

Bath Township Public Library Board of Trustees

Sue Garrity, President
Ryan Fewins-Bliss, Treasurer
Lynn Bergen

Theresa Kidd, Vice President
Shannon Vlastic, Secretary
Ken Jensen

AGENDA, OCTOBER 2, 2018 – 6 P.M.

1. Call to Order.
2. Moment of Civic Reflection
3. Approval of the Agenda
4. Public Comment – limited to 3 minutes, on agenda items only.
5. Disclosure of Conflicts of Interest
6. Review and Approval of Minutes
7. Financial Report – Treasurer
8. Director’s Report – (attached with breakout below)
9. Unfinished Business
 - a. Items for Discussion
 - i. Legal & Professional
 1. Lease Negotiations (see attachment)
 2. Staff Insurance
 - ii. Staffing Update
 - iii. Scheduling - Update on changing hours
 - iv. Upcoming Programs (see attachment)
 - v. Community Outreach – Homecoming Parade
 - vi. Technology
 1. Update on phones
 2. Quote for new staff PC (see attachment)
 - vii. Policy
 - viii. Continuing Education
 1. Kristie
 2. Sue
 - ix. Projects
 1. Signage
 2. Architects
 3. New shelving
 4. Security
 5. Maintenance
 - b. Items for Action (need a vote)
 - i. Accept quote on new staff PC
10. New Business
 - a. Items for Discussion
 - b. Items for Action
11. Public Comment – Limited to 3 minutes
12. Board Member Comments
13. Adjournment

Reminder: Our next meeting is October 16th at 5 pm. – Budget Workshop

Bath Township Public Library
Meeting Minutes

Tuesday, September 4, 2018; meeting called to order at 6:05pm

Present: (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen,
Shannon Vlastic, Theresa Kidd, (Ryan Fewins-Bliss-absent with
notice)

(Librarian) Kristie Reynolds

(Public) Derek Barth, Hayden Vlastic

Next meeting: Tuesday, October 02, 2018 @ 6:00pm.

I. Regular Business

- a. Moment of civic reflection.
- b. Shannon moves to approve the agenda as presented, Theresa 2nd, all in favor.
- c. Public comment on agenda items: none.
- d. Disclosures of conflict of interest: none.
- e. Lynn moves to approve meeting minutes from last meeting as amended (amend item 1.e. for clarity) Theresa 2nd, all in favor.

II. Financial Report

Financial report not complete each month due to books not closing in time. Options are to present one month late, change reporting dates, or potentially change future meeting dates to allow time to complete account reconciliation. Not possible to change reporting dates, as we do not receive bank statements until end of month. Report attached. Revisit this when we discuss next year's meeting dates. Under budget on expenses and over on revenue. Finances are looking great! July 2018 financials presented for signature approval by board. August financials are still in the works. Making transition in new payroll dates starting this week.

III. Director Report

Report is attached. Stats are attached.

IV. Discussion

- a. Policy & Procedure; Kristie is working on this; review is ongoing. Will need to be presented to attorney for review once it is somewhat complete.
- b. Technology Rollout; Server has been replaced. Ticket is not complete as Alex is having trouble with email. New phone system is still in the works. Currently only have one operating phone as there is a wiring issue. Copy machine is now fixed and should be wireless. Work was just completed before meeting, has not yet been tested.
- c. Re-negotiation of lease; Kesler's believe that we are responsible for sewer so that was removed from lease re-write as it would be covered by our insurance. Roof is questionable – Kesler's believe we are responsible for the roof and the HVAC. The board agrees that this sounds to be something that should be covered by the owner of the building, just as the walls and parking lot are. Kristie will address this with insurance company for confirmation and go back to Kesler's if necessary.
- d. Prospective Move; Proposals submitted by FTC&H and Arens Architecture – attached. Bill Arens has been professional, courteous and in constant communication with Kristie. Kristie will reach out to both options regarding flexible / modular fixtures in a wide-open space.
- e. Community Exposure; Kristie was well received at the Township board meeting, and open house went well. Approximately 50 people showed up for open house. The picnic in the park went great as well and lots of books were given out to community children in need.
- f. Staff Interviews; 5 interviews for youth positions, selection has been made. We are excited to meet the new hire. First day will be 9/24. Interviewing this and next week for part-timer.
- g. Logo and Sign Replacements; we would like to see a final high-resolution version electronically. The black and white version looks "off" with the clouds. Kristie will request black and white version without clouds.
- h. AED & Safety / Security Issues; Holding off on AED until everyone is hired. Sue will email Doug Murphy for info. regarding who the schools use for cameras and other safety technology. Ken suggests Nest cameras.

V. New Business

a. Items for discussion;

1. Meeting Schedule for 2018 – 2019; October 16, 2018, 5 p.m. is budget workshop date/time. 2019, we will move regular meetings to 3rd Tuesday of each month.

b. Item for action;

1. None.

VI. Closing

- a. Public Comment: Derek noticed that the sink in the bathroom needs to be fixed. It is falling off the wall. This is something we need to have addressed.
- b. Board Comment: Kristie requests that benefits go on the agenda for next week, Kristie will email employee manual to board prior to next meeting so we can discuss at the meeting.
- c. Ryan moves to adjourn the meeting, Shannon 2nd, all in favor.

Meeting adjourned at 7:46pm.

Directors Report
October 2nd, 2018

Legal & Professional

Lease with Kesler finalized (attached)

Staffing

We started this month out with interviewing for the Youth Librarian and Part-time clerk. We offered the Youth Position to Stephanie Reed, she accepted and then rescinded her acceptance. We then offered the position to Carrie Frazer and she accepted. Her start date is Monday, October 8th. We offered the Part time-position to Casie Perry. He accepted and started on Thursday, September 20.

Scheduling

Talking about schedules, we are starting our new hours on Monday, October 1st. Everyone I talk to seems very excited about this.

Upcoming Programs

Book Eaters started up on Friday and Story time has moved to Wednesday. The response has been mixed as the parents adjust to the new schedule.

Community Outreach

Planning to participate in the BHS Homecoming parade with our Friends.

Technology

We received the new phones for the V.O.I.P. switch over. Of course, it has not gone as smoothly as I hoped but soon it should be all fixed.

Requested quote for new staff computer (attached, for approval).

Policy

No updates

Continuing Education

I attended the New Directors workshop. Lots of information to absorb but I found it helpful.

I attended a webinar about filling out the state aid report. It will be interesting to fill out as it is not only our first time as a library but my first time as well. I have a feeling I will become close

friends with Joe Hamlin and Kathy Webb. They are the state librarians who head up the state aid report.

Sue attended program on Community Engagement provided by MCLS.

Projects

Signage: I spoke with Camie about updating the sign. She gave me the number of two people she has worked with in the past. However, one number was disconnected and the other never returned my call. So, I found a quote from a sign company online. They quoted us as \$609.00. for the replacement of the front of the sign. However, before we order we need to double check the measurements of the sign. I am still looking into this matter.

Architects: I gave the questions the board had for Bill Arens to him and he promptly responded.

Fishbeck, Thompson, Carr, and Huber also inquired as to if the board had decided to move forward. They said they were willing to come out and do a presentation.

New Shelving: Finally, we received our new book cases last week and had several people help assemble them. Thank you Sue Garrity, Alicia Paape, and Elizabeth Evans!

Statistics:

RETAIL LEASE

THIS LEASE made this 1st day of October 2018 by and between Daryl Kesler of P.O. Box 307, Bath Michigan 48808, hereinafter referred to as "Landlord," and Bath Township Public Library of 14033 Webster Road, Bath Township, Michigan 48808, hereinafter referred to as "Tenant," in consideration of the mutual covenants and promises herein contained and for other valuable consideration.

WITNESSETH:

1. **PREMISES LEASED.** The Landlord does hereby demise and let unto the Tenant, and the Tenant does hereby lease and hire from the Landlord, for the term and under the terms and conditions herein set forth in this Lease for those certain premises, containing approximately 2,240 square feet, located at 14033 Webster Road, Bath Township, Michigan as more fully described in Exhibit A attached hereto (hereinafter referred to as the "Shopping Center"). Landlord grants the Tenant a non-exclusive license during the term of this Lease to use the parking spaces provided in the front of the premises for parking of Tenant's employees and library patrons. The portion of the Premises described in Exhibit A and the licensed premises shall be the "Premises" for purposes of this Lease.
2. **TERM.** The term of this Lease shall be for a period of five (5) years, commencing on September 1, 2018 (hereinafter referred to as the "commencement date"), fully to be completed and ended on September 30, 2023 subject to paragraph 25 below. Should Tenant remain in possession of the Premises after termination of this Lease or any extension thereof, said possession will be deemed to be on a month-to-month basis under the same conditions as provide in this Lease.
3. **RENTAL:** Tenant agrees to pay to Landlord at its office or to such other person or persons or at such other place as Landlord shall designate in writing, as rental for the said demised premises as follows:
 - (a) **Fixed Minimum Rental:** A fixed rental for the herein described demised premises of per year, payable in advance in equal monthly installments of \$865.59 per month, upon the first day of each month during the term of this Lease.
 - (b) **Rent Increase:** Tenant agrees and shall also pay to Landlord, as additional rent, for the second lease year and each lease year thereafter, an increase of rent by three (3%) percent if Landlord so elects.
 - (c) **Security Deposit:** Landlord is not requiring a security deposit.
4. **USE OF PREMISES.** Tenant covenants and agrees that said demised premises shall be used and occupied for the operation of a public library and for no other purpose without the written consent of Landlord, which consent shall not be unreasonably withheld. Tenant shall properly comply with all laws, ordinances and lawful orders and regulations affecting the demised premises and the use thereof. Tenant further covenants and agrees that it will conduct its business during normal business hours for such type of business and on all business days. Tenant further agrees that no auction, bankruptcy or going out-of-business sales will be conducted in or from the demised premises without prior written consent of Landlord.
5. **CARE OF PREMISES.** Tenant shall not permit, allow or cause any act or deed to be performed or any practice to be adopted or followed in or about said demised premises which shall cause or be likely to cause injury or damage to any person or to said demised premises or to the building or to the sidewalks and pavements adjoining the demised premises. Tenant shall not permit, allow or cause any noxious, disturbing or offensive odors, fumes, gases, smoke, dust, steam, vapors or disturbing noise, sound or vibration to originate in or to be emitted from said

demised premises. Tenant agrees to permit no waste of the demised premises, but rather to take good care of same and, upon termination of this Lease, to surrender without notice in as good condition as at the commencement of the term, reasonable use and wear thereof excepted.

6. **UTILITIES.** Tenant shall procure and shall pay the cost when due of all utilities rendered or furnished to the demised premises during the term of this Lease, including electricity, gas, telephone, internet, waste removal and sewerage charges. However, Landlord shall provide and pay for water expenses which shall be maintained by Landlord.

7. **SIGNS.** The cost of installing, maintaining, changing or removing any signs upon the demised premises shall be borne by Tenant. Tenant shall obtain Landlord's written approval as to design, location and the manner of installation prior to placing any sign whatsoever upon the demised premises which shall not be unreasonably withheld. Any signs shall comply with all requirements of appropriate governmental authority and all necessary permits or licenses required in connection therewith shall be obtained by Tenant at Tenant's sole cost and expense. Tenant shall maintain all signs in good condition and repair at all times during the term of this Lease and Tenant shall save Landlord harmless from injury to person or property arising from the erection and maintenance of said signs. Upon vacating the demised premises, Tenant shall remove all signs and repair any damage caused by such removal.

8. **OPERATION AND MAINTENANCE OF COMMON AREA.**

(a) **Maintenance of Common Area.** Landlord will provide lawn maintenance and snow plowing of parking lot. Sidewalk shoveling is the Tenant's responsibility.

(b) **Use of Common Area.** Landlord grants to Tenant throughout the term of this Lease in common with others entitled to a similar use thereof, an easement for ingress and egress to Tenant's demised premises and for the parking of automobiles by Tenant's employees, customers and invitees in the parking area. It is not to be construed that Landlord is leasing any specific parking area to Tenant. Tenant shall not and shall not permit its employees to use said parking areas for the storage of any automobiles, trucks or other vehicles owned or used by Tenant or its employees, except as may be approved and designated in writing by Landlord. No portion of the parking areas, sidewalks or other common areas shall be used by Tenant for any purpose whatsoever, other than pedestrian and vehicular traffic and customer parking, without prior written consent of Landlord. Landlord reserves the right to determine from time to time how to use the parking and common area and to resolve any disputes in connection therewith, the Landlord's decision shall be final.

9. **RUBBISH CONTROL.** Tenant shall not place, store, collect or allow any trash, garbage, rubbish or waste material on the outside of the building or the demised premises. Tenant shall pay for all charges for the removal of said trash, garbage, rubbish or waste material and for charges for all other services used, rendered or supplied upon or in connection with the demised premises.

10. **MAINTENANCE AND REPAIR.** Landlord agrees to keep and maintain the outer walls, roof, and sidewalks of the demised premises in good repair during the term of this Lease. However, Landlord shall not be responsible for damages caused by roof leaks, backups of sewers, toilets or lavatories, flood damage or water damage from adjoining tenants. Landlord shall not be responsible for the care or maintenance of any loading docks, loading ramps, front doors, rear doors, locks and hardware, front steps or rear steps. Tenant, at its sole cost and expense, whether the same shall be the property of Tenant or Landlord, shall promptly repair and at all times maintain in good condition the interior of the demised premises and all its appurtenances and equipment, including, but not limited to, heating units, air conditioning equipment, electrical fixtures and equipment, electrical installation, plumbing, plumbing equipment and fixtures, all machinery, all hardware, all interior paint or decoration of every kind. Tenant shall promptly

replace all broken or damaged glass, including window glass and door glass, unless covered by Landlord's fire and extended coverage insurance. In the event Tenant fails to make any of the repairs which it is obligated to make with reasonable dispatch, Landlord shall be entitled to enter the demised premises and make or cause the same to be made and the amount or amounts expended by Landlord for such repairs shall be due and payable by Tenant to Landlord as so much additional rental hereunder.

11. ALTERATIONS. No structural changes, additions or substantial alterations shall be made by Tenant without the written consent of Landlord. Tenant shall have the right, at its own cost and expense, to place or install within the demised premises such fixtures, partitions, equipment and trade fixtures, together with any additional painting or minor alterations in the demised premises which Tenant may find necessary and deem desirable, for all of which Landlord hereby consents. It is further covenanted and agreed that all fixtures, partitions, equipment, trade fixtures, alterations or changes installed by Tenant shall be and remain personal property, regardless of the manner of their annexation, and shall be removed by Tenant at the termination of this Lease or any extension thereof. Any damage to the demised premises caused by the removal thereof shall be repaired by Tenant at the sole cost and expense of Tenant.

12. INDEMNIFICATION OF LANDLORD. Tenant covenants and agrees to save Landlord harmless from any liability for injuries or damages to any person or property upon or about the demised premises, in connection with Tenant's use, and agrees to procure at its own cost and expense public liability insurance for the benefit of Landlord and Tenant in the sum of One Million and No/100 (\$1,000,000.00) Dollars for damages resulting to one (1) person and One Million and No/100 (\$1,000,000.00) Dollars for damages resulting from one (1) incident and property damage in the sum of One Million and No/100 (\$1,000,000.00) Dollars. Tenant shall keep and maintain said insurance in force during the term of this Lease and shall deliver the policy or copy thereof or certificate of insurance evidencing such coverage to Landlord. Landlord agrees to carry in full force and effect at all times during the term of this Lease or any renewal or extension thereof, fire and extended coverage insurance covering the demised premises in an amount equal to the replacement value of the building. The tenant's insurance is Primary and Non-contributor to any and all insurance carried by the Landlord.

13. DAMAGE BY FIRE OR OTHER CASUALTY. If the building shall be damaged or destroyed in whole or in part by fire or other cause and is rebuilt and restored to a good and tenantable condition by Landlord within a reasonable time, the rental shall abate, entirely in case the entire demised premises are untenable, until same shall be restored to a tenantable condition. If Tenant shall fail to adjust its own insurance within a reasonable time and as a result thereof the repairing and restoration is delayed, there shall be no abatement of rental as above provided during the term of such delay; and the Tenant shall use any part of the demised premises for storage during the period of repair, a reasonable charge for which shall be made against Tenant. In case the building is not repaired or restored within a reasonable amount of time, this Lease shall be terminated.

14. RIGHT TO MORTGAGE. Landlord reserves the right to subject and subordinate this Lease at all times to the lien of any mortgage or mortgages now or hereafter placed upon Landlord's interest in said demised premises and on the land and buildings hereafter placed upon the land of which the demised premises forms a part.

15. REAL ESTATE TAXES. Landlord shall pay Real Estate Taxes during the term of this Lease.

16. PERSONAL PROPERTY TAXES. Tenant shall pay all taxes levied against its personal property located within the demised premises during the term of this Lease.

17. COVENANT OF TITLE AND QUIET POSSESSION. Landlord covenants that it has the right to make this Lease for the term aforesaid and that it will put Tenant into possession of the demised premises, free from all encumbrances, liens or defects in the title, for the full term of

this Lease. Landlord further covenants that there are no restrictive covenants, zoning, or other ordinances or regulations which will prevent Tenant from conducting its usual business or any department thereof in the demised premises. Landlord warrants that Tenant, upon making the payments and performing and keeping the other covenants and agreements of this Lease on its part to be kept and performed, shall have quiet and peaceful possession of the demised premises during the term of this Lease and any extension thereof.

18. **RIGHT TO EXAMINE PREMISES.** Tenant agrees to allow Landlord, its agents and representatives, free access to the demised premises during reasonable hours for the purpose of examining same; and during the period of three (3) months previous to the expiration of the term of this Lease or during the period of three (3) months prior to any renewal hereof, to exhibit same to prospective tenants.

19. **PROPER NOTICES.** All notices required or permitted under this Lease shall be deemed to be properly served if sent by registered mail to the last address previously furnished by the parties hereto. Until hereafter changed by notice in writing, notices shall be sent to Landlord to the Attention of Camie Kesler at P.O. Box 307, Bath Michigan 48808, and to Tenant at: Susan Garrity, Bath Township Public Library, at 14033 Webster Road, Bath Township, Michigan 48808.

20. **WAIVER.** The failure of Landlord to insist upon strict performance of any of the covenants or conditions of this Lease or to exercise any option herein conferred in any of one or more instances, shall not be construed as a waiver or relinquishment of any such covenants, conditions or options, but the same shall be and remain in full force and effect. The subsequent acceptance of rent hereunder by Landlord shall not be deemed to be a waiver of any preceding breach by Tenant of any term, covenant or condition of this Lease, other than the failure of Tenant to pay the particular rental so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent. No covenant, term or condition of this Lease shall be deemed to have been waived by Landlord, unless such waiver be in writing by Landlord.

21. **ENTIRE AGREEMENT.** This Lease and the exhibits and addenda, if any, attached hereto and forming a part hereof, set forth all the covenants, promises, agreements, conditions and understandings between Landlord and Tenant concerning the demised premises and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between Landlord and Tenant other than is set forth herein. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and signed by the parties hereto.

22. **FORCE MAJEURE.** In the event that either party hereto shall be delayed or hindered in or prevented from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials, failure of power, restrictive governmental laws or regulations, riots, civil disturbances, picketing, demonstrations, insurrection, war or other reasons of a like nature not the fault of the party delayed in performing work or doing acts required under the terms of this Lease, then performance of such act shall be excused for the period of the delay and the period equivalent to the period of such delay. The provisions of this section shall not operate to excuse Tenant from prompt payment of rental, percentage rental, additional rental, or any other payments required by the terms of this Lease.

23. **PERSONAL PROPERTY, MERCHANDISE, FURNITURE AND FIXTURES.** Any and all personal property, merchandise, furniture or fixtures placed in or moved upon the demised premises by Tenant shall be at the sole risk of Tenant. Landlord shall not be liable for damages to said personal property, merchandise, furniture or fixtures, or to Tenant arising from the bursting or leaking of water pipes or from any act of negligence of any co-tenant. Upon termination of this Lease or any extension or renewal hereof, Tenant shall have the right to remove all or any portion of such personal property, provided that Tenant shall repair any damage to walls, floors or doors arising from Tenant's removal of said personal property.

24. **HAZARDOUS SUBSTANCES.** Tenant shall not cause or permit any Hazardous Substance to be used, stored, generated, or disposed of on or in the demised premises by Tenant, Tenant's agents, employees, contractors, or invitees.

25. **RELOCATION/TERMINATION.** In the event Tenant is required to close its library, cease its operations, or relocate due to budget and finance issues or constraints or for any other reason, Tenant shall be permitted to terminate this Lease with sixty (60) days prior notice to Landlord.

26. **IMPROVEMENTS.** All improvements to be paid by Tenant.

27. **OPTION TO RENEW.** So long as Tenant has not been in default of any terms or conditions of this Lease, Tenant shall have the right to extend the term of this Lease for two (2) additional period of five (5) years in duration commencing upon the expiration of the original term of this Lease. All terms and conditions of this Lease shall remain the same except rental, which shall be determined. Tenant shall notify Landlord as to its intent to extend this Lease not later than one hundred eighty (180) days prior to the end of the original term of this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be signed in their respective names by their respective officers the day and year first above written.

WITNESSED TO LANDLORD:

DARYL L. KESLER

By: OWNER

Its: _____

WITNESSED TO TENANT:

Bath Township Public Library

By: _____

Its: _____

Bath Township Public Library

Events for All Ages!



Baseball Night

Monday, October 22nd at 5:30 PM

As the World Series approaches, we invite baseball fans to enjoy some funny baseball comedy, including Abbot & Costello's *Who's on First*, and a chance to see the Detroit Tigers when they won the World Series 50 years ago this October. We'll provide snacks, you bring your own beverages, and enjoy America's pastime on the big screen in the library.



Halloween Party

Tuesday, October 30th at 5:00 PM

We love celebrating Halloween here at the library. Costume up and party down with us to watch spooky movies, eat sweet treats, take on our annual spider's lair maze, and participate in the costume contest! Many tricks and treats await!



How-To Crockpot

Saturday, November 10th at 5:00 PM

Do you have a Crockpot that you *still* haven't touched since you got it as a gift last holiday season? Never used a Crockpot and been wondering how you are supposed to make food in that thing? Maybe you are a Crockpot veteran and are just looking for more recipes. Regardless of your Crockpot experience, come join us for fun recipes and tasty samples of meals that anybody can make!



Deer Widows Craft Night

Thursday, November 15th at 6:00 PM

Does hunting season have your significant other pumped up but not so much for you? If you're feeling bored and lonely, come down to the library where we will be holding a special craft night just for the "deer widows" left home alone on opening day! We will have activities for kids as well, so feel free to bring anybody who has the deer hunting blues.



Ugly Sweater Contest

All Day Wednesday, December 12th

Don't hide that atrocity that Aunt Gretchen gifted to you. Flaunt it at the library and win a prize! Just drop in, have your picture taken, and mingle with other ugly sweater warriors until a winner is announced!

Meeting Time!

Wondering when our clubs, groups, and board meet? Look no further!

Tuesday Night Book Club

Join us on the 4th Tuesday of each month at 6:00 PM to discuss the following books.

September 25th: *Wonder* by R.J. Palacio

October 23rd: *Hissing Cousins* by Marc Peyser & Timothy Dwyer

November 27th: *The Disaster Artist* by Greg Sestero & Tom Bissell

Friends of the Bath Township Public Library

Come and participate in our Friends of the Library meetings as our Friends group discusses ways to support the library. The Friends meet on the third Wednesday of each month at 6:00 PM.

Bath Township Public Library Board

The library board meets on the first Tuesday of each month at 6:00 PM to hold discussion and vote on key decisions pertaining to the development of our public library. Please look for a tentative agenda to be posted on the Bath Township Public Library webpage.

LIBRARY HOURS

Until October 1st— Mon, Tue: 2:00–8:00 Wed: 10:00–6:00 Thu: 2:00–8:00

Fri, Sat 10:00–4:00

NEW!!! Starting October 1st—Mon—Thu: 10:00–8:00 Fri, Sat: 10:00–4:00

Recurring Events for All Ages!



Board Game Saturday

Fourth Saturday of each month starting at noon

Play board games with friends and family!



Minecraft Night

Last Friday of each month. Timeslots at 4:30, 5:30, & 6:30

Compete to win prizes in this after-hour Minecraft build-off event!

Whhg#Foxev#

Teen Time—Starting 9/7

A teen club where *you* get the say in what we do. Every other Friday at 3:00 PM, we will have a series of activities planned (crafts, short-form book club, video games, movies, etc.) which all members will be able to vote on. This is *your* time!

↓↓↓ NEW ↓↓↓

JMAC—Starting 9/14



JMAC or the “Japanese Media Appreciation Club” is the place to be if you love: anime, manga, Japanese video games, music, and more! Every other Friday at 3:00 PM we will be meeting to watch, read, play, and discover Japanese media of all kinds!



Lego Saturdays

First Saturday of each month at 11:00 AM

Love Lego bricks? So do we! We have five gigantic containers full of Lego bricks for you to play with to your heart’s content on these special Lego Saturdays.



Power Rangers Party

Saturday, October 6th at 5:00 PM

“It’s morphin’ time!” This year marks the 25th anniversary of the legendary children’s franchise. Join us as we celebrate with *Power Rangers* movies, games, prizes, and more! If you love *Power Rangers*, you will love this party!



Honeybees Story Time

Wednesdays at 10:30 AM

Join us for a session of stories, songs, and crafts at the library with our new director, Kristie Reynolds! This program is for ages 3 to 5, but siblings are welcome!



Book Eaters Book Club

Fridays at 10:30 AM

This special story time is provided by MSU Extension is for babies and pre-school aged children.



3125 Sovereign Drive, Suite 9B, Lansing, MI 48911
t. 517-676-6633 f. 517-676-6730

Number: ASKQ6537
Date: Sep 19, 2018
Expires: Oct 19, 2018

Sold To

Bath Township Public Library
Sue Garrity
14033 Webster Rd
Bath Township, MI 48808
United States

Phone (517) 641-7111

Ship To

Bath Township Public Library
Sue Garrity
14033 Webster Rd
Bath Township, MI 48808
United States

Phone (517) 641-7111

Your Account Manager

Ed Pryor
Account Manager
517-676-6633
epryor@justask.net

Here is the quote you requested.

Terms Ship Via

30 Days

Qty Description Unit Price Ext. Price

New PC for Staff

1	Lenovo ThinkCentre M710q Desktop Computer - Intel Core i5 (7th Gen) i5-7500T 2.70 GHz - 8 GB DDR4 SDRAM - 128 GB SSD - Windows 10 Pro 64-bit (English) - Tiny - Black - Intel HD Graphics 630 Graphics - Wireless LAN - Bluetooth - English Keyboard - 6 x Total USB Port(s)	\$620.00	\$620.00
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*Full-Featured Micro Desktops
M Series Tiny desktops provide big-business performance with impressive processing power and 15 months of platform stability - all while remaining energy-efficient and saving you space.*

The above PC comes with a 3 year on site warranty, optional 5 year on site warranty upgrade quoted below

1	Lenovo Warranty/Support - 5 Year - Warranty - On-site - Maintenance - Parts & Labor - Physical Service (Optional - SELECTED)	\$99.00	\$99.00
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PRICES SUBJECT TO CHANGE WITHOUT NOTICE - PRICES BASED UPON ACCEPTANCE OF ALL QUOTED ITEMS OR A SINGLE OPTION - ANY TRAINING OR CONSULTING SERVICES NOT QUOTED WILL BE BILLED AT PUBLISHED BOOK RATES FOR EACH ACTIVITY INVOLVED - WE SPECIFICALLY DISCLAIM ANY AND ALL IMPLIED WARRANTIES. ASK SHALL NOT BE HELD LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR DAMAGES RELATED TO THIS AGREEMENT. RETURNS ARE AVAILABLE WITH VALID RMA NUMBER FOR 15 DAYS AND WILL HAVE A MINIMUM 20% RESTOCKING FEE WITH ORIGINAL PACKAGING. QUOTED PRICES DO NOT INCLUDE TRAVEL, MILEAGE OR LIVING EXPENSES UNLESS OTHERWISE INDICATED.

Qty	Description	Unit Price	Ext. Price
1	Lenovo ThinkCentre Tiny-In-One 24Gen3 23.8" LED LCD Monitor - 16:9 - 6 ms - 1920 x 1080 - 1,000:1 - Full HD - Webcam - DisplayPort - Black - Ukraine RoHS, EU RoHS, ENERGY STAR 7.0, Turkey RoHS, China RoHS, EPEAT Gold, China Energy Label (CEL)  <i>The ThinkCentre Tiny-in-One 24 is a light and slim monitor that comfortably manages your workspace. Equipped with LED panel, lift and tilt stand, DisplayPort connectivity, this monitor delivers a reliable performance at an affordable price. It also supports Tiny PC. 23.8-inch LED backlit LCD panel 1920 x 1080 resolution 1080p Camera Dual MIC Array DP connection Supports Lenovo Tiny PC Digital Controls with 8 language OSD Support mode for different aspect (16:9, 4:3) Energy Star 7.0, EPEAT Gold, China Energy Label Tier 1, EU RoHS, China RoHS, Turkey RoHS, Ukraine RoHS</i>	\$201.08	\$201.08
1	ASK Flat Rate PC Setup	\$200.00	\$200.00

Please contact me if I can be of further assistance.

SubTotal	\$1,120.08
Tax	\$5.94
Shipping	\$0.00
Total	\$1,126.02

To accept this quote please sign and date below. Please include a PO Number if applicable. You may then fax to 517-676-6730 or scan and email to sales@justask.net.

If this quote was accepted online, you do not need to fax or email.

ASK Quote Number: ASKQ6537

Signature: _____ Date: _____ PO: _____

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