



119 Nagonaba St. Northport, MI 49670

www.leelanautownshiplibrary.org

**Leelanau Township Library Meeting of the Board of Trustees
Monday October 20, 2025 at 7 pm in the Library and on Zoom**

Meeting ID: 482 391 5571

- 1. Call to Order**
- 2. Approval of September Minutes**
- 3. Public Comment**
- 4. Directors Report**
- 5. Financial Report**
- 6. Old Business**
 - 1.**
 - 2.**
- 7. New Business**
 - 1.**
- 8. Public comment**
- 9. Closed Session**
- 10. Adjournment**

Next meeting: November 17, 2025 at 7pm

DRAFT of 9-15-2025 Leelanau Township Library Board of Trustees Meeting Minutes

Present: Mark Morton, Mary Robertson, Rick Gans, Amanda Kruk, Jamie Scripps

Absent: Dale Lersch

Staff Present: Julie Alpers-Preneta, director

Friends and Public Present: Anne Harper

- I. Mark called the meeting to order at 7:08pm
- II. Approval of minutes. Rick moved to approve the minutes of the 8-18-25 meeting, Mary seconded. Unanimous approval.
- III. Public Comment
 - A. Anne Harper would like the ivy growing on the side of the building to be addressed. She suggested we call Ian Dawkins and Barb Conley about this.
- IV. Director's Report
 - A. Great August! Erin started full time employment last week. Upcoming events were discussed.
- V. Financial Report
 - A. Julie missed Marilyn's recent visit and therefore the line 747 Programming still appears in the negative on the report, but the funds are available and will be moved to fix this.
 - B. Mark began discussion about Income line 402 Property Tax Capture, YTD remaining, how brownfield development deductions work.
 - C. Rick moved to accept the financial report, Mark seconded. Unanimous approval.
- VI. Old Business
 - A. At this time, Julie passed around a letter addressed to the Board from donors thanking the library for being a lovely morning activity for their grandchildren.
- VII. New Business
 - A. Review of bylaws.
 1. Julie prompted discussion regarding the current language about public comment time limits, whether 5 minutes or 3 minutes should be the possible cap.
 2. Jamie raised the question of if "registered agent" language is correct, noted principal office being listed redundant due to it being listed under Article I: Offices.
 - a) Rick moved to delete Article III, Section 5 from the bylaws. Mary seconded. Unanimous approval.
 3. Jamie began indemnification discussion and asked if we have directors and officers' insurance? The board would like to find out.
 4. Amanda noticed a discrepancy in references to the board within the bylaws.
 - a) Rick moved that all references to "Board of Directors" be changed to "Board of Trustees." Mary seconded. Unanimous approval.
- VIII. Public Comment
 - A. Anne Harper advised that public comment be limited to 3 minutes now rather than waiting for the 5 minute limit to become a problem.

- B. Anne also suggested that the Board and Library be more proactive in communicating to the public, even if details cannot yet be made public. She offered to brainstorm with the board on appropriate ways to do this and encouraged reaching out to NPS Superintendent Neil Wetherbee to possibly piggyback on his community outreach letters. She counseled that having info on the library website is not enough to really get the message out to the community.
- IX. Mary moved the board into closed session to discuss real estate matters at 7:38pm, Rick seconded. Unanimous approval.
- X. Rick moved the board back into public session at 7:55pm, Amanda seconded. Unanimous approval.
- XI. Adjournment. Rick moved to adjourn at 7:56pm

Next Meeting October 20, 2025 at 7pm

Minutes recorded and respectively submitted by Amanda Kruk, secretary



Visitors

2024		2025
1301		1266

Programs

Offered		Attendance
10		35

Circulation

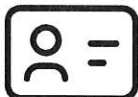
2024		2025
		

1028 Adults 1041

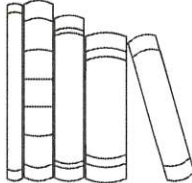
341 Children 372

352 Libby 368

54 Hoopla 133

 New Card Holders 8

Collection Development

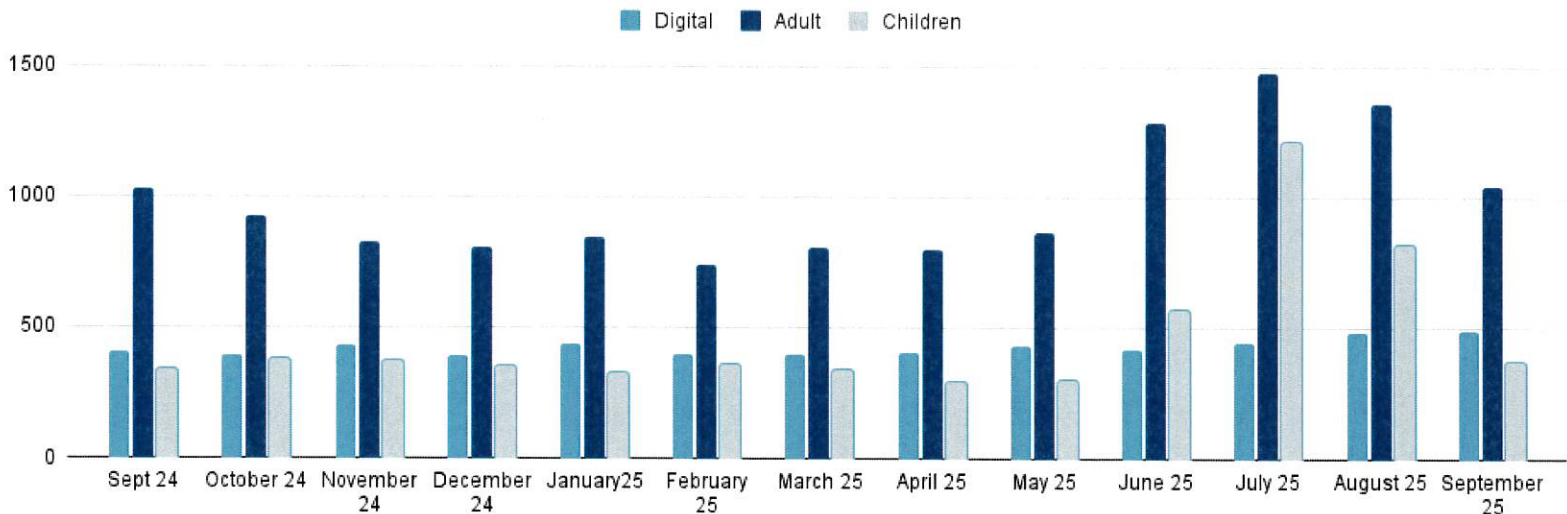
Added		Weeded
90		47

Borrowed		Loaned
123		69



Notary
Services 8

2024-2025 Circulation



What's happening at the Leelanau Township Library

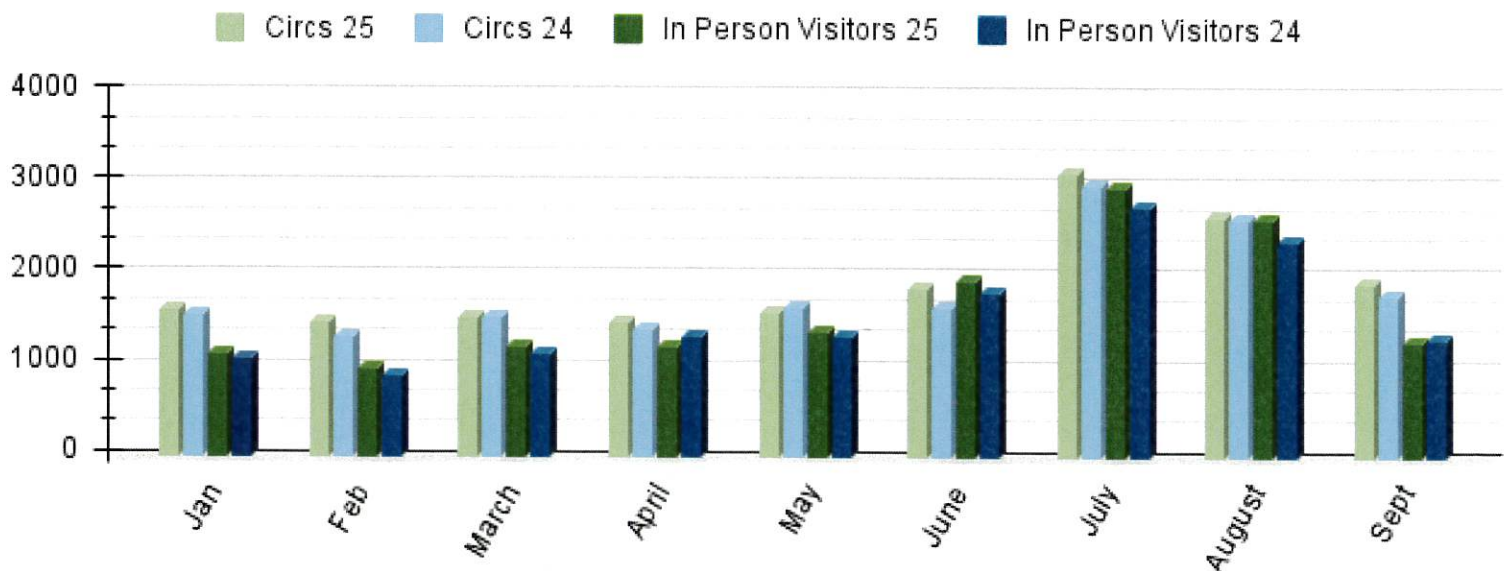
September

- **Sept 9: Tech Tuesday– Accessing Digital Materials**
- **Sept 24: Book Group returns with *The Measure* by Nikki Erlick**

Upcoming:

- **Oct 2: John Mitchell w/the Story of Carlson's Fish Market**
- **Oct 7: Tech Tues with Corey Buchan**
- **Oct 8: Leelanau Reads Banned Books! *The Things They Carried* by Tim O'Brien**
- **Oct 13: Medicare Enrollment Info Session**
- **Oct 22: Book Group: *The Lost Woman* by Karen Mulvahill**
- **Oct 24: Bilingual Storytime with special guest Ellie Rutila**
- **Oct 25: Spooky STEM Saturday**
- **Nov 4: Tech Tues AI with Mark Morton**
- **Nov 6: Local Shipwrecks with the GT Lighthouse**
- **Nov 10 Library Cookbook Potluck @ Willowbrook Mill**

2024 vs 2025



Leelanau Township Library
Profit & Loss Budget Performance
September 2025

	Sep 25	Apr - Sep 25	YTD Remaining	Annual Budget
Income				
402 · Property Tax Capture	-96.70	18,269.29	287,017.12	287,017.12
566 · State Grants, Culture				
566.2 · Other Grants	300.00	300.00		
566.1 · State Library Aid	0.00	1,126.68	2,100.00	2,100.00
Total 566 · State Grants, Culture	300.00	1,426.68	2,100.00	2,100.00
581 · County Penal Fines	0.00	0.00	2,500.00	2,500.00
602 · In House Revenues	716.05	2,276.30	3,500.00	3,500.00
669 · Investment Interest	177.15	1,274.18	3,000.00	3,000.00
674 · Private Donations				
674.4 · Contributions from Friends	0.00	7,033.00		
674.3 · Donations-Unrestricted	1,100.00	4,540.00	3,500.00	3,500.00
674.2 · Temporary Restricted Donation	0.00	-100.00		
674.1 · Restricted Donation	0.00	40.00		
Total 674 · Private Donations	1,100.00	11,513.00	3,500.00	3,500.00
Total Income	2,196.50	34,759.45	301,617.12	301,617.12
Expense				
701 · Payroll Expenses	9,005.06	56,145.37		
702 · Salaries and Wages	0.00	0.00	68,830.63	124,976.00
703 · Social Security - Employer	556.47	3,358.31	4,416.19	7,774.50
704 · Medicare - Employer	130.13	785.40	1,027.60	1,813.00
705 · MI Unemployment Tax	7.19	269.12	3,105.88	3,375.00
707 · Federal Unemployment	0.00	0.00	200.00	200.00
709 · Health Insurance	3,118.00	10,963.00	7,745.00	18,708.00
710 · 401K Pension	214.66	1,232.73	3,767.27	5,000.00
717 · INSURANCE				
717.2 · Workers Comp Insurance	0.00	430.00	20.00	450.00
717.1 · Property & Liability Insurance	0.00	0.00	5,100.00	5,100.00
Total 717 · INSURANCE	0.00	430.00	5,120.00	5,550.00
726 · SUPPLIES				
727 · OFFICE MATERIALS				
727.1 · Postage	0.00	161.12	538.88	700.00
727.2 · Printing	0.00	0.00	500.00	500.00
727.3 · Office Supplies	30.84	2,583.01	3,416.99	6,000.00
Total 727 · OFFICE MATERIALS	30.84	2,744.13	4,455.87	7,200.00
Total 726 · SUPPLIES	30.84	2,744.13	4,455.87	7,200.00
728 · Repairs & Maintenance	320.00	2,521.50	2,978.50	5,500.00
729 · Building Supplies	79.27	314.24	185.76	500.00
730 · Furnishings/Equipment	0.00	512.69	987.31	1,500.00
741 · Books	1,142.01	7,858.18	12,141.82	20,000.00
742 · Audio Books	0.00	38.95	361.05	400.00
743 · Periodicals	95.00	310.77	2,189.23	2,500.00
744 · Digital Materials	548.65	5,724.19	4,775.81	10,500.00
745 · Movies	47.41	323.02	676.98	1,000.00

Leelanau Township Library
Profit & Loss Budget Performance
September 2025

	Sep 25	Apr - Sep 25	YTD Budget	Annual Budget
746 · Library of Things	123.26	823.45	176.55	1,000.00
747 · Programs	95.88	1,846.19	2,153.81	4,000.00
750 · Information and Technology	259.79	2,292.69	5,707.31	8,000.00
760 · PR and Advertising	0.00	142.50	1,357.50	1,500.00
801 · Professional Fees				
801.1 · Bookkeeping Fees	293.25	2,339.25	2,160.75	4,500.00
801.2 · Legal Fees	0.00	0.00	1,000.00	1,000.00
801.4 · Consultants	8,900.00	21,665.00	8,335.00	30,000.00
801.5 · Recording Secretary	0.00	0.00	600.00	600.00
Total 801 · Professional Fees	9,193.25	24,004.25	12,095.75	36,100.00
802 · Dues	0.00	1,618.49	381.51	2,000.00
810 · Education/TraininTransp	0.00	148.03	1,851.97	2,000.00
850 · Communications	0.00	100.00	600.00	700.00
920 · Heating	0.00	892.65	1,107.35	2,000.00
921 · Electric	373.84	1,960.87	1,739.13	3,700.00
922 · Sewer Use Fee	0.00	0.00	800.00	800.00
955 · Misc Expense/Contingency				
955.3 · Expenses paid by Friends	0.00	2,883.12	4,149.88	7,033.00
955.2 · Miscellaneous	0.00	0.00	700.00	700.00
Total 955 · Misc Expense/Contingency	0.00	2,883.12	4,849.88	7,733.00
Total Expense	25,340.71	130,243.84	155,785.66	286,029.50
Net Income	-23,144.21	-95,484.39	145,831.46	15,587.62

Leelanau Township Library
Balance Sheet

As of September 30, 2025

Sep 30, 25

ASSETS

Current Assets

Checking/Savings

000-001 · HB Checking 0284 8,470.28

000-002 · HB MM Savings 0297

000-007 · Capital Campaign 10,000.00

000-002 · HB MM Savings 0297 - Other 227,534.03

Total 000-002 · HB MM Savings 0297 237,534.03

000-005 · HB CD 7234 35,791.87

000-006 · HB CD 7247 20,871.94

000-008 · HB CD 4006 50,000.00

000-009 · HB CD 4019 50,000.00

Total Checking/Savings 402,668.12

Total Current Assets 402,668.12

TOTAL ASSETS 402,668.12

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

24000 · Payroll Liabilities 1,456.68

241 · MI State Withholding 832.85

242 · Federal Withholding 388.00

243 · Social Security - Co 556.47

244 · Medicare - Co 130.13

247 · Social Security - Employee 556.47

248 · Medicare - Employee 130.13

Total Other Current Liabilities 4,050.73

Total Current Liabilities 4,050.73

Total Liabilities 4,050.73

Equity

30000 · Opening Balance Equity 239,934.79

32000 · Retained Earnings 254,166.99

Net Income -95,484.39

Total Equity 398,617.39

TOTAL LIABILITIES & EQUITY 402,668.12

Leelanau Township Library

Profit & Loss

September 2025

Sep 25

Income	
402 · Property Tax Capture	-96.70
566 · State Grants, Culture	
566.2 · Other Grants	300.00
Total 566 · State Grants, Culture	300.00
602 · In House Revenues	716.05
669 · Investment Interest	177.15
674 · Private Donations	
674.3 · Donations-Unrestricted	1,100.00
Total 674 · Private Donations	1,100.00
Total Income	2,196.50
Expense	
701 · Payroll Expenses	9,005.06
703 · Social Security - Employer	556.47
704 · Medicare - Employer	130.13
705 · MI Unemployment Tax	7.19
709 · Health Insurance	3,118.00
710 · 401K Pension	214.66
726 · SUPPLIES	
727 · OFFICE MATERIALS	
727.3 · Office Supplies	30.84
Total 727 · OFFICE MATERIALS	30.84
Total 726 · SUPPLIES	30.84
728 · Repairs & Maintenance	320.00
729 · Building Supplies	79.27
741 · Books	1,142.01
743 · Periodicals	95.00
744 · Digital Materials	548.65
745 · Movies	47.41
746 · Library of Things	123.26
747 · Programs	95.88
750 · Information and Technology	259.79
801 · Professional Fees	
801.1 · Bookkeeping Fees	293.25
801.4 · Consultants	8,900.00
Total 801 · Professional Fees	9,193.25
921 · Electric	373.84
Total Expense	25,340.71
Net Income	-23,144.21

12:10 PM
10/16/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
000-001 - HB Checking 0284							10,107.88
Check	09/01/2025	auto	Google	Google Workspace	750 - Information and Technology	-78.30	10,029.58
Check	09/01/2025	auto	Consumers Energy	7/30/25-8/27/25	921 - Electric	-373.84	9,655.74
Check	09/02/2025	online	T-Mobile	August 2025 statement	750 - Information and Technology	-151.50	9,504.24
Check	09/03/2025	online	Cricut	173448072: annual	747 - Programs	-95.88	9,408.36
Check	09/08/2025	auto	Adobe Inc	2447780595: Acrobat Pro	750 - Information and Technology	-29.99	9,378.37
Transfer	09/09/2025			Funds Transfer	000-002 - HB MM Savings 0297	6,400.00	15,778.37
Liability Check	09/11/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/09/2025	2111 - *Direct Deposit Liabilities	-3,905.80	11,872.57
Check	09/11/2025	1409	Amazon Capital Services	1X0X-KMTK-FXGV: August 2025	-SPLIT-	-537.16	11,335.41
Check	09/11/2025	1410	Baker & Taylor	L5453842: August 2025	-SPLIT-	-787.26	10,548.15
Check	09/11/2025	1411	Blue Care Network of Michigan	252200072479: September 2025	709 - Health Insurance	-1,559.00	8,989.15
Check	09/11/2025	1412	Bookkeeping Services Inc	8140: August 2025	801.1 - Bookkeeping Fees	-293.25	8,695.90
Check	09/11/2025	1413	County of Leelanau*	2 August adjustments	-SPLIT-	-96.70	8,599.20
Check	09/11/2025	1414	Ed Kolarik	August 2025 Custodial Services	728 - Repairs & Maintenance	-320.00	8,279.20
Check	09/11/2025	1415	HopkinsBurns	8898: Feasibility Study	801.4 - Consultants	-8,900.00	-620.80
Check	09/11/2025	1416	Overdrive Inc	1981-1019: August 2025	744 - Digital Materials	-548.65	-1,169.45
Transfer	09/11/2025			Funds Transfer	000-002 - HB MM Savings 0297	10,400.00	9,230.55
Transfer	09/11/2025			Funds Transfer	000-002 - HB MM Savings 0297	3,000.00	12,230.55
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	-SPLIT-	0.00	12,230.55
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	-SPLIT-	0.00	12,230.55
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	-SPLIT-	0.00	12,230.55
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	-SPLIT-	0.00	12,230.55
Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	-SPLIT-	-2,465.94	9,764.61
Check	09/18/2025	online	The Sun	Order 1030472: Annual Digital Magazine	743 - Periodicals	-95.00	9,669.61
Check	09/19/2025	online	Blue Care Network of Michigan	252200072479: October 2025	709 - Health Insurance	-1,559.00	8,110.61
Check	09/22/2025	1417	Cengage Learning Inc	909101377720	741 - Books	-98.37	8,012.24
Transfer	09/22/2025			Funds Transfer-payroll, 1 check	000-002 - HB MM Savings 0297	4,000.00	12,012.24
Liability Check	09/25/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/22/2025	2111 - *Direct Deposit Liabilities	-3,512.28	8,499.96
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	-SPLIT-	0.00	8,499.96
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	-SPLIT-	0.00	8,499.96
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	-SPLIT-	0.00	8,499.96
Check	09/30/2025	auto	Intuit	monthly payroll service	701 - Payroll Expenses	-29.68	8,470.28
Total 000-001 - HB Checking 0284						-1,637.60	8,470.28
000-002 - HB MM Savings 0297							259,040.83
000-007 - Capital Campaign							10,000.00
Total 000-007 - Capital Campaign							10,000.00
000-002 - HB MM Savings 0297 - Other							249,040.83
Transfer	09/09/2025			Funds Transfer	000-001 - HB Checking 0284	-6,400.00	242,640.83
Deposit	09/09/2025			Deposit	-SPLIT-	1,005.05	243,645.88
Transfer	09/11/2025			Funds Transfer	000-001 - HB Checking 0284	-10,400.00	233,245.88
Transfer	09/11/2025			Funds Transfer	000-001 - HB Checking 0284	-3,000.00	230,245.88
Transfer	09/22/2025			Funds Transfer-payroll, 1 check	000-001 - HB Checking 0284	-4,000.00	226,245.88
Deposit	09/23/2025			Deposit	-SPLIT-	1,111.00	227,356.88
Deposit	09/30/2025			Interest	669 - Investment Interest	177.15	227,534.03
Total 000-002 - HB MM Savings 0297 - Other						-21,506.80	227,534.03
Total 000-002 - HB MM Savings 0297						-21,506.80	237,534.03
000-003 - HB MM Fund Balance							0.00
Total 000-003 - HB MM Fund Balance							0.00
000-400 - Petty Cash							0.00
Total 000-400 - Petty Cash							0.00
000-005 - HB CD 7234							35,791.87
Total 000-005 - HB CD 7234							35,791.87
000-008 - HB CD 7247							20,871.94
Total 000-008 - HB CD 7247							20,871.94
000-008 - HB CD 4006							50,000.00
Total 000-008 - HB CD 4006							50,000.00
000-009 - HB CD 4019							50,000.00
Total 000-009 - HB CD 4019							50,000.00
11000 - Accounts Receivable							0.00
Total 11000 - Accounts Receivable							0.00
12000 - Undeposited Funds							0.00
Total 12000 - Undeposited Funds							0.00
15000 - Capital Improvement							0.00

12:10 PM
10/16/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

	Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 15000 · Capital Improvement								0.00
20000 · Accounts Payable								0.00
Total 20000 · Accounts Payable								0.00
2111 · *Direct Deposit Liabilities								0.00
	Liability Check	09/11/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/09/2025	000-001 · HB Checking 0284	3,905.80	3,905.80
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-1,173.36	2,732.44
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-1,606.07	1,126.37
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-501.28	625.09
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-625.09	0.00
	Liability Check	09/25/2025		QuickBooks Payroll Service	Created by Payroll Service on 09/22/2025	000-001 · HB Checking 0284	3,512.28	3,512.28
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-1,442.78	2,069.50
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-1,606.06	463.44
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-463.44	0.00
Total 2111 · *Direct Deposit Liabilities							0.00	0.00
2110 · Direct Deposit Liabilities								0.00
Total 2110 · Direct Deposit Liabilities								0.00
24000 · Payroll Liabilities								-1,020.17
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-40.64	-1,060.81
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-40.64	-1,101.45
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,101.45
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,101.45
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-61.81	-1,163.26
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-61.81	-1,225.07
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,225.07
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,225.07
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,225.07
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-7.19	-1,232.26
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,232.26
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,232.26
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-50.40	-1,282.66
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-50.40	-1,333.06
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,333.06
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,333.06
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-61.81	-1,394.87
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-61.81	-1,456.68
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,456.68
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,456.68
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,456.68
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	0.00	-1,456.68
Total 24000 · Payroll Liabilities							-436.51	-1,456.68
241 · MI State Withholding								-564.81
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-36.88	-601.69
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-65.98	-667.67
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-14.24	-681.91
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-22.24	-704.15
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-50.30	-754.45
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-65.98	-820.43
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-12.42	-832.85
Total 241 · MI State Withholding							-268.04	-832.85
242 · Federal Withholding								-586.00
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	0.00	-586.00
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-169.00	-755.00
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	0.00	-755.00
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-42.00	-797.00
	Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	000-001 · HB Checking 0284	586.00	-211.00
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-8.00	-219.00
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-169.00	-388.00
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	0.00	-388.00
Total 242 · Federal Withholding							198.00	-388.00
243 · Social Security - Co								-761.80
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-83.98	-845.78
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-127.75	-973.53
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-34.61	-1,008.14

12:10 PM
10/16/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-46.27	-1,054.41
Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	000-001 · HB Checking 0284	761.80	-292.61
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-104.16	-396.77
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-127.75	-524.52
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-31.95	-556.47
Total 243 · Social Security - Co						205.33	-556.47
244 · Medicare - Co							-178.17
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-19.64	-197.81
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-29.87	-227.68
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-8.09	-235.77
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-10.82	-246.59
Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	000-001 · HB Checking 0284	178.17	-68.42
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-24.36	-92.78
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-29.88	-122.66
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-7.47	-130.13
Total 244 · Medicare - Co						48.04	-130.13
245 · MI Unemployment							0.00
Total 245 · MI Unemployment							0.00
247 · Social Security - Employee							-761.80
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-83.98	-845.78
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-127.75	-973.53
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-34.61	-1,008.14
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-46.27	-1,054.41
Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	000-001 · HB Checking 0284	761.80	-292.61
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-104.16	-396.77
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-127.75	-524.52
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-31.95	-556.47
Total 247 · Social Security - Employee						205.33	-556.47
248 · Medicare - Employee							-178.17
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-19.64	-197.81
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-29.87	-227.68
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-8.09	-235.77
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	-10.82	-246.59
Liability Check	09/12/2025	EFTPS	United States Treasury	92-2059516 - 941 August 2025	000-001 · HB Checking 0284	178.17	-68.42
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	-24.36	-92.78
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	-29.88	-122.66
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	-7.47	-130.13
Total 248 · Medicare - Employee						48.04	-130.13
249 · Federal Unemployment - Co							0.00
Total 249 · Federal Unemployment - Co							0.00
30000 · Opening Balance Equity							-239,934.79
Total 30000 · Opening Balance Equity							-239,934.79
32000 · Retained Earnings							-254,166.99
Total 32000 · Retained Earnings							-254,166.99
400 · INCOME							0.00
Total 400 · INCOME							0.00
402 · Property Tax Capture							-18,365.99
402.1 · Deferred Tax Capture 25-26							0.00
Total 402.1 · Deferred Tax Capture 25-26							0.00
402 · Property Tax Capture - Other							-18,365.99
Check	09/11/2025	1413	County of Leelanau*	080125 BOR Adjustment 008-018-001-25	000-001 · HB Checking 0284	80.24	-18,285.75
Check	09/11/2025	1413	County of Leelanau*	081125 BOR Adjustment 008-390-106-00	000-001 · HB Checking 0284	16.46	-18,269.29
Total 402 · Property Tax Capture - Other						96.70	-18,269.29
Total 402 · Property Tax Capture						96.70	-18,269.29
566 · State Grants, Culture							-1,126.68
566.2 · Other Grants							0.00
Deposit	09/09/2025	25161	Michigan Humanities	Grant	000-002 · HB MM Savings 0297	-300.00	-300.00
Total 566.2 · Other Grants						-300.00	-300.00
566.1 · State Library Aid							-1,126.68
Total 566.1 · State Library Aid							-1,126.68
566 · State Grants, Culture - Other							0.00
Total 566 · State Grants, Culture - Other							0.00

12:10 PM
10/16/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

	Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 566 · State Grants, Culture							-300.00	-1,428.08
581 · County Penal Fines								0.00
Total 581 · County Penal Fines								0.00
602 · In House Revenues								-1,560.25
	Deposit	09/09/2025		Harlow, Gayle	copies (4 checks)	000-002 · HB MM Savings 0297	-505.05	-2,065.30
	Deposit	09/09/2025			VLF	000-002 · HB MM Savings 0297	-100.00	-2,165.30
	Deposit	09/23/2025			VLF	000-002 · HB MM Savings 0297	-111.00	-2,276.30
Total 602 · In House Revenues							-716.05	-2,276.30
669 · Investment Interest								-1,097.03
	Deposit	09/30/2025			Interest	000-002 · HB MM Savings 0297	-177.15	-1,274.18
Total 669 · Investment Interest							-177.15	-1,274.18
674 · Private Donations								-10,413.00
674.12 · Capital Campaign Donation								0.00
Total 674.12 · Capital Campaign Donation								0.00
674.5 · Leelanau Twp. Comm. Foundation								0.00
Total 674.5 · Leelanau Twp. Comm. Foundation								0.00
674.4 · Contributions from Friends								-7,033.00
Total 674.4 · Contributions from Friends								-7,033.00
674.3 · Donations-Unrestricted								-3,440.00
	Deposit	09/09/2025	11913	Counterman, Lois	Unrestricted Donation	000-002 · HB MM Savings 0297	-100.00	-3,540.00
	Deposit	09/23/2025	7079	Atwill Memorial Chapel	Unrestricted Donation	000-002 · HB MM Savings 0297	-1,000.00	-4,540.00
Total 674.3 · Donations-Unrestricted							-1,100.00	-4,540.00
674.2 · Temporary Restricted Donation								100.00
Total 674.2 · Temporary Restricted Donation								100.00
674.1 · Restricted Donation								-40.00
Total 674.1 · Restricted Donation								-40.00
674 · Private Donations - Other								0.00
Total 674 · Private Donations - Other								0.00
Total 674 · Private Donations							-1,100.00	-11,513.00
687 · Rebates & Misc. Revenue								0.00
Total 687 · Rebates & Misc. Revenue								0.00
700 · EXPENDITURE/EXPENSE								0.00
Total 700 · EXPENDITURE/EXPENSE								0.00
701 · Payroll Expenses								47,140.31
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	1,260.00	48,400.31
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	94.50	48,494.81
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	1,802.92	50,297.73
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	51.51	50,349.24
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	208.05	50,555.29
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	558.22	51,113.51
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	148.48	51,261.99
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	590.52	51,852.51
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	7.42	51,859.93
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	1,680.00	53,539.93
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	2,008.97	55,548.90
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	51.51	55,600.41
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	515.28	56,115.69
	Check	09/30/2025	auto	Intuit	monthly payroll service	000-001 · HB Checking 0284	29.68	56,145.37
Total 701 · Payroll Expenses							9,005.06	56,145.37
702 · Salaries and Wages								0.00
Total 702 · Salaries and Wages								0.00
703 · Social Security - Employer								2,801.84
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	83.98	2,885.82
	Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	127.75	3,013.57
	Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	34.61	3,048.18
	Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 · HB Checking 0284	46.27	3,094.45
	Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	104.16	3,198.61
	Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 · HB Checking 0284	127.75	3,326.36
	Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 · HB Checking 0284	31.05	3,358.31
Total 703 · Social Security - Employer							558.47	3,358.31
704 · Medicare - Employer								655.27
	Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 · HB Checking 0284	19.64	674.91

Leelanau Township Library
General Ledger
As of September 30, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	29.87	704.78
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 : HB Checking 0284	8.09	712.87
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 : HB Checking 0284	10.82	723.69
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 : HB Checking 0284	24.36	748.05
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	29.88	777.93
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 : HB Checking 0284	7.47	785.40
Total 704 : Medicare - Employer						130.13	785.40
705 : MI Unemployment Tax							261.93
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 : HB Checking 0284	0.00	261.93
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	0.00	261.93
Paycheck	09/12/2025	DD1169	Marie E Gaspari	Direct Deposit	000-001 : HB Checking 0284	7.19	269.12
Paycheck	09/12/2025	DD1170	Mary Ann Lassaline	Direct Deposit	000-001 : HB Checking 0284	0.00	269.12
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 : HB Checking 0284	0.00	269.12
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	0.00	269.12
Paycheck	09/26/2025	DD1173	Marie E Gaspari	Direct Deposit	000-001 : HB Checking 0284	0.00	269.12
Total 705 : MI Unemployment Tax						7.19	269.12
707 : Federal Unemployment							0.00
Total 707 : Federal Unemployment							0.00
708 : Bonus							0.00
Total 708 : Bonus							0.00
709 : Health Insurance							7,845.00
Check	09/11/2025	1411	Blue Care Network of Michigan	252200072479: September 2025	000-001 : HB Checking 0284	1,559.00	9,404.00
Check	09/19/2025	online	Blue Care Network of Michigan	252200072479: October 2025	000-001 : HB Checking 0284	1,559.00	10,963.00
Total 709 : Health Insurance						3,118.00	10,963.00
710 : 401K Pension							1,018.07
Paycheck	09/12/2025	DD1167	Erin A Connolly	Direct Deposit	000-001 : HB Checking 0284	40.64	1,058.71
Paycheck	09/12/2025	DD1168	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	61.81	1,120.52
Paycheck	09/26/2025	DD1171	Erin A Connolly	Direct Deposit	000-001 : HB Checking 0284	50.40	1,170.92
Paycheck	09/26/2025	DD1172	Julie A Preneta	Direct Deposit	000-001 : HB Checking 0284	61.81	1,232.73
Total 710 : 401K Pension						214.66	1,232.73
717 : INSURANCE							430.00
717.3 : Notary Bond							0.00
Total 717.3 : Notary Bond							0.00
717.2 : Workers Comp Insurance							430.00
Total 717.2 : Workers Comp Insurance							430.00
717.1 : Property & Liability Insurance							0.00
Total 717.1 : Property & Liability Insurance							0.00
717 : INSURANCE - Other							0.00
Total 717 : INSURANCE - Other							0.00
Total 717 : INSURANCE							430.00
726 : SUPPLIES							2,713.29
727 : OFFICE MATERIALS							2,713.29
727.1 : Postage							161.12
Total 727.1 : Postage							161.12
727.2 : Printing							0.00
Total 727.2 : Printing							0.00
727.3 : Office Supplies							2,552.17
Check	09/11/2025	1409	Amazon Capital Services	Office Supplies	000-001 : HB Checking 0284	30.84	2,583.01
Total 727.3 : Office Supplies						30.84	2,583.01
727 : OFFICE MATERIALS - Other							0.00
Total 727 : OFFICE MATERIALS - Other							0.00
Total 727 : OFFICE MATERIALS						30.84	2,744.13
726 : SUPPLIES - Other							0.00
Total 726 : SUPPLIES - Other							0.00
Total 726 : SUPPLIES						30.84	2,744.13
728 : Repairs & Maintenance							2,201.50
Check	09/11/2025	1414	Ed Kolarik	August 2025 Custodial Services	000-001 : HB Checking 0284	320.00	2,521.50
Total 728 : Repairs & Maintenance						320.00	2,521.50
729 : Building Supplies							234.97
Check	09/11/2025	1409	Amazon Capital Services	Building Supplies	000-001 : HB Checking 0284	79.27	314.24
Total 729 : Building Supplies						79.27	314.24
730 : Furnishings/Equipment							512.69

12:10 PM
10/18/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

	Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 730 · Furnishings/Equipment								512.60
741 · Books								8,716.17
	Check	09/11/2025	1409	Amazon Capital Services	Books	000-001 · HB Checking 0284	256.38	8,972.55
	Check	09/11/2025	1410	Baker & Taylor	2039218706	000-001 · HB Checking 0284	156.91	7,129.46
	Check	09/11/2025	1410	Baker & Taylor	2039230662	000-001 · HB Checking 0284	333.63	7,463.29
	Check	09/11/2025	1410	Baker & Taylor	2039423179	000-001 · HB Checking 0284	296.52	7,759.81
	Check	09/22/2025	1417	Cengage Learning Inc	999101377720	000-001 · HB Checking 0284	98.37	7,858.18
Total 741 · Books							1,142.01	7,858.18
742 · Audio Books								38.95
Total 742 · Audio Books								38.95
743 · Periodicals								215.77
	Check	09/19/2025	online	The Sun	Order 1030472: Annual Digital Magazine	000-001 · HB Checking 0284	95.00	310.77
Total 743 · Periodicals							95.00	310.77
744 · Digital Materials								5,175.54
	Check	09/11/2025	1416	Overdrive Inc	01981CO25274050: August 2025	000-001 · HB Checking 0284	548.65	5,724.19
Total 744 · Digital Materials							548.65	5,724.19
745 · Movies								275.61
	Check	09/11/2025	1409	Amazon Capital Services	Movies/DVD	000-001 · HB Checking 0284	47.41	323.02
Total 745 · Movies							47.41	323.02
746 · Library of Things								700.19
	Check	09/11/2025	1409	Amazon Capital Services	Library of Things	000-001 · HB Checking 0284	123.26	823.45
Total 746 · Library of Things							123.26	823.45
747 · Programs								1,750.31
	Check	09/03/2025	online	Cricut	annual	000-001 · HB Checking 0284	95.88	1,846.19
Total 747 · Programs							95.88	1,846.19
750 · Information and Technology								2,032.90
	Check	09/01/2025	auto	Google	Google Workspace	000-001 · HB Checking 0284	78.30	2,111.20
	Check	09/02/2025	online	T-Mobile	August 2025 statement	000-001 · HB Checking 0284	151.50	2,262.70
	Check	09/08/2025	auto	Adobe Inc	2447760595: Acrobat Pro	000-001 · HB Checking 0284	29.99	2,292.69
Total 750 · Information and Technology							259.79	2,292.69
760 · PR and Advertising								142.50
Total 760 · PR and Advertising								142.50
801 · Professional Fees								14,811.00
801.1 · Bookkeeping Fees								2,046.00
	Check	09/11/2025	1412	Bookkeeping Services Inc	8140: August 2025	000-001 · HB Checking 0284	293.25	2,339.25
Total 801.1 · Bookkeeping Fees							293.25	2,339.25
801.2 · Legal Fees								0.00
Total 801.2 · Legal Fees								0.00
801.3 · Accounting Fees								0.00
Total 801.3 · Accounting Fees								0.00
801.4 · Consultants								12,765.00
	Check	09/11/2025	1415	HopkinsBurns	8898: Feasibility Study	000-001 · HB Checking 0284	8,900.00	21,665.00
Total 801.4 · Consultants							8,900.00	21,665.00
801.5 · Recording Secretary								0.00
Total 801.5 · Recording Secretary								0.00
801 · Professional Fees - Other								0.00
Total 801 · Professional Fees - Other								0.00
Total 801 · Professional Fees							9,193.25	24,004.25
802 · Dues								1,618.49
Total 802 · Dues								1,618.49
810 · Education/TraininTransp								148.03
Total 810 · Education/TraininTransp								148.03
850 · Communications								100.00
Total 850 · Communications								100.00
920 · Heating								892.65
Total 920 · Heating								892.65
921 · Electric								1,587.03
	Check	09/01/2025	auto	Consumers Energy	7/30/25-8/27/25	000-001 · HB Checking 0284	373.84	1,960.87
Total 921 · Electric							373.84	1,960.87
922 · Sewer Use Fee								0.00
Total 922 · Sewer Use Fee								0.00
923 · Trash Removal								0.00

12:10 PM
10/18/25
Accrual Basis

Leelanau Township Library
General Ledger
As of September 30, 2025

Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 923 - Trash Removal							0.00
955 - Misc Expense/Contingency							2,883.12
955.3 - Expenses paid by Friends							2,883.12
Total 955.3 - Expenses paid by Friends							2,883.12
955.2 - Miscellaneous							0.00
Total 955.2 - Miscellaneous							0.00
955.1 - Bank Service Charges							0.00
Total 955.1 - Bank Service Charges							0.00
955 - Misc Expense/Contingency - Other							0.00
Total 955 - Misc Expense/Contingency - Other							0.00
Total 955 - Misc Expense/Contingency							2,883.12
No acct							0.00
Total no acct							0.00
TOTAL						0.00	0.00