

August 18, 2023

TO: Pentwater Township Library Board of Trustees
FROM: Melissa Williams, Board Treasurer
RE: Month Ending June 30, 2023

Budgets:

We are in the first quarter of our fiscal year and have **spent 25% of our budget.**

Property Tax:

TOTAL: \$0.00

Other Income:

Fees and Fines: (Copies/Fees/Fines) \$546.80

Private Contributions: \$50.00

Miscellaneous Income: \$76.34

Government Contribution: \$0.00

OTHER INCOME TOTAL: \$673.14

INCOME TOTAL: \$673.14

EXPENSE TOTAL: \$23,922.33

Note: Expenses are significantly higher than income.

August 18, 2023

TO: Pentwater Township Library Board of Trustees
FROM: Melissa Williams, Board Treasurer
RE: Month Ending July 31, 2023

Budgets:

We are in the first quarter of our fiscal year and have **spent 33% of our budget.**

Property Tax:

TOTAL: \$0.00

Other Income:

Fees and Fines: (Copies/Fees/Fines) \$348.25

Private Contributions: \$200.00

Miscellaneous Income: \$1,487.88

Government Contribution: \$6,690.58

OTHER INCOME TOTAL: \$8,726.71

INCOME TOTAL: \$8,726.71

EXPENSE TOTAL: \$20,586.04

Note: Expenses are significantly higher than income.

INVESTMENTS AND CASH HOLDINGS -

JUNE 2023

	INTEREST RATES	TYPE	BANK TOTALS				FUND TOTALS			
			West Shore	SSB	Celera	Operating	County	TOTAL		
Operating	0.05%	Checking	97,000.87			97,000.87		97,000.87		
Operating	3.5%	Money Market	243,270.01			243,270.01		243,270.01		
Operating	0.03%	Money Market		58,267.43		58,267.43		58,267.43		
County							7,628.79	7,628.79		
Petty Cash									150	
Prepaid Exp.			(5,420.59)					(5,420.59)		
Investment					65,000.00			65,000.00		
TOTALS								465,896.51		

Community Foundation Funds

Hansen Funds

2,365

PTL Funds

35,757.29

Pentwater Township Library Profit & Loss Budget Performance

April through June 2023

	25% of budget	Jun 23	Apr - Jun 23	YTD Budget	\$ Over Budget	% of Budget
Income						
101-402 · Property Tax		0.00	11,439.37	200,149.00	-188,709.63	6%
101-655 · Fees and Fines		546.80	998.55	3,000.00	-2,001.45	33%
101-674 · Private Contributions		50.00	4,250.24	2,600.00	1,650.24	163%
101-679 · Miscellaneous Income		76.34	1,161.48	3,000.00	-1,838.52	39%
101-502 · Government Contribution		0.00	1,047.72	14,900.00	-13,852.28	7%
Total Income		673.14	18,897.36	223,649.00	-204,751.64	8%
Gross Profit		673.14	18,897.36	223,649.00	-204,751.64	8%
Expense						
101-702 · Salaries & Fringe Ben		13,229.35	47,584.54	195,000.00	-147,415.46	24%
101-752 · Supplies & Postage		1,090.11	4,013.79	5,000.00	-986.21	80%
101-790 · Library Materials		4,207.38	8,842.50	31,500.00	-22,657.50	28%
101-801 · Professional & Contract		2,069.07	3,373.93	20,000.00	-16,626.07	17%
101-805 · Program Expense		2,521.23	5,571.91	8,500.00	-2,928.09	66%
101-824 · Bank & Credit Card Fees		10.36	28.40	200.00	-171.60	14%
101-880 · Communications & Promo		62.00	211.58	2,500.00	-2,288.42	8%
101-910 · Professional Development		104.80	550.46	4,800.00	-4,249.54	11%
101-924 · Utilities & Maintenance		628.03	2,461.36	16,000.00	-13,538.64	15%
101-937 · Insurance		0.00	0.00	5,500.00	-5,500.00	0%
101-970 · Capital Outlay		0.00	0.00	8,900.00	-8,900.00	0%
Total Expense		23,922.33	72,638.47	297,900.00	-225,261.53	24%
Net Income		-23,249.19	-53,741.11	-74,251.00	20,509.89	

INVESTMENTS AND CASH HOLDINGS -

JULY 2023

	INTEREST RATES	TYPE	BANK TOTALS				FUND TOTALS		
			West Shore	SSB	Cetera	Operating	County	TOTAL	
Operating	0.05%	Checking	76,012.09			76,012.09		76,012.09	
Operating	3.5%	Money Market	251,643.29			251,643.29		251,643.29	
Operating	0.03%	Money Market		58,268.77		58,268.77		58,268.77	
County							7,628.79	7,628.79	
Petty Cash								150	
Prepaid Exp.			(5,420.59)					(5,420.59)	
Investment					65,000.00			65,000.00	
TOTALS								453,282.35	

Community Foundation Funds

Hansen Funds

2,365

PTL Funds

35,757.29

Pentwater Township Library Profit & Loss Budget Performance

April through July 2023

		Jul 23	Apr - Jul 23	YTD Budget	\$ Over Budget	% of budget
	33% of Budget					
Income						
	101-402 · Property Tax	0.00	11,439.37	200,149.00	-188,709.63	6%
	101-655 · Fees and Fines	348.25	1,346.80	3,000.00	-1,653.20	45%
	101-674 · Private Contributions	200.00	4,450.24	2,600.00	1,850.24	171%
	101-679 · Miscellaneous Income	1,487.88	2,649.36	3,000.00	-350.64	88%
	101-502 · Government Contribution	6,690.58	7,738.30	14,900.00	-7,161.70	52%
	Total Income	8,726.71	27,624.07	223,649.00	-196,024.93	12%
	Gross Profit	8,726.71	27,624.07	223,649.00	-196,024.93	12%
Expense						
	101-702 · Salaries & Fringe Ben	15,768.87	63,353.41	195,000.00	-131,646.59	32%
	101-752 · Supplies & Postage	254.13	4,267.92	5,000.00	-732.08	85%
	101-790 · Library Materials	1,530.76	10,373.26	31,500.00	-21,126.74	33%
	101-801 · Professional & Contract	632.53	4,006.46	20,000.00	-15,993.54	20%
	101-805 · Program Expense	589.95	6,879.11	8,500.00	-1,620.89	81%
	101-824 · Bank & Credit Card Fees	11.69	40.09	200.00	-159.91	20%
	101-880 · Communications & Promo	296.00	507.58	2,500.00	-1,992.42	20%
	101-910 · Professional Development	0.00	550.46	4,800.00	-4,249.54	11%
	101-924 · Utilities & Maintenance	1,502.11	3,963.47	16,000.00	-12,036.53	25%
	101-937 · Insurance	0.00	0.00	5,500.00	-5,500.00	0%
	101-970 · Capital Outlay	0.00	0.00	8,900.00	-8,900.00	0%
	Total Expense	20,586.04	93,941.76	297,900.00	-203,958.24	32%
	Net Income	-11,859.33	-66,317.69	-74,251.00	7,933.31	

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Accrual Basis

**Pentwater Township Library
Inc/Exp YTD
April through June 2023**

	Apr - Jun 23	Apr - Jun 22
Income		
101-402 · Property Tax		
Property Taxes	11,439.37	0.00
Total 101-402 · Property Tax	11,439.37	0.00
101-655 · Fees and Fines		
Annual	0.00	30.00
Book Fines	0.00	29.00
Copier Fees	998.55	927.38
Total 101-655 · Fees and Fines	998.55	986.38
101-674 · Private Contributions		
Community Foundation	2,650.24	0.00
Restricted Gifts-Program	1,500.00	300.00
Unrestricted Donations	100.00	475.00
Total 101-674 · Private Contributions	4,250.24	775.00
101-679 · Miscellaneous Income		
Other Revenue	69.88	155.95
101-665 · Interest Earned	1,078.60	87.68
101-666 · Dividend	0.00	115.56
101-670 · Other Grants	0.00	5,288.83
101-679 · Miscellaneous Income - Other	13.00	0.00
Total 101-679 · Miscellaneous Income	1,161.48	5,648.02
101.502 · Government Contribution		
101-540 · State Aid	1,047.72	1,015.48
Total 101.502 · Government Contribution	1,047.72	1,015.48
Total Income	18,897.36	8,424.88
Gross Profit	18,897.36	8,424.88
Expense		
101-702 · Salaries & Fringe Ben		
Salaries & Wages	41,536.64	33,959.30
101-709 · Payroll Taxes	3,246.71	2,973.72
101-710 · Payroll Expenses	904.10	772.17
101-716 · Retirement	1,069.17	556.02
101-718 · Health & Vision Insurance	579.52	902.32
101-719 · Aflac	(108.60)	0.00
101-726 · Worker's Comp. Insuranc	357.00	319.00
Total 101-702 · Salaries & Fringe Ben	47,584.54	39,482.53
101-752 · Supplies & Postage		
101-753 · Cleaning Supplies	79.68	90.35
101-754 · Office Supplies	582.93	0.00
101-755 · Operating Supplies	3,094.24	484.26
101-851 · Postage	256.94	0.00
Total 101-752 · Supplies & Postage	4,013.79	574.61
101-790 · Library Materials		
Unrestricted Library Ma		
Books	4,500.78	4,442.21
Nonprint Material	1,635.42	1,098.50
101-791 · Subscriptions	1,726.39	2,606.90
Total Unrestricted Library Ma	7,862.59	8,147.61
101-792 · e-access materials	979.91	1,355.27
Total 101-790 · Library Materials	8,842.50	9,502.88

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Accrual Basis

Pentwater Township Library
Inc/Exp Month
June 2023

	Jun 23	Jun 22
Income		
101-655 · Fees and Fines		
Annual	0.00	30.00
Book Fines	0.00	29.00
Copier Fees	546.80	518.13
Total 101-655 · Fees and Fines	546.80	577.13
101-674 · Private Contributions		
Restricted Gifts-Program	0.00	300.00
Unrestricted Donations	50.00	125.00
Total 101-674 · Private Contributions	50.00	425.00
101-679 · Miscellaneous Income		
Other Revenue	69.88	15.84
101-665 · Interest Earned	6.46	31.65
101-670 · Other Grants	0.00	1,750.00
Total 101-679 · Miscellaneous Income	76.34	1,797.49
Total Income	673.14	2,799.62
Gross Profit	673.14	2,799.62
Expense		
101-702 · Salaries & Fringe Ben		
Salaries & Wages	11,354.92	14,609.90
101-709 · Payroll Taxes	923.79	1,155.90
101-710 · Payroll Expenses	720.85	499.95
101-716 · Retirement	302.19	230.09
101-718 · Health & Vision Insurance	0.00	596.40
101-719 · Aflac	(72.40)	(108.60)
Total 101-702 · Salaries & Fringe Ben	13,229.35	16,983.64
101-752 · Supplies & Postage		
101-754 · Office Supplies	582.93	0.00
101-755 · Operating Supplies	507.18	33.55
Total 101-752 · Supplies & Postage	1,090.11	33.55
101-790 · Library Materials		
Unrestricted Library Ma		
Books	1,281.21	410.34
Nonprint Material	906.11	663.20
101-791 · Subscriptions	1,726.39	215.00
Total Unrestricted Library Ma	3,913.71	1,288.54
101-792 · e-access materials	293.67	0.00
Total 101-790 · Library Materials	4,207.38	1,288.54
101-801 · Professional & Contract		
Contract Service	1,944.07	445.00
101-802 · Professional Fees	125.00	125.00
Total 101-801 · Professional & Contract	2,069.07	570.00

Pentwater Township Library

Balance Sheet

As of June 30, 2023

	Jun 30, 23	Jun 30, 22	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
101-001 · West Shore Reg.Chk.	97,000.87	12,429.17	84,571.70	680.4%
101-002 · West Shore Money Market	243,270.01	355,131.34	(111,861.33)	(31.5)%
101-003 · Shelby State Bank Money Market	58,267.43	123,241.43	(64,974.00)	(52.7)%
101-004 · Petty Cash	150.00	150.00	0.00	0.0%
101.006 · Cetera Investment Services-Y78	32,000.00	0.00	32,000.00	100.0%
101.007 · Cetera Investment Services-ZF9	33,000.00	0.00	33,000.00	100.0%
Total Checking/Savings	463,688.31	490,951.94	(27,263.63)	(5.6)%
Other Current Assets				
101-123 · Prepaid Expenses	(5,420.59)	(5,420.59)	0.00	0.0%
Total Other Current Assets	(5,420.59)	(5,420.59)	0.00	0.0%
Total Current Assets	458,267.72	485,531.35	(27,263.63)	(5.6)%
Other Assets				
101-072 · Due from County	7,628.79	7,628.79	0.00	0.0%
Total Other Assets	7,628.79	7,628.79	0.00	0.0%
TOTAL ASSETS	465,896.51	493,160.14	(27,263.63)	(5.5)%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
101-202 · Accounts Payable	(1,012.51)	446.86	(1,459.37)	(326.6)%
Total Accounts Payable	(1,012.51)	446.86	(1,459.37)	(326.6)%
Credit Cards				
101-204 · Visa 6720	63.76	0.00	63.76	100.0%
101-205 · Visa 8118	(717.25)	0.00	(717.25)	(100.0)%
Total Credit Cards	(653.49)	0.00	(653.49)	(100.0)%
Other Current Liabilities				
101-254 · *Payroll Liabilities	5,019.99	5,482.79	(462.80)	(8.4)%
101-257 · Accrued Wages	3,533.59	3,533.59	0.00	0.0%
Total Other Current Liabilities	8,553.58	9,016.38	(462.80)	(5.1)%
Total Current Liabilities	6,887.58	9,463.24	(2,575.66)	(27.2)%
Total Liabilities	6,887.58	9,463.24	(2,575.66)	(27.2)%
Equity				
101-391 · Retained Earnings	512,750.04	539,788.97	(27,038.93)	(5.0)%
Net Income	(53,741.11)	(56,092.07)	2,350.96	4.2%
Total Equity	459,008.93	483,696.90	(24,687.97)	(5.1)%
TOTAL LIABILITIES & EQUITY	465,896.51	493,160.14	(27,263.63)	(5.5)%

Pentwater Township Library
Inc/Exp YTD
April through July 2023

	Apr - Jul 23	Apr - Jul 22
Income		
101-402 · Property Tax		
Property Taxes	11,439.37	0.00
Total 101-402 · Property Tax	11,439.37	0.00
101-655 · Fees and Fines		
Annual	0.00	40.00
Book Fines	0.00	29.00
Copier Fees	1,346.80	1,195.38
Total 101-655 · Fees and Fines	1,346.80	1,264.38
101-674 · Private Contributions		
Community Foundation	2,650.24	0.00
Restricted Gifts-Program	1,500.00	300.00
Unrestricted Donations	300.00	575.00
Total 101-674 · Private Contributions	4,450.24	875.00
101-679 · Miscellaneous Income		
Other Revenue	77.87	155.95
101-665 · Interest Earned	2,558.49	118.48
101-666 · Dividend	0.00	115.56
101-670 · Other Grants	0.00	5,288.83
101-679 · Miscellaneous Income - Other	13.00	0.00
Total 101-679 · Miscellaneous Income	2,649.36	5,678.82
101.502 · Government Contribution		
101-540 · State Aid	1,047.72	1,015.48
101-658 · Penal Fines	6,690.58	7,709.49
Total 101.502 · Government Contribution	7,738.30	8,724.97
Total Income	27,624.07	16,543.17
Gross Profit	27,624.07	16,543.17
Expense		
101-702 · Salaries & Fringe Ben		
Salaries & Wages	54,898.89	43,548.82
101-709 · Payroll Taxes	4,306.16	3,744.92
101-710 · Payroll Expenses	1,390.39	1,178.52
101-716 · Retirement	1,351.25	701.16
101-718 · Health & Vision Insurance	1,158.32	902.32
101-719 · Aflac	(108.60)	0.00
101-726 · Worker's Comp. Insuranc	357.00	319.00
Total 101-702 · Salaries & Fringe Ben	63,353.41	50,394.74
101-752 · Supplies & Postage		
101-753 · Cleaning Supplies	79.68	90.35
101-754 · Office Supplies	582.93	0.00
101-755 · Operating Supplies	3,348.37	543.25
101-851 · Postage	256.94	0.00
Total 101-752 · Supplies & Postage	4,267.92	633.60
101-790 · Library Materials		
Unrestricted Library Ma		
Books	5,039.46	6,512.05
Nonprint Material	2,039.66	1,242.20
101-791 · Subscriptions	1,966.39	2,606.90
Total Unrestricted Library Ma	9,045.51	10,361.15
101-792 · e-access materials	1,327.75	1,355.27
Total 101-790 · Library Materials	10,373.26	11,716.42

Pentwater Township Library
Inc/Exp Month
July 2023

	Jul 23	Jul 22
Income		
101-655 · Fees and Fines		
Annual	0.00	10.00
Copier Fees	348.25	268.00
Total 101-655 · Fees and Fines	348.25	278.00
101-674 · Private Contributions		
Unrestricted Donations	200.00	100.00
Total 101-674 · Private Contributions	200.00	100.00
101-679 · Miscellaneous Income		
Other Revenue	7.99	0.00
101-665 · Interest Earned	1,479.89	30.80
Total 101-679 · Miscellaneous Income	1,487.88	30.80
101.502 · Government Contribution		
101-658 · Penal Fines	6,690.58	7,709.49
Total 101.502 · Government Contributi...	6,690.58	7,709.49
Total Income	8,726.71	8,118.29
Gross Profit	8,726.71	8,118.29
Expense		
101-702 · Salaries & Fringe Ben		
Salaries & Wages	13,362.25	9,589.52
101-709 · Payroll Taxes	1,059.45	771.20
101-710 · Payroll Expenses	486.29	406.35
101-716 · Retirement	282.08	145.14
101-718 · Health & Vision Insurance	578.80	0.00
101-719 · Aflac	0.00	0.00
Total 101-702 · Salaries & Fringe Ben	15,768.87	10,912.21
101-752 · Supplies & Postage		
101-755 · Operating Supplies	254.13	58.99
Total 101-752 · Supplies & Postage	254.13	58.99
101-790 · Library Materials		
Unrestricted Library Ma		
Books	538.68	2,069.84
Nonprint Material	404.24	143.70
101-791 · Subscriptions	240.00	0.00
Total Unrestricted Library Ma	1,182.92	2,213.54
101-792 · e-access materials	347.84	0.00
Total 101-790 · Library Materials	1,530.76	2,213.54
101-801 · Professional & Contract		
Contract Service	632.53	917.73
Total 101-801 · Professional & Contract	632.53	917.73

Pentwater Township Library
Balance Sheet
As of July 31, 2023

	<u>Jul 31, 23</u>	<u>Jul 31, 22</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
101-001 · West Shore Reg.Chk.	76,012.09	11,064.18	64,947.91	587.0%
101-002 · West Shore Money Market	251,643.29	346,467.96	(94,824.67)	(27.4)%
101-003 · Shelby State Bank Money Market	58,268.77	123,244.27	(64,975.50)	(52.7)%
101-004 · Petty Cash	150.00	150.00	0.00	0.0%
101-006 · Cetera Investment Services-Y78	32,000.00	0.00	32,000.00	100.0%
101-007 · Cetera Investment Services-ZF9	33,000.00	0.00	33,000.00	100.0%
Total Checking/Savings	<u>451,074.15</u>	<u>480,926.41</u>	<u>(29,852.26)</u>	<u>(6.2)%</u>
Other Current Assets				
101-123 · Prepaid Expenses	(5,420.59)	(5,420.59)	0.00	0.0%
Total Other Current Assets	<u>(5,420.59)</u>	<u>(5,420.59)</u>	<u>0.00</u>	<u>0.0%</u>
Total Current Assets	<u>445,653.56</u>	<u>475,505.82</u>	<u>(29,852.26)</u>	<u>(6.3)%</u>
Other Assets				
101-072 · Due from County	7,628.79	7,628.79	0.00	0.0%
Total Other Assets	<u>7,628.79</u>	<u>7,628.79</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>453,282.35</u>	<u>483,134.61</u>	<u>(29,852.26)</u>	<u>(6.2)%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
101-202 · Accounts Payable	(941.06)	130.03	(1,071.09)	(823.7)%
Total Accounts Payable	<u>(941.06)</u>	<u>130.03</u>	<u>(1,071.09)</u>	<u>(823.7)%</u>
Credit Cards				
101-204 · Visa 6720	63.76	0.00	63.76	100.0%
Total Credit Cards	<u>63.76</u>	<u>0.00</u>	<u>63.76</u>	<u>100.0%</u>
Other Current Liabilities				
101-254 · *Payroll Liabilities	4,193.71	3,323.31	870.40	26.2%
101-257 · Accrued Wages	3,533.59	3,533.59	0.00	0.0%
Total Other Current Liabilities	<u>7,727.30</u>	<u>6,856.90</u>	<u>870.40</u>	<u>12.7%</u>
Total Current Liabilities	<u>6,850.00</u>	<u>6,986.93</u>	<u>(136.93)</u>	<u>(2.0)%</u>
Total Liabilities	<u>6,850.00</u>	<u>6,986.93</u>	<u>(136.93)</u>	<u>(2.0)%</u>
Equity				
101-391 · Retained Earnings	512,750.04	539,788.97	(27,038.93)	(5.0)%
Net Income	(66,317.69)	(63,641.29)	(2,676.40)	(4.2)%
Total Equity	<u>446,432.35</u>	<u>476,147.68</u>	<u>(29,715.33)</u>	<u>(6.2)%</u>
TOTAL LIABILITIES & EQUITY	<u>453,282.35</u>	<u>483,134.61</u>	<u>(29,852.26)</u>	<u>(6.2)%</u>

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08/14/23

Accrual Basis

Pentwater Township Library
Review of Bills Paid
 June 21 through August 14, 2023

	<u>Jun 21 - Aug 14, 23</u>
AFLAC	144.80
Allendale Jazz Orchestra	400.00
Amazon Capital Services	157.48
BAKER & TAYLOR	1,897.42
Book Outlet	741.61
Brickley DeLong	300.00
Capital Group	1,170.82
Charter Communications	199.96
CONSUMERS ENERGY	638.78
DEMCO	278.27
Dollar General Store	13.25
Dollar Tree	21.20
DTE Energy	60.04
Gordon Food Service Store	140.56
indeed, Inc	102.17
Justin Wambaugh-	19.00
Lowe's	234.69
LUDINGTON DAILY NEWS	887.40
Mary S. Barker	683.60
Menards	17.04
Michigan Office Solutions	660.22
Michigan Retailers Services, Inc.	-82.41
MID-MICHIGAN LIBRARY LEAGUE	240.00
Midwest Collaborative for Library Service	125.00
Midwest Tape, LLC	618.00
Muskegon Fire Equipment Inc.	344.85
RYAN'S LAWN CARE	304.00
SAM'S CLUB	141.62
Scholastic Inc.	-195.39
Shotwell Solutions, LLC	679.82
SQ Merchandise Outlet	3.49
Tiptop Entertainment LLC	495.00
Turf Care Mole Man, LLC	251.10
Unline	254.13
VILLAGE OF PENTWATER (Water)	343.50
Walmart	404.29
WT.COX Information Services	1,031.51
Xerox Financial Services	1,720.96
TOTAL	<u><u>15,447.78</u></u>

1:16 PM

06/26/23

Pentwater Township Library
Reconciliation Detail
101-205 - Visa 8118, Period Ending 06/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						910.52
Cleared Transactions						
Charges and Cash Advances - 10 items						
Credit Card Charge	06/26/2023		Book Outlet	X	-741.61	-741.61
Credit Card Charge	06/26/2023		Scholastic Inc.	X	-508.50	-1,250.11
Credit Card Charge	06/26/2023		Lowe's	X	-220.93	-1,471.04
Credit Card Charge	06/26/2023		Walmart	X	-211.87	-1,682.91
Credit Card Charge	06/26/2023		SAM'S CLUB	X	-141.62	-1,824.53
Credit Card Charge	06/26/2023		Gordon Food Servic...	X	-140.56	-1,965.09
Credit Card Charge	06/26/2023		Menards	X	-17.04	-1,982.13
Credit Card Charge	06/26/2023		Lowe's	X	-13.76	-1,995.89
Credit Card Charge	06/26/2023		SQ Merchandise Ou...	X	-3.49	-1,999.38
Credit Card Charge	06/26/2023		Scholastic Inc.	X	-1.98	-2,001.36
Total Charges and Cash Advances					-2,001.36	-2,001.36

11:54 AM

08/01/23

Pentwater Township Library
Reconciliation Detail
 101-205 · Visa 8118, Period Ending 07/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						
Cleared Transactions						2,001.36
Charges and Cash Advances - 6 items						
Credit Card Charge	08/01/2023		Walmart	X	-173.68	-173.68
Credit Card Charge	08/01/2023		indeed, Inc	X	-102.17	-275.85
Credit Card Charge	08/01/2023		Dollar Tree	X	-21.20	-297.05
Credit Card Charge	08/01/2023		Walmart	X	-18.74	-315.79
Credit Card Charge	08/01/2023		Dollar General Store	X	-13.25	-329.04
Credit Card Charge	08/01/2023		Scholastic Inc.	X	-11.38	-340.42
Total Charges and Cash Advances					-340.42	-340.42
Payments and Credits - 3 items						
Bill	06/26/2023		West Shore Bank C...	X	2,001.36	2,001.36
Credit Card Credit	08/01/2023		Scholastic Inc.	X	208.75	2,210.11
Credit Card Credit	08/01/2023		Scholastic Inc.	X	508.50	2,718.61
Total Cleared Transactions					2,378.19	2,378.19
Cleared Balance					-2,378.19	-376.83
Register Balance as of 07/31/2023					-2,378.19	-376.83
Ending Balance					-2,378.19	-376.83

Pentwater Township Library
Payroll Transactions by Payee
 June 21 through August 9, 2023

Date	Name	Num	Type	Account	Amount
State of Michigan {2}					
07/03/2023	State of Michigan {2}	9262	Liability Check	101-001 · West Sho...	-1,560.76
Total State of Michigan {2}					-1,560.76
United States Treasury					
07/03/2023	United States Treas...	E-pay	Liability Check	101-001 · West Sho...	-2,401.58
08/01/2023	United States Treas...	E-pay	Liability Check	101-001 · West Sho...	-2,653.90
Total United States Treasury					-5,055.48
CHRISTINE SCHATTMAIER					
07/12/2023	CHRISTINE SCHAT...	9263	Paycheck	101-001 · West Sho...	-368.93
07/26/2023	CHRISTINE SCHAT...	9287	Paycheck	101-001 · West Sho...	-944.96
08/09/2023	CHRISTINE SCHAT...	9300	Paycheck	101-001 · West Sho...	-144.24
Total CHRISTINE SCHATTMAIER					-1,458.13
JAMES MUELLER					
07/12/2023	JAMES MUELLER	9264	Paycheck	101-001 · West Sho...	-377.34
07/26/2023	JAMES MUELLER	9288	Paycheck	101-001 · West Sho...	-795.87
08/09/2023	JAMES MUELLER	9301	Paycheck	101-001 · West Sho...	-911.57
Total JAMES MUELLER					-2,084.78
JUSTIN WAMBAUGH					
06/28/2023	JUSTIN WAMBAUGH	9251	Paycheck	101-001 · West Sho...	-1,242.83
07/12/2023	JUSTIN WAMBAUGH	9265	Paycheck	101-001 · West Sho...	-933.64
07/26/2023	JUSTIN WAMBAUGH	9289	Paycheck	101-001 · West Sho...	-986.92
08/09/2023	JUSTIN WAMBAUGH	9302	Paycheck	101-001 · West Sho...	-946.19
Total JUSTIN WAMBAUGH					-4,109.58
LENEE ANDERSON					
06/28/2023	LENEE ANDERSON	9252	Paycheck	101-001 · West Sho...	-630.78
07/12/2023	LENEE ANDERSON	9266	Paycheck	101-001 · West Sho...	-630.77
07/26/2023	LENEE ANDERSON	9290	Paycheck	101-001 · West Sho...	-738.05
08/09/2023	LENEE ANDERSON	9303	Paycheck	101-001 · West Sho...	-630.78
Total LENE ANDERSON					-2,630.38
MARY BARKER					
06/28/2023	MARY BARKER	9253	Paycheck	101-001 · West Sho...	-1,443.29
07/12/2023	MARY BARKER	9267	Paycheck	101-001 · West Sho...	-1,443.27
07/26/2023	MARY BARKER	9291	Paycheck	101-001 · West Sho...	-1,443.27
08/09/2023	MARY BARKER	9304	Paycheck	101-001 · West Sho...	-1,443.28
Total MARY BARKER					-5,773.11
OLIVIA BRADLEY					
06/28/2023	OLIVIA BRADLEY	9254	Paycheck	101-001 · West Sho...	-920.47
07/12/2023	OLIVIA BRADLEY	9268	Paycheck	101-001 · West Sho...	-877.94
07/26/2023	OLIVIA BRADLEY	9292	Paycheck	101-001 · West Sho...	-763.45
08/09/2023	OLIVIA BRADLEY	9305	Paycheck	101-001 · West Sho...	-877.94
Total OLIVIA BRADLEY					-3,439.80
TAMMY A HAMMERLE					
06/28/2023	TAMMY A HAMME...	9255	Paycheck	101-001 · West Sho...	-558.50
07/12/2023	TAMMY A HAMME...	9269	Paycheck	101-001 · West Sho...	-554.56
07/26/2023	TAMMY A HAMME...	9293	Paycheck	101-001 · West Sho...	-558.48
08/09/2023	TAMMY A HAMME...	9306	Paycheck	101-001 · West Sho...	-668.40
Total TAMMY A HAMMERLE					-2,339.94
TOTAL					-28,451.96

Pentwater Township Library

8/14/2023 11:23 AM

Register: 101-001 · West Shore Reg.Chk.

From 06/21/2023 through 08/14/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/22/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc		X	18.00	107,854.14
06/23/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc		X	10.50	107,864.64
06/26/2023	9242	Amazon Capital Serv...	101-202 · Accounts Pa...	Order #114-41...	62.53	X		107,802.11
06/26/2023	9243	BAKER & TAYLOR	101-202 · Accounts Pa...		746.24	X		107,055.87
06/26/2023	9244	DEMCO	101-202 · Accounts Pa...	811509488	278.27	X		106,777.60
06/26/2023	9245	Mary S. Barker	101-202 · Accounts Pa...		104.80	X		106,672.80
06/26/2023	9246	Michigan Office Sol...	101-202 · Accounts Pa...	PT05:107877	660.22	X		106,012.58
06/26/2023	9247	Midwest Collaborati...	101-202 · Accounts Pa...		125.00	X		105,887.58
06/26/2023	9248	West Shore Bank Car...	101-202 · Accounts Pa...	Acct: 2961	2,001.36	X		103,886.22
06/26/2023	9249	WT.COX Informatio...	101-202 · Accounts Pa...		1,031.51	X		102,854.71
06/26/2023	9250	Xerox Financial Serv...	101-202 · Accounts Pa...	010-0019606-0...	1,283.85	X		101,570.86
06/27/2023		DEPOSIT	-split-	Deposit		X		
06/28/2023	ACH	Capital Group	101-702 · Salaries & F...	6/28/2023	313.20	X	534.30	102,105.16
06/28/2023	9251	JUSTIN WAMBAU...	-split-		1,242.83	X		101,791.96
06/28/2023	9252	LENEE ANDERSON	-split-		630.78	X		100,549.13
06/28/2023	9253	MARY BARKER	-split-		1,443.29	X		99,918.35
06/28/2023	9254	OLIVIA BRADLEY	-split-		920.47	X		98,475.06
06/28/2023	9255	TAMMY A HAMM...	-split-		558.50	X		97,554.59
06/30/2023			101-679 · Miscellaneo...	Interest		X		96,996.09
07/03/2023	E-pay	United States Treasury	-split-	38-2497896 Q...	2,401.58	X	4.78	97,000.87
07/03/2023	9256	AFLAC	101-202 · Accounts Pa...		72.40	X		94,599.29
07/03/2023	9257	Allendale Jazz Orche...	101-202 · Accounts Pa...		400.00	X		94,526.89
07/03/2023	9258	CONSUMERS ENE...	101-202 · Accounts Pa...	100016977850	305.64	X		94,126.89
07/03/2023	9259	Mary S. Barker	101-202 · Accounts Pa...		289.04	X		93,821.25
07/03/2023	9260	Turf Care Mole Man,...	101-202 · Accounts Pa...		55.00	X		93,532.21
07/03/2023	9261	VILLAGE OF PENT...	101-202 · Accounts Pa...		343.50	X		93,477.21
07/03/2023	9262	State of Michigan {2}	101-254 · *Payroll Lia...	38-2497896	1,560.76	X		93,133.71
07/06/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc		X		91,572.95
07/06/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc		X	25.50	91,598.45
07/10/2023	ACH	Michigan Retailers S...	101-824 · Bank & Cre...	6/23		X	25.00	91,623.45
07/12/2023	ACH	Capital Group	101-702 · Salaries & F...	7/12/2023	11.69	X		91,611.76
07/12/2023	9263	CHRISTINE SCHA...	-split-		284.38	X		91,327.38
07/12/2023	9264	JAMES MUELLER	-split-		368.93	X		90,958.45
07/12/2023	9265	JUSTIN WAMBAU...	-split-		377.34	X		90,581.11
07/12/2023	9266	LENEE ANDERSON	-split-		933.64	X		89,647.47
07/12/2023	9267	MARY BARKER	-split-		630.77	X		89,016.70
07/12/2023	9268	OLIVIA BRADLEY	-split-		1,443.27	X		87,573.43
07/12/2023	9269	TAMMY A HAMM...	-split-		877.94	X		86,695.49
07/14/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc	554.56	X		86,140.93
07/14/2023	9294	AFLAC	101-202 · Accounts Pa...	Invoice: 697604		X	6.00	86,146.93
					72.40			86,074.53

Pentwater Township Library

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Register: 101-001 · West Shore Reg.Chk.

From 06/21/2023 through 08/14/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/14/2023	9295	BAKER & TAYLOR	101-202 · Accounts Pa...	Invoice: 20376...	214.54			85,859.99
07/14/2023	9296	CONSUMERS ENE...	101-202 · Accounts Pa...	100016977850	333.14			85,526.85
07/14/2023	9297	LUDINGTON DAIL...	101-202 · Accounts Pa...	Acct: 0228430	261.40			85,265.45
07/14/2023	9298	Turf Care Mole Man,...	101-202 · Accounts Pa...		55.00			85,210.45
07/14/2023	9299	Xerox Financial Serv...	101-202 · Accounts Pa...	010-0019606-0...	4.58			85,205.87
07/18/2023	9275	BAKER & TAYLOR	101-202 · Accounts Pa...		389.79	X		84,816.08
07/18/2023	9276	DTE Energy	101-202 · Accounts Pa...	463584900013	60.04	X		84,756.04
07/18/2023	9277	Midwest Tape, LLC	101-202 · Accounts Pa...	Cust# 2000021...	347.84	X		84,408.20
07/18/2023	9278	Muskegon Fire Equi...	101-202 · Accounts Pa...	Invoice: 35854	344.85	X		84,063.35
07/18/2023	9279	RYAN'S LAWN CA...	101-202 · Accounts Pa...		152.00	X		83,911.35
07/18/2023	9280	Turf Care Mole Man,...	101-202 · Accounts Pa...		141.10	X		83,770.25
07/18/2023	9281	Unline	101-202 · Accounts Pa...	Invoice: 16578...	254.13	X		83,516.12
07/18/2023	9282	Tiptop Entertainment...	101-202 · Accounts Pa...	Nerf Games	495.00			83,021.12
07/24/2023		DEPOSIT	101-655 · Fees and Fin...	Deposit		X	270.00	83,291.12
07/24/2023	9283	Amazon Capital Serv...	101-202 · Accounts Pa...	Invoice: 1RHP-...	94.95			83,196.17
07/24/2023	9284	BAKER & TAYLOR	101-202 · Accounts Pa...	Invoice: 20376...	169.13	X		83,027.04
07/24/2023	9285	Mary S. Barker	101-202 · Accounts Pa...		289.76	X		82,737.28
07/24/2023	9286	MID-MICHIGAN LI...	101-202 · Accounts Pa...	Invoice: 13348	240.00			82,497.28
07/26/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	CC		X	7.50	82,504.78
07/26/2023	ACH	Capital Group	101-702 · Salaries & F...	7/26/2023	279.78	X		82,225.00
07/26/2023	9287	CHRISTINE SCHA...	-split-		944.96	X		81,280.04
07/26/2023	9288	JAMES MUELLER	-split-		795.87			80,484.17
07/26/2023	9289	JUSTIN WAMBAU...	-split-		986.92	X		79,497.25
07/26/2023	9290	LENEE ANDERSON	-split-		738.05	X		78,759.20
07/26/2023	9291	MARY BARKER	-split-		1,443.27	X		77,315.93
07/26/2023	9292	OLIVIA BRADLEY	-split-		763.45	X		76,552.48
07/26/2023	9293	TAMMY A HAMM...	-split-		558.48			75,994.00
07/27/2023	ACH	Michigan Retailers S...	101-655 · Fees and Fin...	cc		X	14.25	76,008.25
07/31/2023			101-679 · Miscellaneo...	Interest		X	3.84	76,012.09
08/01/2023	E-pay	United States Treasury	-split-	38-2497896 Q...	2,653.90			73,358.19
08/07/2023		DEPOSIT	-split-	Deposit			253.10	73,611.29
08/07/2023	ACH	Michigan Retailers S...	101-824 · Bank & Cre...	7/23	12.65			73,598.64
08/07/2023	9307	BAKER & TAYLOR	101-202 · Accounts Pa...		401.93			73,196.71
08/07/2023	9308	Brickley DeLong	101-202 · Accounts Pa...	Invoice: 1239308	100.00			73,096.71
08/07/2023	9309	Charter Communicati...	101-202 · Accounts Pa...	824512282000...	99.98			72,996.73
08/07/2023	9310	Justin Wambaugh-	101-202 · Accounts Pa...		19.00			72,977.73
08/07/2023	9311	LUDINGTON DAIL...	101-202 · Accounts Pa...	Acct: 99192355	330.00			72,647.73
08/07/2023	9312	Midwest Tape, LLC	101-202 · Accounts Pa...	Cust #2000021...	270.16			72,377.57
08/07/2023	9313	RYAN'S LAWN CA...	101-202 · Accounts Pa...		152.00			72,225.57
08/07/2023	9314	Shotwell Solutions, ...	101-202 · Accounts Pa...	Invoice: 008408	679.82			71,545.75

Pentwater Township Library

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From 06/21/2023 through 08/14/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/09/2023	ACH	Capital Group	101-702 · Salaries & F...	8/9/2023	293.46			71,252.29
08/09/2023	9300	CHRISTINE SCHA...	-split-		144.24			71,108.05
08/09/2023	9301	JAMES MUELLER	-split-		911.57			70,196.48
08/09/2023	9302	JUSTIN WAMBAU...	-split-		946.19			69,250.29
08/09/2023	9303	LENEE ANDERSON	-split-		630.78			68,619.51
08/09/2023	9304	MARY BARKER	-split-		1,443.28			67,176.23
08/09/2023	9305	OLIVIA BRADLEY	-split-		877.94			66,298.29
08/09/2023	9306	TAMMY A HAMM...	-split-		668.40			65,629.89

Pentwater Township Library
Director's Report
August 2023

July and August

All Time Record for Summer Reading Programs (SRP)

Our staff did a tremendous job this year of promoting our summer reading programs for children, teens/ tweens and for adults this year. We tallied 196 total participants in all three programs thanks to a concerted effort by our staff to talk up the programs to anyone who came into the library.

For all ages we had a variety of activities to engage participants. For the youngest children we had contests that garnered immediate prizes. But we also had a variety of passive activities that included puzzles, worksheets, mazes and games about Pass Ports and travel.

For Tween/Teen SRP participants earned coupons from area businesses. They got rewarded as they read 200 pages per week.

The Adult SRP is still going on for three more weeks, as they complete their special bingo cards by completing a variety of tasks including reading/listening to library titles and attending programs. Completed cards will be entered into a drawing for some special baskets on display at the library.

Art Programs—Our art programs for Children and Tweens/Teens were again a very popular activity. We did paint pours, fairy gardens, marshmallow shooters, crayon melting, rock painting, card making, animal print pencil bags, stenciling, and book binding.

Summer, Full of Well Attended Programs—So many well attended programs this summer. For children and tween/teen we had the Nerf Games that was in July and we were able to have a large group our young people from 8 to 16 year olds enjoyed a challenging activity with two teams competing against each other. Nerf darts were fired across the library lawn as participants hid behind pop up tents. The library director did not fire any darts but got hit in the head several times as she retrieved darts to keep the games going.

We also have a special presentation from the Citizen of the Year, Joe Primozech. He met the kids at the beach as they collected plastic and other waste from the beach. Joe also talked about invasive species in our area.

Our Storytime each week was well attended, besides stories that coincided with the library theme, we sang, and had a craft.

We had three author appearances this summer. One had very little interest from a local author talking on Bipolar, and two others had standing room only crowds. The author visit by Michael Lindvall, a New York City retired pastor who writes mystery novels and his daughter who worked together to create the latest Lindvall book, "Ashes to Ashes." The evening was full of anecdotes and humor about how the two worked together. Many compliments from patrons about the event. The Pentwater Arts Council partnered with us on this author visit. Bridget Henley will be here on August 14th with her new cookbook "The Menu: Hosting Cookbook". We have had a lot of calls about here presentation and hope for a very interesting and enjoyable evening.

We also had a special program on genealogy with Jesse Soeberg in partnership with the Pentwater Historical Society. Jesse presented on two days with a week in between. Very interesting and helped patrons know about the free resources available to them on MeL databases.

Pentwater Township Library
Director's Report
August 2023

New Flag at the Library--It took a while to replace the flag and rope that were torn away by a storm. But thanks to the DAR, our Friends of the Library group, the VFW honor guard and Spectrum, our Internet provider, we had an appropriate ceremony to raise the flag with our media friends looking on.

Annual Meeting of the Mid-Michigan Library League--We plan on closing the library on September 21 so the entire staff can attend the MMLL gathering that regularly includes discussion on a variety of important developments for our region and for Michigan libraries. The meeting is at Caberfae in Cadillac. If any board members would like to attend, please contact me.

New Staff Training-- Our staff will be getting in-person training from Laura Warren-Gross from MCLS (Midwest Collaborative for Library Services) and MeL, the system that helps us with Interlibrary loans and other services. They will also be hearing how NovelList connects with our LibraryAware program.

Township Audit Rescheduled—The township audit that includes the library has been rescheduled from this week until sometime in September, because of the heavy workload at the Township. Our part of the audit will be completed at the end of this month.

Insurance Audit— A mistake was caught and corrected because some figures on a State tax form were incorrect. It took a few days for our accountant and Tammy to find and correct the mistake. The error was found by our insurance carrier, during our insurance audit.

Michigan Library Association Annual Conference--Tammy, Justin and I will be going to Kalamazoo for the conference on October 18-20. Many items on the programs are current concerns for all libraries.

October Haunted Library— One of our best attended events, the Haunted Library will again be conducted on Halloween. We will be closing the library at noon on October 31 to complete the setup. The theme is just "Haunted Library", so all our collection of Halloween supplies and props will be used. We always need extra help, if you are available, we can always find the use of your skills whether setting up, during the event or clean-up.

Friends of the Library— Our new group has been very active participating in a book sale, the homecoming parade, the community open house and raising funds and helping to raise the flag. Their next membership meeting is planned for early September at Park Place.

Mental Health Hubs— We will be meeting with the Hub soon, there has been several cancellations on their part, but they have some exciting news to share coming up.

New employees— We started two new employees, James Mueller@32 hours and Chris Schattmaier@32 hours and recently reduced to 24 hours, as Library Clerk Aides. Both have had fun learning the ways of the Circulation desk, shelving books, learning MeL and Rides along with going over policies during a very busy and crazy summer schedule.

Michigan State Librarian's Excellence Award— Three Michigan library's will be selected for excellence awards. First place library will receive a \$3,000 prize and two others will receive

Pentwater Township Library

Director's Report

August 2023

prizes of \$1,000 each. Our information was submitted along with 4 very complimentary letters of support to be considered.

Training on Computer Basics and Cybersecurity from AT&T—AT&T Connect Nation will be here on September 11 at 10 a.m. to teach Basic Computer Skills and then at 2 p.m. to teach about cybersecurity. The community push to connect our area also needed to address the Digital Literacy piece of Broadband to each home & business. The Taskforce had a commitment from AT&T that access, and affordability aren't enough without the right device, application and digital knowledge. So, AT&T will bring in educators to teach different skills to the county librarians. We picked the first day and decided basics and cybersecurity were the most important for our residents.

Respectfully submitted,



Mary Barker, Director

Pentwater Township Library

DIRECTOR'S REPORT -

1-Jul-23

June Statistics

CIRCULATION	2023	2022	%	ATTENDANCE	2023	2022	%
FICTION	637	598	7	ADULT PROGRAM	177	111	59
NON-FICTION	114	153	-25	TEEN PROGRAM	15	3	400
LARGE PRINT FICTION	68	50	36	CHILDREN PROGRAM	138	78	77
LARGE PRINT NON-FICTION	0	1	-100				
				TOTAL	330	192	72
TOTAL	819	802	2				
KIT GO BAGS	0	34		EVENING PATRONS	124	79	57
KIT MOVIE NIGHT	31	42		TOTAL PATRONS	1978	1434	38
PERIODICALS	96	117	-18				
PAPERBACKS	6	9	-33	NEW REGISTRATIONS			
AUDIO	28	38	-26	ADULT	19	30	-37
VIDEOS & DVDS	317	311	2	CHILDREN	5	9	-44
				ANNUAL	1	3	-67
LIBBY E_Magazine	63	44	43				
LIBBY AUDIO	153	146	5	TOTAL	25	42	-40
LIBBY E-BOOKS	266	318	-16				
MEL CAT LENT	93	97	-4	Total Deleted Items	64	4	1500
MEL CAT BORROWED	126	134	-6				
HOOPLA E-BOOKS	70		#DIV/0!				
HOOPLA E-AUDIO	64		#DIV/0!	Multipurpose Room	20	23	
HOOPLA E-MOVIE/TV	19		#DIV/0!				
HOOPLA BINGE PASS	0		#DIV/0!	RE-REGISTRATIONS			
				ADULT	27	47	-43
TOTAL	1332	1290	3	CHILDREN	0	5	-100
				TOTAL	27	52	-48
J FICTION	163	155	5				
J NON-FICTION	69	58	19				
J EASY	334	290	15	COPIES			
J PERIODICALS	1	0	#DIV/0!	BLACK	2629	3443	-24
J VIDEOS & DVDS	62	103	-40	COLOR	2652	1894	40
TOTAL	629	606	4				
				FAX USAGE	66	46	43
Y FICTION	45	42	7				
Y NON-FICTION	9	12	-25				
				COMPUTER USAGE	153	117	31
TOTAL	54	54	0	WIRELESS USAGE		277	-100
GRAND TOTAL	2834	2752	3				

Pentwater Township Library
DIRECTOR'S REPORT -
April 2023-June 2024

Fiscal Year 2023-2024

CIRCULATION	2023-2024	2022-2023	%	ATTENDANCE	2023-2024	2022-2023	%
FICTION	1405	1383		ADULT PROGRAM	255	212	20
NON-FICTION	288	333	-14	TEEN PROGRAM	15	3	400
LARGE PRINT FICTION	177	103	72	CHILDREN PROGRAM	226	156	45
LARGE PRINT NON-FICTION	3	7	-57				
				TOTAL	496	371	34
TOTAL	1873	1826	3				
KIT GO BAGS	21	52		EVENING PATRONS	222	153	45
KIT MOVIE NIGHT	31	124		TOTAL PATRONS	3617	3071	18
PERIODICALS	235	238	-1				
PAPERBACKS	9	15	-40	NEW REGISTRATIONS			
AUDIO	70	98	-29	ADULT	37	49	-24
VIDEOS & DVDS	733	889	-18	CHILDREN	7	12	-42
				ANNUAL	2	3	-33
LIBBY E Magazine	192	125				0	
LIBBY AUDIO	480	444	8	TOTAL	46	64	-28
LIBBY E-BOOKS	756	880	-14				
MEL CAT LENT	309	453	-32	Total Deleted Items	648	346	87
MEL CAT BORROWED	333	326	2				
HOOPLA E-BOOKS	208	0	#DIV/0!				
HOOPLA E-AUDIO	175	0	#DIV/0!	Multipurpose Room	53	54	-2
HOOPLA E-MOVIE/TV	57	0	#DIV/0!				
HOOPLA BINGE PASS	4	0	#DIV/0!	RE-REGISTRATIONS			
				ADULT	41	84	-51
TOTAL	3613	3644	-1	CHILDREN	2	7	-71
				TOTAL	43	91	-53
J FICTION	302	317	-5				
J NON-FICTION	126	95	33				
J EASY	516	467	10	COPIES			
J PERIODICALS	1	0	#DIV/0!	BLACK	7972	7442	7
J VIDEOS & DVDS	114	187	-39	COLOR	8440	5926	42
TOTAL	1059	1066	-1		0	0	#DIV/0!
				FAX USAGE	164	94	74
Y FICTION	70	49	43		0	0	#DIV/0!
Y NON-FICTION	11	12	-8				
				COMPUTER USAGE	309	246	26
TOTAL	81	61	33	WIRELESS USAGE	0	415	-100
GRAND TOTAL	6626	6597	0				

MATERIALS BY DATE ADDED FY 2023-2024

Material Type	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
1 - New Fiction													0
2 - New Non-Fiction													0
5 - Adult Fiction	27	65	50										142
6 - Adult Non-fiction	23	18	9										50
7 - Audio Books	1	2	2										5
8 - Easy Read			1										1
9 - Hold Shelf													0
10 - Juvenile Audio													0
11 - Juvenile Easy	21	37	6										64
12 - Juvenile Fiction	12	18	1										31
13 - Juvenile Magazine	3	3	2										8
14 - Juvenile Non-fic	47	5	1										53
15 - Juvenile Video			1										1
16 - Juvenile Video Series													0
17 - Large Print Fiction		2	11										13
18 - Large Print Non-Fiction													0
19 - Magazine	39	38	28										105
24 - Paperback Fiction			1										1
25 - Reference													0
26 - Video Non-Fiction													0
27 - Video	2	50	8										60
28 - Video Series	1	1	4										6
29 - Young Adult Fiction	2												2
30 - Young Adult Magazine													0
31 - Young Adult Non-Fiction	2												2
50 - Launchpad													0
51 - Bookclubs													0
52 - Kit Go Bags													0
53 - Kit Movie Night													0
54 - Kit Fly Tying													0
55 - Computer													0
Total	180	239	125	0	0	0	0	0	0	0	0	0	544

Pentwater Township Library
DIRECTOR'S REPORT -
July Statistics

1-Aug-23

CIRCULATION	2023	2022	%	ATTENDANCE	2023	2022	%
FICTION	872	761	15	ADULT PROGRAM	244	100	144
NON-FICTION	199	157	27	TEEN PROGRAM	43	34	26
LARGE PRINT FICTION	106	49	116	CHILDREN PROGRAM	258	129	100
LARGE PRINT NON-FICTION	2	4	-50				
				TOTAL	545	263	107
TOTAL	1179	971	21				
KIT GO BAGS	16	40		EVENING PATRONS	149	117	27
KIT MOVIE NIGHT		83		TOTAL PATRONS	2247	2147	5
PERIODICALS	139	131	6				
PAPERBACKS	4	8	-50	NEW REGISTRATIONS			
AUDIO	34	29	17	ADULT	27	34	-21
VIDEOS & DVDS	269	429	-37	CHILDREN	6	4	50
				ANNUAL	1	4	-75
LIBBY E_Magazine	35	43					
LIBBY AUDIO	180	146	23	TOTAL	34	42	-19
LIBBY E-BOOKS	264	395	-33				
MEL CAT LENT	94	106	-11	Total Deleted Items	76	2	3700
MEL CAT BORROWED	92	99	-7				
HOOPLA E-BOOKS	66		#DIV/0!				
HOOPLA E-AUDIO	52		#DIV/0!	Multipurpose Room	30	37	
HOOPLA E-MOVIE/TV	12		#DIV/0!				
HOOPLA BINGE PASS	0		#DIV/0!	RE-REGISTRATIONS			
				ADULT	17	31	-45
TOTAL	1257	1509	-17	CHILDREN	0	3	-100
				TOTAL	17	34	-50
J FICTION	243	257	-5				
J NON-FICTION	102	92	11				
J EASY	410	489	-16	COPIES			
J PERIODICALS		2	-100	BLACK	2437	2436	0
J VIDEOS & DVDS	96	226	-58	COLOR	1380	1273	8
TOTAL	851	1066	-20				#DIV/0!
				FAX USAGE	50	47	6
Y FICTION	76	60	27				#DIV/0!
Y NON-FICTION	8	7	14				
				COMPUTER USAGE	250	202	24
TOTAL	84	67	25	WIRELESS USAGE	1150	877	31
GRAND TOTAL	3371	3613	-7				

MATERIALS BY DATE ADDED FY 2023-2024

Material Type	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
1 - New Fiction													0
2 - New Non-Fiction													0
5 - Adult Fiction	27	65	50	23									165
6 - Adult Non-fiction	23	18	9	8									58
7 - Audio Books	1	2	2	4									9
8 - Easy Read			1										1
9 - Hold Shelf													0
10 - Juvenile Audio													0
11 - Juvenile Easy	21	37	6	5									69
12 - Juvenile Fiction	12	18	1	3									34
13 - Juvenile Magazine	3	3	2	2									10
14 - Juvenile Non-fic	47	5	1	3									56
15 - Juvenile Video			1										1
16 - Juvenile Video Series													0
17 - Large Print Fiction		2	11	4									17
18 - Large Print Non-Fiction													0
19 - Magazine	39	38	28	21									126
24 - Paperback Fiction			1										1
25 - Reference													0
26 - Video Non-Fiction													0
27 - Video	2	50	8	3									63
28 - Video Series	1	1	4										6
29 - Young Adult Fiction	2												2
30 - Young Adult Magazine													0
31 - Young Adult Non-Fiction	2												2
50 - Launchpad													0
51 - Bookclubs													0
52 - Kit Go Bags													0
53 - Kit Movie Night													0
54 - Kit Fly Tying													0
55 - Computer													0
58 - Juvenile Vox Books				35									35
Total	180	239	125	76	0	0	0	0	0	0	0	0	620