

# **AGENDA**

## **FLAT RIVER COMMUNITY LIBRARY**

### **BOARD MEETING**

**August 14, 2024**

1. Call to order and roll call:
2. Approval of agenda:
3. Approval of minutes:
  - Board meeting August 2024
4. Public Comments:
5. Financial Reports:
  - a. County Penal Fines for August 2024
  - b. Accounts Payable for August 2024
  - c. Monthly Financials
6. Library Director's Report:
  - a. Suggestion Box Comments
7. Questions from the Board:
8. Unfinished Business:
9. Committees:
10. New Business:
  - a. Black Field
11. Public Comment:
12. Other:
13. Board Member Comment:
14. Items for next agenda
15. Future Dates:
  - a. Special Board Meeting - 6:30 p.m. Tuesday: September 17, 2024
  - b. Next Regular Board Meeting- 6:30 p.m. Wednesday: October 9, 2024
16. Call to Adjourn

**The regular meetings of the Flat River Community Library Board are held on the second Wednesday of the month at 6:30 p.m.**

**Stefanie Reed, Director**

The Flat River Community Library Board recognizes the value of public comment and the importance of allowing members of the public to express themselves on Library matters.

Any person or group wishing to address the Board shall be requested to provide:

- A. Their name & address;
- B. Group affiliation, if and when appropriate;
- C. Topic to be addressed.

To permit fair & orderly public expression, the Board shall provide a period for public participation at public meetings of the Board and publish rules to govern such participation in Board meetings and in Board committee meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

Members of the public requesting that a topic be added to the agenda must contact the director or board president with their request one week in advance of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Anyone with concerns related to the operation of the library or to matters within the authority of the Board may participate during the designated public participation portions of a meeting.
- C. Participants must first be recognized by the presiding officer.
- D. Each statement made by a participant shall be limited to three (3) minutes duration.
- E. During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic.
- F. Participants shall direct all comments to the Board and not to staff or other participants.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:
  - a. Interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e. statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest);
  - b. Request any individual to stop speaking and/or leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct and/or orderly progress of the meeting;
  - c. Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  - d. Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the conduct and/or orderly conduct of the meeting as to warrant such action;
  - e. Waive these rules.

Pursuant to the Open Meetings Act (Act 267 of 1976), the Board may occasionally hold meetings virtually. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending remotely.

Audio or video recording are permitted subject to the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

**FLAT RIVER COMMUNITY LIBRARY**  
**PROPOSED MINUTES**  
**AUGUST 14, 2024**

Vice Chairperson Nichols called the meeting to order at 6:30 PM

Present:                   City of Greenville: Laurel Christensen  
                              Eureka Township: Holly Schmeltzer, Maureen Burns,  
                              Fairplain Township: Vanessa Marr, Dawn Wyckoff  
                              Montcalm Township: Pam Nichols, Doug Crowley  
Absent:                   City of Greenville: Chairperson Darci Ward Cole

Others Present: Stef Reed, Director  
                              Jim Marr

Schmeltzer moved to approve the Agenda. Supported. Unanimously approved.

Note: July 10, 2024 meeting canceled.

Schmeltzer approved the June, 12, 2024 minutes. Supported. Unanimously approved.

Marr moved to accept the accounts payable portion of the treasurer's report for June and July 2024. Supported. Unanimously approved.

Crowley moved to accept the monthly financial portion of the treasurer's report for June and July, 2024. Supported. Unanimously approved.

Director Reed reported on the successful summer the library had. The summer reading program ended with 950 registrations, as well as members. 340 registrations from adult programs. The Meet Up and Eat Up served 1,790. The Student Connectivity Program providing Hot Spots to students will launch soon. The Teen Center construction has started, and Nugent has begun window replacement on the east side of the building.

Election of Officers: Because there was not a Board meeting in July the Election of Officers was held at this meeting. Crowley moved to reinstate the current Board Members. Supported. Unanimously approved.

The officers are:  
                              Darci Ward Cole - Chairperson  
                              Pam Nichols - Vice Chairperson  
                              Maureen Burns - Treasurer  
                              Laurel Christensen - Secretary

Black Field Update: School Board will vote on the future of Black Field on August 12<sup>th</sup>. Director Reed will provide an update at the September Board meeting.

Crowley moved the take \$100,000 from the General Fund to be used for the Teen Project.

Director Reed will provide an update on the Strategic Plan at the September 11, 2024 meeting.

Burns moved to adjourn the meeting. Supported. Unanimously approved.

Respectfully submitted

Laurel Christensen  
Secretary

FLAT RIVER COMMUNITY LIBRARY  
APPROVED MINUTES  
JUNE 12, 2024

Chairperson Darci Ward Cole called the meeting to order at 6:00 PM.

Present: City of Greenville: Chairperson Darci Ward Cole, Laurel Christensen  
Eureka Township: Holly Schmeltzer, Maureen Burns  
Fairplain Township: Vanessa Marr, Dawn Wyckoff  
Montcalm Township: Pam Nichols, Doug Crowley

Absent: None

Others Present: Stefanie Reed, Library Director  
Jim Marr

Chairperson Ward Cole opened a Public Hearing on the 2024-2025 Budget at 6:00 PM.

Chairperson Ward Cole closed a Public Hearing on the 2024-2025 Budget at 6:30 PM.

Nichols moved to approve the Agenda with the addition of a Black Field Update added to New Business. Supported. Unanimously approved.

Crowley moved to approve the minutes of the May 8, 2024 Board meeting with the correction of the spelling of Chairperson Ward Cole's name. Supported. Unanimously approved.

Public Comments: None

Schmeltzer moved to accept the Accounts payable portion of the treasurer's report for May 2024. Supported. Unanimously approved.

Crowley moved to accept the monthly financial portion of the Treasurer's Report for May 2024. Supported. Unanimously approved.

Director Reed reported on a number of items including Summer Reading Program, Meet Up and Eat Up, security cameras, One Book, One County, Black Field, Comfort Cabinets, and the Coalition of Greater Greenville. Staff are all working on projects to benefit the library patrons.

Building & Grounds Update: Teen Space renovations scheduled to begin July 28th.

New Business:

Discussion about the Director's salary. Wyckoff moved to increase the Director's salary to \$72,600. Supported.

Nichols - Yea  
Wyckoff - Yea  
Burns - Yea  
Ward Cole -yea  
Marr - Nay  
Christensen - Yea

Schmeltzer - Yea  
Crowley - Yea

Motion carried.

Crowley moved to approve the 2024-2025 Budget with the correction increasing the Director's salary to \$72,600.

Crowley- Yea  
Nichols- Yea  
Wyckoff - Yea  
Marr - Yea  
Schmeltzer- Yea  
Burns - Yea  
Christensen- Yea  
Ward Cole- Yea

Motion carried.

Wyckoff moved to approve the Resolution Certifying Tax Levies for Operating Millage and Approving Budget. Supported.

Ward Cole- Yea  
Christensen- Yea  
Burns - Yea  
Schmeltzer - Yea  
Marr - Yea  
Wyckoff - Yea  
Nichols - Yea  
Crowley - Yea

Motion carried.

Schmeltzer moved to approve the list of meeting dates. Supported. Unanimously approved.

Nichols moved to approve Director Reed and Chairperson Ward Cole to work with all those involved in the Black Field transactions and to sign necessary paperwork and, should there be one, a purchase agreement. Supported. Unanimously approved.

The next meeting is July 10, 2024.

Nichols moved to adjourn. Supported. Unanimously approved.

Respectfully submitted

Laurel Christensen

Flat River Community Library  
Combined Balance Sheet

<b>ASSETS</b>	<u>General</u>	<u>GACF Trust Fund</u>	<u>Noncurrent Funds</u>	<u>Totals Gov't Funds</u>
<b>Current assets</b>				
Cash and cash equivalents	\$1,377,623			\$1,377,623
Investments	\$1,604,597			\$1,604,597
Assets held by foundation		\$171,213		\$171,213
Fixed assets (net)			\$1,887,324	\$1,887,324
Receivables				\$0
Due from other funds				\$0
Prepaid expenditures	\$19,948			\$19,948
Total current assets	\$3,002,167	\$171,213	\$1,887,324	\$5,060,705
TOTAL ASSETS	<u>\$3,002,167</u>	<u>\$171,213</u>	<u>\$1,887,324</u>	<u>\$5,060,705</u>
<b>LIABILITIES &amp; FUND EQUITY</b>				
<b>Current liabilities</b>				
Accounts payable	\$0			\$0
Accrued salaries	\$0			\$0
Accrued liabilities	\$1,396			\$1,396
Due to other funds				\$0
Total current liabilities	\$1,396	\$0	\$0	\$1,396
<b>Noncurrent liabilities</b>				
Lease Payable			\$36,411	\$36,411
Compensated absences			\$23,370	\$23,370
Noncurrent portion of long-term debt				\$0
Total noncurrent liabilities	\$0	\$0	\$59,781	\$59,781
TOTAL LIABILITIES	<u>\$1,396</u>	<u>\$0</u>	<u>\$59,781</u>	<u>\$61,177</u>
<b>FUND BALANCES</b>				
Nonspendable Funds				
Endowment		\$59,458		\$59,458
Investment in general fixed assets			\$1,827,543	\$1,827,543
Unassigned Funds				
General fund	\$2,725,160			\$2,725,160
Committed Funds	\$275,611			\$275,611
Restricted Funds		\$111,755		\$111,755
TOTAL FUND BALANCES	<u>\$3,000,771</u>	<u>\$171,213</u>	<u>\$1,827,543</u>	<u>\$4,999,528</u>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<u>\$3,002,167</u>	<u>\$171,213</u>	<u>\$1,887,324</u>	<u>\$5,060,705</u>

# Flat River Community Library

## Balance Sheet

As of August 31, 2024

Accrual Basis

	<b>Aug 31, 24</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
002.000 · Checking - Isabella Bank	37,064.86
002.004 · Savings - PFCU Primary Share	5,036.81
002.005 · Money Market - Isabella Bank	1335516.56
002.007 · Savings - Michigan One CU	5.00
<b>Total Checking/Savings</b>	1377623.23
<b>Other Current Assets</b>	
003.001 · CD - Commercial Bank (09.26....	277,777.78
003.008 · CD - Michigan One CU (09.23....	340,593.77
003.009 · CD - Huntington 2 (12/26/24)	276,318.09
003.010 · CD - Isabella Debt (01.29.25)	213,179.37
003.011 · CD - Isabella Tower (05.26.25)	115,472.17
003.012 · CD - Preferred CU (10/20/24)	216,336.43
003.013 · CD - Commercial Bank (12.07....	164,919.01
<b>Total Other Current Assets</b>	1604596.62
<b>Total Current Assets</b>	2982219.85
<b>Other Assets</b>	
029 · Prepays	19,947.62
<b>Total Other Assets</b>	19,947.62
<b>TOTAL ASSETS</b>	<b>3002167.47</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
210 · Payroll Liabilities	1,396.02
<b>Total Other Current Liabilities</b>	1,396.02
<b>Total Current Liabilities</b>	1,396.02
<b>Total Liabilities</b>	1,396.02
<b>Equity</b>	
250 · Committed Funds	275,611.20
310 · Unassigned Fund-Opening Balance	572,687.19
390 · Unassigned Fund-Retained Earn.	2318979.87
Net Income	(166,506.81)
<b>Total Equity</b>	3000771.45
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3002167.47</b>

## Flat River Community Library - General Fund Statement of Revenues & Expenses Budget Comparison August 2024

	August 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Income</b>					
<b>401 · Property Taxes</b>					
401.1 · Property Taxes - Greenville	4,194	203,041	(198,847)	2%	187,131
401.2 · Property Taxes - Eureka Twp.	0	124,277	(124,277)	0%	117,078
401.3 · Property Taxes - Fairplains Twp	0	48,094	(48,094)	0%	44,886
401.4 · Property Taxes - Montcalm Twp.	0	89,563	(89,563)	0%	82,377
<b>Total 401 · Property Taxes</b>	<b>4,194</b>	<b>464,975</b>	<b>(460,781)</b>	<b>1%</b>	<b>431,472</b>
<b>402 · Delinquent Taxes</b>	0	30,000	(30,000)	0%	30,000
<b>441 · Local Community Stabilization</b>	0	15,000	(15,000)	0%	15,000
<b>556 · Library State Aid</b>	9,423	18,600	(9,177)	51%	18,000
<b>580 · County Millage</b>	0	507,000	(507,000)	0%	498,075
580.2 · Renaissance Zone	0	0	0	0%	2,000
<b>651 · Genealogy Fees</b>	0	20	(20)	0%	20
<b>655 · Book Fines</b>	330	2,000	(1,670)	17%	2,000
<b>656 · Printing Fees</b>	1,440	3,000	(1,560)	48%	2,500
<b>657 · Penal Fines</b>	0	85,000	(85,000)	0%	78,505
<b>658 · USF Funds</b>	1,248	4,600	(3,352)	27%	4,600
<b>664 · Interest Earned</b>	922	55,000	(54,078)	2%	10,000
<b>672 · Continuing Education</b>	0	0	0	0%	1,600
<b>675 · Contribution - Private Sources</b>	92	500	(408)	18%	500
675.1 · Grant Revenue	0	34,750	(34,750)	0%	500
675.2 · Estate Donations	0	5,000	(5,000)	0%	5,000
675.31 · Friends Donations - Adult	300	4,000	(3,700)	8%	2,000
675.32 · Friends Donations - Juvenile	0	5,000	(5,000)	0%	5,000
675.4 · Memorial Book Contributions	45	1,500	(1,455)	3%	1,500
675.45 · Cookbook Sales	0	20	(20)	0%	20
675.47 · Beverage Sales	54	50	4	108%	50
699 · Transfer In	0	0	0	0%	0
<b>Total Income</b>	<b>18,048</b>	<b>1,236,015</b>	<b>(1,217,967)</b>	<b>1%</b>	<b>1,236,015</b>
<b>Expense</b>					
<b>I - Personnel</b>					
703 · Salaries	62,985	458,000	395,015	14%	
703.1 · Job Search	0	200	200	0%	
716 · Fringe Benefits Employee Ins.	13,798	75,000	61,202	18%	
716.1 · 401(a)	1,546	9,000	7,454	17%	
716.2 · Unemployment	10	450	440	2%	
716.3 · Worker's Compensation	0	1,200	1,200	0%	
717 · Payroll Taxes	4,583	35,500	30,917	13%	
<b>Total I - Personnel</b>	<b>82,922</b>	<b>579,350</b>	<b>496,428</b>	<b>14%</b>	<b>579,350</b>



**Flat River Community Library - General Fund**  
**Statement of Revenues & Expenses Budget Comparison**  
**August 2024**

	August 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
<b>II - Supplies</b>					
727 · Office Supplies	1,095	4,000	2,905	27%	
728 · Postage	872	2,600	1,728	34%	
728.1 · Shipping & Handling	89	750	661	12%	
761 · Supplies - Genealogy/MI Room	0	250	250	0%	
775 · Operating Supplies	2,570	9,000	6,430	29%	
775.1 · Juvenile Operating Supplies	246	3,000	2,754	8%	
977 · New Equipment	155	9,500	9,345	2%	
<b>Total II - Supplies</b>	<b>5,027</b>	<b>29,100</b>	<b>24,073</b>	<b>17%</b>	<b>29,100</b>
<b>III - Building Operations</b>					
853 · Telephone	270	3,500	3,230	8%	
854.5 · Cable Line	0	2,000	2,000	0%	
921 · Electric	14,451	50,000	35,549	29%	
923 · Heat (Gas)	1,459	14,000	12,541	10%	
924 · Water/ Sewer	46	3,000	2,954	2%	
930 · Capital Projects - Teen Room	0	0	0	0%	
931 · Building Maintenance	6,144	80,000	73,856	8%	
931.1 · Janitorial Supplies	670	4,000	3,330	17%	
931.2 · Lawn Care	1,880	18,000	16,120	10%	
931.3 · Snow Removal	0	9,000	9,000	0%	
931.5 · Janitorial Services	4,502	30,000	25,498	15%	
<b>Total III - Building Operations</b>	<b>29,422</b>	<b>213,500</b>	<b>184,078</b>	<b>14%</b>	<b>213,500</b>
<b>IV - Services</b>					
730 · Membership Dues	1,001	2,500	1,499	40%	
731 · Bank Service Charge	0	900	900	0%	
801 · Professional Services	1,041	1,500	459	69%	
801.2 · Collection Agency	49	600	551	8%	
801.3 · Accountant	3,692	24,000	20,308	15%	
802 · Audit	0	8,500	8,500	0%	
860 · Travel/Conferences	3,236	11,000	7,764	29%	
911 · Insurance	15,859	18,000	2,141	88%	
975.5 · Master Gardener	0	100	100	0%	
981 · Printing	0	3,600	3,600	0%	
<b>Total IV - Services</b>	<b>24,878</b>	<b>70,700</b>	<b>45,822</b>	<b>35%</b>	<b>70,700</b>
<b>V - Cooperative Services</b>					
804 · Cooperative Fees	5,116	23,000	17,884	22%	
982 · Delivery (LLC Cost)	654	2,800	2,146	23%	
<b>Total V - Cooperative Services</b>	<b>5,770</b>	<b>25,800</b>	<b>20,030</b>	<b>22%</b>	<b>25,800</b>

## Flat River Community Library - General Fund Statement of Revenues & Expenses Budget Comparison August 2024

	August 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
<b>VI - Programming</b>					
881 · Promotions	2,868	8,000	5,132	36%	
883 · Programs - Adult	1,564	7,000	5,436	22%	
884 · Programs - Children	391	6,500	6,109	6%	
884.2 · Programs-Teens	476	5,000	4,524	10%	
884.3 · Programs-Outreach	315	2,000	1,685	16%	
<b>Total VI - Programming</b>	<b>5,614</b>	<b>28,500</b>	<b>22,886</b>	<b>20%</b>	<b>28,500</b>
<b>VII - Materials</b>					
761.1 · Microfilm - Genealogy/MI Room	0	1,500	1,500	0%	
958 · Periodicals (Magazines & News)	358	4,500	4,142	8%	
978 · Adult	9,469	60,000	50,531	16%	
978.3 · Reference	0	500	500	0%	
978.4 · Juvenile	2,951	26,000	23,049	11%	
978.6 · Teen	3,478	10,000	6,522	35%	
978.8 · Memorials	393	1,500	1,107	26%	
980.4 · Lakeland Overdrive	604	2,400	1,796	25%	
980.6 · Digital Materials	1,799	55,000	53,201	3%	
<b>Total VII - Materials</b>	<b>19,052</b>	<b>161,400</b>	<b>142,348</b>	<b>12%</b>	<b>161,400</b>
<b>VIII - Other</b>					
885 · Friends Expense	0	4,000	4,000	0%	
885.2 · Friends Expense - Juvenile	2,281	5,000	2,719	46%	
887 · Beverage Supplies	379	1,300	921	29%	
888 · Bill Braman Estate	0	5,000	5,000	0%	
933.0 · Equipment Maintenance	2,636	12,000	9,364	22%	
975.1 · Board Expense	62	100	38	62%	
990 · Reimbursement of overpayments	310	700	390	44%	
<b>Total VIII - Other</b>	<b>5,668</b>	<b>28,100</b>	<b>22,432</b>	<b>20%</b>	<b>28,100</b>
<b>IX · Technology</b>					
933.1 · Computer System Maintenance	0	3,000	3,000	0%	
933.2 · Computer Software	790	8,000	7,210	10%	
933.4 · IT Support	0	2,000	2,000	0%	
933.5 · Computer Equipment	372	3,000	2,628	12%	
933.6 · USF Expenditure	671	4,500	3,829	15%	
933.7 · Hosting Digitized Microfilm	0	7,000	7,000	0%	
933.9 · Website Hosting	0	700	700	0%	
935 · Mobile Hotspots	4,369	9,000	4,631	49%	
935.1 · Mobile Hotspots - GPS	0	34,400	34,400	0%	
<b>Total IX · Technology</b>	<b>6,202</b>	<b>71,600</b>	<b>65,398</b>	<b>9%</b>	<b>71,600</b>
<b>Total Expense</b>	<b>184,555</b>	<b>1,208,050</b>	<b>1,023,495</b>	<b>15%</b>	<b>1,208,050</b>

Flat River Community Library - General Fund  
Statement of Revenues & Expenses Budget Comparison  
August 2024

	August 2024	Budget	\$ Over Budget	% of Budget	Annual Budget
Net Income	(166,507)	27,965	(194,472)	(595%)	27,965

**Flat River Community Library**  
**Income & Expense Previous Year Comparison**

Accrual Basis

July through August 2024

	Jul - Aug 24	Jul - Aug 23	\$ Change	% Change
<b>Income</b>				
<b>401 · Property Taxes</b>				
<b>401.1 · Property Taxes - Greenville</b>	4,194	980	3,214	328%
<b>Total 401 · Property Taxes</b>	4,194	980	3,214	328%
<b>556 · Library State Aid</b>	9,423	9,305	118	1%
<b>655 · Book Fines</b>	330	589	(258)	(44)%
<b>656 · Printing Fees</b>	1,440	668	772	116%
<b>657 · Penal Fines</b>	0	0	0	0%
<b>658 · USF Funds</b>	1,248	2,363	(1,115)	(47)%
<b>664 · Interest Earned</b>	922	7,570	(6,648)	(88)%
<b>672 · Continuing Education</b>	0	1,600	(1,600)	(100)%
<b>675 · Contribution - Private Sources</b>	92	63	30	48%
<b>675.31 · Friends Donations - Adult</b>	300	0	300	100%
<b>675.4 · Memorial Book Contributions</b>	45	725	(680)	(94)%
<b>675.47 · Beverage Sales</b>	53	47	7	14%
<b>Total Income</b>	18,048	23,908	(5,860)	(25)%
<b>Expense</b>				
<b>I - Personnel</b>				
<b>703 · Salaries</b>	62,985	52,515	10,470	20%
<b>716 · Fringe Benefits Employee Ins.</b>	13,798	8,716	5,082	58%
<b>716.1 · 401(a)</b>	1,546	837	709	85%
<b>716.2 · Unemployment</b>	10	7	3	44%
<b>716.3 · Worker's Compensation</b>	0	566	(566)	(100)%
<b>717 · Payroll Taxes</b>	4,583	3,883	700	18%
<b>Total I - Personnel</b>	82,922	66,524	16,398	25%
<b>II - Supplies</b>				
<b>727 · Office Supplies</b>	1,095	620	475	77%
<b>728 · Postage</b>	872	527	344	65%
<b>728.1 · Shipping &amp; Handling</b>	89	97	(7)	(8)%
<b>775 · Operating Supplies</b>	2,570	671	1,899	283%
<b>775.1 · Juvenile Operating Supplies</b>	246	82	163	198%
<b>977 · New Equipment</b>	155	10,047	(9,892)	(99)%
<b>Total II - Supplies</b>	5,027	12,044	(7,018)	(58)%
<b>III - Building Operations</b>				
<b>853 · Telephone</b>	0	350	(350)	(100)%
<b>854.5 · Cable Line</b>	270	283	(13)	(5)%
<b>921 · Electric</b>	14,451	11,347	3,104	27%
<b>923 · Heat (Gas)</b>	1,459	1,480	(21)	(1)%
<b>924 · Water/ Sewer</b>	46	103	(57)	(56)%
<b>931 · Building Maintenance</b>	6,144	10,999	(4,855)	(44)%
<b>931.1 · Janitorial Supplies</b>	670	399	271	68%
<b>931.2 · Lawn Care</b>	1,880	757	1,124	149%
<b>931.3 · Snow Removal</b>	0	55	(55)	(100)%
<b>931.5 · Janitorial Services</b>	4,502	2,522	1,980	79%
<b>Total III - Building Operations</b>	29,421	28,293	1,128	4%

**Flat River Community Library**  
**Income & Expense Previous Year Comparison**

Accrual Basis

July through August 2024

	Jul - Aug 24	Jul - Aug 23	\$ Change	% Change
<b>IV - Services</b>				
730 · Membership Dues	1,001	509	492	97%
731 · Bank Service Charge	0	22	(22)	(100)%
801 · Professional Services	1,041	235	806	343%
801.2 · Collection Agency	49	49	0	0%
801.3 · Accountant	3,692	2,923	769	26%
860 · Travel/Conferences	3,236	1,379	1,858	135%
911 · Insurance	15,859	13,555	2,304	17%
975.5 · Master Gardener	0	30	(30)	(100)%
<b>Total IV - Services</b>	<b>24,878</b>	<b>18,701</b>	<b>6,177</b>	<b>33%</b>
<b>V - Cooperative Services</b>				
804 · Cooperative Fees	5,116	4,888	228	5%
982 · Delivery (LLC Cost)	654	629	24	4%
<b>Total V - Cooperative Services</b>	<b>5,769</b>	<b>5,517</b>	<b>252</b>	<b>5%</b>
<b>VI - Programming</b>				
881 · Promotions	2,868	295	2,573	873%
883 · Programs - Adult	1,564	1,111	453	41%
884 · Programs - Children	391	345	46	13%
884.2 · Programs-Teens	476	474	2	0%
884.3 · Programs - Outreach	315	0	315	100%
<b>Total VI - Programming</b>	<b>5,614</b>	<b>2,224</b>	<b>3,389</b>	<b>152%</b>
<b>VII - Materials</b>				
958 · Periodicals (Magazines&News)	358	332	26	8%
978 · Adult	9,469	5,403	4,066	75%
978.4 · Juvenile	2,951	1,782	1,168	66%
978.6 · Teen	3,478	870	2,609	300%
978.8 · Memorials	393	76	317	416%
980.4 · Lakeland Overdrive	604	450	154	34%
980.6 · Digital Materials	1,799	1,803	(4)	(0)%
<b>Total VII - Materials</b>	<b>19,051</b>	<b>10,716</b>	<b>8,335</b>	<b>78%</b>
<b>VIII - Other</b>				
885 · Friends Expense	0	(126)	126	100%
885.2 · Friends Expense - Juvenile	2,281	1,113	1,168	105%
887 · Beverage Supplies	379	0	379	100%
933.0 · Equipment Maintenance	2,636	1,105	1,531	139%
975.1 · Board Expense	62	0	62	100%
990 · Reimbursement of overpayments	310	118	191	162%
<b>Total VIII - Other</b>	<b>5,668</b>	<b>2,210</b>	<b>3,458</b>	<b>157%</b>

**Flat River Community Library**  
**Income & Expense Previous Year Comparison**

Accrual Basis

July through August 2024

	Jul - Aug 24	Jul - Aug 23	\$ Change	% Change
<b>IX · Technology</b>				
933.1 · Computer System Maintenance	0	1,688	(1,688)	(100)%
933.2 · Computer Software	790	1,140	(351)	(31)%
933.5 · Computer Equipment	372	0	372	100%
933.6 · USF Expenditure	675	285	390	137%
935 · Mobile Hotspots	4,369	598	3,770	630%
<b>Total IX · Technology</b>	6,205	3,711	2,494	67%
<b>Total Expense</b>	184,555	149,941	34,614	23%
<b>Net Income</b>	<b>(166,507)</b>	<b>(126,033)</b>	<b>(40,474)</b>	<b>(32)%</b>

**Flat River Community Library - GACF Trust Fund**  
**Profit & Loss Budget vs. Actual**  
 July through August 2024

Accrual Basis

	Jul - Aug 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
663 · Interest and Dividends	0.00	6,500.00	(6,500.00)	0.0%
664 · Market Fluctuations-Income/Loss	0.00	2,700.00	(2,700.00)	0.0%
674 · Contributions - Private Sources	0.00	1,000.00	(1,000.00)	0.0%
<b>Total Income</b>	0.00	10,200.00	(10,200.00)	0.0%
<b>Expense</b>				
998 · Foundation Account Admin. Fee	0.00	2,400.00	(2,400.00)	0.0%
999 · Transfer Out	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	0.00	2,400.00	(2,400.00)	0.0%
<b>Net Income</b>	<b>0.00</b>	<b>7,800.00</b>	<b>(7,800.00)</b>	<b>0.0%</b>

**Flat River Community Library  
Credit Card Journal  
August 2024**

Trans #	Type	Date	Name	Account	Debit	Credit
49243	Credit Card C...	08/25/2024	Image Stuff Image Stuff	101 · Isabella Bank Credit Card 775.1 · Juvenile Operating Sup...	38.52	38.52
					38.52	38.52
49244	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 884.2 · Programs-Teens	54.96	54.96
					54.96	54.96
49245	Credit Card C...	08/25/2024	Playaway Products Playaway Products Playaway Products	101 · Isabella Bank Credit Card 978.4 · Juvenile 978.6 · Teen	52.24 123.48	175.72
					175.72	175.72
49246	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 885.2 · Friends Expense - Juve...	404.78	404.78
					404.78	404.78
49247	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 775.1 · Juvenile Operating Sup...	119.98	119.98
					119.98	119.98
49248	Credit Card C...	08/25/2024	BC Pizza BC Pizza	101 · Isabella Bank Credit Card 884.2 · Programs-Teens	34.51	34.51
					34.51	34.51
49249	Credit Card C...	08/25/2024	Jet's Pizza Jet's Pizza	101 · Isabella Bank Credit Card 884.2 · Programs-Teens	230.30	230.30
					230.30	230.30
49250	Credit Card C...	08/25/2024	The Loot Company The Loot Company	101 · Isabella Bank Credit Card 884 · Programs - Children	48.49	48.49
					48.49	48.49
49251	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 884.2 · Programs-Teens	38.91	38.91
					38.91	38.91
49252	Credit Card C...	08/25/2024	Midjourney Midjourney	101 · Isabella Bank Credit Card 933.2 · Computer Software	96.00	96.00
					96.00	96.00
49253	Credit Card C...	08/25/2024	Miro.com Miro.com	101 · Isabella Bank Credit Card 933.2 · Computer Software	21.00	21.00
					21.00	21.00
49254	Credit Card C...	08/25/2024	Dollar Tree Stores... Dollar Tree Stores...	101 · Isabella Bank Credit Card 883 · Programs - Adult	60.00	60.00
					60.00	60.00
49255	Credit Card C...	08/25/2024	Flat River Commu... Flat River Commu...	101 · Isabella Bank Credit Card 883 · Programs - Adult	21.00	21.00
					21.00	21.00
49256	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 727 · Office Supplies	86.26	86.26
					86.26	86.26



**Flat River Community Library**  
**Credit Card Journal**  
**August 2024**

Trans #	Type	Date	Name	Account	Debit	Credit
49257	Credit Card C...	08/25/2024	Walmart Walmart	101 · Isabella Bank Credit Card 775 · Operating Supplies	50.54	50.54
					50.54	50.54
49258	Credit Card C...	08/25/2024	ChatGPT ChatGPT	101 · Isabella Bank Credit Card 933.2 · Computer Software	20.00	20.00
					20.00	20.00
49259	Credit Card C...	08/25/2024	Grand Traverse R... Grand Traverse R...	101 · Isabella Bank Credit Card 860 · Travel/Conferences	317.50	317.50
					317.50	317.50
49261	Credit Card C...	08/25/2024	Silent Book Club Silent Book Club	101 · Isabella Bank Credit Card 884.3 · Programs - Outreach	94.57	94.57
					94.57	94.57
49262	Credit Card C...	08/25/2024	Library Marketing Library Marketing	101 · Isabella Bank Credit Card 860 · Travel/Conferences	499.00	499.00
					499.00	499.00
49263	Credit Card C...	08/25/2024	Meijer Meijer Meijer	101 · Isabella Bank Credit Card 727 · Office Supplies 975.1 · Board Expense	19.45 62.37	81.82
					81.82	81.82
49264	Credit Card C...	08/25/2024	Miro.com Miro.com	101 · Isabella Bank Credit Card 933.2 · Computer Software	21.00	21.00
					21.00	21.00
49265	Credit Card C...	08/25/2024	Survey Monkey Survey Monkey	101 · Isabella Bank Credit Card 933.2 · Computer Software	300.00	300.00
					300.00	300.00
49266	Credit Card C...	08/25/2024	4 Imprint 4 Imprint	101 · Isabella Bank Credit Card 881 · Promotions	1,492.88	1,492.88
					1,492.88	1,492.88
49267	Credit Card C...	08/25/2024	Gimlet Dot Gimlet Dot	101 · Isabella Bank Credit Card 933.2 · Computer Software	29.00	29.00
					29.00	29.00
49268	Credit Card C...	08/25/2024	Keurig Green Mou... Keurig Green Mou...	101 · Isabella Bank Credit Card 887 · Beverage Supplies	151.92	151.92
					151.92	151.92
49269	Credit Card C...	08/25/2024	Postmaster Postmaster	101 · Isabella Bank Credit Card 728 · Postage	73.00	73.00
					73.00	73.00
49270	Credit Card C...	08/25/2024	Postmaster Postmaster	101 · Isabella Bank Credit Card 728 · Postage	146.00	146.00
					146.00	146.00
49271	Credit Card C...	08/25/2024	Google Google	101 · Isabella Bank Credit Card 933.2 · Computer Software	180.00	180.00
					180.00	180.00

**Flat River Community Library**  
**Credit Card Journal**  
**August 2024**

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Debit</u>	<u>Credit</u>
49272	Credit Card C...	08/25/2024	Meijer Meijer	101 · Isabella Bank Credit Card 883 · Programs - Adult	30.10	30.10
					30.10	30.10
49273	Credit Card C...	08/25/2024	MLive Media Group MLive Media Group	101 · Isabella Bank Credit Card 958 · Periodicals (Magazines&...	158.17	158.17
					158.17	158.17
49274	Credit Card C...	08/25/2024	The Library Store The Library Store	101 · Isabella Bank Credit Card 775 · Operating Supplies	269.82	269.82
					269.82	269.82
49275	Credit Card C...	08/25/2024	Postmaster Postmaster	101 · Isabella Bank Credit Card 728 · Postage	190.68	190.68
					190.68	190.68
49276	Credit Card C...	08/25/2024	Keurig Green Mou... Keurig Green Mou...	101 · Isabella Bank Credit Card 887 · Beverage Supplies	190.90	190.90
					190.90	190.90
<b>TOTAL</b>					<b><u>5,727.33</u></b>	<b><u>5,727.33</u></b>

# Flat River Community Library Monthly Board Invoice Total

August 2024

Accrual Basis

	Aug 24
<b>Income</b>	0.00
<b>Expense</b>	
<b>I - Personnel</b>	
703 · Salaries	36,031.88
716 · Fringe Benefits Employee Ins.	-460.58
716.1 · 401(a)	883.10
716.2 · Unemployment	5.50
717 · Payroll Taxes	2,617.62
<b>Total I - Personnel</b>	39,077.52
<b>II - Supplies</b>	
727 · Office Supplies	895.06
728 · Postage	409.68
728.1 · Shipping & Handling	51.51
775 · Operating Supplies	2,439.30
775.1 · Juvenile Operating Supplies	245.78
977 · New Equipment	154.76
<b>Total II - Supplies</b>	4,196.09
<b>III - Building Operations</b>	
854.5 · Cable Line	134.98
921 · Electric	7,011.17
923 · Heat (Gas)	1,458.73
924 · Water/ Sewer	45.60
931 · Building Maintenance	5,606.61
931.1 · Janitorial Supplies	349.27
931.2 · Lawn Care	1,880.00
931.5 · Janitorial Services	2,251.00
<b>Total III - Building Operations</b>	18,737.36
<b>IV - Services</b>	
730 · Membership Dues	125.00
731 · Bank Service Charge	-74.75
801 · Professional Services	759.50
801.2 · Collection Agency	49.25
801.3 · Accountant	1,846.14
860 · Travel/Conferences	1,116.50
<b>Total IV - Services</b>	3,821.64
<b>VI - Programming</b>	
881 · Promotions	2,392.88
883 · Programs - Adult	616.32
884 · Programs - Children	391.03
884.2 · Programs-Teens	475.56
884.3 · Programs - Outreach	315.14
<b>Total VI - Programming</b>	4,190.93
<b>VII - Materials</b>	
958 · Periodicals (Magazines&News)	158.17
978 · Adult	6,270.99
978.4 · Juvenile	1,380.15
978.6 · Teen	3,025.22
978.8 · Memorials	62.09
980.6 · Digital Materials	55.25
<b>Total VII - Materials</b>	10,951.87

# Flat River Community Library Monthly Board Invoice Total

August 2024

Accrual Basis

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	<u>Aug 24</u>
<b>VIII - Other</b>	
885.2 · Friends Expense - Juvenile	883.20
887 · Beverage Supplies	378.61
933.0 · Equipment Maintenance	1,581.67
975.1 · Board Expense	62.37
990 · Reimbursement of overpayme...	309.75
	<hr/>
<b>Total VIII - Other</b>	3,215.60
<b>IX · Technology</b>	
933.2 · Computer Software	789.50
933.5 · Computer Equipment	371.98
933.6 · USF Expenditure	390.00
935 · Mobile Hotspots	4,368.61
	<hr/>
<b>Total IX · Technology</b>	5,920.09
	<hr/>
<b>Total Expense</b>	90,111.10
	<hr/>
<b>Net Income</b>	<b>-90,111.10</b>
	<hr/> <hr/>

**Flat River Community Library**  
**INVOICES READY FOR BOARD APPROVAL**  
**As of August 31, 2024**

<u>Date</u>	<u>Num</u>	<u>Split</u>	<u>Amount</u>
<b>Advantage Mechanical Refrigeration, Inc.</b>			
08/12/2024	35468280	931 · Building Maintenance	708.00
08/13/2024	15965	002.000 · Checking - Isabella B...	-708.00
08/25/2024	35343169	931 · Building Maintenance	1,221.25
08/25/2024	36039644	931 · Building Maintenance	357.00
08/25/2024	36047275	931 · Building Maintenance	322.50
08/25/2024	36090196	931 · Building Maintenance	2,481.00
08/25/2024	16009	002.000 · Checking - Isabella B...	-4,381.75
Total Advantage Mechanical Refrigeration, Inc.			0.00
<b>Amazon</b>			
08/12/2024	11T7-MRTC-964P	883 · Programs - Adult	201.68
08/12/2024	13JK-RPDK-79KP	978.4 · Juvenile	167.48
08/12/2024	1466-3F39-7LDG	-SPLIT-	145.72
08/12/2024	16ML-6YT6-7M1C	931 · Building Maintenance	8.45
08/12/2024	16ML-6YT6-9D3G	727 · Office Supplies	200.11
08/12/2024	17FK-1CGY-6N4P	-SPLIT-	113.60
08/12/2024	19W1-JWGC-7GQ3	978 · Adult	172.37
08/12/2024	1DJ1-R1NG-7PXQ	883 · Programs - Adult	73.93
08/12/2024	1JL3-TF4M-D4X6	-SPLIT-	456.15
08/12/2024	1JXN-WVTP-CWJV	-SPLIT-	216.97
08/12/2024	1JYF-Y7P3-C1RP	883 · Programs - Adult	12.39
08/12/2024	1JYF-Y7P3-F3TG	-SPLIT-	762.47
08/12/2024	1KJ1-M6J6-DCXK	775 · Operating Supplies	10.99
08/12/2024	1MKM-WT7G-D9R7	727 · Office Supplies	66.84
08/12/2024	1MW3-FCMV-F1NP	884.3 · Programs - Outreach	38.99
08/12/2024	1PG1-RLFF-74HC	-SPLIT-	579.93
08/12/2024	1PG1-RLFF-7CLT	-SPLIT-	218.99
08/12/2024	1PQ7-K7W7-67RM	727 · Office Supplies	216.63
08/12/2024	1PQ7-K7W7-DV16	-SPLIT-	308.41
08/12/2024	1TG1-NJD6-9T4N	-SPLIT-	17.69
08/12/2024	1TNK-MWPF-9C7N	-SPLIT-	682.68
08/12/2024	1TNK-MWPF-CLND	883 · Programs - Adult	7.97
08/12/2024	1V1P-7H7L-7WPD	884 · Programs - Children	127.50
08/12/2024	1V1P-7H7L-9KY1	887 · Beverage Supplies	35.79
08/12/2024	1V1P-7H7L-CDQN	883 · Programs - Adult	49.74
08/12/2024	1V1P-7H7L-CN4M	727 · Office Supplies	46.77
08/12/2024	1W1L-1HHJ-9YTW	931 · Building Maintenance	21.88
08/12/2024	1W3L-HV6X-976V	978.4 · Juvenile	19.43
08/12/2024	1XXP-1XXL-6TTL	-SPLIT-	66.52
08/12/2024	1YCD-HRQH-6HMX	-SPLIT-	490.61
08/12/2024	1YCD-HRQH-9XMC	978 · Adult	229.48
08/12/2024	1HJX-X6CL-7TLJ	883 · Programs - Adult	159.51
08/13/2024	15966	002.000 · Checking - Isabella B...	-5,927.67
Total Amazon			0.00
<b>Arrow Swift Printing</b>			
08/25/2024	103547	775 · Operating Supplies	265.53
08/25/2024	15989	002.000 · Checking - Isabella B...	-265.53
Total Arrow Swift Printing			0.00
<b>Baker &amp; Taylor</b>			
08/12/2024	2038441537	-SPLIT-	843.88
08/12/2024	2038455202	-SPLIT-	1,447.26
08/13/2024	15967	002.000 · Checking - Isabella B...	-2,291.14
08/25/2024	2038468135	-SPLIT-	402.19
08/25/2024	2038472427	-SPLIT-	487.36
08/25/2024	2038485200	-SPLIT-	715.33
08/25/2024	2038487482	-SPLIT-	1,046.52
08/25/2024	15990	002.000 · Checking - Isabella B...	-2,651.40
Total Baker & Taylor			0.00

**Flat River Community Library**  
**INVOICES READY FOR BOARD APPROVAL**  
**As of August 31, 2024**

Date	Num	Split	Amount
<b>Benoit, Alexandra</b>			
08/25/2024	Lost & Paid Refund	978.4 · Juvenile	17.99
08/25/2024	15991	002.000 · Checking - Isabella B...	-17.99
Total Benoit, Alexandra			0.00
<b>Cengage Learning</b>			
08/25/2024	84776337	978 · Adult	98.37
08/25/2024	84789724	978 · Adult	117.00
08/25/2024	15992	002.000 · Checking - Isabella B...	-215.37
Total Cengage Learning			0.00
<b>Charter Communications</b>			
08/25/2024	821048201080124	854.5 · Cable Line	134.98
08/25/2024	15993	002.000 · Checking - Isabella B...	-134.98
Total Charter Communications			0.00
<b>Cherry Lake/Sleeping Bear Press</b>			
08/25/2024	261622	978.4 · Juvenile	22.45
08/25/2024	15994	002.000 · Checking - Isabella B...	-22.45
Total Cherry Lake/Sleeping Bear Press			0.00
<b>City of Greenville</b>			
08/12/2024	6.5.24 - 7.15.24	924 · Water/ Sewer	45.60
08/13/2024	15968	002.000 · Checking - Isabella B...	-45.60
Total City of Greenville			0.00
<b>Consumer's Energy</b>			
08/25/2024	207147661458	921 · Electric	7,011.17
08/25/2024	15995	002.000 · Checking - Isabella B...	-7,011.17
Total Consumer's Energy			0.00
<b>Demco, Inc.</b>			
08/12/2024	7510060	-SPLIT-	538.45
08/13/2024	15969	002.000 · Checking - Isabella B...	-538.45
08/25/2024	7518553	775 · Operating Supplies	93.32
08/25/2024	15996	002.000 · Checking - Isabella B...	-93.32
Total Demco, Inc.			0.00
<b>DTE Energy</b>			
08/12/2024	7.2.24 - 8.1.24	923 · Heat (Gas)	1,458.73
08/13/2024	15970	002.000 · Checking - Isabella B...	-1,458.73
Total DTE Energy			0.00
<b>Foster, Swift, Collins &amp; Smith, P.C.</b>			
08/25/2024	892521	801 · Professional Services	759.50
08/25/2024	15997	002.000 · Checking - Isabella B...	-759.50
Total Foster, Swift, Collins & Smith, P.C.			0.00
<b>Four Season's Exterminating</b>			
08/12/2024	438230	931 · Building Maintenance	42.00
08/13/2024	15971	002.000 · Checking - Isabella B...	-42.00
Total Four Season's Exterminating			0.00
<b>Friends of the FRCL - Bookstore</b>			
08/12/2024	July Bookstore CC Sa	990 · Reimbursement of overpa...	122.75
08/13/2024	15972	002.000 · Checking - Isabella B...	-122.75
Total Friends of the FRCL - Bookstore			0.00

**Flat River Community Library**  
**INVOICES READY FOR BOARD APPROVAL**  
As of August 31, 2024

<u>Date</u>	<u>Num</u>	<u>Split</u>	<u>Amount</u>
<b>Gale</b>			
08/12/2024	84714801	978 · Adult	62.97
08/12/2024	84736290	978 · Adult	76.50
08/13/2024	15973	002.000 · Checking - Isabella B...	-139.47
Total Gale			0.00
<b>Great America Financial Services</b>			
08/12/2024	37127294	933.0 · Equipment Maintenance	1,581.67
08/13/2024	15974	002.000 · Checking - Isabella B...	-1,581.67
Total Great America Financial Services			0.00
<b>Greenville Area Chamber of Commerce</b>			
08/12/2024	841	881 · Promotions	300.00
08/13/2024	15975	002.000 · Checking - Isabella B...	-300.00
Total Greenville Area Chamber of Commerce			0.00
<b>Greenville Rotary</b>			
08/12/2024	422	730 · Membership Dues	125.00
08/13/2024	15976	002.000 · Checking - Isabella B...	-125.00
Total Greenville Rotary			0.00
<b>Heimler Consulting</b>			
08/25/2024	945	933.6 · USF Expenditure	390.00
08/25/2024	15998	002.000 · Checking - Isabella B...	-390.00
Total Heimler Consulting			0.00
<b>Humana Life</b>			
08/25/2024	960399538	716 · Fringe Benefits Employee ...	75.05
08/25/2024	15999	002.000 · Checking - Isabella B...	-75.05
Total Humana Life			0.00
<b>Ingram Library Services</b>			
08/25/2024	63094751	-SPLIT-	361.02
08/25/2024	67737729	-SPLIT-	39.09
08/25/2024	16000	002.000 · Checking - Isabella B...	-400.11
Total Ingram Library Services			0.00
<b>Isabella Bank Mastercard</b>			
08/25/2024		101 · Isabella Bank Credit Card	5,622.58
08/25/2024	16001	002.000 · Checking - Isabella B...	-5,622.58
Total Isabella Bank Mastercard			0.00
<b>Kanopy</b>			
08/12/2024	409414-PPU	-SPLIT-	0.00
Total Kanopy			0.00
<b>Luxury Janitorial Services LLC</b>			
08/12/2024	INV1144	931.5 · Janitorial Services	2,251.00
08/13/2024	15977	002.000 · Checking - Isabella B...	-2,251.00
Total Luxury Janitorial Services LLC			0.00
<b>Macomb Community College</b>			
08/12/2024	209	990 · Reimbursement of overpa...	175.00
08/13/2024	15978	002.000 · Checking - Isabella B...	-175.00
Total Macomb Community College			0.00
<b>MetLife Small Business Center</b>			
08/25/2024	August 2024	716 · Fringe Benefits Employee ...	904.70
08/25/2024	16002	002.000 · Checking - Isabella B...	-904.70
Total MetLife Small Business Center			0.00

**Flat River Community Library**  
**INVOICES READY FOR BOARD APPROVAL**  
**As of August 31, 2024**

<u>Date</u>	<u>Num</u>	<u>Split</u>	<u>Amount</u>
<b>Michigan Library Association</b>			
08/12/2024	19042	860 · Travel/Conferences	300.00
08/13/2024	15979	002.000 · Checking - Isabella B...	-300.00
Total Michigan Library Association			0.00
<b>MicroMarketing LLC</b>			
08/25/2024	960432	978 · Adult	155.97
08/25/2024	960600	-SPLIT-	64.63
08/25/2024	960607	978 · Adult	422.15
08/25/2024	960725	978 · Adult	29.74
08/25/2024	16003	002.000 · Checking - Isabella B...	-672.49
Total MicroMarketing LLC			0.00
<b>Midwest Collaborative for Library Service</b>			
08/12/2024	505842558 - PREPA...	-SPLIT-	0.00
Total Midwest Collaborative for Library Service			0.00
<b>Mills Janitorial Supply</b>			
08/25/2024	7781827	931.1 · Janitorial Supplies	349.27
08/25/2024	16004	002.000 · Checking - Isabella B...	-349.27
Total Mills Janitorial Supply			0.00
<b>Newspaper in Education</b>			
08/12/2024	125201	881 · Promotions	600.00
08/13/2024	15980	002.000 · Checking - Isabella B...	-600.00
Total Newspaper in Education			0.00
<b>North Shade Lawn</b>			
08/12/2024	434	931.2 · Lawn Care	1,880.00
08/13/2024	15981	002.000 · Checking - Isabella B...	-1,880.00
Total North Shade Lawn			0.00
<b>Pathian LLC</b>			
08/25/2024	199086	716 · Fringe Benefits Employee ...	143.57
08/25/2024	16005	002.000 · Checking - Isabella B...	-143.57
Total Pathian LLC			0.00
<b>Saugatuck-Douglas District Library</b>			
08/25/2024	125	990 · Reimbursement of overpa...	12.00
08/25/2024	16006	002.000 · Checking - Isabella B...	-12.00
Total Saugatuck-Douglas District Library			0.00
<b>Scholastic Inc.</b>			
08/12/2024	61436112	885.2 · Friends Expense - Juven...	473.53
08/13/2024	15982	002.000 · Checking - Isabella B...	-473.53
08/25/2024	61451425	885.2 · Friends Expense - Juven...	3.39
08/25/2024	61463460	885.2 · Friends Expense - Juven...	1.50
08/25/2024	15988	002.000 · Checking - Isabella B...	-4.89
Total Scholastic Inc.			0.00
<b>Skinner, Kristin</b>			
08/12/2024	Expense Report 7.31.	883 · Programs - Adult	30.00
08/13/2024	15983	002.000 · Checking - Isabella B...	-30.00
Total Skinner, Kristin			0.00
<b>T-Mobile</b>			
08/12/2024	6.25.24-7.24.24 Serv	935 · Mobile Hotspots	4,368.61
08/13/2024	15984	002.000 · Checking - Isabella B...	-4,368.61
Total T-Mobile			0.00



**Flat River Community Library**  
**INVOICES READY FOR BOARD APPROVAL**  
As of August 31, 2024

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Date	Num	Split	Amount
<b>The Library Network</b>			
08/25/2024	24/25 Deep Freeze Re	933.2 · Computer Software	122.50
08/25/2024	15987	002.000 · Checking - Isabella B...	-122.50
Total The Library Network			0.00
<b>Unique Management Services, Inc.</b>			
08/12/2024	6129308	801.2 · Collection Agency	49.25
08/13/2024	15985	002.000 · Checking - Isabella B...	-49.25
Total Unique Management Services, Inc.			0.00
<b>Vernon Library Supplies, Inc.</b>			
08/25/2024	695093	775 · Operating Supplies	366.65
08/25/2024	15986	002.000 · Checking - Isabella B...	-366.65
Total Vernon Library Supplies, Inc.			0.00
<b>TOTAL</b>			<b>0.00</b>

**Director's Report**  
**September Board Meeting**  
**Sep 11, 2024**

**Programs:**

Drop-In Tech Help - 8/2 - 4  
Learn How to Make Æbleskiver - 8/5 - 22  
Happy Bookers Book Club - 8/6 - 9  
TAB Meeting - 8/7 - 11  
Floral Arranging - 8/8 - 15  
Ice Dyed Bandana Take & Make - 8/9 - 52  
Flat River Writers Group - 8/12 - 5  
They Call Me, Reverend Amble - 8/13 - 10  
Homeschool Meet-Up: Eat Your Math Lesson - 8/19 - 24  
TAB Meeting - 8/21 - 8  
Craft-In - 8/22 - 6

**General:**

Our experience at the Danish Festival booth was overwhelmingly positive. This time we focused on connecting generally with the community as well as soliciting feedback about adult services and programming. We engaged with at least 2000 individuals and consider it a huge success!

We launched our Student Connectivity program at the beginning of the school year, and thus far have gotten a very positive response from the community, and are starting to see students take advantage of the program. Our collaboration through the student enrollment portal has been hugely beneficial so far, contributing largely to a total of 300 new library card sign-ups in the last month.

I am proud to announce that, through Tiffany's hard work and diligence, we have been awarded an LSTA grant through the Library of Michigan for just under \$22,000 to support our "Baby's first book bag" program. This program is in collaboration with Corewell Health and Greenville Hospital. It will benefit all newborns and their families in the Greenville Hospital labor and delivery department. Each newborn will receive a diaper bag with a literacy kit, including books, storytime manipulatives, and a packet of resources for new parents in our community. We are so grateful to provide this opportunity to the new Parents in our area.

We have officially been chosen as the new stewards and owners of the Black Field property. A purchase agreement has been signed in full by both parties. We are currently undergoing an environmental survey and are working to complete title documentation and a geographical survey as well. We look forward to planning the next stages of this project.

We are in the final stages of successfully completing our audit with Maner Costerisan.

We have encountered a few issues in recent months with materials being returned to us containing bedbugs and signs of exposure to vermin. We have implemented the first stages of a procedure to handle these situations and to sterilize any materials received that have been exposed. We are working on putting together a policy for these occurrences currently.

**Building & Grounds:**

The teen space renovation is reaching its final stages, and should be close to completion by the end of the second week of September.

Nugent Builder has installed the remaining windows in the Stafford community room as well as the corner windows in the staff lounge. We have one large window outstanding for installation in my office.

We are currently waiting on the manufacturer to move forward with the external cameras with T-Mobile. After that is complete, we have engaged with Nick Heimler to arrange installation of internal cameras.

**Staff:**

Veronica has been facilitating our audit process as well as putting together and completing our Winter program calendar.

Tim is digitizing some of our more popular loose materials from our Local History collection.

Tiffany has been conducting an organization project in the youth storage space as well as preparing for upcoming fall programming.

Kristin is prepping for all fall programs coming up as well as completing some professional development.

Danielle completed the Student Hot Spot implementation and continues to process a large volume of materials.

Cass successfully put together our Library Card Registration month campaign and is working on goal setting.

Josie has put together multiple fantastic youth displays and continues to select materials for memorials.

Kamey is now in charge of generating and managing content for Instagram.

Michelle has been helping out as we manage shifts in circulation volume and staffing.

Christine has been doing some updates on our circulation manual procedures as new things come up.

Cara has been training on book repair and is finishing up a logo proposal.

Rachel is continuing to develop her knowledge of circulation procedures.

Sam continues to take on circulation hours and is learning the processes beautifully.

**Meetings/Events:**

**Week of 8/5 - Staff 1-on-1s**

**8/6 - Greenville Rotary**

**8/6 - Shaw - MC Project Update meeting**

**8/8 - Lakeland Board and Advisory Council meeting**

**8/12 - GPS Board of Education meeting**

**8/15 - Staff Meeting**

**8/17 - Danish Festival**

**8/20 - Greenville Rotary**

**8/20 - Shaw - MC Project Update meeting**

**8/26 - Nick Heimler**

**8/27 - Greenville Rotary**

**8/28 - Chamber of Commerce Open House**

**PURCHASE AGREEMENT  
BLACK FIELD**

This Purchase Agreement ("Agreement") is entered into as of the date of the last signature below ("Effective Date"), by and between Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 ("Seller") and Flat River Community Library, a public entity, whose address is 200 W Judd St Greenville MI 48838 ("Purchaser") (individually, a "Party" and collectively, the "Parties"), for the transfer by the Seller to the Purchaser of property commonly known as "Black Field" located at within the City of Greenville, Montcalm County, Michigan, Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 and legally described in Exhibit "A", attached (the "Property"), upon the following terms and conditions:

1. **Property Transferred.** The Purchaser shall purchase and receive and the Seller shall sell the Property, including all tenements, hereditaments, appurtenances, and improvements thereunto belonging or in any way appertaining.
2. **Consideration.** The Property shall be purchased for one and 00/100 Dollars (\$ 1.00), which shall be paid by the Purchaser to the Seller at Closing. As further consideration, the Purchaser agrees to take the Property subject to the disclaimer of warranties and transfer of environmental liability provisions contained in Paragraphs 8 and 9 below. The District has determined that the consideration in this paragraph is full and fair value for the Property.
3. **Closing.** Closing of the sale described herein shall take place on a date mutually agreed to by the Seller and Purchaser in writing, but shall be no later than 45 calendar days after the Effective Date ("Closing"). The Closing shall take place at the office of the Seller's Superintendent of Schools or, at the Seller's option, the title company that provides the title commitment described in Paragraph 6 below.
4. **Deed.** Seller will sign a Quit Claim Deed to the Property at Closing and the transfer of Property title is subject to the terms of the Quit Claim Deed as follows:
  - (a) The following improvements will be made to the Property within three (3) years from the date of the Quit Claim Deed: The Purchaser will immediately undertake landscaping and building maintenance of the property (which maintenance may include demolition of the buildings). The Purchaser will conduct public surveys and information gathering in Fall 2024, then begin work with an architect in the Winter of 2024 with the intent to begin renovations to the field in Spring/Summer 2025.
  - (b) For a period of twenty (20) years from the date of the Quit Claim Deed, the Grantee shall not sell or otherwise transfer any interest in the Property where the Property will be used for a commercial purpose.

- (c) In the event that the Grantee or its permitted successors and assigns violate the restriction stated above, the Grantor may, at its sole discretion, require that the Property be returned by a second Quit Claim Deed to the Grantor or other third party as determined by the Grantor. The Grantee shall be responsible for all costs incurred by the Grantor, including actual attorneys' fees incurred by the Grantor in having the Property transferred to the Grantor or a third party as determined by the Grantor.

The Quit Claim Deed that the Seller anticipates to sign at Closing is attached as Exhibit "B".

5. **Property Taxes and Assessments.** The Purchaser shall be responsible for all property taxes and assessments on the Property that become due after Closing, if any.
6. **Evidence of Title.** The Purchaser may, at its expense, as soon as practical and in any event within ten (10) calendar days from the Effective Date, place an order for a title insurance owner's policy commitment; the amount of coverage for the policy shall be determined by the Purchaser and communicated to the title company by the Purchaser before Closing. Within ten (10) calendar days of Purchaser receiving the commitment for title insurance, the Purchaser shall notify the Seller of any restrictions, reservations, limitations, easements, liens, and other conditions of record (together hereinafter called "Title Defects"), disclosed in such commitment which would unreasonably interfere with the Purchaser's proposed use of the Property. Should the Purchaser so notify the Seller of any such Title Defects, the Seller shall have until Closing to cure or remove same. If such objections are not cured by Closing, the Purchaser may, at the Purchaser's option, terminate this Agreement, or alternatively set a date with the Seller to extend the Closing date to a mutually agreed upon Closing date so as to provide the Seller with an additional opportunity to cure said Title Defects. In the event such reasonable objections are not cured by Closing, or any extension thereof, and the Purchaser elects not to waive its title objections, the Purchaser may terminate this Agreement and neither Party shall have any further liability to the other under this Agreement. If Purchaser fails to notify the Seller of Title Defects within ten (10) calendar days as provided in this Paragraph, Purchaser shall purchase the Property with the Title Defects.
7. **Inspections, Surveys, Tests, and Zoning Approvals.** The Purchaser, its agents, or its independent contractors shall have the right and license to enter upon the Property upon reasonable advance notice to the Seller for the purposes of making or obtaining any and all surveys, appraisals, explorations, soil tests, inspections, environmental reports, wetlands and flood plain evaluations, water and perk tests, site plan and zoning approvals and the like, all of which inspections and approvals shall be completed within thirty (30) calendar days of the Effective Date (the "Inspection Period"). If the Purchaser has exercised its best efforts to conduct inspections of the Property and obtain any approvals but has not finalized same within the Inspection Period, then Purchaser and Seller may agree in writing to extend the Inspection Period and change the Closing date. If Purchaser is reasonably not satisfied with the condition of the Property or has not obtained all

necessary site plan and zoning approvals because of factors beyond Purchaser's control and the Purchaser notifies the Seller of same within the Inspection Period or any extension thereof agreed to by the parties, then either Party may terminate this Agreement and thereafter neither Party shall have any further liability or responsibility hereunder.

Notwithstanding anything to the contrary in this Agreement, Purchaser, its agents, and its independent contractors shall use all reasonable efforts to minimize any damage to the Property in the performance of tasks pursuant to the preceding paragraph. In the event any portion of the Property is disturbed or altered by virtue of such tasks, the Purchaser shall promptly, at its sole expense, restore the Property to substantially the same condition that existed prior to such disturbance or alteration and shall indemnify and hold the Seller harmless from any loss, cost, or damage to the Property, including without limitation the Seller's actual attorneys' fees, caused by such tasks.

Purchaser acknowledges that the title company providing the title commitment for this transaction may require a survey to close the transaction contemplated by this Agreement. If the title company requires a survey, Purchaser shall – at the Purchaser's cost – obtain such a survey to the satisfaction of the title company.

8. **Disclaimer of Warranties.** AT CLOSING, PURCHASER SHALL CONFIRM IN WRITING IT HAS CONDUCTED ALL INSPECTIONS WHICH, IN ITS SOLE DISCRETION, IT HAS DETERMINED NECESSARY TO ESTABLISH THE CONDITION OF THE PROPERTY. AT CLOSING, PURCHASER WILL EXECUTE THE PURCHASER'S STATEMENT THAT IS ATTACHED HERETO AND MADE A PART HEREOF AS EXHIBIT C ("PURCHASER'S STATEMENT"). THE PURCHASER'S STATEMENT CONFIRMS IN WRITING THAT (A) PURCHASER HAS INSPECTED THE PROPERTY AND AGREES TO TAKE THE PROPERTY "AS IS" AND IN ITS PRESENT CONDITION AND THAT THERE ARE NO OTHER OR ADDITIONAL WRITTEN OR ORAL UNDERSTANDINGS; (B) THE BUILDING ON THE PROPERTY IS IN A STATE OF DISREPAIR AND CONTAINS ASBESTOS; AND (C) SELLER EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND WITH REGARD TO THE PROPERTY. THE PROVISIONS CONTAINED IN THE PURCHASER'S STATEMENT SHALL SURVIVE CLOSING.

9. **Environmental Matters.** It is the intention and agreement of Seller and Purchaser that following conveyance of the Property to the Purchaser, Seller shall have no liability or exposure to Purchaser with respect to any environmental remediation required on the Property. Purchaser is accepting the Property in its "as is" condition with full liability therefor. Seller and Purchaser agree, if a conveyance of the Property occurs:

- (a) Purchaser shall, at its sole expense, be responsible for and pay the cost of investigation, repairs, and modifications as are necessary to assure that the Property is safe and appropriate for its intended uses; that the Property complies with all applicable building codes or other applicable laws or regulations; and that the Property is not in violation of any federal, state, or local laws, regulations, or orders pertaining to the environment or use of the Property.

- (b) Purchaser shall not look to and shall indemnify and hold harmless the Seller or its successors or assigns, including without limitation actual attorneys' fees incurred by the Seller or its successors or assigns, for any reimbursement, apportionment, or contribution with respect to the liability assumed, and expenditures incurred by Purchaser pursuant to Paragraph (a) above by reason of the existence of any hazardous waste or which may be assessed as response costs or investigative costs by any governmental agency, whether such right be pursuant to common law or statute.
  - (c) The provisions of this Paragraph 9 shall, in the case any one or more of the same is deemed to be unenforceable, be severable, meaning that the unenforceability of any given provisions shall not affect the enforceability of the remaining provisions.
  - (d) This Paragraph 9 shall inure to the benefit and be binding upon the Purchaser, its successors and assigns, including any party to whom any of the Property is conveyed or leased in whole or in part, by the Purchaser.
  - (e) The provisions of subparagraphs (a) through (d), above, shall survive Closing. At Closing, the provisions of subparagraphs (a) through (d) shall be placed in recordable form, signed, and acknowledged by Purchaser and Seller and then recorded by Seller, at Purchaser's expense, with the Montcalm County, Michigan, Register of Deeds. A copy of the Transfer of Liability Agreement is attached hereto and made a part hereof as Exhibit C.
10. **Further Assurance.** Each Party shall execute and deliver such other and further documents or perform such acts as may be reasonably requested by the other to confirm and consummate the transaction that is the subject of this Agreement.
  11. **Attorney's Opinion.** Purchaser acknowledges that Seller has recommended that Purchaser retain an attorney to pass on the marketability of the title to the Property and to review the details of the sale before Closing.
  12. **Time of Essence.** Time is of the essence with respect to all dates and times set forth in this Agreement.
  13. **Cost of Closiug.** At Closing, Purchaser shall pay for (i) half of the closing fee imposed by the title company facilitating the closing of this transaction; (ii) recording of the deed in Exhibit "B", the Purchaser's Statement in Exhibit "C", and the Transfer of Liability Agreement in Exhibit "D"; and (iii) any inspections, zoning approvals, and any attorney's opinion and services on behalf of Purchaser. At Closing, Seller shall pay for (i) the other half of the closing fee imposed by the title company facilitating the closing of this transaction, and (ii) the title insurance policy described in Paragraph 6 above.



14. **Default and Termination.** In the event Seller fails or refuses to comply with the terms of this Agreement, for any reason other than the Purchaser's default hereunder, the Purchaser may, in its sole discretion, elect to terminate this Agreement in lieu of its legal and equitable remedies. In the event Purchaser fails or refuses to comply with the terms of this Agreement, for any reason other than the Seller's default hereunder, the Seller may, in its sole discretion, elect to terminate this Agreement in lieu of its legal and equitable remedies.
15. **Real Estate Brokers.** Purchaser shall indemnify and hold harmless Seller for any real estate brokers who Purchaser has retained for this transaction.
16. **Notices.** All notices required or given under this Agreement shall be in writing and either delivered personally or mailed by certified mail, return receipt requested, addressed to the parties as follows:

If to the Seller: Greenville Public Schools  
Attention: Superintendent of Schools  
1414 Chase Street  
Greenville, Michigan 48838-7147

With a copy to: Thrun Law Firm, P.C.  
Attention: Gordon W. VanWieren, Jr., Esq.  
PO Box 2575  
East Lansing, Michigan 48826

If to the Purchaser: Flat River Community Library  
200 W Judd St  
Greenville, MI 48838

With a copy to: Foster Swift Collins & Smith PC  
Attn: Scott H. Hogan  
1700 East Beltline Avenue, NE, Suite 200  
Grand Rapids, Michigan 49525

or to such other person or address as the Party receiving such notice shall hereafter have requested in writing. Notices shall be effective on the date of mailing.

17. **Whole Agreement.** This Agreement constitutes the entire agreement between the parties and shall be deemed to supersede and cancel any other agreement between the parties relating to the transaction herein contemplated. None of the prior and contemporaneous negotiations, preliminary drafts, or prior versions of this Agreement leading up to its execution and not set forth herein shall be used by any of the parties to construe or affect the validity of this Agreement. Each Party acknowledges that no representation, inducement, or condition not set forth herein has been made or relied upon by either Party.

18. **Amendments.** This Agreement may be amended or modified only by a document in writing executed by each of the parties named above.
19. **Headings.** The headings used herein are for convenience only and shall not govern the interpretation of any paragraph of this Agreement.
20. **Successors and Assigns.** This Agreement shall bind and benefit the parties hereto and their respective successors and assigns.
21. **Assignment.** Neither Party shall have the right to assign its rights under this Agreement to any person or entity without the prior written consent of the other Party, which consent shall not be unreasonably withheld.
22. **No Construction Against Drafting Party.** This Agreement shall not be more strictly construed against, nor shall any ambiguities within this Agreement be resolved against, a Party because of that Party's participation in the drafting of this Agreement.
23. **Governing Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of Michigan.
24. **Counterpart Signatures.** This Agreement may be executed in one or more counterparts, including facsimile copies, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument.
25. **Authorized Signatures.** Each individual signing below represents that the individual is duly authorized to sign on behalf of that individual's respective party as listed below.

**SELLER:**

**GREENVILLE PUBLIC SCHOOLS,**  
a Michigan general powers school district

By: W-Roedel  
Wayne Roedel

Its: Superintendent of Schools

Dated: August 19, 2024

**PURCHASER:**

Flat River Community Library,  
a public entity

**SELLER:**

**GREENVILLE PUBLIC SCHOOLS,  
a Michigan general powers school district**

By: W. Roedel  
Wayne Roedel

Its: Superintendent of Schools

Dated: August 19, 2024

**PURCHASER:**

Flat River Community Library,  
a public entity

By: SR  
Stefanie Reed

Its: Library Director

And By: Darci Ward Cole  
Darci Ward Cole

Its: Board President

Dated: August 16, 2024

## EXHIBIT "A"

### LEGAL DESCRIPTION

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

**Parcel 1:**

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 2:**

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 3:**

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 4:**

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 5:**

The Easterly 1/2 of that part of vacated Lake Street lying immediately adjacent to the West of Lot 3, Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")

**EXHIBIT "B"**

**QUIT CLAIM DEED**

Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 ("Grantor") quit claims to \_\_\_\_\_, a \_\_\_\_\_, whose address is \_\_\_\_\_ ("Grantee"), property commonly known as the "Black Field" located in the City of Greenville, Montcalm County, Michigan and legally described as follows:

**Parcel 1:**

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 2:**

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 3:**

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 4:**

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 5:**

The Easterly 1/2 of that part of vacated Lake Street lying immediately adjacent to the West of Lot 3, Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00, 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property"), including all tenements, hereditaments, appurtenances, and improvements thereunto belonging or in any way appertaining for the sum of \_\_\_\_\_ (\$\_\_\_\_\_).

This conveyance is subject to:

- (a) Building and zoning laws, ordinances, and regulations;
- (b) Rights of the public and any governmental authority in any part of the land taken, deeded, or used as a street, road, or highway;
- (c) recorded and existing building and use restrictions, or other restrictions relating to the use or improvement of the Property; and
- (d) all other rights, restrictions, reservations, easements, and other matters of record disclosed in the Commitment for Title Insurance issued by \_\_\_\_\_, Commitment No. \_\_\_\_\_, dated \_\_\_\_\_, 2024 at \_\_\_\_\_ a.m.

This conveyance is further subject to the following restrictions:

- (a) The following improvements will be made to the Property within three (3) years from the date of the Quit Claim Deed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- (b) For a period of twenty (20) years from the date of the Quit Claim Deed, the Grantee shall not sell or otherwise transfer any interest in the Property where the Property will be used for a commercial purpose.
- (c) In the event that the Grantee or its permitted successors and assigns violate the restriction stated above, the Grantor may, at its sole discretion, require that the Property be returned by a second Quit Claim Deed to the Grantor or other third party as determined by the Grantor. The Grantee shall be responsible for all costs incurred by the Grantor, including actual attorneys' fees incurred by the Grantor in having the Property transferred to the Grantor or a third party as determined by the Grantor.

This transaction is exempt from real estate transfer tax pursuant to MCL 207.505(h)(i) and MCL 207.526(h)(i).

*[Signature appears on the following page.]*

**GRANTOR:**

**GREENVILLE PUBLIC SCHOOLS**  
**a Michigan general powers school district**

Dated: \_\_\_\_\_, 2024

By: \_\_\_\_\_  
Wayne Roedel  
Its: Superintendent of Schools

Acknowledged before me in \_\_\_\_\_ County, Michigan, this \_\_\_\_ day of \_\_\_\_\_, 2024, by Wayne Roedel, Superintendent of Schools, Greenville Public Schools, a Michigan general powers school district.

\_\_\_\_\_  
(signature)  
\_\_\_\_\_  
(printed)  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

<b>When Recorded Return To:</b>	<b>Send Subsequent Tax Bills To:</b>	<b>Prepared By (Without Opinion):</b>
Grantee	Grantee	Gordon W. VanWieren, Jr., Esq. Thrun Law Firm, PC P.O. Box 2575 East Lansing, MI 48826-2575

**EXHIBIT "C"**

**PURCHASER'S STATEMENT**

\_\_\_\_\_, a \_\_\_\_\_, whose address is \_\_\_\_\_ ("Purchaser"), is purchasing from Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-7147 ("Seller"), property commonly known as the "Black Field" located in the City of Greenville, Montcalm County, Michigan and legally described as follows:

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

**Parcel 1:**

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 2:**

West 47.76 feet of Lots 3, 4 and 5, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 3:**

Lots 26, 27, 28, 29, 30, 40, 41, 42, 43 and 44, of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 4:**

Lot 3, in Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

**Parcel 5:**

The Easterly 1/2 of that part of vacated Lake Street lying immediately adjacent to the West of Lot 3, Block 9, Rutan's Second Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")



The Purchaser confirms, acknowledges, and agrees that:

- (1) It has inspected the Property and agrees to take the Property "as is" with all personal property and debris and in its present condition.
- (2) The Seller expressly disclaims any and all warranties of any kind with regards to the Property.
- (3) There are no written or oral understandings between the Seller and the Purchaser regarding the Property.

The provisions stated above shall survive closing.

**PURCHASER:**

\_\_\_\_\_,  
a \_\_\_\_\_

Dated: \_\_\_\_\_, 2024

By: \_\_\_\_\_

Its: \_\_\_\_\_

Acknowledged before me in \_\_\_\_\_ County, Michigan, this \_\_\_\_ day of \_\_\_\_\_, 2024, by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, a \_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed)

Notary Public, \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of \_\_\_\_\_

***Prepared by and when recorded return to:***

Gordon W. VanWieren, Jr., Esq.

Thrun Law Firm, PC

P.O. Box 2575

East Lansing, Michigan 48826-2575

## EXHIBIT "D"

### TRANSFER OF LIABILITY AGREEMENT

This Transfer of Liability Agreement (this "Agreement") is entered into as of the date of the last signature below. It is the intention and agreement of Greenville Public Schools, a Michigan general powers school district organized and operating under the Revised School Code, MCL 380.1, *et seq.*, as amended, whose address is 1414 Chase Street, Greenville, Michigan 48838-1747 ("Seller") and \_\_\_\_\_, a \_\_\_\_\_, whose address is \_\_\_\_\_ ("Purchaser"), that following conveyance by the Seller to the Purchaser of commonly known as the "Black Field" located in the City of Greenville, Montcalm County, Michigan, and legally described in Attachment "A" to this Agreement ("Property"), the Seller shall have no liability or exposure to Purchaser with respect to any environmental remediation required on the Property. The Purchaser is accepting the Property in its "as is" condition with full liability therefor. Seller and the Purchaser agree as follows:

(a) Purchaser shall, at its sole expense, be responsible for and pay the cost of investigation, repairs, and modifications as are necessary to assure that the Property is safe and appropriate for its intended uses; that the Property complies with all applicable building codes or other applicable laws or regulations; and that the Property is not in violation of any federal, state, or local laws, regulations, or orders pertaining to the environment or use of the Property.

(b) Purchaser shall not look to Seller or its successors or assigns, including without limitation actual attorneys' fees incurred by the Seller or its successors or assigns, for any reimbursement, apportionment, or contribution with respect to the liability assumed, and expenditures incurred by Purchaser pursuant to Paragraph (a) above by reason of the existence of any hazardous waste or which may be assessed as response costs or investigative costs by any governmental agency, whether such right be pursuant to common law or statute.

(c) The provisions of this Agreement shall, in the case any one or more of the same is deemed to be unenforceable, be severable, meaning that the unenforceability of any given provisions shall not affect the enforceability of the remaining provisions.

(d) This Agreement shall inure to the benefit and be binding upon the Purchaser and its successors and assigns, including any party to whom any of the Property is conveyed or leased in whole or in part by the Purchaser.

(e) The provisions of subparagraphs (a) through (d), above, shall survive closing. This Agreement shall be signed and acknowledged by the Purchaser and the Seller, and recorded by the Seller, at Purchaser's expense, with the Montcalm County, Michigan, Register of Deeds.

**SELLER:**

**GREENVILLE PUBLIC SCHOOLS,  
a Michigan general powers school district**

Dated: \_\_\_\_\_, 2024

By: \_\_\_\_\_

Wayne Roedel

Its: Superintendent of Schools

Acknowledged before me in \_\_\_\_\_ County, Michigan, this \_\_\_\_ day of \_\_\_\_\_, 2024, by Wayne Roedel, Superintendent of Schools, Greenville Public Schools, a Michigan general powers school district.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed)

Notary Public, \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of \_\_\_\_\_

**PURCHASER:**

\_\_\_\_\_,  
a \_\_\_\_\_

Dated: \_\_\_\_\_, 2024

By: \_\_\_\_\_

Its: \_\_\_\_\_

Acknowledged before me in \_\_\_\_\_ County, Michigan, this \_\_\_\_ day of \_\_\_\_\_,  
2024, by \_\_\_\_\_,  
\_\_\_\_\_, a \_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed)

Notary Public, \_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of \_\_\_\_\_

***Prepared by and when recorded return to:***

Gordon W. VanWieren, Jr., Esq.

Thrun Law Firm, PC

P.O. Box 2575

East Lansing, Michigan 48826-2575

**ATTACHMENT "A"**

Real property commonly known as "Black Field" located within the City of Greenville, Montcalm County, Michigan, legally described as follows:

**Parcel 1:**

Lots 21, 22, 23, 24, 25 and the West 5 rods of Lots 1 and 2 of Macomber's Addition to the City of Greenville, Montcalm County, Michigan, according to the recorded plat thereof.

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Parcel Nos. 59-052-530-021-00, 59-052-530-005-60, 59-052-639-003-05, 59-052-530-026-00, and 59-052-639-003-00 (the "Property")