



CAPITAL AREA DISTRICT LIBRARIES BOARD MEETING

5:30 PM, WEDNESDAY, JANUARY 28, 2026

BOARD ROOM

401 S CAPITOL AVE., LANSING, MI 48933

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 December 17, 2025](#) (enc – action)
- b. [Disbursements for December 2025](#) (enc – action)

CHAIRPERSON'S COMMENTS

PRESENTATION

- a. Strategic Planning - Implementation Plan, Jenny Marr

NEW BUSINESS

General

- a. Legislative Update
- b. Community Contacts

Finance

- a. [December 2025 Financial Report \(unaudited\)](#) (enc – action)
- b. [America 250 Grant Application](#) (enc – action)
- c. 2026 E-rate Network Services Recommendation (distributed separately – action)

DIRECTOR'S REPORT

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

ADJOURNMENT

CAPITAL AREA DISTRICT LIBRARIES
BOARD MEETING
December 17, 2025

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

Members Absent: Quinn O'Donnell

Staff Present: Jolee Hamlin, Julie Laxton, Sheryl Knox, Jenny Marr, Victoria Meadows, Michael Moore, Katelyn Whiteman

Others Present:

CALL TO ORDER

The Chairperson called the meeting to order at 5:30 p.m.

ROLL CALL

Baer – Present

Bloomquist – Present

Drake – Present

O'Donnell – Absent with Notice

Smith – Present

Stewart – Present

Vandenboom – Present

Ashley Smith made a motion to excuse Sandy Drake and Quinn O'Donnell from the December 10 COW meeting and Quinn O'Donnell from the December 17 Board meeting. Sandy Drake seconded. Motion carried.

COMMUNICATIONS

- Newsletter from the Friends of Okemos Library
- Thank you, card, from Stockbridge Branch
- Thank you sent from various staff/branches of CADL for the shirts

APPROVAL OF AGENDA

Sandy Drake made a motion to approve the agenda as amended - moving Finance items a, c to the Consent Agenda. Mark Stewart seconded the motion. The motion carried.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments on agenda items.

CONSENT AGENDA

- a. Approval of Minutes November 19, 2025
- b. Approval of Closed session Minutes November 12, 2025

- c. Approval of Closed session Minutes December 10, 2025
- d. Disbursements for November 2025

Ashley Smith made a motion to approve the Consent Agenda. Mark Stewart seconded the motion. The motion carried.

CHAIRPERSON'S COMMENTS

Thanked board and management team for hard work this year and is looking forward to 2026 projects, including moving into the Local History Center and renewing the union contracts. He also reminded the board that with the new Downtown Lansing branch hours (closing at 7 pm) the board meetings will need to make accommodation if a meeting will go beyond the closing time.

NEW BUSINESS

General

- a. HUM 202a

Mark Stewart made a motion to approve the proposed change as amended by Quinn O'Donnell- correct the spelling on the form from 'Capitol' to 'Capital'. Debora Bloomquist seconded the motion. The motion carried.

- b. HUM 202b

Ashley Smith suggested getting feedback for questions on evaluation from the staff.

Ashley Smith made a motion to approve proposed changes as amended by Quinn O'Donnell- correct the spelling on the form from 'Capitol' to 'Capital', and to put revisions into process to include questions for staff next year regarding updates. Mark Stewart seconded the motion. The motion carried.

- c. Legislative Update

Executive Director Jenny Marr gave an update on the federal IMLS lawsuit – the court issued a permanent injunction in Rhode Island vs. Trump in November. It directed that the IMLS cannot be further dismantled at the hands of the administration, and all grant funding must be restored.

ED Marr attended the Michigan Literacy Summit at the Michigan Science Center on December 15.

- d. Community Contacts

Sandy Drake attended Lansing Friends meeting, Stockbridge ribbon cutting, and assisted Okemos and Aurelius branches with their book sales. Drake also attended Williamston and Aurelius branches' holiday celebrations.

Brian Baer attended the Stockbridge ribbon cutting and Aurelius Polar Express event. Debora Bloomquist attended Stockbridge and Aurelius holiday celebrations, noted special thanks to Micheal Moore for work.

Ashley Smith attended Aurelius holiday program with her children.

Finance

a. November 2025 Financial Report

There were no changes to the November 2025 Financial Report presented at the Committee of the Whole meeting on December 10, 2025.

This item was approved by consent.

b. December 2025 Budget Amendment

There were no changes to the 2025 budget presented at the COW on December 10, 2025.

Mark Stewart made a motion to approve the December 2025 budget amendment. Julie Vandenboom seconded the motion. A roll call vote was held:

Baer – Yes

Bloomquist – Yes

Drake – Yes

O'Donnell – Absent

Smith - Yes

Stewart – Yes

Vandenboom – Yes

The motion carried.

c. Legal Services Renewal Recommendation

This item was approved by consent.

DIRECTOR'S REPORT

Executive Director Jenny Marr gave an overview of the following items:

- Welcome new Administrative Assistant Katelyn Whiteman
- Stockbridge Ribbon Cutting
- MLA ThinkSpace
- Aurelius Polar Express – over 850 people
- Winter Reading Challenge will be kicking off soon
- America 250 plans for 2026
- OGR in progress, book selection down to the finalists
- Seasonal programming throughout the month
- Holiday closures: 12/24-12/25, 12/31, 1/1
- Jenny off Dec 24, returning Jan 5

PUBLIC, STAFF, AND BOARD MEMBER COMMENTS

Sandy Drake wished everyone a Merry Christmas and Happy New Year. Debora Bloomquist asked if both motions for the policies included the spelling correction, Jenny Marr said yes, they'll be included. Brian Baer wished everyone Happy Holidays.

No public comments.

ADJOURNMENT

Ashley Smith made a motion to adjourn the meeting. Mark Stewart seconded the motion. The motion carried. The meeting adjourned at 5:59 p.m.

CHECK REGISTER FOR CAPITAL AREA DISTRICT LIBRARIES
CHECK DATE 12/01/2025 - 12/31/2025

Check Date	Check	Vendor Name	Description	Amount
Bank MAIN MAIN CASH				
Check Type: EFT Transfer MAIN				
12/05/2025	3931(E)	ACRISURE/44 NORTH	MEDICAL CLAIMS	6,054.65
12/05/2025	3932(E)	BS&A SOFTWARE, INC.	ACCTNG SOFTWARE 12/1/25-12/1/26	8,202.00
12/05/2025	3933(E)	INGRAM LIBRARY SERVICES	BOOKS	14,748.30
12/05/2025	3950(E)	KOIOS, LLC	KOIOS 2026 GOOGLE ADS GRANT ADMIN	7,108.00
12/05/2025	3951(E)	LAGARDA SECURITY	SECURITY SVCS W/E 11/23/25	3,004.86
12/05/2025	3952(E)	MICHIGAN FLEET FUELING SOLUTIONS LL	VEHICLE FUEL 11/15-11/30/25	695.29
12/05/2025	3953(E)	MIDWEST TAPE	11/2025 DIGITAL CONTENT,AUDIOBOOKS,I	49,398.43
12/05/2025	3954(E)	PHARMACY DATA MANAGEMENT INC.	PRESCRIPTION CLAIMS 11/16-11/30/25	5,362.29
12/05/2025	3955(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,429.56
12/05/2025	3956(E)	ACRISURE/44 NORTH	MEDICAL CLAIMS	6,121.98
12/05/2025	3957(E)	ALERUS FINANCIAL	11/2025 RETIREMENT CONTRIBUTIONS	21,160.51
12/05/2025	3958(E)	CONSUMERS ENERGY	2175 180 10/8-11/6/25	29.39
12/05/2025	3959(E)	CONSUMERS ENERGY	2175 160 10/8-11/6/25	31.01
12/05/2025	3960(E)	CONSUMERS ENERGY	2175 170 10/8-11/6/25	56.29
12/05/2025	3961(E)	CONSUMERS ENERGY	2175 150 10/8-11/7/25	185.56
12/05/2025	3962(E)	CONSUMERS ENERGY	2175 140 108-11/6/25	139.44
12/05/2025	3963(E)	CONSUMERS ENERGY	2175 130 10/8-11/6/25	95.37
12/05/2025	3964(E)	MERS	11/2025 RETIREMENT CONTRIBUTIONS	89,570.82
12/05/2025	3965(E)	TASC	BENEFITS FUNDING	118.81
12/05/2025	3966(E)	TASC	BENEFITS FUNDING	412.53
12/11/2025	3967(E)	ACRISURE CYBER SERVICES, LLC DBA CATA	12/2025 TEAMS PHONE & PROOFPOINT	2,331.75
12/11/2025	3968(E)	ACRISURE/44 NORTH	MEDICAL CLAIMS	3,883.05
12/11/2025	3969(E)	AMAZON	AMAZON INVOICES	6,014.38
12/11/2025	3970(E)	BOLING JANITORIAL SERVICE INC	11/2025 JANITORIAL SVCS	14,432.56
12/11/2025	3971(E)	BS&A SOFTWARE, INC.	11/2025 CC FEES	256.70
12/11/2025	3972(E)	CHARTER TOWNSHIP OF MERIDIAN	2175 9/5-10/4/25	205.32
12/11/2025	3973(E)	CHICAGO DISTRIBUTION CENTER	BOOKS-PROFESSIONAL COLLECTION	79.39
12/11/2025	3974(E)	COLLECTION HQ	COLLECTIONHQ 1/24/26-1/23/27	27,597.24
12/11/2025	3975-82(E)	INGRAM LIBRARY SERVICES	BOOKS	6,276.58
12/11/2025	3983(E)	JACALYN MCDONALD	MILEAGE 10/28-11/25/25,GINGERBREAD PF	48.10
12/11/2025	3984(E)	JAY HULL	TWEEN BOOK CLUB PIZZA	17.45
12/11/2025	3985(E)	KANOPI INC	11/2025 PLAY CREDITS	2,994.55
12/11/2025	3986(E)	LAGARDA SECURITY	SECURITY SVCS W/E 11/30/25	2,056.61
12/11/2025	3987(E)	MELISSA COLE	GRAHAM CRACKER HOUSE - MEIJER	136.51
12/11/2025	3988(E)	MICHAEL MOORE	MILEAGE 10/3-12/5/25	453.25
12/11/2025	3989(E)	MIDWEST TAPE	AUDIOBOOKS,DVD,MUSIC	3,614.30
12/11/2025	3990(E)	OVERDRIVE INC	CONTENT PURCHASE	15,000.00
12/11/2025	3991(E)	LAUREN CLARKE	COOKIE TRAY FOR WINTER CELEBRATION	15.99
12/11/2025	3992(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	628.35
12/11/2025	3993(E)	TECH LOGIC CORPORATION	CIRC-IT SOFTWARE 1/1/26 - 12/31/26	6,248.64
12/11/2025	3994(E)	TECRE CO INC	BUTTON MAKERS AND SUPPLIES AUG 202	6,438.06
12/11/2025	3995(E)	TRANSPARENT LANGUAGE INC.	2026 TRANSPARENT LANGUAGE ONLINE S	5,670.00
12/11/2025	3996(E)	UNIQUE	11/2025 CHAT SVC, PLACEMENTS	1,471.85
12/11/2025	3997(E)	BOARD OF WATER & LIGHT	427 1FL 10/7-11/9/25	81.85
12/11/2025	3998(E)	BOARD OF WATER & LIGHT	123 10/7-11/8/25	9,306.89
12/11/2025	3999(E)	BOARD OF WATER & LIGHT	401 10/5-11/12/25	5,402.93
12/11/2025	4000(E)	BOARD OF WATER & LIGHT	3500 108 10/7-11/8/25	1,186.84
12/11/2025	4001(E)	BOARD OF WATER & LIGHT	3500 1/2 10/7-11/7/25	154.99
12/11/2025	4002(E)	CONSUMERS	4321 4 10/14-11/12/25	280.30
12/11/2025	4003(E)	CONSUMERS	201 10/14-11/13/25	409.05
12/11/2025	4004(E)	CONSUMERS	4321 1 10/14-11/12/25	248.93
12/11/2025	4005(E)	CONSUMERS	4321 2 10/13-11/12/25	536.69
12/11/2025	4006(E)	CONSUMERS	4321 1 10/14-11/12/25	199.95
12/11/2025	4007(E)	CONSUMERS	427 10/14-11/12/25	19.20
12/11/2025	4008(E)	CONSUMERS	401 10/14-11/12/25	19.20
12/11/2025	4009(E)	CONSUMERS	145 10/16-11/16/25	856.11
12/11/2025	4010(E)	CONSUMERS	1379 10/16-11/16/25	164.15
12/11/2025	4011(E)	CONSUMERS	3500 107B 10/15-11/13/25	90.46

12/11/2025	4012(E)	CONSUMERS	3500 109A 10/15-11/13/25	179.59
12/11/2025	4013(E)	CONSUMERS	126 10/16-11/17/25	569.61
12/11/2025	4014(E)	CONSUMERS	3500 109B 10/15-11/13/25	54.88
12/11/2025	4015(E)	CONSUMERS	2175 120 10/10-11/11/25	157.35
12/11/2025	4016(E)	CONSUMERS ENERGY	2175 100 10/21-11/19/25	113.72
12/11/2025	4017(E)	CONSUMERS ENERGY	2175 HSE 10/21-11/19/25	236.72
12/11/2025	4018(E)	DELTA DENTAL PLAN OF MICHIGAN	12/2025 DENTAL PREMIUM	214.11
12/11/2025	4019(E)	OVERDRIVE INC	CONTENT PURCHASE	30,000.00
12/11/2025	4020(E)	TASC	BENEFITS FUNDING	381.00
12/11/2025	4021(E)	TASC	BENEFITS FUNDING	572.60
12/11/2025	4022(E)	T-MOBILE	HOTSPOTS 10/21-11/20/25	7,168.16
12/18/2025	4030(E)	ACRISURE/44 NORTH	12/2025 BUNDLE FEE & INTERNAT'L PHARI	10,801.97
12/18/2025	4031(E)	AMAZON	AMAZON INVOICES	1,727.67
12/18/2025	4032(E)	ANNELISE GORDON	FOOD FOR STAFF MEETING	102.84
12/18/2025	4033(E)	BOYNTON FIRE SAFETY SERVICE LLC	3RD FLOOR SPRINKLER SIGHT GLASS RE	345.00
12/18/2025	4034(E)	BRIAN BAER	BOARD STIPEND 6/10-12/17/25	420.00
12/18/2025	4035(E)	CENGAGE LEARNING INC/GALE	BOOKS	689.85
12/18/2025	4036(E)	CONSUMERS ENERGY	115 10/21-11/19/25	105.89
12/18/2025	4037(E)	DELAU FIRE & SAFETY INC	12/2025 FIRE MONITORING LHC	65.00
12/18/2025	4038-57(E)	INGRAM LIBRARY SERVICES	BOOKS	17,831.61
12/18/2025	4058(E)	JAY HULL	FOOD FOR PROGRAMS	37.37
12/18/2025	4059(E)	JENNIFER DEGROAT	MILEAGE 11/11-12/12/25	100.32
12/18/2025	4060(E)	JENNY MARR	MILEAGE, DINNER MLA 12/3-12/15/25	874.71
12/18/2025	4061(E)	JOLEE HAMLIN	MILEAGE 8/13-12/15/25	478.52
12/18/2025	4062(E)	JULIE LAXTON	MILEAGE 11/19-12/8/25	126.00
12/18/2025	4063(E)	KOCHENDERFER, MELINDA	MILEAGE CADL CON 11/11/25	9.80
12/18/2025	4064(E)	LAGARDA SECURITY	SECURITY SVCS W/E 12/7/25	2,820.14
12/18/2025	4065(E)	LAWN STARS GROUP LLC	SNOW & ICE MGMT 12/1-12/14/25	2,553.00
12/18/2025	4066(E)	MCBRIDE, BRIDIE	FOOD FOR PROGRAMS	224.15
12/18/2025	4067(E)	MELISSA COLE	GINGERBREAD HOUSE SUPPLIES	60.16
12/18/2025	4068(E)	MICHIGAN FLEET FUELING SOLUTIONS LL	VEHICLE FUEL 12/1-12/15/25	839.14
12/18/2025	4069(E)	MIDWEST COMMUNICATIONS	11/2025 ADVERTISING	1,500.00
12/18/2025	4070(E)	MIDWEST TAPE	DVD,MUSIC	113.97
12/18/2025	4071(E)	MISSION SQUARE	11/2025 RETIREMENT CONTRIBUTIONS	3,270.24
12/18/2025	4072(E)	PHARMACY DATA MANAGEMENT INC.	PRESCRIPTION CLAIMS 12/1-12/15/25	7,724.85
12/18/2025	4073(E)	ROBERT CHARTRAND	PUMPKIN PAINTING,CANDY	36.63
12/18/2025	4074(E)	STAPLES ADVANTAGE	OFFICE,PROGRAM SUPPLIES	1,988.31
12/18/2025	4075(E)	STEWART, MARK	BOARD STIPEND 10/13-12/17/25	270.00
12/18/2025	4076(E)	VANDENBOOM, JULIE	BOARD STIPEND 1/15/25-12/17/25	1,080.00
12/18/2025	4077(E)	VISION SERVICE PLAN	12/2025 PREMIUM	868.03
12/18/2025	4078(E)	PULLING, DANIELLE	SLIME SUPPLIES	50.53
12/18/2025	4079(E)	TASC	BENEFITS FUNDING	304.68
12/19/2025	4023-29(E)	RAMP BUSINESS CORPORATION	*SEE NEXT PAGE	35,243.42
12/24/2025	4080(E)	ABRAHAM WASHINGTON LLC	1/2026 PARKING	4,520.00
12/24/2025	4081(E)	AT&T	4 PHONEBOOKS 12/2025	24.00
12/24/2025	4082(E)	DELTA DENTAL PLAN OF MICHIGAN	11/2025 DENTAL CLAIMS	3,110.50
12/24/2025	4083-97(E)	INGRAM LIBRARY SERVICES	BOOKS	10,669.73
12/24/2025	4098(E)	INNOVATIVE INTERFACES, INC.	2026 SYNDETICS COVER IMAGES ADD ON	500.00
12/24/2025	4099(E)	JENNIFER DEGROAT	GINGERBREAD, POLAR EXPRESS SUPPLII	120.86
12/24/2025	4100(E)	LAGARDA SECURITY	SECURITY SVCS W/E 12/14/25	3,066.44
12/24/2025	4101(E)	LAUREN CLARKE	MILEAGE 12/16/25	18.90
12/24/2025	4102(E)	MIDWEST TAPE	DVD,MUSIC,AUDIOBOOKS	2,192.12
12/24/2025	4103(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	1,373.79
12/24/2025	4104(E)	GRANGER CONTAINER SERVICE INC	12/2025 TRASH SVC	150.41
12/24/2025	4105(E)	GRANGER CONTAINER SERVICE INC	12/2025 TRASH SVC	285.62
12/24/2025	4106(E)	GRANGER CONTAINER SERVICE INC	12/2025 RECYCLING	91.00
12/24/2025	4107(E)	GRANGER CONTAINER SERVICE INC	12/2025 TRASH SVC	12.94
12/24/2025	4108(E)	GRANGER CONTAINER SERVICE INC	12/2025 TRASH SVC	108.33
12/30/2025	4109(E)	BAKER & TAYLOR BOOKS	BOOKS	8.79
12/30/2025	4110(E)	CHRIS POTTS	COOKIE DECORATING SUPPLIES - GFS	68.03
12/30/2025	4111(E)	DICTION SALES & SERVICE INC.	SCANNING 12 BOXES	4,085.00
12/30/2025	4112(E)	DTE ENERGY	117 11/4-12/4/25	177.32
12/30/2025	4113(E)	LAGARDA SECURITY	SECURITY SVCS W/E 12/21/25,12/28/25	4,919.85
12/30/2025	4114(E)	LAWN STARS GROUP LLC	SNOW & ICE MGMT 12/19/25	158.00

12/30/2025	4115(E)	MERS	12/2025 RETIREMENT CONTRIBUTIONS	89,724.25
12/30/2025	4116(E)	MISSION SQUARE	12/2025 RETIREMENT CONTRIBUTIONS	3,270.24
12/30/2025	4117(E)	PHYSICIANS HEALTH PLAN	12/2025 ADJUSTMENT C HIGHSMITH	971.63
12/30/2025	4118(E)	STAPLES ADVANTAGE	OFFICE SUPPLIES	839.78
12/30/2025	4119(E)	THE LIBRARY NETWORK	DEEP FREEZE RENEWAL 2025/26	980.00
12/30/2025	4120(E)	ALERUS FINANCIAL	12/2025 RETIREMENT CONTRIBUTIONS	17,639.23
12/30/2025	4121(E)	ALERUS FINANCIAL	12/2025 RETIREMENT CONTRIBUTIONS	1,944.23
12/30/2025	4122(E)	ALERUS FINANCIAL	12/2025 RETIREMENT CONTRIBUTIONS	1,672.34
Total EFT Transfer:				623,768.13

Check Type: Paper Check MAIN

12/19/2025	57321	ADDIS ENTERPRISES LLC	WEB DEVELOPMENT HOURS (80)	10,400.00
12/19/2025	57322	ASHLEY LUCILLE SHAFFIER SMITH	BOARD STIPEND 1/15-12/17/25	900.00
12/19/2025	57323	AURELIUS TOWNSHIP	10/2025-12/2025 CLEANING/UTILITIES	2,384.99
12/19/2025	57324	BETTY JUNTUNEN	MILEAGE CADL CON 11/11/25	33.60
12/19/2025	57325	BLOOMFIELD TOWNSHIP PUBLIC LIBRARY	THE COMPLETE SOLO PIANO MUSIC	30.00
12/19/2025	57326	CENTRAL BUSINESS SYSTEMS INC	PRINT COLLECTIONS/COPIES HA,DTL,SL	1,391.07
12/19/2025	57327	CHARLOTTE KRAJNIAK	MILEAGE CADL CON 11/11/25	22.40
12/19/2025	57328	CHERYL LINDEMANN	MILEAGE 12/11/25	29.54
12/19/2025	57329	CHRISTINE GRIFFIN	MILEAGE SPRING INSTITUTE	44.80
12/19/2025	57330	CLINTON MACOMB PUBLIC LIBRARY	A HEX FOR DANGER	26.95
12/19/2025	57331	DEBORA BLOOMQUIST	BOARD STIPEND 1/15-12/17/25	1,440.00
12/19/2025	57332	DECKERVILLE PUBLIC LIBRARY	THE DANCE OF ANGER	14.00
12/19/2025	57333	EAST LANSING PUBLIC LIBRARY	35935005744970 AN IMPOSSIBLE IMPOSTC	23.24
12/19/2025	57334	EILX	11/2025 ADS	200.00
12/19/2025	57335	FARMINGTON COMMUNITY LIBRARY	BACK STREET 30036012600985	14.25
12/19/2025	57336	FLAT ROCK PUBLIC LIBRARY	31345001571837 TROUBLE IN TAROT	19.50
12/19/2025	57337	FRESH TRACKS INC	1ST AND 2ND FLOOR FALL CARPET CLEAI	2,368.00
12/19/2025	57338	HASLETT PUBLIC SCHOOLS	UTILITIES/CLEANING 10/2025-12/2025	8,818.62
12/19/2025	57339	HEIDI BUTLER	MILEAGE 8/27O-11/20/25	71.15
12/19/2025	57340	HILLSDALE COMMUNITY LIBRARY	THE LIKE SWITCH	16.15
12/19/2025	57341	HOME DEPOT CREDIT SERVICES	PAINT SUPPLIES,SAND,SALT,CARPET CLE	1,197.16
12/19/2025	57342	INGHAM COUNTY TREASURER	2025 AUCTION FORECLOSURE PROPERTI	1,190.74
12/19/2025	57343	INNOVATIVE INTERFACES, INC.	SIERRA CORE BUNDLE MAINT 2026	160,311.00
12/19/2025	57344	INNOVATIVE USERS GROUP	10/31/25-10/31/26 IUG MEMBERSHIP DUES	165.00
12/19/2025	57345	JACKSON DISTRICT LIBRARY	36177015733862 FINANCIAL FREEDOM	24.33
12/19/2025	57346	KARON WALTER	MILEAGE 11/7-11/9/25	176.82
12/19/2025	57347	LOGISOFT COMPUTER PRODUCTS LLC	2026 VEEAM ANNUAL SUBSCRIPTION REN	4,895.04
12/19/2025	57348	LONGUSKI, AARON	AARON AT MASON WINTER OPEN HOUSE	204.90
12/19/2025	57349	MAURER, KATRINA	MILEAGE CADL CON 11/11/25	28.00
12/19/2025	57350	MICHAEL ALEX MOSSEY LIBRARY	THE LIVING MOUNTAIN	55.00
12/19/2025	57351	MIRIAM MATTISON - PETTY CASH	BOOKMOBILE WASHES	20.00
12/19/2025	57352	MULTI-CULTURAL BOOKS & VIDEOS	BOOKS	706.22
12/19/2025	57353	MURPHY & SPAGNUOLO PC	11/2025 LEGAL SVCS	2,768.50
12/19/2025	57354	MUSIC MANOR	ELECTRIC GUITARS	979.94
12/19/2025	57355	MYERS PLUMBING & HEATING INC	WATER HEATER EMERGENCY REPLACEN	3,670.00
12/19/2025	57356	NICHE ACADEMY	2026 NICHE ACADEMY SUBSCRIPTION	4,410.00
12/19/2025	57357	R & D LANDSCAPE LLC	11/2025 SALT/PLOWS	994.98
12/19/2025	57358	RICOH USA INC	11/05-12/04/25 B/W & COLOR COPIES	157.30
12/19/2025	57359	SAI KRISHNAMURTHI	MILEAGE 11/14-12/12/25	14.00
12/19/2025	57360	SANDRA DRAKE	BOARD STIPEND 7/8-12/17/25	720.00
12/19/2025	57361	SAVAGE, ANITA	MILEAGE 10/15-12/12/25	69.02
12/19/2025	57362	SCHINDLER ELEVATOR CORPORATION	STAFF ELEVATOR DC GENERATOR REPAI	1,451.20
12/19/2025	57363	SCHOEBERLEIN, GENEVIEVE	MILEAGE CADL CON 11/11/25	33.60
12/19/2025	57364	SHOUTBOMB LLC	2026 TEXT AND PHONE NOTICES	6,594.00
12/19/2025	57365	SHUYLER CLARK	MILEAGE 9/14-12/5/25,PROG SUPPLIES	170.07
12/19/2025	57366	SKYLINE OUTDOOR ADVERTISING	STORYWALK PANELS	1,385.30
12/19/2025	57367	SUSAN BISSONNETTE	PROGRAM FOOD SUPPLIES	399.98
12/19/2025	57368	SUSANA ANDREWS	MILEAGE 11/11/25 CADL CON	11.20
12/19/2025	57369	TECUMSEH DISTRICT LIBRARY	LOST BOOKS	64.00
12/19/2025	57370	TRAVIS, TERENCE	MILEAGE CADL CON 11/11/25	33.60
12/19/2025	57371	TSAI FONG BOOKS	BOOKS	905.91
12/19/2025	57372	UAW LOCAL 2256	11/2025 UNION DUES	3,454.48
12/19/2025	57373	WILX	11/2025 ADS	1,200.00

12/19/2025	57374	WLAJ	11/2025 ROTATOR ADS	100.00
12/19/2025	57375	WLNS	11/2025 ROTATOR ADS	1,000.00
12/30/2025	57376	BARNES & NOBLE	CROCHET WORLD 2 COPIES	17.98
12/30/2025	57377	DBI BUSINESS INTERIORS	LHC SHELVING	36,307.80
12/30/2025	57378	DEBORAH PRIGGE	MILEAGE CADL CON 11/11/25	50.40
12/30/2025	57379	JESSICA M TROTTER	MILEAGE 9/20-12/11/25	76.39
12/30/2025	57380	JILL ABOOD	MILEAGE 1/13-12/17/25	479.08
12/30/2025	57381	JOHN N TAKIS	MILEAGE CADL CON 11/11/25	21.00
12/30/2025	57382	MARK BUZZITTA	MILEAGE 11/2-12/8/25	55.30
12/30/2025	57383	PLAYAWAY PRODUCTS LLC	AUDIOBOOKS	2,822.96
12/30/2025	57384	SAVAGE, ANITA	MILEAGE 12/15-12/17/25	17.92
12/30/2025	57385	SCHINDLER ELEVATOR CORPORATION	NOISY DOOR, INTERMITTENT 2ND FLR BU	776.67
12/30/2025	57386	UAW LOCAL 2256	12/2025 UNION DUES	3,457.85
12/30/2025	57387	WILX	12/2025 MORNING ROTATOR ADS	1,000.00

Total Paper Check:

272,892.90

MAIN TOTALS:

Total of 259 Checks:

896,661.03

CHECK REGISTER FOR CAPITAL AREA DISTRICT LIBRARIES
 CHECK DATE 12/01/2025 - 12/31/2025

Check Date	Check	Vendor Name	Description	Amount
Bank MAIN MAIN CASH				
Check Type: EFT Transfer MAIN				
12/19/2025	4023-29(E)	RAMP BUSINESS CORPORATION	TRAIN AT AU 12-8-25	2,156.44
			WATER DELIVERY, COOLER RENTAL DA	29.45
			WATER DELIVERY STK	16.25
			WATER DELIVERY LE	21.05
			12/2025 WATER COOLER RENTAL DTL	95.00
			BAKING NEW-DAVID ANDREWS	153.48
			2025 LHC ULINE L-CARTS	919.36
			11/1/25-1/31/26 CONTRACT SERVICES	1,362.00
			12/2025 PEST CONTROL	66.00
			12/2025 PEST CONTROL	71.00
			12/2025 PEST CONTROL	86.00
			2026 MIDEAL	180.00
			W/S 9/15-10/15/25	87.76
			TRASH SVC 1/1-3/31/26	55.00
			TRASH SVC 1/1-3/31/26	55.00
			LAKESHORE LEARNING NOV 2025	448.40
			SIGNAGE SUPPLIES	418.04
			JUMP STARTER	299.00
			HEPA FILTER,GLOVES,WRENCHES,PLIERS	84.67
			GLOVES,SALT,SHOVEL	66.67
			CEILING TILE, SHIMS	132.52
			INK CARTRIDGE, SHIPPING LABEL	189.00
			POSTAGE MACHINE 12/3/25-3/2/26	209.85
			2500 POMPOMS WITH CADL LOGO ON HANDLE	2,676.70
			2025 DEMCO 60-C SERIES LARGE BOOK BROP FOR	6,763.07
			ACRYLIC SLATWALL HOLDER - ST SIGNAGE UPDAT	334.54
			DATE LABELS	189.60
			BURGLAR ALARM MONITORING EQUIP AND INSTALI	1,325.70
			CANINES FOR CHANGE DISPLAY ITEMS	116.05
			HEADERS - CFC DISPLAY SIGNAGE - LH	31.36
			STOCKBRIDGE COLLECTION SIGNAGE	423.30
			VINYL NUMBERS	31.05
			LOCAL HISTORY MAKER STATION ADOBE CREATIV	30.00
			12/2025 DIGITAL PHONE LINES AT DL	73.85
			MEMBERSHIP-T ROUSSEAU 2026	297.00
			FAX.PLUS ONLINE FAXING CREDIT	34.99
			MONTHLY WEBSITE HOSTING CHARGES	311.70
			BISECT HOSTING MINECRAFT SERVER	29.94
			HOLT OPEN HOUSE 2025	110.25
			WINTER READING 2026 PRIZES	482.65
			STOCKBRIDGE PHOTO BOARD	36.89
			FLIP TOP CASES, FOLDERS	2,270.92
			DECEMBER COW MEETING	12.59
			SUBSCRIPTION 11/20/25-11/18/2026	180.00
			12/2025 SIMPLYBOOK SUBSCRIPTION	59.90
			11/2025 ADVERTISING	260.00
			12/2025 ADS	260.00
			11/2025 CLOUD STORAGE	82.66
			STAFF APPRECIATION 1/4 ZIPS	3,362.00
			HOTEL-MLA MEETING/CONFERENCE	198.45
			CADL 1X1 GIVEAWAY BRANDING LABEL	128.00
			BATH TISSUE	19.04
			BATH TISSUE	71.50
			PAPER TOWEL	35.50
			HAND SOAP CARTRIDGES	105.00

PULL TOWEL	45.75
PAPERTOWEL, SOAP	135.76
PAPER TOWEL, BATH TISSUE, SOAP	566.90
PAPER TOWEL, BATH TISSUE	300.25
MICHIGAN IN PROSE	58.30
THE CONTAINER STORE - SQUARE CONTAINERS	172.71
6 SQUARE CONTAINERS	77.94
FILE BOXES, TOTES	128.34
CASE OF 4 - 41QT WEATHERTIGHT TOTE CLEAR	110.36
RA BOOKMARK SAMPLES - VEGGIES	36.09
VEGGIE BOOKMARKS - FULL ORDER	64.60
WRC RACK CARDS	262.37
CHOMPSAW FOR MAKERKITS	618.00
COUNTIQ SUBSCRIPTION AND MAINTEANCE	3,875.00
GLOWFORGE AURA ENGRAVER & FILTER	878.00
KEYBOARD REPAIR	28.71
COOKIES FOR ST RIBBON CUTTING	21.45
SUPPLIES FOR ST RIBBON CUTTING	7.40
BAMBU LAB P2S 3D PRINTER	799.00
GATHERING POOL JIGSAW PUZZLE	63.79
LUNCH- MICHIGAN LITERACY SUMMIT	20.70
STAFF PARKING-ONE GRAND READ EVENT	147.00
FOR PRE-BOARD MEETING DECEMBER	19.85
11/2025 CASHBACK	(738.11)
CREDIT SALES TAX	(2.88)
	35,243.42

01/16/2026

BALANCE SHEET REPORT FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As Of 12/31/2025

PRELIMINARY

YTD Balance

GL Number	Description	12/31/2025
Fund: 101 GENERAL FUND		
*** Assets ***		
Account Type: Cash		
CASH	9,738,061.27	
IMPREST CASH	412.00	
INVESTMENTS	4,442,294.65	
Cash	<u>14,180,767.92</u>	
Account Type: Other Assets		
ACCOUNTS RECEIVABLE	6,722.94	
INTEREST RECEIVABLE	105,667.04	
PREPAID EXPENSE	810,621.61	
TAXES RECEIVABLE	<u>14,706,788.85</u>	
Other Assets	<u>15,629,800.44</u>	
Total Assets		<u>29,810,568.36</u>
*** Liabilities ***		
Account Type: Accounts Payable		
ACCOUNTS PAYABLE	175,304.48	
ACCRUED SALARIES PAYABLE	<u>296,447.77</u>	
Accounts Payable	<u>471,752.25</u>	
Account Type: Liabilities-ST		
DEFERRED REVENUE	<u>15,169,674.67</u>	
Liabilities-ST	<u>15,169,674.67</u>	
Total Liabilities		<u>15,641,426.92</u>
*** Fund Equity ***		
Account Type: Unassigned		
FUND BALANCE AUTOMATION	1,000,000.00	
FUND BALANCE CAPITAL PROJECTS	1,593,776.40	
FUND BALANCE CONTINGENCY	5,342,849.10	
FUND BALANCE DONATIONS RESTRICTED	564,191.29	
FUND BALANCE DONATIONS UNRESTRICTED	460,478.21	
FUND BALANCE OPERATIONS	965,550.00	
FUND BALANCE PENSION RESERVE	1,560,000.00	
FUND BALANCE UNDESIGNATED	<u>2,531,307.82</u>	
Unassigned	<u>14,018,152.82</u>	
Total Fund Equity		<u>14,018,152.82</u>
Total Fund 101 GENERAL FUND:		
TOTAL ASSETS	<u>29,810,568.36</u>	
BEG. FUND BALANCE	<u>14,018,152.82</u>	
+ NET OF REVENUES & EXPENDITURES	0.00	
= ENDING FUND BALANCE	<u>14,018,152.82</u>	
+ LIABILITIES	<u>15,641,426.92</u>	
= TOTAL LIABILITIES AND FUND BALANCE	<u>29,659,579.74</u>	
OUT OF BALANCE	150,988.62	

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 12/31/2025

GL Number	Description	Activity For 12/31/2025	YTD Balance	2025 Amended Budget	% Bdgt Used				
			12/31/2025						
Fund: 101 GENERAL FUND									
Account Category: Revenues									
MILLAGE INCOME									
402	Property Tax Revenue	390.91	14,006,280.48	14,005,885.00	100.00				
404	Renaissance Zone Reimbursement		24,267.90	24,250.00	100.07				
437	Industrial Facilities Tax		40,246.40	38,000.00	105.91				
MILLAGE INCOME		390.91	14,070,794.78	14,068,135.00	100.02				
PENAL FINES									
658	Penal Fines Ingham County		231,331.88	231,300.00	100.01				
659	Penal Fines Eaton County		8,103.11	7,500.00	108.04				
PENAL FINES		0.00	239,434.99	238,800.00	100.27				
STATE AID									
410	PPT Reimbursement		155,337.96	155,330.00	100.01				
553	State Aid Direct		132,789.20	132,780.00	100.01				
554	State Aid Indirect		132,789.20	132,780.00	100.01				
STATE AID		0.00	420,916.36	420,890.00	100.01				
LIBRARY FEES									
630	Printing Revenue	4,115.46	57,301.48	53,000.00	108.12				
631	Non Resident Fees	3,450.00	35,235.00	31,000.00	113.66				
LIBRARY FEES		7,565.46	92,536.48	84,000.00	110.16				
DONATIONS									
674	Donation Income-Friends/Restricted	60.92	46,935.19	46,500.00	100.94				
677	Donation Income-Unrestricted	2,009.77	31,759.69	29,400.00	108.03				
DONATIONS		2,070.69	78,694.88	75,900.00	103.68				
GRANTS									
540	Grants		7,500.00	7,500.00	100.00				
543	Grants-MMLC		15,000.00	15,000.00	100.00				
550	Grants-LSTA		19,921.60	19,845.00	100.39				
GRANTS		0.00	42,421.60	42,345.00	100.18				
OTHER INCOME									
542	MMLC Reimbursement		164,389.75	164,350.00	100.02				
628	Universal Service Fund Income		14,966.66	14,000.00	106.90				
632	Lost and Paid Books	2,042.74	37,224.69	30,000.00	124.08				
665	Interest Income	46,735.03	665,072.35	630,000.00	105.57				
667	RENT INCOME		18,168.19	18,150.00	100.10				
673	Sale of Fixed Assets	300.00	2,037.70	1,700.00	119.86				
675	Misc Income	1,131.19	13,085.67	9,000.00	145.40				
680	Sponsorship Revenue		3,000.00	3,000.00	100.00				
682	Insurance Claim Income		1,756.29	1,000.00	175.63				
OTHER INCOME		50,208.96	919,701.30	871,200.00	105.57				
DUE FROM FUND BALANCES									
966	Due from Pension Reserve			360,000.00	0.00				
DUE FROM FUND BALANCES									
Revenues		0.00	0.00	360,000.00	0.00				
Revenues		60,236.02	15,864,500.39	16,161,270.00	98.16				
Account Category: Expenditures									
SALARIES AND BENEFITS									
702	Salaries	811,868.00	6,947,648.52	7,350,000.00	94.53				
714	Unemployment Insurance		(107.36)	1,000.00	10.74				
715	FICA EMPLOYER SHARE	60,945.34	522,742.26	562,280.00	92.97				
716	HEALTH INSURANCE	13,821.86	614,045.78	850,000.00	72.24				
717	Life & Disability Insurance		4,401.07	6,000.00	73.35				
718	Retirement	84,370.93	850,323.90	960,000.00	88.58				
719	Prescription Expense	7,415.57	193,635.41	300,000.00	64.55				
720	DENTAL INSURANCE	8,096.81	48,353.04	50,000.00	96.71				
721	VISION INSURANCE	868.03	10,757.88	12,000.00	89.65				
722	Workers Comp Insurance		38,757.50	38,800.00	99.89				
724	Parking Main Library	8.00	54,303.36	54,500.00	99.64				
SALARIES AND BENEFITS		987,394.54	9,284,861.36	10,184,580.00	91.17				
MATERIALS									
727	Books	81,370.54	988,675.54	1,031,780.00	95.82				
728	Periodicals	17.98	34,902.80	34,885.00	100.05				
729	DVD	15,949.57	201,659.32	222,700.00	90.55				
730	Library of Things	7,193.46	46,019.68	52,500.00	87.66				
731	Audiobooks	63,987.87	654,810.77	668,250.00	97.99				

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES

Balance As of 12/31/2025

GL Number	Description	Activity For	YTD Balance	2025 Amended Budget	% Bdgt Used		
		12/31/2025	12/31/2025				
Fund: 101 GENERAL FUND							
Account Category: Expenditures							
MATERIALS							
732	Music	2,898.98	31,867.18	41,440.00	76.90		
733	Databases	190.66	96,574.89	100,530.00	96.07		
734	Subscription Services		74,306.60	105,010.00	70.76		
735	Processing Supplies	2,914.66	25,089.34	28,775.00	87.19		
736	Processing Fees	5,712.08	69,544.85	70,000.00	99.35		
MATERIALS		180,235.80	2,223,450.97	2,355,870.00	94.38		
SUPPLIES							
740	Office Supplies	7,053.21	79,454.18	85,000.00	93.48		
741	Postage Expense		2,659.34	5,000.00	53.19		
776	Janitorial Supplies	1,201.66	15,482.63	17,700.00	87.47		
862	Gas-Delivery Vehicles	1,446.62	19,439.73	23,000.00	84.52		
SUPPLIES		9,701.49	117,035.88	130,700.00	89.55		
PROFESSIONAL SERVICES							
820	Membership Fees	(269.50)	21,408.91	25,780.00	83.04		
822	CONTRACTUAL SERVICES		37,693.73	37,700.00	99.98		
823	Bank Fees & Services	1,545.17	17,087.68	18,000.00	94.93		
824	Cooperative Membership Fee		164,389.75	164,400.00	99.99		
825	Collection Agency Fees	1,362.20	6,081.25	6,500.00	93.56		
826	Payroll & Print Service	3,633.86	45,917.75	47,500.00	96.67		
827	Web Chat Service	1,790.00	10,740.00	11,000.00	97.64		
828	Melcat Delivery Charges		48,424.17	51,000.00	94.95		
829	Tutoring Services		2,250.00	3,000.00	75.00		
831	Marketing	10,343.06	119,470.92	152,000.00	78.60		
832	Programs	3,254.08	69,857.46	114,820.00	60.84		
PROFESSIONAL SERVICES		21,658.87	543,321.62	631,700.00	86.01		
GOVERNANCE							
805	Legal Services	2,768.50	22,712.00	40,000.00	56.78		
806	Per Diem	4,830.00	6,960.00	10,000.00	69.60		
807	Memberships - Board		77.34	1,250.00	6.19		
808	Conferences - Board		950.00	10,000.00	9.50		
809	Audit		21,220.43	22,000.00	96.46		
GOVERNANCE		7,598.50	51,919.77	83,250.00	62.37		
STAFF DEVELOPMENT							
810	Staff Training	394.81	28,659.99	39,250.00	73.02		
811	Recruiting Expense		500.00	0.00			
812	Hospitality		168.66	5,000.00	3.37		
813	Employee Recognition	3,362.00	4,192.25	5,000.00	83.85		
STAFF DEVELOPMENT		3,756.81	33,020.90	49,750.00	66.37		
MAINTENANCE AND UTILITIES							
801	Custodial Services	21,665.54	226,335.82	237,970.00	95.11		
802	SECURITY SERVICES	13,206.96	154,541.37	157,220.00	98.30		
850	Telephone	1,717.85	20,704.60	22,260.00	93.01		
864	Vehicle Maintenance - Delivery	20.00	5,555.22	10,000.00	55.55		
922	Steam and Gas	16,675.37	110,884.91	110,300.00	100.53		
923	Electricity	16,093.92	184,390.15	208,600.00	88.39		
924	Water and Sewer	2,209.59	21,209.10	27,700.00	76.57		
925	Trash	908.30	8,787.78	10,570.00	83.14		
930	Building Maintenance	(3,118.18)	93,604.06	108,700.00	86.11		
MAINTENANCE AND UTILITIES		69,379.35	826,013.01	893,320.00	92.47		
OTHER EXPENSE							
861	Local Travel	3,481.65	14,673.02	15,000.00	97.82		
955	Millage Income Refund		19,619.93	60,000.00	32.70		
956	Property & Liability Insurance		64,076.52	68,000.00	94.23		
957	Miscellaneous Expense	181.15	2,413.05	6,000.00	40.22		
958	Sales/Use Tax		164.82	1,000.00	16.48		
959	SPECIAL ASSESSMENT & PROPERTY TAX		532.54	600.00	88.76		
960	Donation Expense Restricted	3,930.38	49,552.54	58,570.00	84.60		
961	Donation Expense Unrestricted	456.75	16,570.77	23,000.00	72.05		
OTHER EXPENSE		8,049.93	167,603.19	232,170.00	72.19		
TECHNOLOGY EXPENSES							
878	Firewall Upgrade Project		81,275.06	81,350.00	99.91		
895	Internet Access		8,589.60	9,000.00	95.44		
896	Internet Access - Hotspots	10,346.76	79,644.60	91,770.00	86.79		

BOARD FS FOR CAPITAL AREA DISTRICT LIBRARIES
Balance As of 12/31/2025

GL Number	Description	Activity For	YTD Balance	2025 Amended Budget	% Bdgt Used	
		12/31/2025	12/31/2025			
Fund: 101 GENERAL FUND						
Account Category: Expenditures						
TECHNOLOGY EXPENSES						
898	Computer System Services	4,497.86	31,041.03	34,350.00	90.37	
905	Computer Software	1,309.50	68,858.13	75,000.00	91.81	
906	Computer Hardware	1,987.78	48,657.97	51,500.00	94.48	
907	LIBRARY SYSTEMS SOFTWARE	506.40	164,575.66	168,040.00	97.94	
911	Mobile Training Lab			51,000.00	0.00	
TECHNOLOGY EXPENSES		18,648.30	482,642.05	562,010.00	85.88	
CAPITAL OUTLAY						
873	Building Upgrades	17,034.00	20,704.00	25,000.00	82.82	
889	Okemos Renovation Project		827.07	1,000.00	82.71	
915	STOCKBRIDGE REMODEL		104,350.92	125,000.00	83.48	
967	Outreach Projects	6,901.95	60,849.19	70,000.00	86.93	
980	Staff Furn & Equipment	482.93	19,424.01	46,550.00	41.73	
982	BUILDINGS	38,665.97	1,735,142.83	1,831,000.00	94.76	
987	GRANT EXPENSES	3,985.00	42,345.00	42,345.00	100.00	
CAPITAL OUTLAY		67,069.85	1,983,643.02	2,140,895.00	92.65	
DEBT SERVICES						
929	SBITA/LEASE PRINCIPAL PAYMENTS			141,850.00	0.00	
DEBT SERVICES		0.00	0.00	141,850.00	0.00	
Expenditures		1,373,493.44	15,713,511.77	17,406,095.00	90.28	
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		60,236.02	15,864,500.39	16,161,270.00	98.16	
TOTAL EXPENDITURES		1,373,493.44	15,713,511.77	17,406,095.00	90.28	
NET OF REVENUES & EXPENDITURES:		(1,313,257.42)	150,988.62	(1,244,825.00)		

America 250MI Grant Proposal
January 21, 2026

RECOMMENDATION:

Apply for a \$46,875 grant from the American250MI Committee. If awarded, 30% matching funds are required, which totals \$14,062.50. Of that amount, \$11,500 already is budgeted. A balance of \$2,912.50 would remain. A budget adjustment would be required to meet this matching condition. A budget amendment will not be requested unless we are awarded funding.

BACKGROUND:

The America 250 commission is a bipartisan effort to plan, coordinate and support events throughout American's Semiquincentennial. At both a national level and by directing resources such as toolkits, infrastructure and finance to states, events and programs are being supported.

CADL will pursue grant funding offered through America 250MI, the State of Michigan's committee. The committee has themes which also are aligned with federal efforts: Unfinished Revolutions; Power of Place; We the People; American Experiment' and Doing History. If awarded funding, the monies would be utilized to digitize and to process the Stebbins Real Estate Collection and to offer an array of events highlighting Michigan America 250 themes.

The Stebbins Real Estate Collection was compiled by the Stebbins family, who operated the Advance Realty Company in Lansing from the late 1920s to the early 1970s. They were involved heavily in the Greater Lansing Board of Realtors, local development, and civic activities. This popular collection includes files for properties throughout greater Lansing and Ingham County. Its Standard Card Files collection contains 300 boxes which are typed and written index cards, notes, drawings, clippings, photographs, negatives, letters, and even occasional house keys.

Programmatically, CADL will offer an array of events highlighting America 250MI themes. Our first year-long reading challenge will be themed, *America 250: Decades Reading Challenge*. Further programming will raise awareness of Michigan's unique and diverse cultural heritage and will build on the national American Field Trip program. Through these opportunities, the community will connect raw data of the past to the lived experiences of today.