZON	Anker Zolo USB C Charger Block, 2-Pack 4-Port	24.98
			OuMuaMua Dinosaur Toys, Plastic Mini Dinosaur	20.57
			PecMuikkee Acrylic Sign Holder 11x17 Vertical?	28.41
			Eletoo 100PCS 18 inch Black Zip Ties Heavy Duty	7.96
			PecMuikkee Acrylic Sign Holder 17 x 11 Inch, White	67.52
			WZKALY Paper Towel Holder Under Cabinet, Stainless	23.74
			WATINC Random 30 Pcs DIY Squeeze Toys Colorful	19.94
			JIALEEY 100PCS Gold Plated Enamel Charms	23.48
			Blyhix 2026 New Dinosaur Skeleton Costume, Size 12	139.91
			Ekkogo Acoustic Panels 12-Pack Soundproof Wall	137.81
			Caydo Screen Printing Frame with Screen Print	81.63
			Bttyu Bubble Machine Remote Control 98ft Range	81.84
			MAHDPRO Desk Grommet 2 Inch (50 mm) Pack of 10	6.99
			ANNKE 5MP Lite 16 Channel Security Video Recorder	256.49
			Amazon Basics Tank Style Highlighters, Chisel Tip	5.60
			Phenol Free Thermal Paper 3 1/8" x 230' ft (Also	213.15
			Sonia and the Super-Duper Disaster	114.68
			1996: A Biography _ Reliving the Legend-Pack of 3	29.72
			Copkim 12 Pcs Clicker Counter, Clickers, Counters	71.34
			Amazon Basics Tank Style Highlighters, Chisel Tip	5.60
			Forvencer Desk Calendar 2026-2027, 21 Month	7.99
			Big Dot of Happiness Roar Dinosaur - T-Rex, T-Rex	23.92
			IMMERROT 8 Pack Kids Art Frames 8.5x11 Inch	85.49
			100pcs Jurassic Dinosaur Stickers for Kids Water	87.52
			Wmbzxh 31.5in Dinosaur Skeleton Plush Costume	(36.99)
			Wmbzxh 47.2in Dinosaur Skeleton Plush Costume	(37.99)
			Wmbzxh 31.5in Dinosaur Skeleton Plush Costume	(34.19)
			Wmbzxh 31.5in Dinosaur Skeleton Plush Costume	(36.99)
				1,420.12
06/10/2026	5107-09(E)	AMAZON	Amazon Basics 9" Uncoated White Paper Plate	3.73
			DANCING BEAR Fossil Sorting Mix 3 lbs, Sort & Name	127.46
			Freshnaps Restaurant & Institutional Table Cloth	91.11
			Ana de las Tejas Verdes: Novela Grfica (Spanish)	18.99
			Lewtemi 24 Pcs Dinosaur Rubber Ducks Bulk Pack	266.05
			Comfy Package [200 Pack] Kraft Paper Straws, 10	51.40
			PartyWoo Red and Blue Crepe Paper Streamer	21.24
			Ticonderoga Wedge Erasers, Pink, 3 Count	18.99
			SanDisk 128GB Extreme microSD UHS I Card 100MB	75.98
			Augshy 14 PCS Egg Shakers Percussion Music	22.37
			Sunco 6 Pack 2x2 LED Flat Panel Lights for Driveway	157.49
			REDress: Art, Action, and the Power of Presence	213.25
			JenPen White Bonnet Women Colonial Hat Mold	103.30
			American Standard 3351.101.020 Aftwall Millenium	173.18
			Monster's New Undies	367.42
			Niubee 11x14 inch Wall Mount Acrylic Sign Holder	144.38
			PerkHomy 36" x 2,400" (200') Brown Kraft Paper	27.99
			A Fortune of Sand: A Novel	16.50
			WAR	121.55
			Caydo 200 Pieces Brown Pipe Cleaners Craft Clay	7.19
			Boao 8 Pcs 10 Inch Long Bar Spoon Cocktail Spoon	7.91
			Garfield Livin' the Sweet Life: His 72nd Book	195.47
			SUNNYCLUE 1 Box 300+Pcs DIY 10 Sets Solar	29.08
			4000 Pcs+ Letter Stickers, 52 Sheets Alphabet	74.19
			Comix Dry Erase Markers, Chisel Tip Whiteboard	20.99

		5 X 2 Energizer A23 21/23 23A MN21 GP23 12	13.67
		Panasonic CR2032 3.0 Volt Long Lasting Lithiu	75.95
		120 Sheets 20"X14" Purple Tissue Paper for Gi	83.31
		GMKbuy 2 in x 10 Yd White Gaffers Tape - Hea	101.02
		The Siren's Song: Anthology 1: Volumes 1-4	37.94
		GUSTO 12 oz. Clear Plastic Cups With Flat Lid	14.86
		upsimples 11x14 Diploma Frame Certificate De	13.29
		PH PandaHall 140Pcs 14 Colors Wood Beads,	13.39
		Space Heroes: Amazing Astronauts (DK Reade	(4.99)
		Sarah Morton's Day: A Day in the Life of a Pilgri	(7.10)
			2,698.55
06/19/2026	5154-57(E)	RAMP BUSINESS WATER DELIVERY LE	15.25
		WATER DELIVERY FO	8.25
		6.2026 RENTAL, WATER DELIV. DA	23.25
		WATER COOLER REPAIR DTL	55.00
		6/2026 WATER COOLER RENTAL DTL	95.00
		WATER DELIVERY LE	22.25
		PO BOX 7/1/26-6/30/27	78.00
		MEMBERSHIP DUES H BUTLER 7/26-6/27	325.00
		PEST CONTROL	74.00
		SUPERVISOR/MGT TRAINING-H BULTER	3,000.00
		145 3/16-4/15/26	67.91
		JULY NEW MGT TRAINING-H BUTLER	80.00
		PARKING RAMP	15.00
		SUMMER PROGRAM 2026 DA	340.00
		SUMMER PROGRAM 2026 LE	359.40
		MILWAUKEE OSCILLATING MULTITool WIT	378.97
		TRIMMER HEAD AND LINE, WIRE NUTS, PIC	79.87
		LHC AND OTHER BRANCH SUPPLIES	165.50
		JANITORIAL/CLEANING SUPPLIES FOR MAIL	224.39
		EXIT LIGHT BATTERY	43.22
		SMARTCODE KEYPAD DOOR HANDLE	133.92
		GLOVES,PAINT	29.03
		PLYWOOD	45.38
		3/8" RATCHET (FREE WITH DISC; SEE RCPT	99.00
		USPS POSTAGE	81.58
		ALL PUPRPOSE EASELS	143.55
		TINTED LABEL PROTECTORS FOR PICTURE	140.68
		5/2026 MAT SVC	632.75
		CREATIVE CLOUD 5/22-6/21/26	34.99
		OIL CHANGE SUPPLIES FOR INNER TRUCK	82.16
		MINECRAFT SERVER 6/6-7/5/26	29.94
		DEB'S SUB	13.49
		INNER TRUCK WIPER MECHANISM PARTS	419.75
		SUBSCRIPTION 6/2-7/2/26	59.90
		5.2026 GLAM ADVERTISING	260.00
		5.2026 CLOUD STORAGE	93.00
		MILLAGE RACK CARD LABELS	173.49
		YEARBOOKS	52.50
		ENVOY BEIGE GROUP OF 6 METAL LOCKER	185.00
		REMAINING SRC TEES	28.00
		ILML STICKER SHEETS (3000)	936.00
		PULL TOWEL	45.75
		BATH TISSUE	54.79
		PULL TOWEL	137.25
		BATH TISSUE	19.04
		BATH TISSUE	35.75
		BATH TISSUE	35.75
		PULL TOWEL, BATH TISSUE, SOAP	421.40
		BATH TISSUE	76.15
		PAPER TOWEL	35.50

		MILLAGE RACK CARD	1,443.20
		ILML LAWN SIGNS REORDER	2,928.54
		LH BROCHURES	345.03
		HRS RACK CARDS	184.89
		ILML LAWN SIGNS	2,853.54
		MAA CONF HOTEL STAY	480.90
		R2 STORAGE 4/20-5/19/26	2.09
		THE HISTORY OF LANSING	42.10
		52026 CASH BACK	(336.60)
			17,929.44
06/25/2026	5160-63(E) AMAZON	Zurn Z1200-NEOSEAL-GSKT-4 Bonded Neo-S	31.52
		Un encantamiento frgil (Spanish Edition)	79.98
		Hillban 48 Pcs Safari Hats for Kids Plastic Safa	58.88
		Ozium 8 Oz. Air Sanitizer & Odor Eliminator for	19.44
		UPINS 24pcs Mini Dinosaur Figures and Dinosa	58.39
		LEVOIT Classic 36 inch Tower Fan for Bedroom	113.98
		Cosco Sign, Open/Closed with Clock (098013) (	14.39
		YHYZ 1.5 inch Key Rings Bulk (100pcs, Round)	13.99
		SmartSign Magnetic 'C' Channel Card Holders 1	253.25
		ZeeDix 48 Pcs Pirate Accessories for Kids, Incl	23.99
		PuroAir 240 Replacement Filter - Genuine Puro	86.31
		Henry Bukke's Best Birch Paint Sticks, 100 Bulk	31.00
		An Ocean Full of Angels	34.95
		JYX Karaoke Machine with 2 Wireless Microphc	119.99
		Under the Red Shawl	900.96
		Freshnaps Restaurant & Institutional Table Clea	67.17
		SUNLU PLA 3D Printer Filament PLA Filament	134.93
		Senowi 30 Count Electrostatic Duster Refills Co	65.45
		Brown Kraft Butcher Paper Roll - 18 Inch x 100	20.39
		Anker iPhone Charger, 2-Pack 20W Fast USB (	120.09
		Howemon White Beeswax Pellets 2LB 100% P	61.23
		PHOENIX Stretched Canvas for Painting 8x10 I	44.98
		Amazon Basics Reclosable Quart Food Storage	126.70
		TOAOB 30pcs Large Pom Poms 2 Inch Light G	21.68
		Girl of the Year 2018 Novel 1 (American Girl: Gi	13.40
		Natural Chip Stone Beads 450pcs Multicolor Ch	61.61
		Gaffer Power Proudly Made in The USA, Real F	79.22
		Lightomorrow Bulletin Board, 24 x 18 inches De	102.53
		Cordless Vacuum Cleaner, Upgraded 650W 55	139.99
		KINGLAKE 328 Feet Jute Twine Black Gift Twir	42.98
		The Graveyard Club: Revenge Game	1,561.78
		EASTBULL 8GB USB Flash Drive Bulk Thumb	60.89
		Amazon Basics Purple Washable School Glue :	40.76
		HP Original 649X Black High-Yield Toner Cartri	714.90
		Jumbo Dinosaur Squishy Toys Craft Kit- 12 Diff	29.69
		3.5lb Mixed Large Tumbled Crystal Stones Bulk	24.99
		TBF Set of 25 (twenty five) Natural Cotton Canv	35.99
		Morton Iodized Salt, All-Purpose, (26 oz), 2-Pac	61.28
		Waykar 34 Pints Energy Star Dehumidifier for S	156.69
		Pisichen Touchscreen Monitor 2K 144Hz 23.8 I	189.99
		Astrobrights Color Multi-Use Printer & Copy Pa	12.54
		Watersay 288 Pcs Mini Markers Bulk Colored P	77.24
		Amazon Basics 2-Ply Flex-Sheets Paper Towel:	39.74
		Trsor (French Edition)	304.42
		YOOHUA 48PCS Mini Bug Toys Fake Plastic B	15.96
		Feeder Roller Kit for HP Color Laserjet CP5225	37.99
		Black Powdered (Sanded) Grout - 2 Lbs	84.09
		In the Beautiful Country	53.75
		RED HEART Super Saver Yarn, Perfect Pink	19.74
		Danger: Dinosaurs! (Jurassic World) (Step into	696.80
		Allegedly: A Story About Injustice, Trauma, and	16.79

Elkay Genuine WaterSentry 51299C Lead + Mic	149.76
Timeless Paris: Ateliers Emporiums Savoir Fair	199.98
Oh No Gaston! Oh Non Gaston!: A French - En	121.43
Core Mini Replacement Filter Compatible with L	16.98
	7,667.54

BALANCE SHEET REPORT FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 06/30/2026

GL Number	Description	YTD Balance 06/30/2026
Fund: 101 GENERAL FUND		
*** Assets ***		
Account Type: Cash		
CASH		16,114,526.57
IMPREST CASH		412.00
INVESTMENTS		6,251,227.29
Cash		22,366,165.86
Account Type: Accounts Receivable		
ACCOUNTS RECEIVABLE		135,375.71
TAXES RECEIVABLE		463,855.67
INTEREST RECEIVABLE		135,001.33
Accounts Receivable		734,232.71
Account Type: Other Assets		
PREPAID EXPENSE		230,360.31
Other Assets		230,360.31
Total Assets		23,330,758.88
*** Liabilities ***		
Account Type: Accounts Payable		
ACCOUNTS PAYABLE		434,299.51
ACCRUED SALARIES PAYABLE		(3,495.63)
Accounts Payable		430,803.88
Account Type: Liabilities-ST		
DEFERRED REVENUE		473,330.34
Liabilities-ST		473,330.34
Account Type: Deferred Inflows		
DEFERRED REVENUE		131,393.18
Deferred Inflows		131,393.18
Total Liabilities		1,035,527.40
*** Fund Equity ***		
Account Type: Unassigned		
FUND BALANCE UNDESIGNATED		1,979,476.61
FUND BALANCE DONATIONS RE		228,322.73
FUND BALANCE DONATIONS UN		262,694.32
FUND BALANCE CAPITAL PRO		2,700,000.40
FUND BALANCE CONTINGENCY		5,342,849.10
FUND BALANCE AUTOMATION		1,000,000.00
FUND BALANCE OPERATIONS		965,550.00
FUND BALANCE PENSION RESE		1,560,000.00
Unassigned		14,038,893.16
Total Fund Equity		14,038,893.16
Total Fund 101 GENERAL FUND:		
TOTAL ASSETS		23,330,758.88
BEG. FUND BALANCE		14,038,893.16
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		14,038,893.16
+ LIABILITIES		1,035,527.40
= TOTAL LIABILITIES AND FUND BALANCE		15,074,420.56
OUT OF BALANCE		8,256,338.32

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 06/30/2026

*NOTE: Pct Budget does not reflect amounts encumbered.

GL Number	Description	Activity For 06/30/2026	YTD Balance 06/30/2026	2026 Amended Budget	% Bdgt Used
Fund: 101 GENERAL FUND					
Account Category: Revenues					
MILLAGE INCOME					
402	Property Tax Revenue	666,856.43	14,658,632.12	15,102,200.00	97.06
404	Renaissance Zone Reimbursement			20,000.00	0.00
437	Industrial Facilities Tax		37,712.21	38,000.00	99.24
	MILLAGE INCOME	666,856.43	14,696,344.33	15,160,200.00	96.94
PENAL FINES					
658	Penal Fines Ingham County			200,000.00	0.00
659	Penal Fines Eaton County			8,000.00	0.00
	PENAL FINES	0.00	0.00	208,000.00	0.00
STATE AID					
410	PPT Reimbursement		173,581.82	150,000.00	115.72
553	State Aid Direct		65,525.82	135,000.00	48.54
554	State Aid Indirect		65,525.82	135,000.00	48.54
	STATE AID	0.00	304,633.46	420,000.00	72.53
LIBRARY FEES					
630	Printing Revenue	5,645.36	32,971.96	43,550.00	75.71
631	Non Resident Fees	3,150.00	14,501.00	20,000.00	72.51
	LIBRARY FEES	8,795.36	47,472.96	63,550.00	74.70
DONATIONS					
674	Donation Income-Friends/Restricted		28,792.70	19,000.00	151.54
677	Donation Income-Unrestricted	636.00	18,092.84	13,400.00	135.02
	DONATIONS	636.00	46,885.54	32,400.00	144.71
GRANTS					
540	Grants		15,000.00	15,000.00	100.00
	GRANTS	0.00	15,000.00	15,000.00	100.00
OTHER INCOME					
628	Universal Service Fund Income	(589.67)	(589.67)	0.00	100.00
632	Lost and Paid Books	3,404.84	20,408.31	30,000.00	68.03
665	Interest Income	61,651.61	291,368.68	400,000.00	72.84
667	RENT INCOME	4,698.67	32,890.69	56,000.00	58.73
673	Sale of Fixed Assets		200.00	3,000.00	6.67
675	Misc Income	4,789.75	13,262.93	9,000.00	147.37
680	Sponsorship Revenue	3,000.00	3,000.00	0.00	100.00
682	Insurance Claim Income			1,000.00	0.00
	OTHER INCOME	76,955.20	360,540.94	499,000.00	72.25
DUE FROM FUND BALANCES					
966	Due from Pension Reserve			360,000.00	0.00
	DUE FROM FUND BALANCES	0.00	0.00	360,000.00	0.00
	Revenues	753,242.99	15,470,877.23	16,758,150.00	92.32
Account Category: Expenditures					
SALARIES AND BENEFITS					
702	Salaries	559,359.01	3,318,133.51	7,610,000.00	43.60
714	Unemployment Insurance			3,000.00	0.00
715	FICA EMPLOYER SHARE	41,859.38	248,153.27	570,000.00	43.54
716	HEALTH INSURANCE	60,277.21	411,544.21	882,000.00	46.66
717	Life & Disability Insurance	396.66	2,814.62	6,000.00	46.91
718	Retirement	68,087.53	421,026.44	995,000.00	42.31
719	Prescription Expense	25,500.82	143,825.93	300,000.00	47.94
720	DENTAL INSURANCE	4,745.19	28,768.83	55,000.00	52.31
721	VISION INSURANCE	910.72	6,431.96	12,000.00	53.60
722	Workers Comp Insurance		36,322.50	41,700.00	87.10
724	Parking Main Library	4,529.00	31,710.00	54,500.00	58.18
	SALARIES AND BENEFITS	765,665.52	4,648,731.27	10,529,200.00	44.15
MATERIALS					
727	Books	87,876.97	494,119.95	1,109,000.00	44.56
728	Periodicals	2,237.18	37,196.44	43,050.00	86.40
729	DVD	14,350.98	112,082.65	222,000.00	50.49
730	Library of Things	1,802.53	22,313.96	54,500.00	40.94
731	Audiobooks	62,229.12	331,342.64	688,500.00	48.13
732	Music	2,218.58	16,021.40	34,500.00	46.44
733	Databases	636.54	103,554.55	110,000.00	94.14
734	Subscription Services		63,009.50	75,250.00	83.73

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 06/30/2026

*NOTE: Pct Budget does not reflect amounts encumbered.

GL Number	Description	Activity For 06/30/2026	YTD Balance 06/30/2026	2026 Amended Budget	% Bdgt Used
Fund: 101 GENERAL FUND					
Account Category: Expenditures					
MATERIALS					
735	Processing Supplies	847.03	15,308.10	29,750.00	51.46
736	Processing Fees	6,423.73	36,208.44	89,000.00	40.68
868	Local History Collection			10,000.00	0.00
MATERIALS		178,622.66	1,231,157.63	2,465,550.00	49.93
SUPPLIES					
740	Office Supplies	9,154.88	42,217.80	85,000.00	49.67
741	Postage Expense	396.00	1,525.94	6,000.00	25.43
776	Janitorial Supplies	1,854.90	8,121.73	19,900.00	40.81
862	Gas-Delivery Vehicles	2,222.52	12,280.66	20,000.00	61.40
SUPPLIES		13,628.30	64,146.13	130,900.00	49.00
PROFESSIONAL SERVICES					
820	Membership Fees	162.50	17,845.62	27,500.00	64.89
822	CONTRACTUAL SERVICES		2,472.00	2,500.00	98.88
823	Bank Fees & Services	1,706.50	8,920.84	18,000.00	49.56
825	Collection Agency Fees	486.50	2,891.20	6,000.00	48.19
826	Payroll & Print Service	3,760.27	26,530.25	50,000.00	53.06
827	Web Chat Service	895.00	5,370.00	11,000.00	48.82
828	Melcat Delivery Charges	26,185.62	50,941.24	52,000.00	97.96
829	Tutoring Services			3,000.00	0.00
831	Marketing	21,812.58	71,959.03	174,000.00	41.36
832	Programs	12,335.12	46,204.85	113,380.00	40.75
PROFESSIONAL SERVICES		67,344.09	233,135.03	457,380.00	50.97
GOVERNANCE					
805	Legal Services	2,625.00	12,288.00	40,000.00	30.72
806	Per Diem		240.00	10,000.00	2.40
807	Memberships - Board		75.83	1,250.00	6.07
808	Conferences - Board			7,000.00	0.00
809	Audit	6,450.00	19,450.00	28,000.00	69.46
GOVERNANCE		9,075.00	32,053.83	86,250.00	37.16
STAFF DEVELOPMENT					
810	Staff Training	4,257.77	25,116.91	58,250.00	43.12
811	Recruiting Expense			500.00	0.00
812	Hospitality	22.88	56.83	5,000.00	1.14
813	Employee Recognition		787.56	5,000.00	15.75
STAFF DEVELOPMENT		4,280.65	25,961.30	68,750.00	37.76
MAINTENANCE AND UTILITIES					
801	Custodial Services	19,388.11	110,449.71	244,580.00	45.16
802	SECURITY SERVICES	15,329.53	99,016.79	163,090.00	60.71
850	Telephone	1,890.75	10,300.10	22,410.00	45.96
864	Vehicle Maintenance - Delivery	535.90	5,979.28	10,000.00	59.79
922	Steam and Gas	3,537.99	80,528.41	116,500.00	69.12
923	Electricity	16,940.97	90,563.96	219,600.00	41.24
924	Water and Sewer	1,646.66	10,632.53	26,400.00	40.27
925	Trash	836.83	4,609.72	9,790.00	47.09
930	Building Maintenance	5,569.42	44,590.88	141,580.00	31.50
MAINTENANCE AND UTILITIES		65,676.16	456,671.38	953,950.00	47.87
OTHER EXPENSE					
861	Local Travel	2,215.17	7,737.60	20,000.00	38.69
955	Millage Income Refund		1,303.23	60,000.00	2.17
956	Property & Liability Insurance		46,210.00	75,000.00	61.61
957	Miscellaneous Expense	383.79	1,348.29	6,000.00	22.47
958	Sales/Use Tax			1,000.00	0.00
959	SPECIAL ASSESSMENT & PROPERTY TAX		15,411.28	17,000.00	90.65
960	Donation Expense Restricted	3,938.76	18,581.19	14,000.00	132.72
961	Donation Expense Unrestricted	(275.00)	5,709.80	7,500.00	76.13
OTHER EXPENSE		6,262.72	96,301.39	200,500.00	48.03
TECHNOLOGY EXPENSES					
878	Firewall Upgrade Project		633.44	5,000.00	12.67
895	Internet Access		4,294.80	17,690.00	24.28
896	Internet Access - Hotspots	4,885.38	29,540.42	56,640.00	52.15
898	Computer System Services	674.74	49,826.65	74,270.00	67.09
905	Computer Software	358.16	76,563.41	94,200.00	81.28
906	Computer Hardware	588.11	11,985.39	51,700.00	23.18

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 06/30/2026

*NOTE: Pct Budget does not reflect amounts encumbered.

GL Number	Description	Activity For 06/30/2026	YTD Balance 06/30/2026	2026 Amended Budget	% Bdgt Used
Fund: 101 GENERAL FUND					
Account Category: Expenditures					
TECHNOLOGY EXPENSES					
907	LIBRARY SYSTEMS SOFTWARE	333.60	165,700.99	170,650.00	97.10
911	Mobile Training Lab			51,000.00	0.00
	TECHNOLOGY EXPENSES	6,839.99	338,545.10	521,150.00	64.96
CAPITAL OUTLAY					
873	Building Upgrades			25,000.00	0.00
917	SECURITY CAMERAS			24,020.00	0.00
967	Outreach Projects	10,044.04	19,745.17	70,500.00	28.01
980	Staff Furn & Equipment	1,292.26	8,801.00	26,500.00	33.21
982	BUILDINGS	262.27	41,665.67	295,238.00	14.11
987	GRANT EXPENSES	2,624.01	17,624.01	15,000.00	117.49
	CAPITAL OUTLAY	14,222.58	87,835.85	456,258.00	19.25
DEBT SERVICES					
929	SBITA/LEASE PRINCIPAL PAYMENTS			255,000.00	0.00
	DEBT SERVICES	0.00	0.00	255,000.00	0.00
DUE TO FUNDS					
969	DUE TO CAPITAL PROJECTS FUND			800,000.00	0.00
	DUE TO FUNDS	0.00	0.00	800,000.00	0.00
	Expenditures	1,131,617.67	7,214,538.91	16,924,888.00	42.63
Fund 101 - GENERAL FUND:					
	TOTAL REVENUES	753,242.99	15,470,877.23	16,758,150.00	92.32
	TOTAL EXPENDITURES	1,131,617.67	7,214,538.91	16,924,888.00	42.63
	NET OF REVENUES & EXPENDITURES:	(378,374.68)	8,256,338.32	(166,738.00)	

2026 2nd Qtr. Budget Adjustment Recommendations

	Original Budget	YTD Actual	Requested Adjustment	Revised Budget	
<u>Revenue</u>					
Donations					
674 - Donation Income - Restricted	19,000	28,793	10,000	29,000	
677 - Donation Income - Unrestricted	13,400	18,093	15,000	28,400	
Grants					
540 - Grants	15,000	15,000	3,000	18,000	LSTA Grant
Other Income					
680 - Sponsorship Revenue	-	3,000	3,000	3,000	SR Sponsorship - MSUFCU
Total Revenue	-	-	31,000	31,000	

<u>Expenditures</u>					
Professional Services					
832 - Programs	113,380	46,205	3,000	116,380	SR Sponsorship - MSUFCU
Other Expenses					
960 - Donation Expense - Restricted	14,000	18,581	10,000	24,000	
961 - Donations Expense - Unrestricted	7,500	5,710	15,000	22,500	
Capital Projects					
987 - Grant Expense	15,000	17,624	3,000	18,000	LSTA Grant
Total Expenses (Under)/Over	149,880	88,120	31,000	180,880	

Requested (use)/return of Undesignated Fund Bal. -

Undesignated Fund Balance 1.1.26	3,005,758
1st Qtr. Adjustment	(166,738)
2nd Qtr. Adjustment	-
3rd Qtr. Adjustment	
4th Qtr. Adjustment	
Projected Fund Balance 12.31.26	2,839,020

Slice of Literacy Grant Proposal
July 22, 2026

RECOMMENDATION:

Apply for a grant up to \$10,000 from the Pizza Hut Foundation Slice of Literacy Community Grant Summer 2026. Applications are due July 31, 2026. No matching funds required. A budget amendment will not be requested unless we are awarded funding.

BACKGROUND:

The Pizza Hut Foundation is dedicated to supporting literacy initiatives through its grant program, offering funds of up to \$10,000 per grant. Applications are accepted and reviewed twice a year, with one grant awarded per organization annually. Final decisions are made before the next application cycle opens. To qualify for the grant, organizations must be within a 15-mile proximity to a local Pizza Hut, be tax-exempt or government funded and regulated, and fund programs within the US, Guam or D.C. . Additionally, they must agree to logo usage and recognition guidelines as prescribed. If recommended for a grant, funds are distributed via electronic payment or check, requiring the organization to provide correct banking information within 21 days of the primary owner being notified of the grant recommendation.

To be considered for a Pizza Hut Foundation grant, proposed programs must align with their commitment to advancing literacy in the communities they serve. Funded projects must be literacy-based initiatives with a clearly defined scope, including a specific start and end date and an identified target population. Grant funds are intended to directly support program delivery and may not be used for general overhead or administrative expenses.

CADL would use grant funds to update our custom CADL Board Book we give away through Outreach as well as literacy information guides we publish and distribute to health care providers and other community locations.

GOV 211 SERVICE TO NON-DISTRICT MUNICIPALITIES

September 17, 2014

Concerning the issue of contract services being offered to non-district municipalities, the Policy Committee recommends:

1. Capital Area District Libraries exists to serve the needs of its member libraries and their communities. Therefore, CADL will not provide library services on a contract basis to libraries outside Capital Area District Libraries system except as provided in 2. and 3. below.
2. Capital Area District Libraries has, as part of its Mission Statement, a commitment to patron service. Should a non-member municipality by resolution request to join Capital Area District Libraries system, library services may be offered by CADL to that municipality on a short-term basis until the municipality passes a millage to support entry into CADL.
3. The Board may waive this policy if it is cost-effective and in the best interest of patrons to do so.

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of January, 1998, by and between the CAPITAL AREA DISTRICT LIBRARY BOARD, "CADL" AND AURELIUS TOWNSHIP "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Aurelius Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least 25 hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

CADL shall, at its own expense, protect, defend, indemnify and save harmless the Municipality, its Board and its employees and agents, from all claims, damages, lawsuits, costs and expenses, including, but not limited to, loss or damage to the Municipality's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of CADL or its agents and employees. CADL's indemnification

responsibilities under this section shall include, but not be limited to, damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the Municipality and its agents, servants and employees by the insurance coverage maintained by CADL pursuant to the requirements of this Agreement. Each party shall assume the sole responsibility for risk of loss to its property during the terms of this Agreement, except as provided above.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

CAPITAL AREA DISTRICT LIBRARY

Date

By: L. Robert McConnell

Name: L. Robert McConnell

Title: Chairperson

MUNICIPALITY

Carolyn Slusser
Date

By: Larry Silsby

Name: Larry Silsby

Title: Supervisor

Carolyn Slusser
Date

By: Donna Lawson

Name: Donna Lawson

Title: Clerk

**CAPITAL AREA DISTRICT LIBRARY
LIBRARY AGREEMENT WITH AURELIUS TOWNSHIP
ADDENDUM A**

CADL shall pay for the following maintenance services:

1. Trash Removal at \$6.00 per month.
2. Electrical Services at 29% of the total cost of heating and lighting the building and lighting the parking lot.
3. Custodial Services at \$20.00 per hour for 2.5 hours per week. Custodial services include cleaning, equipment, and all supplies.

Aurelius Township will bill the Capital Area District Library quarterly and provide copies of all electrical bills.

Rates will be reviewed annually and revised as needed.

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

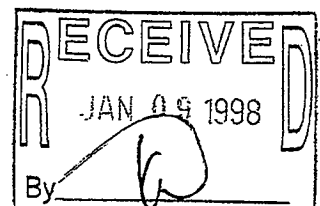
THIS AGREEMENT, made and entered into this 15th day of
December, 1997, by and between the CAPITAL AREA DISTRICT
LIBRARY BOARD, "CADL" AND Ingham Township,
"Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and
~~that the Municipality wishes to utilize those library services for the benefit of its~~
residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial
limits of the Municipality which shall be know as the _____
Community Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any
additional staff which CADL believes the Community Library requires. CADL shall be
solely responsible for selecting, appointing, supervising, and paying the Community
Library's staff.



THIRD: The Community Library shall be open to the public at least _____ hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSED:

By:

Title: Chairperson

By:

Title: _____

By _____

Name

Title:

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 3rd. day of February, 1998, by and between the CAPITAL AREA DISTRICT LIBRARY BOARD, "CADL" AND Leroy Township, "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Webberville Community Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least 35 hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

Susan J. Hill

4-15-98

Date

CAPITAL AREA DISTRICT LIBRARY

By: L. Robert McConnell

Name: L. Robert McConnell

Title: Chairperson

MUNICIPALITY

Robert M. Hamlin

2/3/98

Date

By: Neil R. West

Name: Neil R. West

Title: Supervisor

Derald Arch

2/3/98

Date

By: Wilma J. Whitehead

Name: Wilma J. Whitehead

Title: Clerk

**CAPITAL AREA DISTRICT LIBRARY
LIBRARY AGREEMENT WITH THE CITY OF MASON**

THIS AGREEMENT, made and entered into this 9 day of April, 2014 by and between the CAPITAL AREA DISTRICT LIBRARY, a Michigan Non-Profit Corporation organized pursuant to Public Act 24 of 1989, MCL 397.171 *et seq.*, hereunder referred to as "CADL" and the City of Mason, a municipal corporation, hereunder referred to a "Municipality."

WHEREAS,

1. The parties recognize that CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents;
2. The parties previously entered into a Library Agreement on January 15, 2001 establishing a library operated by the CADL within the territorial limits of the Municipality, known as the Mason Branch Library;
3. The previous Library Agreement expired by its own terms;
4. The parties wish to continue their arrangement to operate and maintain the Mason Branch Library;

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained it is mutually agreed as follows:

1. **Participating Municipality.** The Mason Branch Library shall continue to be operated by CADL as a branch library of the CADL system and the City of Mason shall continue to be a Participating Municipality as that term is defined in CADL's District Library Agreement, dated March 10, 1997 as last amended by an amendment dated in 2008, and filed April 17, 2009, with the State Librarian (the District Library Agreement). As a Participating Municipality, the Municipality is bound by the terms of the District Library Agreement.
2. **Library Staff.** CADL agrees to provide the Mason Branch Library with a Head Librarian and any additional staff which CADL, within its sole discretion, shall determine the Mason Branch Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Mason Branch Library's staff. The employees, servants, and agents of CADL shall in no way be considered to be and shall not hold themselves out as employees, servants, or agents of the Municipality.
3. **Hours of Operation.** The Mason Branch Library shall be open to the public at least forty-nine (49) hours per week, excluding nationally established holidays. The Mason Branch Library hours of operation open to the public shall be determined by the CADL, within its sole discretion.
4. **Books and Materials.** CADL shall continue to provide a collection of books and other materials for the Mason Branch Library, all of which shall remain the permanent property of CADL. Such materials are not and shall not be the property of the Municipality or any of its employees, servants, or agents. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Mason Branch Library, and CADL may do so within its sole discretion.

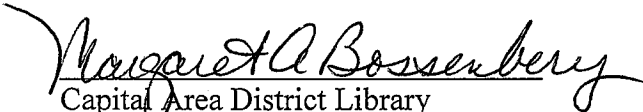
5. **Rules and Regulations.** It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Mason Branch Library and CADL may do so within its sole discretion. CADL shall provide the Municipality with the opportunity to review and comment upon any of the proposed policies, rules, and regulations which might be applicable to the operation of the Mason Branch Library prior to the adoption of said policies, rules, and regulations. CADL shall provide the Municipality with a financial report for the Mason Branch Library on a semi-annual basis (June 30th and December 31st.)
6. **Branch Library Building.** The Municipality, at its sole expense, shall provide property and quarters for the Branch Library, suitable to CADL, for the Mason Branch Library. All public accommodations shall be on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including ADA accessibility requirements. The Municipality shall be solely responsible for maintaining the building and all of its associated plumbing, electrical, heating, and air conditioning systems in good working order and otherwise generally ensure the building is in suitable condition for the operation of a library. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal. CADL shall have no responsibility for the library building or grounds.
7. **Utilities.** CADL shall be solely responsible for the Mason Branch Library's utilities including telephone, gas, electricity, water and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance of the building. CADL shall pay for any separately metered services directly. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building must be approved in advance by the Municipality.
8. **Furniture and Equipment.** The Municipality shall retain ownership of all original Mason Branch Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for library use. The Municipality shall be responsible for any necessary repair and replacement of this furniture. Property owned by CADL and placed in the Mason Branch Library pursuant to this and all prior agreements shall remain the permanent property of CADL and CADL shall be responsible for any necessary repair and replacement of such property.
9. **Indemnification.** The Municipality shall, at its own expense, protect, defend, indemnify and hold harmless the CADL Board, CADL, and all its elected and appointed officers, employees, agents, volunteers, or other representatives from all claims, damages, litigation expenses, costs and expenses including, but not limited to loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents, representatives, or employees. CADL shall, at its own expense, protect, defend, indemnify, and hold harmless the Municipality and its elected and appointed officers, employees, agents, volunteers, or other representatives from all claims, damages, litigation expenses, costs, and expenses, including but not limited to, loss and/or damage to the City's property that may be incurred as a direct or indirect result of any activities, omissions, errors, or negligence of the CADL, and its Officers, Directors, employees, and agents. Each party's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed by the insurance coverage maintained by the respective party pursuant to the requirements of this Agreement.
10. **Insurance.** Each party to this Agreement shall procure, pay all premiums on, and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this

Agreement. CADL shall be named as an additional insured on the insurance policies obtained by the Municipality.

11. **Risk of Loss.** Unless otherwise provided for in this Agreement, each party shall assume the sole responsibility for the risk of loss to its property during the terms of this Agreement.
12. **Term.** This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties. The Term of this Agreement shall be one year from the effective date. This Agreement shall automatically renew for additional one year periods under the same terms of this Agreement, unless either party gives written notice to the other party at least 30 days prior to the expiration of the term that it wishes not to renew.
13. **Termination.** Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party, for any reason or for no reason at all. Upon termination of this Agreement, each party shall immediately deliver to the other party all property in its possession, or under its care and control, belonging to the other party.
14. **Force Majeure.** Neither party shall be responsible or liable to the other for any failure or delay in carrying out the terms of this Agreement resulting from any cause or circumstance beyond its reasonable control, including, but not limited to, any Act of God, fire, flood, war, explosion, natural disaster, interruption of transportation, civil commotion, terrorism or the threat of terrorist activity, and acts of any governmental authority; provided, however, that the Party so affected shall have given prompt written notice to the other Party hereto of any such event which has or which may have the effect of preventing or delaying its performance under this Agreement, and shall use reasonable efforts to minimize the scope, extent and duration of the circumstance.
15. **Assignment.** This Agreement is not assignable. Neither party shall assign any rights or obligations under this Agreement and any attempted assignment will be null and void.
16. **Miscellaneous Terms.**
 - 16.1. **Incorporation.** This Agreement sets forth the entire agreement between the parties with respect to the subject matter hereof.
 - 16.2. **Headings.** All headings are provided for reference only and shall not be interpreted as part of this Agreement.
 - 16.3. **Waiver.** No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege. No waiver or any breach of this Agreement may be construed as a continuing waiver or consent to any subsequent breach hereof.
 - 16.4. **Modification.** Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by a written agreement signed by appropriate representatives of each party.

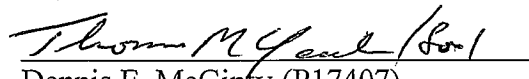
- 16.5. **Severability.** Should any provision of this Agreement be adjudicated by a court of competent jurisdiction as void, invalid, or inoperative, such decision will not affect any other provision hereof, and the remainder of this Agreement will be effective as though such void, invalid, or inoperative provision had not been contained herein, unless grave injustice would result.
- 16.6. **Authority.** The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.
- 16.7. **Jurisdiction.** This Agreement is made under the laws of the State of Michigan and its validity, construction, performance, and breach will be governed by the laws of the State of Michigan applicable to agreements made and to be wholly performed herein. Municipality agrees to submit to the jurisdiction of the state courts located in Ingham County with regard to any action or dispute which may arise out of this agreement and said courts will have exclusive jurisdiction over all disputes between CADL and the Municipality pertaining to this Agreement and all matters related thereto.
- 16.8. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be an original and all of which together shall constitute one and the same instrument.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year written.


Capital Area District Library
By: MARGARET A. BOSSENBERG
Its: CHAIRPERSON
Date: 4-9-2014


City of Mason
By: MARTIN A. COLBURN
Its: City Administrator
Date: 2-17-2014

Approved as to Form:


Dennis E. McGinty (P17407)
Mason City Attorney

**AGREEMENT BETWEEN
CITY OF LANSING
AND
CAPITAL AREA DISTRICT LIBRARY BOARD**

THIS AGREEMENT ENTERED INTO, as of this 1st day of June, 2021 by and between the City of Lansing, through its Parks and Recreation Department, Michigan, referred to as the “CITY” and Capital Area District Library Board, referred to as the “CADL”;

WITNESS THAT:

WHEREAS, the parties herein recognized that CADL has available certain library services and that the CITY wishes to utilize those services for the benefit of Lansing residents; and

WHEREAS, the CITY and CADL, in their desire to evidence by this Agreement their mutual obligations and covenants set forth, agree as follows:

SECTION 1 – MUTUAL PROVISIONS

- 1.1 General Statement of Intent. In the manner and for the term as more specifically provided for in this Agreement and for the parties’ mutual benefit, CITY shall provide space to CADL to establish and operate a library and two computer rooms within the jurisdictional boundaries of CITY for the benefit of the residents of CITY.
- 1.2 Locations. The Foster Street Library, will be located at 200 North Foster Street, Lansing, Michigan, on the ground level of the Foster Community Center, Room No. 9 and on the second level of the Foster Community Center, Computer Lab Rooms 110 and 111 (hereinafter “Premises”).
- 1.3 Retention of CADL. CITY agrees to engage CADL, and CADL agrees to perform, those services as set forth under Section 3 “Scope of Services” in this Agreement.
- 1.4 Performance and Interpretation of Obligation. CADL and CITY shall perform their respective obligations in accordance with the provisions of this Agreement.
- 1.5 Term of Agreement. This Agreement shall commence on the date executed and signed by all of the authorized representatives of both parties and shall continue until May 31, 2025. Either party may elect not to renew this Agreement by giving at least ninety (90) days written notice to the other party before the expiration of this Agreement; however, if neither party provides such notice, this Agreement shall automatically be renewed for another four (4) year term through May 31, 2029.

- 1.6 Performance Review, Coordination and Modification. During the Term of this Agreement, representatives of CITY (including the Parks Director) and CADL (including the Executive Director) shall meet at mutually agreeable times, in order to discuss any problems arising related to the performance of any obligations hereunder. Any changes to this Agreement must be in writing, signed by both parties.
- 1.7 Change of Circumstances. In the event of any changes in circumstances during the term of this Agreement, the parties shall negotiate in good faith appropriate revisions to this Agreement. Any changes to this Agreement must be in writing, signed by both parties.

SECTION 2 – SCOPE OF SERVICES FOR THE CITY

The SCOPE OF SERVICES for the performance of CITY's obligations shall include those services referenced in Section 1 hereof, and shall further include the following:

- 2.1 CITY Responsibilities. In the course of the performance of this Agreement, CITY, at its sole expense, shall:
 1. Provide the Premises for the Foster Street Library in a condition which meets all federal, state, and local laws, ordinances, regulations, and codes including, but not limited to, handicap accessibility;
 2. Furnish the Premises for the Foster Street Library with furnishings reasonably required to enable CADL to perform the scope of services under this Agreement that are clean, painted, and in good repair;
 3. Maintain the interior of the Premises and associated plumbing, electrical, heating, and cooling;
 4. Maintain the exterior of the Premises, including, but not limited to, landscape maintenance and snow removal on sidewalks and parking lots; and
 5. Assist with marketing CADL library and computer lab programs by listing programs in CITY publications such as Lansing Living Magazine and promotion through social media.
- 2.2 CITY Charter. Nothing contained in this Agreement shall impair or prejudice any rights or authority otherwise accruing to the City Council of the CITY or the Mayor of the CITY by virtue of the provisions of the Charter of the CITY of Lansing.

SECTION 3 – SCOPE OF SERVICES FOR CADL

The SCOPE OF SERVICES for performance of CADL’s obligations stated shall include those services referenced in Section 1 hereof, and shall further include the following:

- 3.1 Hours of Operation. CADL shall operate the Foster Street Library open to the public at least 32 hours per week, excluding holidays. The exact hours and manner of service will be determined exclusively by CADL, consistent with CADL staffing ability, policies, and Covid-19 protocols. The Foster Street Library will provide computer programs and classes for all ages and provide open lab times to the general public, as can be performed consistent with CADL policies and Covid-19 protocols.
- 3.2 Foster Street Library Materials. CADL shall provide a collection of books and other library materials for the Foster Street Library, all of which shall remain the permanent property of CADL. It shall be CADL’s exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Foster Street Library.
- 3.3 Personnel. CADL shall secure at its own expense, any and all staff which CADL believes that the Foster Street Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Foster Street Library’s staff.
- 3.4 Tax Obligations, Employee Benefits and Liabilities. CADL shall be responsible for compliance with applicable state, local, and municipal income, as well as, other taxes and charges, such as Worker’s Compensation, State and/or Federal Unemployment Taxes or insurance coverage and general liability coverage against losses or injury arising out of activities of any employee or other personnel working under the control or supervision of CADL.
- 3.5 Compliance with Law. CADL shall comply with all Federal, State and CITY laws and ordinances applicable to the services rendered under this Agreement.
- 3.6 Insurance. CADL shall comply with the Worker’s Compensation Law of the State of Michigan and shall carry at least the following minimum amounts of insurance.

CADL will be responsible for providing one or more certificates of insurance to CITY that prove the organization has not less than \$1,000,000.00 coverage for Personal Liability and not less than \$100,000.00 coverage for Property Damage and proof of Worker’s Compensation insurance. The Personal Liability and Property Damage certificate shall name CITY as an additional insured party and shall carry a thirty (30) day Notice of Cancellation. Proof of insurance, as stipulated above, shall be provided to the CITY within ten (10) business days after the execution of this Agreement by the CITY.

- 3.7 Policies, Rules, and Regulations for the Foster Street Library. CADL shall have exclusive responsibility and ability to establish policies, rules, and regulations governing the Foster Library.
- 3.8 Utilities. CADL shall reimburse CITY on a quarterly basis for gas, electricity, water, and sewer services using a formula based on the ratio of square footage at \$1.00 per square foot of space used on the ground level of the Foster Community Center, Room No. 9 and \$0.50 per square foot of space used on the second level of the Foster Community Center, Computer Lab Rooms 110 and 111. CITY and CADL shall coordinate the amount owed for reimbursement of utilities prior to each quarterly due date. CADL shall also be responsible for all customary custodial maintenance and trash removal on a daily basis. The parties recognize a payment schedule of utility payments to be paid as follows:

\$685.00 – Due September 1 (June, July, August)
\$685.00 – Due December 1 (September, October, November)
\$685.00 – Due March 1 (December, January, February)
\$685.00 – Due June 1 (March, April, May)

CADL shall be responsible for the costs of installing telephone lines, computer cables, and any other changes to the electrical system needed for additional equipment. Any changes to the building shall only be made with prior written approval of CITY (which will not be unreasonably withheld) and at the sole expense of CADL.

- 3.9 Property. Property owned by CADL and placed in the Foster Street Library shall remain the permanent property of CADL. Further, CADL shall be responsible for all repairs and replacement of CADL property. CADL will perform a complete inventory of current equipment within the computer labs, retain what they deem necessary for their operation, and shall be responsible for all future repairs and maintenance of this property.
- 3.10 Modifications. Modifications, alterations, all designs and construction must be approved in writing prior to commencement of any modifications by the Director of Parks and Recreation.
- 3.11 Parks and Recreation Department Use. When it does not interfere with CADL's use of the Premises, CADL will allow the City's Parks and Recreation Department to use the space in Rooms 110 and 111 for events and meetings.

SECTION 4 – GENERAL PROVISIONS

- 4.1 Compliance with Applicable Law. In the performance of their respective obligations hereunder, CITY and CADL shall comply with all applicable statutes, laws, ordinances, administrative regulations or rules and the provisions of any permit, license or governmental approval pertaining to the subject of this Agreement. If in the event an administrative, governmental or judicial termination or suspension or a permit, license, or approval necessary for the performances of such obligations contained within this Agreement occurs, then this Agreement shall be suspended for a period continuous with the period during which permit, license, or approval is suspended. Such termination or suspension shall not constitute a default hereunder. However, either party will have the option to terminate this Agreement without penalty if the suspension lasts longer than 30 days.
- 4.2 Equal Employment Opportunity. In the performance of its obligations hereunder, CADL shall comply with all federal, state, and local laws (including, but without limitation, City of Lansing Ordinance Section 206.21) the purpose of which are to ensure that employees and applications for employment are not discriminated against on any illegal basis, including race, color, religion, sex, or national origin.
- 4.3 Assignments. CADL shall not assign any interest in this Agreement and shall not transfer any interest in the same (where by assignment nor novation), without the prior written consent of CITY.
- 4.4 Claims for Actions by CADL. CADL shall be solely responsible for and shall indemnify, defend, and hold harmless CITY, its elected officials, agents, officers and employees from and against any and all claims, suits damages, and losses arising from any actual or alleged negligence or willful wrongdoing by CADL in performance of obligations or failure to perform obligations under this Agreement, specifically including, but not limited to those for the loss of use of property, for damage to any property, real or personal, for injury to or death of any person and for all other liabilities whatsoever including related expenses and reasonable attorney fees. CADL shall procure and pay the premium to maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death, and property damage arising out of their respective duties and obligations under this Agreement. Nothing in this section is to be interpreted or construed as a waiver of any defenses CADL may have in the event of litigation, including a defense of Governmental Immunity.
- 4.5 Claims for Actions by the CITY. CITY shall be solely responsible for any and all claims, suits damages, and losses arising from any actual or alleged negligence or willful wrongdoing by CITY in performance of obligations or failure to perform obligations under this Agreement, specifically including, but not limited to those for the loss of use of property, for damage to any property, real or personal, for injury to or death of any person and for all other liabilities whatsoever including related expenses and reasonable attorney fees. CITY shall procure and pay the premium to maintain during the term of this Agreement adequate personal injury

and property damage insurance covering injuries, death, and property damage arising out of their respective duties and obligations under this Agreement.

Nothing in this section is to be interpreted or construed as a waiver of any defenses CITY may have in the event of litigation, including a defense of Governmental Immunity.

- 4.6 Mutuality, Integration, Modification, and Binding Effect. Upon execution of this Agreement by both parties, this Agreement shall be deemed mutually drafted. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof. No modification or revision of this Agreement shall be valid unless reduced to writing and executed by an authorized representative of each party. Except as otherwise provided herein, if any portion of this Agreement is determined to be unenforceable by a Court having jurisdiction, then the remaining portions shall remain in force and effect, unless doing so would defeat the purpose of the Agreement.
- 4.7 Severability of Provisions. Except as otherwise provided herein, if any clauses, sections, provisions, or parts of this Agreement are held invalid, or if any portion of any clauses, sections, provisions, or parts of this Agreement are held invalid, then the remainder of the Agreement shall not be affected and the remainder of this Agreement would then continue to conform to the terms and requirements of applicable law, unless doing so would frustrate the purpose of the Agreement.
- 4.8 Effective Date. This Agreement shall become effective on the last date upon which all the authorized representatives of both parties sign.
- 4.9 Failure or Delay. No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power, or privilege.
- 4.10 Notice. All notices, requests and approvals under this Agreement shall be sufficiently delivered if sent by certified mail to the following addresses of the parties, or such other address as may be designated from time to time in writing to the other party.

If to City:

Name: Brett Kaschinske, Director Address:
Parks and Recreation Department
200 N. Foster Avenue Lansing,
MI 48912

Cc: City Attorney
124 W. Michigan Avenue, 5th Floor
Lansing Michigan 48933

CADL: Capital Area District Library
c/o Scott Duimstra, Executive Director 401
S. Capitol Avenue
Lansing, MI 48933

- 4.11 Ambiguity. If this Agreement or any of its terms and conditions are determined to be ambiguous, this Agreement and all its terms and conditions shall be considered as if drafted by both parties.
- 4.12 Authorized Signatures. The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

TENANT: CAPITAL AREA DISTRICT LIBRARY

BY: _____
Sally Trout, CADL Board Chairperson
FEDERAL ID#
STATE ID #

Date

DeYeya Jones, CADL Board Secretary

Date

Approved as to form only:

CADL Attorney

Date

#3

South Lansing

RECEIVED BY
PARKS & RECREATION

MAR 21 2006

**AGREEMENT BETWEEN
CITY OF LANSING
AND
CAPITAL AREA DISTRICT LIBRARY BOARD**

THIS AGREEMENT ENTERED INTO, as of this 22 day of MARCH,
by and between the City of Lansing, Michigan, hereinafter referred to as the "CITY" and Capital Area
District Library Board, hereinafter referred to as the "CADL";

WITNESS THAT:

WHEREAS, the parties herein recognize that CADL has available certain library services and
that the City wishes to utilize those services for the benefit of Lansing residents; and

WHEREAS, the City and CADL, in their desire to evidence by this Agreement their mutual
obligations, covenants hereinafter set forth, agree as follows:

SECTION 1--MUTUAL PROVISIONS

- 1.01 General Statement of Intent. In the manner and for the term as more
specifically provided for in this Agreement and for the parties' mutual benefit,
the City shall provide the space to CADL to establish and operate a library
within the jurisdictional boundaries of the City for the benefit of the residents
of the City.
- 1.02 Location. The South Lansing Library, hereinafter referred to as the "South
Library", located at 3500 S. Cedar, Suite 108, Lansing, Michigan.
- 1.03 Retention of CADL. The CITY agrees to engage CADL, and CADL agrees
to perform, those services as set forth under "Scope of Services" in this
Agreement.
- 1.04 Performance and Interpretation of Obligation. CADL and the CITY shall
perform their respective obligations hereunder in accordance with the
provisions of this Agreement.
- 1.05 Term of Agreement. This Agreement shall commence on the date executed
and signed by all of the authorized representatives of both parties and shall
continue until July 31, 2009 unless the CADL millage does not pass. In that
event, the termination date of this Agreement would be December 31, 2006.
Either party may elect not to renew this Agreement by giving at least ninety
(90) days written notice to the other party before the expiration of this
Agreement; however, if neither party provides such notice, this Agreement
shall automatically be renewed for another three (3) years.

H:\MY DOCUMENTS\BOARD\PACKETS\2006\06-02-15\SOUTH LANSING.DOC

- 1.06 Performance Review, Coordination and Modification. During the Term of this Agreement, representatives of the CITY and CADL shall meet at mutually agreeable times, in order to discuss any problems arising related to the performance of any obligations hereunder. Significant deviations from the obligations of CADL hereunder shall be subject to approval of the CITY.
- 1.07 Change of Circumstances. In the event of any change in circumstances during the Term of this Agreement, including but not limited to changes in the Lease Agreement, dated May 24, 2004, between the City and DTN Management Co, as agent for the Everett Plaza Associates, the parties shall negotiate in good faith appropriate revisions to this Agreement. Such changes, including any increase or decrease in the amount of hours the South Library is to remain open, which are mutually agreed upon by and between the CITY and CADL, shall be incorporated in written amendments to this Agreement.

SECTION 2 - SCOPE OF SERVICES FOR THE CITY

The SCOPE OF SERVICES for the performance of the City's obligations hereunder shall include those services referenced in Section 1 hereof, and, shall further include the following:

- 2.01 CITY Responsibilities. In the course of the performance of this Agreement, the CITY, at its sole expense, shall:
1. Provide quarters for the South Library which meet all federal, state; and local laws, ordinances, regulations, and codes including handicapper accessibility;
 2. Furnish quarters for the South Library that are clean, painted and in good repair;
 3. Ensure that the buildings and associated plumbing, electrical, heating, and air-conditioning systems are in good working order; and
 4. Ensure that the exterior of the building, including landscape maintenance and snow removal are maintained.
- 2.02 City Charter. Nothing contained in this Agreement shall impair or prejudice any rights or authority otherwise accruing to the City Council of the CITY or the Mayor of the CITY by virtue of the provisions of the Charter of the CITY of Lansing.

SECTION 3 - SCOPE OF SERVICES FOR CADL

The SCOPE OF SERVICES for the performance of CADL's obligations hereunder shall include those services referenced in Section 1 hereof, and, shall further include the following:

- 3.01 Hours of Operation. The South Library shall remain open to the public at least 49 hours per week, excluding holidays. The times in which the South Library will open shall be determined exclusively by CADL.
- 3.02 Library Materials. CADL shall provide a collection of books and other library materials for the South Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the South Library.
- 3.03 Personnel. CADL shall secure at its own expense, a Head Librarian and any additional staff which CADL believes that the above-mentioned South Library require. In performing these obligations under this Agreement, CADL shall be solely responsible for selecting, appointing, supervising, and paying the South Library's staff.
- 3.04 Tax Obligations, Employee Benefits and Liabilities. CADL shall be responsible for compliance with applicable state, local and municipal income, as well as, other taxes and charges, such as Worker's Compensation, State and/or Federal Unemployment Taxes or insurance coverage and general liability coverage against losses or injury arising out of the activities of any employee or other personnel working under the control or supervision of CADL.
- 3.05 Insurance. CADL shall comply with all Federal, State and City laws and ordinances applicable to the services rendered under this Agreement.
- CADL shall comply with the Worker's Compensation Law of the State of Michigan and shall carry at least the following minimum amounts of insurance.
- CADL will be responsible for providing one or more certificates of insurance to the CITY which prove the firm has not less than \$500,000 coverage for Personal Liability and Property Damage and proof of Worker's Compensation insurance. The Personal Liability and Property Damage certificate shall name the CITY as an additional insured party and shall carry a twenty (20) day Notice of Cancellation. Proof of Insurance, as stipulated above, shall be provided to the CITY within ten (10) working days after the execution of this Agreement by the CITY.
- 3.06 Policies, Rules, and Regulations for the South Library. CADL shall have exclusive responsibility to establish policies, rules, and regulations governing the South Library. CADL shall provide the City with copies of proposed

policies, rules, and regulations, which may be applicable to the operation of the South Library, and with a financial report for the six month periods ending June 30th and December 31st each year.

- 3.07 Utilities. CADL shall pay for separately metered gas, electricity, water, and sewer services directly. CADL shall also be responsible for all customary custodial maintenance and trash removal on a daily basis.

CADL shall also be responsible for the costs of installing telephone lines, computer cables, and any other changes to the electrical system needed for additional equipment. Any changes to the building shall only be made with prior written approval of the City and at the sole expense of CADL.

- 3.08 Property. Property owned by CADL and placed in the South Library shall remain the permanent property of CADL. Further, CADL shall be responsible for all repairs and replacement of this property.

SECTION 4 - GENERAL PROVISIONS

- 4.01 Compliance with Applicable Law. In the performance of their respective obligations hereunder, CITY and CADL shall comply with all applicable statutes, laws, ordinances, administrative regulations or rules and the provisions of any permit, license or governmental approval pertaining to the subject of this Agreement. If in the event an administrative, governmental or judicial termination or suspension of a permit, license or approval necessary for the performance of such obligations contained within this agreement occurs, then this Agreement shall be suspended for a period coterminous with the period during which such permit, license or approval is suspended. Such termination or suspension shall not constitute a default hereunder.
- 4.02 Equal Employment Opportunity. In the performance of its obligations hereunder, CADL shall comply with all federal, state and local laws (including, but without limitation, City of Lansing Ordinance Section 206.21) the purposes of which are to ensure that employees and applicants for employment are not discriminated against on any illegal basis, including race, color, religion, sex or national origin.
- 4.03 Assignments. CADL shall not assign any interest in this Agreement and shall not transfer any interest in the same (where by assignment or novation), without the prior written consent of the CITY.
- 4.04 Indemnification. CADL shall be solely responsible for and shall indemnify, defend and hold harmless the City, its elected officials, agents, officers and employees from and against any and all claims, suits damages and losses, specifically including, but not limited to those for loss of use of property, for

damage to any property, real or personal, for injury to or death of any person including but not limited to employees and officers of the CITY and for all other liabilities whatsoever including related expenses and actual attorney fees in any way sustained or alleged to have been sustained, directly or indirectly, by reasons of or in connection with:

1. The negligent performance of the work by or any other activities of CADL its employees or agents or officers including but not limited to the use of any equipment or material furnished by CADL.
 2. The presence of CADL, its employees, agents or officers on the premises of the CITY, whether such claims, suits, damages, losses and liabilities are based upon or result in whole or in part from the active or passive negligence of the CITY, its elected officials, employees, agents, or officers or the CITY'S strict liability in tort, breach of warranty, breach of contract, duty to indemnify or any other basis whatsoever, whereby the CITY might be held liable; provided however, that the foregoing shall not be construed to be an agreement to indemnify the CITY against liability for damages caused by or resulting from the sole negligence of the CITY, its agents, employees or officials, under circumstances whereby said Agreement would be in violation of the Michigan Public Act 1966 No. 165, Section 1 (MCLA Section 691.991) if applicable. This provision shall extend beyond the term of this Agreement.
1. Any tax, charge or claim arising out of any negligent errors, acts or omissions of any employee, agent or other person acting under the supervision or direction of CADL or otherwise performing services on behalf of CADL under this agreement.
 2. Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

4.05

Mutuality, Integration, Modification and Binding Effect. Upon execution of this Agreement by both parties, this Agreement shall be deemed mutually drafted. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof. No modification or revision of this Agreement shall be valid unless reduced to writing and executed by an authorized representative of each party. Except as otherwise provided herein, if any portion of this Agreement is determined to be unenforceable by a Court having jurisdiction, then the remaining portions shall remain in force and

effect.

- 4.06 Severability of Provisions. Except as otherwise provided herein, if any clauses, sections, provisions, or parts of this Agreement are held invalid, or if any portion of any clauses, sections, provisions, or parts of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, if such reminder of this Agreement would then continue to conform to the terms and requirements of applicable law.
- 4.07 Effective Date. This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties.
- 4.08 Failure or Delay. No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.
- 4.09 Notice. All notices, request and approvals under this Agreement shall be sufficiently delivered if sent by certified mail to the following addresses of the parties, or such other address as may be designated from time to time in writing to the other party.

City: CITY OF LANSING
c/o: City Clerk's Office
Attention: City Clerk
City Hall, 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933

CADL: Capital Area District Library
c/o: Susan Hill, Director of CADL
Lansing Library
401 South Capitol Avenue
Lansing, MI 48933

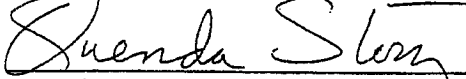
- 4.10 Ambiguity. If this Agreement or any of its terms and conditions are determined to be ambiguous, this Agreement and all its terms and conditions shall be considered as if drafted by both parties.
- 4.11 Authorized Signatures. The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have

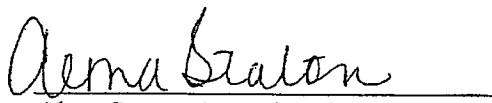
H:\MY DOCUMENTS\BOARD\PACKETS\2006\06-02-15\SOUTH LANSING.DOC

signed this Agreement on the day and year written.

CAPITAL AREA DISTRICT LIBRARY


Quenda Story, Board Chairperson

Date Signed: _____

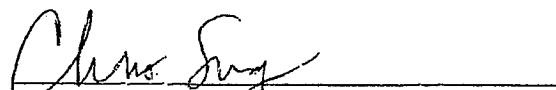

Alma Staton, Board Secretary

Date Signed: 3/8/06

CITY OF LANSING


Virg Bernero - Mayor

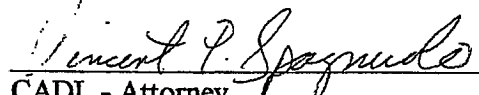
Date Signed: 3/22/06


Chris Swope - City Clerk

Date Signed: 5/5/06

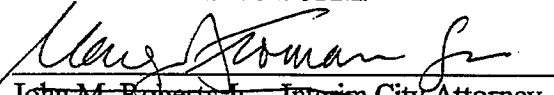

Murdock Jemerson, Director
Parks and Recreation Dept.
Date Signed: 4-10-06

APPROVED AS TO FORM:


CADL - Attorney

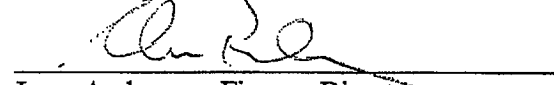
Date Signed: 3/8/06

APPROVED AS TO FORM:


John M. Roberts Jr. - Interim City Attorney

Date Signed: 4/12/06

CERTIFICATION OF FUNDS


Jerry Ambrose - Finance Director

Account# N/A

ACORD CERTIFICATE OF LIABILITY INSURANCE		OP ID V# CAPIT11	DATE (MM/DD/YYYY) 03/22/06
PRODUCER LYMAN & SHEETS INSURANCE 2213 East Grand River P.O. Box 15127 Lansing MI 48901 Phone: 517-482-2211 Fax: 517-371-4881		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED Capital Area District Library Mr. Pat Taylor 401 S Capital Ave Lansing MI 48933		INSURERS AFFORDING COVERAGE	NAIC #
		INSURER A: Indiana Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X			GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC	CBP8063817	08/18/05	08/18/06	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000	
A				AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS	BA8062317-	08/18/05	08/18/06	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
				GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$	
A				EXCESS/UMBRELLA LIABILITY ☒ OCCUR ☐ CLAIMS MADE DEDUCTIBLE ☒ RETENTION \$0	CU8064417	08/18/05	08/18/06	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$ \$ \$	
A				WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	WC8062217	08/18/05	08/18/06	☒ WC STAFF-TORY LIMITS ☐ OTHER E.L. EACH ACCIDENT \$500000 E.L. DISEASE - EA EMPLOYEE \$500000 E.L. DISEASE - POLICY LIMIT \$500000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

City of Lansing is named as additional insured with respects to general liability. Re: Lease Agreement.

APPROVED AS TO FORM ONLY

Carol Monroe
CITY ATTORNEY

CERTIFICATE HOLDER City of Lansing Parks & Recreation 124 W Michigan Ave City Hall Lansing MI 48933	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Carol Monroe</i>
---	--

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of January 1998, by and between the CAPITAL AREA DISTRICT LIBRARY BOARD, "CADL" AND the City of Williamston, "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Williamston Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least 41 hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

Susan J. Hill 5-6-98
Date

CAPITAL AREA DISTRICT LIBRARY

By: L. Robert McConnell

Name: L. Robert McConnell

Title: Chairperson

Susan J. Hill 5/6/98
Date

By: Kathryn A. Peyton

Name: Kathryn A. Peyton

Title: Secretary, CADL

Alan M. Dolley 4/28/98
Date
Alan M. Dolley
Clerk/Treasurer

MUNICIPALITY

By: Dale R. Soumis

Name: Dale R Soumis

Title: City Manager

Date

By: _____

Name: _____

Title: _____

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of January 1998, by and between the CAPITAL AREA DISTRICT LIBRARY, "CADL" AND MERIDIAN TOWNSHIP, "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: Two libraries shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Haslett Library and the Okemos Library, the "Community Libraries".

SECOND: CADL shall provide each Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff, all of whom shall be employees of CADL and not of the Municipality.

THIRD: Each Community Library shall be open to the public at least 57 hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL, after reasonable consultation with the Municipality.

FOURTH: CADL shall provide a collection of books and other materials for each Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Libraries subject to the policies, rules and regulation of the Municipality for the building. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for each Community Library, on the ground floor of a building selected by the Municipality, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the buildings and their associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the

exterior of the buildings including landscape maintenance and snow removal. CADL shall be responsible for any damage to the building caused by its employees or agents.

SEVENTH: CADL shall be responsible for the Community Library's utilities including cable television, telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing cable television, telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the buildings shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this Agreement. The Municipality shall be responsible for repair and replacement of this furniture unless this repair or replacement is required because of damage, excluding reasonable wear and tear, caused by CADL, its employees, or agents. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL and shall be promptly removed by CADL upon termination of this Agreement.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this Agreement.

CADL shall, at its own expense, protect, defend, indemnify and save harmless the Municipality, its employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to the Municipality's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of CADL, its agents and employees.

CADL's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the Municipality, its employees, and agents by the insurance coverage maintained by CADL pursuant to the requirements of this Agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement. Each party shall provide the other with a certificate of insurance evidencing this insurance coverage.

ELEVENTH: Except as otherwise provided in this Agreement, each party shall assume the sole responsibility for the risk of loss to its property during the terms of this Agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

CAPITAL AREA DISTRICT LIBRARY

Susan J. Huel 2-4-98
Date

By: L. Robert McConnell

Name: L. Robert McConnell

Title: Chairperson

Susan J. Huel 2-4-98
Date

By: Monte Shuck

Name: Monte Shuck

Title: Secretary

TOWNSHIP OF MERIDIAN

Sharon L. Goch 6-19-98
Date

By: Bruce A. Little

Name: Bruce A. Little

Title: Supervisor

Teresa M. Burris 6-10-98
Date

By: Mary M. G. Helmbrecht

Name: Mary M. G. Helmbrecht

Title: Clerk

■ *Haslett Library Inventory* ■

12	<i>tables</i>
62	<i>chairs</i>
1	<i>service desk</i>
5	<i>file cabinets</i>
2	<i>desks</i>
1	<i>cassette tape storage unit</i>
1	<i>three section storage unit</i>
1	<i>sink and two kitchen countertops</i>
53	<i>single sided book shelves</i>
20	<i>double sided book shelves</i>
6	<i>kitchen cupboards</i>
4	<i>double sided book racks</i>
2	<i>fire extinguishers</i>
1	<i>wall heater</i>
4	<i>wooden book shelves</i>
1	<i>wooden cubical storage rack</i>
1	<i>water heater</i>
1	<i>furnace</i>
1	<i>air conditioner</i>
1	<i>ladder</i>
1	<i>vacuum cleaner</i>
1	<i>mop and bucket</i>
3	<i>wood wall shelves in utility room</i>
4	<i>brooms</i>
1	<i>buffer</i>
1	<i>toilet plunger</i>
1	<i>dust pan</i>
1	<i>coat rack</i>
3	<i>paper towel dispensers</i>
9	<i>trash cans</i>
1	<i>picnic table</i>
2	<i>sinks and toilets</i>
1	<i>bike rack</i>
11	<i>book shelves on brackets</i>
1	<i>wall clock</i>
1	<i>wall coat rack and shelf combo</i>
1	<i>alarm system</i>
1	<i>flag & pole</i>

■ *Okemos Library Inventory* ■

4 *file cabinets*
20 *chairs*
1 *chair cart*
19 *tables*
1 *display case*
4 *wood magazine racks*
2 *metal magazine racks*
5 *trash cans*
1 *service cart*
168' *of wall mounted book shelves*
6 *double sided wood book shelves*
2 *file cabinets*
1 *roof mounted air conditioner*
7 *one sided wood book shelves*
1 *triangular book shelf*
1 *counter top*
17 *bracketed wall mounted book shelves*
1 *10' step ladder*
1 *4' shelf near service desk*
1 *wood cassette rack*
1 *wood c.d. rack*
1 *vacuum cleaner*
1 *misc. janitorial supplies*
1 *bike rack*
2 *wall clocks*



DELHI CHARTER TOWNSHIP

2074 AURELIUS ROAD
PHONE: (517) 694-2136

HOLT, MICHIGAN 48842-6320
FAX: (517) 694-1289

May 22, 1998

Susan J. Hill, Director
Capital Area District Library
706 Curtis Street

Dear Ms. Hill:

Enclosed are both copies of the Contract Agreement. I noticed that the date of signing, the witness and the second signature have not been filled in by the Capital Area District Library. When the agreements are complete, please send us a copy .

In Paragraph Eighth, there is reference to inventory being enclosed. We are still waiting for an inventory list to come from Allied Distributors. As soon as we receive it, we will forward the library inventory on to you to be attached to the contract.

Thank you!

Inge M. Kyler
Assistant to the Township Manager

encl

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of January 1998, by and between the CAPITAL AREA DISTRICT LIBRARY BOARD, "CADL" AND DELHI CHARTER TOWNSHIP, "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Holt-Delhi Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least 49 hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

CAPITAL AREA DISTRICT LIBRARY

Susan J. Hill

4-15-98
Date

By:

L. Robert McConnell
Name: L. Robert McConnell

Title: Chairperson

Susan J. Hill

4-15-98
Date

By:

Monte Shuck
Name: Monte Shuck

Title: Secretary

DELHI CHARTER TOWNSHIP

Dye m GZ

5-18-98
Date

By:

Harry R. Ammon
Name: Harry R. Ammon

Title: Supervisor

Barbara Prater 5/22/98
Date

By:

Virginia Farr
Name: Virginia Farr

Title: Clerk

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of January, 1997, by and between the CAPITAL AREA DISTRICT LIBRARY BOARD, "CADL" AND the CITY OF LESLIE, "Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the Leslie Community Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least _____ hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

EIGHTH: ~~The Municipality shall retain ownership of all Community Library furniture~~ and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

CAPITAL AREA DISTRICT LIBRARY

Date

By:

Name: L. Robert McConnell

Title: Chairperson

MUNICIPALITY

Patricia L. Christ
Patricia L. Christ

1-6-98

Date

By:

Name: Peter C. Von Drak

Title: Leslie City Manager

Patricia L. Christ
Patricia L. Christ

1-6-98

Date

By:

Name: Vyrna Dotte Weideman

Title: Leslie City Clerk

CAPITAL AREA DISTRICT LIBRARY

LIBRARY AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of

_____, 1998, by and between the CAPITAL AREA DISTRICT

LIBRARY BOARD, "CADL" AND

Township of Stockbridge

"Municipality".

THE PARTIES RECOGNIZE THAT CADL has available certain library services and

that the Municipality wishes to utilize those library services for the benefit of its residents.

THE PARTIES AGREE, as follows:

FIRST: A library shall be established and operated by the CADL within the territorial limits of the Municipality which shall be know as the *Stockbridge* Community Library, the "Community Library".

SECOND: CADL shall provide the Community Library with a Head Librarian and any additional staff which CADL believes the Community Library requires. CADL shall be solely responsible for selecting, appointing, supervising, and paying the Community Library's staff.

THIRD: The Community Library shall be open to the public at least _____ hours per week, excluding holidays. The times that the library is open shall be determined exclusively by the CADL.

FOURTH: CADL shall provide a collection of books and other materials for the Community Library, all of which shall remain the permanent property of CADL. It shall be CADL's exclusive responsibility to select, order, catalog, process, and discard books and other materials for the Community Library

FIFTH: It shall be CADL's exclusive responsibility to establish policies, rules, and regulations governing the Community Library. CADL shall provide the Municipality with copies of proposed policies, rules, and regulations which might be applicable to the operation of the Community Library. CADL shall provide the Municipality with a financial report for the six month period ending June 30th and December 31st each year.

SIXTH: The Municipality, at its sole expense, shall provide quarters, suitable to CADL, for the Community Library, on the ground floor of a building, which meets all federal, state, and local laws, ordinances, regulations, and codes, including handicapper accessibility. The Municipality shall be responsible for maintaining the building and its associated plumbing, electrical, heating, and air-conditioning systems in good working order. The Municipality shall also maintain the exterior of the building including landscape maintenance and snow removal.

SEVENTH: CADL shall be responsible for the Community Library's utilities including telephone, gas, electricity, water, and sewer, and trash removal. CADL shall also be responsible for customary custodial maintenance. CADL shall either pay for these separately metered services directly or reimburse the Municipality for these services using a formula that is agreeable to both parties. CADL shall be responsible for the costs of installing telephone lines, computer cables, and for any changes to the electrical system needed for additional equipment. Any changes to the building shall be approved in advance by the Municipality.

~~**EIGHTH:** The Municipality shall retain ownership of all Community Library furniture and equipment that it currently owns and shall maintain that furniture and equipment for Community Library use. An inventory of furniture and equipment owned by the Municipality is attached to this contract. The Municipality shall be responsible for repair and replacement of this furniture. Property owned by CADL and placed in the Community Library shall remain the permanent property of CADL.~~

NINTH: The Municipality shall, at its own expense, protect, defend, indemnify and save harmless the CADL Board, CADL, and their employees, and agents from all claims, damages, lawsuits, costs and expenses including, but not limited to, loss or damage to CADL's property incurred as a direct or indirect result of any activities, omissions, errors or negligence of the Municipality or its agents and employees.

The Municipality's indemnification responsibilities under this section shall include damages, costs and expenses in excess of those paid out on behalf of or reimbursed to the CADL Board, CADL, and their employees, and agents by the insurance coverage maintained by the Municipality pursuant to the requirements of this agreement.

TENTH: Each party shall procure and pay the premium on and keep and maintain during the term of this Agreement adequate personal injury and property damage insurance covering injuries, death and property damage arising out of their respective duties and obligations under this Agreement.

ELEVENTH: The Municipality shall assume the sole responsibility for the risk of loss to its property during the terms of this agreement.

TWELFTH: This Agreement shall become effective on the date on which it is signed by all the authorized representatives of both parties and remain in effect until terminated by either or both parties.

THIRTEENTH: Either party may terminate this Agreement by giving at least ninety (90) days written notice to the other party.

FOURTEENTH: No failure or delay on the part of either party to this Agreement in exercising any right, power, or privilege shall operate as a waiver, nor shall a single or

partial exercise of any right, power, or privilege preclude any other or further exercises of any other right, power or privilege.

FIFTEENTH: Modifications, amendments, or waivers of any provision of this Agreement shall be effective only by the written mutual consent of the parties.

SIXTEENTH: If any provision of this Agreement is determined to be invalid, the remainder of this Agreement shall not be affected, except where the invalidity of a provision would result in the illegality or unenforceability of this Agreement.

SEVENTEENTH: The persons signing on behalf of the parties certify by their signatures that they are authorized to sign this Agreement on behalf of the parties and that this Agreement has been authorized by the parties.

WITNESSING THIS DOCUMENT, the authorized representatives of the parties have signed this Agreement on the day and year above written.

WITNESSED:

CAPITAL AREA DISTRICT LIBRARY

By: L. Robert McConnell

Name: L. Robert McConnell

Title: Chairperson

MUNICIPALITY

Judith L. Fay

1-27-98
Date

By: Township of Stockbridge

Name: Judith L. Fay

Title: Supervisor

Mary Curtis

1/24/98
Date

By: Township of Stockbridge

Name: Mary Curtis

Title: Treasurer