



Library Board of Trustees Meeting Agenda

**CANTON PUBLIC LIBRARY
BOARD OF TRUSTEES – GENERAL MEETING
June 17, 2021**

7:30 p.m.	<ul style="list-style-type: none"> • Call the Meeting to Order 	
	<ul style="list-style-type: none"> • Call to Audience (5 min. maximum) 	
Unanimous Consent	<ul style="list-style-type: none"> • Approval of Agenda 	
Unanimous Consent	<ul style="list-style-type: none"> • Approval of General Meeting Minutes 	
Administrative Reports	<ul style="list-style-type: none"> • Communications • Report of the Library Director • Trustee Comments 	
Committee Reports	<ul style="list-style-type: none"> • None 	
Unfinished Business & General Orders	<ul style="list-style-type: none"> • None 	
New Business Presentation Action Item 21/6-17-1 Action Item 21/6-17-2 Discussion Item Discussion Item Action Item 21/6-17-3	<ul style="list-style-type: none"> • August 2021-July 2022 Healthcare Plan Options Overview (Kapnick Insurance) • Approve August 2021-July 2022 Healthcare Contract • Review and Approve PA 152 Employer/Employee Insurance Premiums Cost- Sharing (hard cap or 80/20 split) • 2022 Budget Discussion — expenditures <ul style="list-style-type: none"> ○ Capital expenditures • Reopening the Library Further • Pandemic Reopening Policy Revision Approval 	
	<ul style="list-style-type: none"> • Call to Audience (5 min. maximum) • Adjourn 	



Canton Public Library Board of Trustees General Meeting Minutes

May 20, 2021 – 7:30 PM

The Chairperson, Nancy Eggenberger, called the meeting to order at 7:30 PM.

Present: N. Eggenberger (participating remotely from Glenview, IL), A. Iqbal, C. Spas, A. Watts
(participating remotely from Canton, MI)

Absent: M. Farrell, J. Lee

Also Present: E. Davis, K. Gladden

CALL TO AUDIENCE (K. Bounds, L. Golden, D. McHugh, M. Nicholson, R. Noble, C. Swanberg) – None

APPROVAL OF AGENDA

The agenda was approved as amended.

ROLL CALL VOTE

Yes: N. Eggenberger, A. Iqbal, C. Spas, A. Watts

No: None

Abstain: None

The motion passed 21/5-20-1 (4-0-0)

APPROVAL OF GENERAL MEETING MINUTES

The minutes were accepted by unanimous consent.

COMMUNICATIONS — Director Eva Davis thanked Library Board Trustee Amina Iqbal for her gift to staff of sweet treats for the Eid al-Fitr holiday, and the card that accompanied it.

DIRECTOR'S REPORT

The Friends of the Library have new volunteers coming on board and so they plan to open Secondhand Prose Used Bookstore on Saturdays, beginning on June 5th, from 10:00 AM – 4:00 PM.

The library is 1/3 of the way through fiscal 2021 as of April 30. The Profit & Loss statement reflects that the usual accounts (Insurance, Professional & Contractual, Property Taxes, etc.) in income and expense are either over or under 33%, but they will fall in line as the year progresses.

TRUSTEE COMMENTS — None

COMMITTEE REPORTS — None

NEW BUSINESS

Update the 2021 Schedule of Library Closures Due to Cancellation of Liberty Fest — A. Watts moved and C. Spas supported a motion to cancel the early closure on June 17, and the library closure dates of June 18-19, 2021.

ROLL CALL VOTE

Yes: N. Eggenberger, A. Iqbal, C. Spas, A. Watts

No: None

Abstain: None

The motion passed unanimously 21/5-20-2 (4-0-0)

Change of June Board Meeting Date Due to Cancellation of Liberty Fest — A. Watts moved and A. Iqbal supported a motion to move the June Library Board meeting date to June 17, the third Thursday of the month.

ROLL CALL VOTE

Yes: N. Eggenberger, A. Iqbal, C. Spas, A. Watts

No: None

Abstain: None

The motion passed unanimously 21/5-20-3 (4-0-0)

2022 Budget Discussion — Revenues

Millage Rate — Davis briefly spoke about the County Equalization Report and the millage reduction fraction, and recommended the board levy the maximum millage allowed (1.4590 mills, reduced from 2.0 mills); the board indicated their agreement.

Property Tax Collection Rate — Davis recommended a conservative estimate of a 99% tax collection rate, due to continuing growth and real estate activity in the township. The board agreed.

Excess of Income Over/Under Expenditure — This was the *Contingency* line item in previous budgets but, at the suggestion of the auditors and the direction of the board, has been renamed and removed as an expense in the draft budget to conform with GASB standards. The board agreed that Davis should continue to assume a contribution to the Fund Balance of \$400,000.

Reopening the Library Further: Considerations — Davis informed the board that, as the result of a bipartisan budgeting agreement, Governor Whitmer had agreed to withdraw the Michigan Occupational Safety and Health Administration's (MIOSHA) proposed permanent pandemic rules in favor of discussing the formalizing of legislative input on epidemic orders. The *MI Vacc to Normal* plan no longer is dependent on vaccination rates, but will be implemented based on calendar dates. This has thrown some of the library's carefully considered reopening plans into disarray, and will require additional discussion and re-evaluation to align with the Governor's announced target dates of June 1 and July 1.

While it is likely that additional changes to the library's Pandemic Reopening Policy will be forthcoming once the revised permanent MIOSHA pandemic rules are released, the board agreed to revise the library's Policy in the interim to be in line with current MDHHS orders. They further stated their support for Davis' plans to phase in additional services in two-week increments. The Pandemic Reopening Policy will be revisited at the June board meeting.

Pandemic Reopening Policy Revision — A. Watts moved and A. Iqbal supported a motion to revise the Pandemic Reopening Policy to require that all staff and patrons continue to wear masks while indoors on library property. Masks are not required outdoors on library property.

ROLL CALL VOTE

Yes: N. Eggenberger, A. Iqbal, C. Spas, A. Watts

No: None

Abstain: None

The motion passed unanimously 21/5-20-4 (4-0-0)

Include Director in Mid-Year Merit Raise Pool — Business Services Department Head Marian Nicholson briefly explained that, based on the Director's 2020 Annual Review, the board had given Davis' performance the highest rating possible (8), which is equivalent to the CPL performance rating of *Highly Effective*. Based on this rating, Davis would qualify for Zone 4 on the Base Pay Structure, should the board vote to include her in the regular staff merit raise pool for the second half of 2021.

A. Iqbal moved and A. Watts supported a motion to include the Director in the mid-year merit raise pool, and that her salary would be \$129,100 effective with the first pay period in July.

ROLL CALL VOTE

Yes: N. Eggenberger, A. Iqbal, C. Spas, A. Watts

No: None

Abstain: None

The motion passed unanimously 21/5-20-5 (4-0-0)

CALL TO AUDIENCE – None

ADJOURN

The meeting was adjourned at 8:37 PM.

Amy Watts, Secretary-Treasurer

Canton Public Library
Balance Sheet
 As of May 31, 2021

	<u>Apr 30, 21</u>	<u>May 31, 21</u>
ASSETS		
Current Assets		
Checking/Savings		
000-004 · Chase - Checking	7,841,792.86	7,404,467.19
000-013 · JPMorgan Chase- Credit Card	6,125.85	7,750.05
000-014 · Medical Reimbsmt (BasicFlex)	14,057.07	14,763.41
000-016 · Chase - High Yield Savings	997,719.20	997,727.55
Total Checking/Savings	<u>8,859,694.98</u>	<u>8,424,708.20</u>
Total Current Assets	<u>8,859,694.98</u>	<u>8,424,708.20</u>
TOTAL ASSETS	<u><u>8,859,694.98</u></u>	<u><u>8,424,708.20</u></u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
000-202 · Accounts Payable	157,256.33	77,563.00
Total Accounts Payable	<u>157,256.33</u>	<u>77,563.00</u>
Credit Cards		
000-208 · Chase - Visa 3651	782.71	5,634.94
000-209 · Home Depot Credit Card	0.00	109.74
Total Credit Cards	<u>782.71</u>	<u>5,744.68</u>
Other Current Liabilities		
000-229 · Grants/Donations-Restricted Use		
229d · Friends Donation-Social Cmmte	8,330.08	8,223.58
229e · Misc. Grants & Donations	2,208.71	2,208.71
Total 000-229 · Grants/Donations-Restricted Use	<u>10,538.79</u>	<u>10,432.29</u>
000-237 · Medical Saving Deduction MedFSA	5,729.67	6,436.01
Total Other Current Liabilities	<u>16,268.46</u>	<u>16,868.30</u>
Total Current Liabilities	<u>174,307.50</u>	<u>100,175.98</u>
Total Liabilities	174,307.50	100,175.98
Equity		
000-390 · General Fund Balance	4,337,699.10	4,337,699.10
Net Income	4,347,688.38	3,986,833.12
Total Equity	<u>8,685,387.48</u>	<u>8,324,532.22</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,859,694.98</u></u>	<u><u>8,424,708.20</u></u>

Canton Public Library
Profit & Loss Budget vs. Actual
as of May 31, 2021

	<u>Jan - May 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
738-403 · Property Taxes	6,320,646.74	6,319,670.00	976.74	100.02%
738-566 · State Aid to Libraries	38,773.12	48,750.00	-9,976.88	79.54%
738-613 · Photocopy Fees	5,642.20	45,000.00	-39,357.80	12.54%
738-615 · Replacement - Books/ AV	2,864.89	9,500.00	-6,635.11	30.16%
738-656 · Penal Fines	0.00	45,750.00	-45,750.00	0.00%
738-664 · Overdue Fines	7,327.55	30,000.00	-22,672.45	24.43%
738-670 · Misc & Contributions	12,379.35	3,354.00	9,025.35	369.09%
738-671 · Interest Income	73.05	200.00	-126.95	36.53%
738-676 · Vending Commission	1,296.92	6,000.00	-4,703.08	21.62%
738-677 · Meeting Room Rental	0.00	500.00	-500.00	0.00%
Total Income	<u>6,389,003.82</u>	<u>6,508,724.00</u>	<u>-119,720.18</u>	<u>98.16%</u>
Gross Profit	<u>6,389,003.82</u>	<u>6,508,724.00</u>	<u>-119,720.18</u>	<u>98.16%</u>
Expense				
738-693 · Endowment Transfers	150.00	500.00	-350.00	30.00%
738-702 · Salaries & Wages	1,041,680.38	2,975,000.00	-1,933,319.62	35.01%
738-715 · Fringe Benefits	316,969.70	626,500.00	-309,530.30	50.59%
738-722 · Supplies	16,156.02	164,950.00	-148,793.98	9.79%
738-740 · Library Materials	380,188.48	950,075.00	-569,886.52	40.02%
738-801 · Professional & Contractual	225,178.40	408,930.00	-183,751.60	55.07%
738-850 · Communications	8,408.29	32,700.00	-24,291.71	25.71%
738-860 · Travel	3,221.84	41,650.00	-38,428.16	7.74%
738-880 · Community Promotion	3,189.10	26,200.00	-23,010.90	12.17%
738-900 · Printing	27,588.75	52,900.00	-25,311.25	52.15%
738-910 · Insurance	59,516.00	62,479.00	-2,963.00	95.26%
738-920 · Utilities	55,369.58	203,000.00	-147,630.42	27.28%
738-930 · Maintenance & Repairs	82,052.80	248,350.00	-166,297.20	33.04%
738-940 · Rentals/Leases	2,571.81	17,400.00	-14,828.19	14.78%
738-976 · Building Improvements	0.00	8,500.00	-8,500.00	0.00%
738-977 · Capital Outlay	178,792.20	1,496,600.00	-1,317,807.80	11.95%
738-996 · Property Tax Refunds	1,137.35	1,500.00	-362.65	75.82%
Total Expense	<u>2,402,170.70</u>	<u>7,317,234.00</u>	<u>-4,915,063.30</u>	<u>32.83%</u>
Net Change in Fund Balance	3,986,833.12	-808,510.00	4,795,343.12	-493.11%
Fund Balance - Beginning of year	4,337,698.00	4,337,698.00		
Fund Balance - End of year	<u>8,324,531.12</u>	<u>3,529,188.00</u>		

Canton Public Library
Profit & Loss Budget vs. Actual
as of May 31, 2021

	Jan - May 21	Budget	\$ Over Budget	% of Budget
Income				
738-403 · Property Taxes	6,320,646.74	6,319,670.00	976.74	100.02%
738-566 · State Aid to Libraries	38,773.12	48,750.00	-9,976.88	79.54%
738-613 · Photocopy Fees	5,642.20	45,000.00	-39,357.80	12.54%
738-615 · Replacement - Books/ AV	2,864.89	9,500.00	-6,635.11	30.16%
738-656 · Penal Fines	0.00	45,750.00	-45,750.00	0.00%
738-664 · Overdue Fines	7,327.55	30,000.00	-22,672.45	24.43%
738-670 · Misc & Contributions	12,379.35	3,354.00	9,025.35	369.09%
738-671 · Interest Income				
671g · Interest Income General	73.05	200.00	-126.95	36.53%
Total 738-671 · Interest Income	73.05	200.00	-126.95	36.53%
738-676 · Vending Commission	1,296.92	6,000.00	-4,703.08	21.62%
738-677 · Meeting Room Rental	0.00	500.00	-500.00	0.00%
Total Income	6,389,003.82	6,508,724.00	-119,720.18	98.16%
Gross Profit	6,389,003.82	6,508,724.00	-119,720.18	98.16%
Expense				
738-693 · Endowment Transfers	150.00	500.00	-350.00	30.00%
738-702 · Salaries & Wages	1,041,680.38	2,975,000.00	-1,933,319.62	35.01%
738-715 · Fringe Benefits				
715a · Health Savings Account FSA	1,255.67	2,000.00	-744.33	62.78%
715b · Unemployment Reimbursement	0.00	1,000.00	-1,000.00	0.00%
738-716 · Medical/Dental				
716b · Medical Buy Outs	0.00	3,600.00	-3,600.00	0.00%
716d · Dental	6,361.90	21,400.00	-15,038.10	29.73%
716m · Medical (BCN)	84,534.70	195,000.00	-110,465.30	43.35%
Total 738-716 · Medical/Dental	90,896.60	220,000.00	-129,103.40	41.32%
738-717 · Life Ins / Disability	6,829.71	15,500.00	-8,670.29	44.06%
738-718 · Retirement Pension (MERS)	125,000.00	125,000.00	0.00	100.00%
738-719 · Optical	600.00	7,000.00	-6,400.00	8.57%
738-720 · FICA / MC Taxes	83,233.83	228,000.00	-144,766.17	36.51%
738-721 · Retirement DC Plan (401a)	9,153.89	28,000.00	-18,846.11	32.69%
Total 738-715 · Fringe Benefits	316,969.70	626,500.00	-309,530.30	50.59%
738-722 · Supplies				
722t · Technology Supplies	4,045.05	23,200.00	-19,154.95	17.44%
738-727 · Office Supplies				
727a · General Office Supplies	1,229.10	8,500.00	-7,270.90	14.46%
727b · Printing & Copying Supplies	629.68	4,000.00	-3,370.32	15.74%
Total 738-727 · Office Supplies	1,858.78	12,500.00	-10,641.22	14.87%
738-728 · Library Supplies- General				
738-724 · Information Services Supplies	58.06	6,000.00	-5,941.94	0.97%
738-725 · Proc Library Supplies				
725a · Circulation Services Supplies	558.80	17,515.00	-16,956.20	3.19%
725b · Tech Processing Supplies	2,080.87	20,000.00	-17,919.13	10.40%
Total 738-725 · Proc Library Supplies	2,639.67	37,515.00	-34,875.33	7.04%
738-726 · Community Relations Supplies	263.63	1,000.00	-736.37	26.36%
738-729 · Building Supplies	3,499.65	21,000.00	-17,500.35	16.67%
738-728 · Library Supplies- General - Other	1,295.15	12,000.00	-10,704.85	10.79%
Total 738-728 · Library Supplies- General	7,756.16	77,515.00	-69,758.84	10.01%
738-730 · Postage				
730b · Postage - Info Services	723.06	5,000.00	-4,276.94	14.46%
730c · Postage - Circulation Services	8.78	150.00	-141.22	5.85%
730j · Postage - Business Services	-586.75	2,825.00	-3,411.75	-20.77%
730m · Postage - Community Relations	284.15	29,260.00	-28,975.85	0.97%
Total 738-730 · Postage	429.24	37,235.00	-36,805.76	1.15%

Canton Public Library
Profit & Loss Budget vs. Actual
as of May 31, 2021

	Jan - May 21	Budget	\$ Over Budget	% of Budget
738-732 · Janitorial Supplies	2,066.79	14,500.00	-12,433.21	14.25%
Total 738-722 · Supplies	16,156.02	164,950.00	-148,793.98	9.79%
738-740 · Library Materials				
738-741 · Books	73,221.03	236,245.00	-163,023.97	30.99%
738-744 · AV (Media)	32,952.24	111,000.00	-78,047.76	29.69%
738-747 · Services, Subscrip & Pre-proc	274,015.21	602,830.00	-328,814.79	45.46%
Total 738-740 · Library Materials	380,188.48	950,075.00	-569,886.52	40.02%
738-801 · Professional & Contractual				
738-731 · Credit Card Fees	359.33	5,000.00	-4,640.67	7.19%
738-733 · Bank Fees				
733g · Bank Fees General	0.00	1,000.00	-1,000.00	0.00%
Total 738-733 · Bank Fees	0.00	1,000.00	-1,000.00	0.00%
738-804 · Audit	12,675.00	12,675.00	0.00	100.00%
738-808 · Information Technology				
808t · Online Information-Technology	158,029.41	198,000.00	-39,970.59	79.81%
808tp · Online Info - Tech Processing	6,748.76	28,300.00	-21,551.24	23.85%
Total 738-808 · Information Technology	164,778.17	226,300.00	-61,521.83	72.81%
738-809 · Programming-Community Relations				
809d · Community Programming	5,450.52	32,000.00	-26,549.48	17.03%
Total 738-809 · Programming-Community Relations	5,450.52	32,000.00	-26,549.48	17.03%
738-810 · Other Professional Services				
810a · Payroll	5,624.34	15,000.00	-9,375.66	37.50%
810b · Professional Services-Circ Srv	89.70	9,250.00	-9,160.30	0.97%
810j · Professional Services - Bus Srv	2,384.98	12,050.00	-9,665.02	19.79%
810m · Professional Services - Com Rel	15,300.00	42,900.00	-27,600.00	35.66%
Total 738-810 · Other Professional Services	23,399.02	79,200.00	-55,800.98	29.54%
738-812 · Legal	4,200.00	15,000.00	-10,800.00	28.00%
738-814 · Membership Dues				
814a · Membership Dues - Director	295.00	1,500.00	-1,205.00	19.67%
814b · Membership Dues - Info Services	1,515.87	2,400.00	-884.13	63.16%
814c · Membership Dues - Circ Services	841.42	1,000.00	-158.58	84.14%
814e · Membership Dues - Info Tech	189.00	1,400.00	-1,211.00	13.50%
814j · Membership Dues - Business Srv	485.00	1,500.00	-1,015.00	32.33%
814k · Membership Dues - Miscellaneous	4,134.32	9,900.00	-5,765.68	41.76%
814m · Membership Dues - Community Rel	191.25	930.00	-738.75	20.57%
Total 738-814 · Membership Dues	7,651.86	18,630.00	-10,978.14	41.07%
738-815 · Staff Inservice				
815a · Staff Inservice/Training	100.00	5,000.00	-4,900.00	2.00%
815b · Staff Longevity Awards	1,500.00	3,275.00	-1,775.00	45.80%
815c · Staff Development/Training	0.00	5,050.00	-5,050.00	0.00%
815t · Online Training Services - IT	5,064.50	5,800.00	-735.50	87.32%
Total 738-815 · Staff Inservice	6,664.50	19,125.00	-12,460.50	34.85%
Total 738-801 · Professional & Contractual	225,178.40	408,930.00	-183,751.60	55.07%
738-850 · Communications	8,408.29	32,700.00	-24,291.71	25.71%
738-860 · Travel				
738-861 · Conferences (Incl.Registration)				
861a · Conferences - Director	0.00	3,000.00	-3,000.00	0.00%
861b · Conferences - Info. Services	779.00	6,200.00	-5,421.00	12.57%
861d · Conferences - Circ Serv.	773.00	4,500.00	-3,727.00	17.18%
861f · Conferences - Trustees	0.00	1,000.00	-1,000.00	0.00%
861g · Leadership Canton	0.00	1,600.00	-1,600.00	0.00%
861h · Conferences - Info. Technology	315.00	8,400.00	-8,085.00	3.75%
861j · Conferences - Business Services	0.00	4,000.00	-4,000.00	0.00%
861m · Conferences-Community Relations	1,347.00	3,000.00	-1,653.00	44.90%

Canton Public Library
Profit & Loss Budget vs. Actual
as of May 31, 2021

	Jan - May 21	Budget	\$ Over Budget	% of Budget
Total 738-861 · Conferences (Incl.Registration)	3,214.00	31,700.00	-28,486.00	10.14%
738-865 · Mileage / Misc.				
865a · Mileage - Director	0.00	2,500.00	-2,500.00	0.00%
865b · Mileage - Information Services	0.00	2,250.00	-2,250.00	0.00%
865c · Mileage - Circ. Services	7.84	1,000.00	-992.16	0.78%
865e · Mileage- Information Technology	0.00	1,300.00	-1,300.00	0.00%
865f · Mileage - Business Services	0.00	2,000.00	-2,000.00	0.00%
865m · Mileage - Community Relations	0.00	900.00	-900.00	0.00%
Total 738-865 · Mileage / Misc.	7.84	9,950.00	-9,942.16	0.08%
Total 738-860 · Travel	3,221.84	41,650.00	-38,428.16	7.74%
738-880 · Community Promotion				
880a · Marketing	3,189.10	23,800.00	-20,610.90	13.40%
880b · Volunteer	0.00	2,400.00	-2,400.00	0.00%
Total 738-880 · Community Promotion	3,189.10	26,200.00	-23,010.90	12.17%
738-900 · Printing				
738-901 · Printing & Publishing				
901c · Com Rel Printing & Publishing	27,317.75	51,200.00	-23,882.25	53.36%
901e · Misc. Printing & Publishing	271.00	1,200.00	-929.00	22.58%
Total 738-901 · Printing & Publishing	27,588.75	52,400.00	-24,811.25	52.65%
738-903 · Legal Notices & Ads	0.00	500.00	-500.00	0.00%
Total 738-900 · Printing	27,588.75	52,900.00	-25,311.25	52.15%
738-910 · Insurance				
738-911 · Liability Ins	43,465.00	43,479.00	-14.00	99.97%
738-912 · Worker's Comp	4,128.00	6,500.00	-2,372.00	63.51%
738-915 · E&O/D&O/EPL	3,746.00	3,750.00	-4.00	99.89%
738-916 · Fiduciary/Fidelity	8,177.00	8,750.00	-573.00	93.45%
Total 738-910 · Insurance	59,516.00	62,479.00	-2,963.00	95.26%
738-920 · Utilities				
738-921 · Electricity	49,929.00	150,000.00	-100,071.00	33.29%
738-922 · Gas	4,478.55	33,000.00	-28,521.45	13.57%
738-923 · Water	962.03	20,000.00	-19,037.97	4.81%
Total 738-920 · Utilities	55,369.58	203,000.00	-147,630.42	27.28%
738-930 · Maintenance & Repairs				
738-931 · Cleaning/Janitorial Services	28,488.34	92,000.00	-63,511.66	30.97%
738-932 · Lawn & Grounds Maintenance				
932a · Snow Removal	27,758.30	36,000.00	-8,241.70	77.11%
932b · Lawn & Grounds Maintenance	9,102.45	44,350.00	-35,247.55	20.52%
Total 738-932 · Lawn & Grounds Maintenance	36,860.75	80,350.00	-43,489.25	45.88%
738-933 · Building Security	2,539.98	6,700.00	-4,160.02	37.91%
738-934 · Library Equip & Misc Contracts				
934b · Aquarium	872.41	3,000.00	-2,127.59	29.08%
934c · Misc. Contracts & Inspections	7,588.00	8,900.00	-1,312.00	85.26%
934g · HVAC Maintenance Contracts	721.00	16,500.00	-15,779.00	4.37%
Total 738-934 · Library Equip & Misc Contracts	9,181.41	28,400.00	-19,218.59	32.33%
738-935 · Office Equip Maint Contracts	720.69	900.00	-179.31	80.08%
738-936 · Building Repairs	1,561.63	20,000.00	-18,438.37	7.81%
738-937 · Equipment Repairs	2,700.00	20,000.00	-17,300.00	13.50%
Total 738-930 · Maintenance & Repairs	82,052.80	248,350.00	-166,297.20	33.04%
738-940 · Rentals/Leases				
942 · Postage Meter - Pitney Bowes				
942b · Copy Machine Lease	2,131.86	15,400.00	-13,268.14	13.84%
942 · Postage Meter - Pitney Bowes - Other	439.95	2,000.00	-1,560.05	22.00%
Total 942 · Postage Meter - Pitney Bowes	2,571.81	17,400.00	-14,828.19	14.78%
Total 738-940 · Rentals/Leases	2,571.81	17,400.00	-14,828.19	14.78%

Canton Public Library
 Profit & Loss Budget vs. Actual
 as of May 31, 2021

	<u>Jan - May 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
738-976 · Building Improvements	0.00	8,500.00	-8,500.00	0.00%
738-977 · Capital Outlay				
977g · Capital Outlay - General	113,782.20	1,081,500.00	-967,717.80	10.52%
977t · Capital Outlay - Technology	65,010.00	415,100.00	-350,090.00	15.66%
Total 738-977 · Capital Outlay	<u>178,792.20</u>	<u>1,496,600.00</u>	<u>-1,317,807.80</u>	<u>11.95%</u>
738-996 · Property Tax Refunds	1,137.35	1,500.00	-362.65	75.82%
Total Expense	<u>2,402,170.70</u>	<u>7,317,234.00</u>	<u>-4,915,063.30</u>	<u>32.83%</u>
Net Change in Fund Balance	3,986,833.12	-808,510.00	4,795,343.12	-493.11%
Fund Balance - Beginning of year	4,337,698.00	4,337,698.00		
Fund Balance - End of year	<u>8,324,531.12</u>	<u>3,529,188.00</u>		

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 Accrual Basis

Canton Public Library
 Transactions by Account
 As of May 31, 2021

Type	Date	Num	Name	Memo	Amount	Balance
000-004 - Chase - Checking						7,841,792.86
Bill Pmt -Check	05/03/2021	51918	Fawcett, Laura	Longevity Award - 20 Year	-300.00	7,841,492.86
Bill Pmt -Check	05/06/2021	51919	Miscellaneous Vendor-ILL/MEL	Sterling Heights Public Library: Bad Pets:	-5.99	7,841,486.87
Bill Pmt -Check	05/06/2021	51920	Miscellaneous Vendor-Programming	Reset Brain and Body: 2 Mindfulness wor	-800.00	7,840,686.87
Bill Pmt -Check	05/06/2021	51921	Miscellaneous Vendor-ILL/MEL	Reese Unity District Library: The Rise and	-12.00	7,840,674.87
Bill Pmt -Check	05/06/2021	51922	AFLAC	BCJ39	-73.68	7,840,601.19
Bill Pmt -Check	05/06/2021	51923	AmazonBusiness	A265GG3U5ZD0HS	-2,590.92	7,838,010.27
Bill Pmt -Check	05/06/2021	51924	Baker & Taylor (114)	L4271142	-9.99	7,838,000.28
Bill Pmt -Check	05/06/2021	51925	Baker & Taylor (165)	L350165	-57.48	7,837,942.80
Bill Pmt -Check	05/06/2021	51926	Baker & Taylor (180)	L438180	-81.85	7,837,860.95
Bill Pmt -Check	05/06/2021	51927	Bryant, Perry	Snack Week popcorn & Twizzlers	-26.54	7,837,834.41
Bill Pmt -Check	05/06/2021	51928	Canton Community Foundation	Endowment donations received at CPL	-150.00	7,837,684.41
Bill Pmt -Check	05/06/2021	51929	Comic City	Comics: 17 teen 3 juvenile	-87.80	7,837,596.61
Bill Pmt -Check	05/06/2021	51930	Ehrlich	14383673	-236.00	7,837,360.61
Bill Pmt -Check	05/06/2021	51931	FastSigns - Livonia	Building opening sign	-65.00	7,837,295.61
Bill Pmt -Check	05/06/2021	51932	Fish Doctors	Maintenance fee...15 gallons RO water	-132.47	7,837,163.14
Bill Pmt -Check	05/06/2021	51933	Foster, Swift, Collins & Smith	Review and correspondence for BSA, Bibl	-735.00	7,836,428.14
Bill Pmt -Check	05/06/2021	51934	Gale/CENGAGE Learning	149473	-51.98	7,836,376.16
Bill Pmt -Check	05/06/2021	51935	inaBooth Photography	Photo booth for Staff Day 11/11/2021 - C	-100.00	7,836,276.16
Bill Pmt -Check	05/06/2021	51936	Look See Associates, Inc.	Strategic plan research project (Senior PL	-4,000.00	7,832,276.16
Bill Pmt -Check	05/06/2021	51937	Midwest Collaborative for Library Service	Bibframe: An Overview webinar; J. Berch	-59.00	7,832,217.16
Bill Pmt -Check	05/06/2021	51938	Midwest Tape		-1,530.54	7,830,686.62
Bill Pmt -Check	05/06/2021	51939	NorthStar Mat Service	Contractual mat service	-61.90	7,830,624.72
Bill Pmt -Check	05/06/2021	51940	OverDrive, Inc.	0721-1001	-3,181.16	7,827,443.56
Bill Pmt -Check	05/06/2021	51941	Showcases	Vinyl 20 CD album - heavy duty 3-ring (35	-663.03	7,826,780.53
Bill Pmt -Check	05/06/2021	51942	T-Mobile	Mobile internet charges 03/21/2021 - 04	-92.73	7,826,687.80
Bill Pmt -Check	05/06/2021	51943	TruGreen	Lawn fertilization 04/14/2021	-397.34	7,826,290.46
Bill Pmt -Check	05/06/2021	51944	White Pine Library Cooperative	Interloans 01/21/2021 - 04/01/2021	-33.00	7,826,257.46
Bill Pmt -Check	05/06/2021	51945	Nicholson, Marian	Vision claim reimbursement: M. Nicholso	-200.00	7,826,057.46
Check	05/06/2021	51946	Chase Visa	Visa statement 5/02/2021	-762.76	7,825,294.70
Bill Pmt -Check	05/06/2021	51947	Sustainable Energy Engineering	Mobilization less pre-construction cost pi	-97,500.00	7,727,794.70
Deposit	05/06/2021			Deposit	2,197.83	7,729,992.53
General Journal	05/12/2021	1794	Paylocity Direct Deposits	Direct Deposits	-75,298.64	7,654,693.89
General Journal	05/12/2021	1794	Paylocity Taxes	Total Tax Liability Taken from PR Bank Ac	-28,048.90	7,626,644.99
Check	05/12/2021	EFT	Paylocity	Payroll Processing Fees - Payroll Date 05/	-59.29	7,626,585.70
Transfer	05/12/2021			Funds Transfer - Payroll Date 05/12/2021	-1,059.22	7,625,526.48
Check	05/12/2021	EFT	Nationwide Retirement Solutions	457b Employee Contributions for Payroll	-5,157.00	7,620,369.48
Check	05/12/2021	EFT	Nationwide Retirement Solutions	457br Employee Contributions for Payrol	-125.00	7,620,244.48

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Canton Public Library
 Transactions by Account
 As of May 31, 2021

Type	Date	Num	Name	Memo	Amount	Balance
Check	05/12/2021	EFT	Nationwide Retirement Solutions	401A Employer Contributions for Payroll	-959.94	7,619,284.54
Deposit	05/17/2021			Deposit	8,635.40	7,627,919.94
Bill Pmt -Check	05/20/2021	51948	AmazonBusiness	A265GG3U5ZD0HS	-1,114.05	7,626,805.89
Bill Pmt -Check	05/20/2021	51949	American Library Association - Members	ALA/PLA/Association for Library Collectio	-300.00	7,626,505.89
Bill Pmt -Check	05/20/2021	51950	Ann Arbor Cleaning Supply Co.	Cs 30 Etiquette hroll towel (4)...Cs (250)	-222.20	7,626,283.69
Bill Pmt -Check	05/20/2021	51951	AT&T Mobility (Cingular Wireless)	831922095	-183.55	7,626,100.14
Bill Pmt -Check	05/20/2021	51952	Baker & Taylor (510)	L417510	-6,021.91	7,620,078.23
Bill Pmt -Check	05/20/2021	51953	Baker & Taylor (520)	L417520	-586.77	7,619,491.46
Bill Pmt -Check	05/20/2021	51954	Baker & Taylor (530)	L417530	-6,789.46	7,612,702.00
Bill Pmt -Check	05/20/2021	51955	Baker & Taylor (583)	L521583	-271.40	7,612,430.60
Bill Pmt -Check	05/20/2021	51956	bibliotheca, LLC.		-4,988.68	7,607,441.92
Bill Pmt -Check	05/20/2021	51957	Blue Care Network	Coverage 06/01/2021 - 06/30/2021	-18,521.99	7,588,919.93
Bill Pmt -Check	05/20/2021	51958	Bradley Signworks	Canton Center Road sign: convert lamps 1	-1,000.00	7,587,919.93
Bill Pmt -Check	05/20/2021	51959	Clear Rate Communications	4893421	-697.16	7,587,222.77
Bill Pmt -Check	05/20/2021	51960	Crimson Multimedia Distribution, Inc.		-1,275.15	7,585,947.62
Bill Pmt -Check	05/20/2021	51961	DTE Energy	1893-232-0001-5	-10,199.03	7,575,748.59
Bill Pmt -Check	05/20/2021	51962	EBSCO Information Services	CG-S-27252-00	-10,045.17	7,565,703.42
Bill Pmt -Check	05/20/2021	51963	Ehrlich	14383673	-465.00	7,565,238.42
Bill Pmt -Check	05/20/2021	51964	Horton Plumbing and Remodeling	Com.Main sewer clean: sink drain in Janit	-620.00	7,564,618.42
Bill Pmt -Check	05/20/2021	51965	Konica Minolta Business Solutions	Copy charges...Brother printer contract p	-223.36	7,564,395.06
Bill Pmt -Check	05/20/2021	51966	Metro Net Library Consortium, Inc.	OverDrive magazines annual subscription	-6,337.79	7,558,057.27
Bill Pmt -Check	05/20/2021	51967	Michigan Library Association	MLA annual membership organization an	-5,435.86	7,552,621.41
Bill Pmt -Check	05/20/2021	51968	Midwest Tape		-5,413.37	7,547,208.04
Bill Pmt -Check	05/20/2021	51969	Miscellaneous Vendor-ILL/MEL	Monroe County Library System: The Autc	-27.99	7,547,180.05
Bill Pmt -Check	05/20/2021	51970	Office Depot	31909112	-92.31	7,547,087.74
Bill Pmt -Check	05/20/2021	51971	OverDrive, Inc.	0721-1001	-7,312.87	7,539,774.87
Bill Pmt -Check	05/20/2021	51972	Reliable Landscaping, Inc.	Seasonal snow plowing, lawn & sprinkler	-6,935.66	7,532,839.21
Bill Pmt -Check	05/20/2021	51973	Scholastic Inc	2192927	-354.46	7,532,484.75
Bill Pmt -Check	05/20/2021	51974	State of Michigan	Stuck Research Strategies Program 5/20/	-100.00	7,532,384.75
Bill Pmt -Check	05/20/2021	51975	Sun Life Assurance Company of Canada	Monthly charges May & June	-2,418.72	7,529,966.03
Bill Pmt -Check	05/20/2021	51976	Travelers	2067C9073	-8,177.00	7,521,789.03
Bill Pmt -Check	05/20/2021	51977	UPS	Outbound shipment to Computype	-6.86	7,521,782.17
Bill Pmt -Check	05/20/2021	51978	West Group Payment Center	West Complete Library Sub 05/01/2021 -	-138.00	7,521,644.17
Check	05/26/2021	EFT	Paylocity	Payroll Processing Fees - Payroll Date 05/	-827.38	7,520,816.79
General Journal	05/26/2021	1795	Paylocity Direct Deposits	Direct Deposits	-76,629.90	7,444,186.89
General Journal	05/26/2021	1795	Paylocity Taxes	Total Tax Liability Taken from PR Bank Ac	-28,281.82	7,415,905.07
Transfer	05/26/2021			Funds Transfer - Payroll Date 05/26/2021	-1,059.22	7,414,845.85
Check	05/26/2021	EFT	Nationwide Retirement Solutions	401A Employer Contributions for Payroll	-959.94	7,413,885.91

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Canton Public Library
Transactions by Account
As of May 31, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
Check	05/26/2021	EFT	Nationwide Retirement Solutions	457b Employee Contributions for Payroll	-5,157.00	7,408,728.91
Check	05/26/2021	EFT	Nationwide Retirement Solutions	457br Employee Contributions for Payrol	-125.00	7,408,603.91
Check	05/31/2021	EFT	MERS - Pension	Employee Pension Deductions for the mc	-4,136.72	7,404,467.19
Total 000-004 · Chase - Checking					<u>-437,325.67</u>	<u>7,404,467.19</u>
TOTAL					<u>-437,325.67</u>	<u>7,404,467.19</u>

Director's Report
June 2021

1. With the changes in May to CDC guidance, the state MDHHS orders, the state MIOSHA emergency rules, the Governor's abandonment of the MI Vacc to Normal plan that was based on vaccination rates, and her announcement that all broad pandemic restrictions would be revoked as of July 1, it has been a wild month at the library. The detailed reopening plan we reworked in response to the MI Vacc to Normal phases was rendered useless before we were able to implement it, and we are currently working on adding library services in increments between now and July 1, so that staff and patrons can slowly adjust to a full pre-pandemic library after July 1.

We have had a number of new hires begin since last month, and now that we are almost fully staffed, we returned to our regular, pre-pandemic operating hours as of Tuesday, June 1: Monday through Thursday 9am to 9pm; Friday and Saturday 9am to 6pm; and Sunday noon to 6pm. Also on June 1, we increased patron occupancy limits to 150 patrons; we are still hovering around 15-20 patrons at any given moment, so this has been very manageable. We also eliminated time limits for browsing and computer use.

On June 14, we expanded our occupancy to 300 patrons, added back some soft seating, added one chair to each study table, opened up computers in the Teen Space, opened the lobby restrooms, and reinstated the magazine and newspaper collections for browsing. As we approach and get beyond the Governor's July 1 date for new MDHHS orders, we will add back in the rest of the soft seating, the rest of the chairs at study tables, open the study booths, and open Quiet Study. We are having an airflow and air exchange analysis done for the individual study rooms 1-6 in the southeast corner of the library as well as group study rooms A-F in the northeast corner of the library to ensure adequate ventilation in these enclosed spaces before we reopen them for public use sometime later this summer.

2. 62 Days of Summer packets have been mailed to all addresses in Canton; you should have received yours this week. As we did last summer, all of our programming is planned to be outside or virtual. The 62 Days program is self-paced and we've made it a point to highlight our community and our community partners. My thanks to the committee, who had to plan all of this back in March, for doing a great job under very uncertain circumstances.
3. We have an upgrade to our library automation system, Innovative Interfaces, Inc.'s Sierra system, scheduled for July 15. The downtime should be minimal, fingers crossed, and we expect to be up and running before we open to the public that day.
4. We are making progress on the replacement rooftop units and air handler to be installed this summer. We have tentatively scheduled July 29 for the crane to be on-site to remove the three RTUs and the air handler, and to install the four new units. The rain date is July 30. The crane company will be coming in mid-June to assess the terrain of our property and determine the best place(s) to setup the crane, as well as determine if a single setup is sufficient or if they will have to move the crane for the best and safest access to certain parts of the roof. Once they've determined that, we'll officially get on their schedule. We will at a minimum have to evacuate portions of the building that will be underneath the swing arc of the

crane for each unit's removal and replacement; we may have to close entirely, depending on the safety analysis by the crane company. If we do have to close, I will bring this to the board for your approval of the closure at your July 15 meeting.

5. This month you will continue your 2022 budget discussions. As in previous years, we are bringing specific items each month for board discussion and consensus, which will help us put together as complete a budget as possible when we present the first draft in July, second draft in August, and final budget for approval in September. Library taxes appear on the Winter tax bill.

Included in your packet this month is our annual healthcare plan review and renewal. Representatives from Kapnick Insurance, our benefits brokers, will be at the board meeting to review these documents. In a nutshell, we budgeted for a double-digit percentage increase in our BCN Healthy Blue Living HMO healthcare plan, and are very pleasantly surprised to have it come in much lower than that, at a 5% increase overall. Kapnick did solicit quotes from other healthcare plan providers, but they either did not respond due to our small group size, or their quotes came in much higher and so they are not included here. There are several alternate BCN plan options in the documentation for your questions and discussion. Our recommendation is to continue with our existing BCN Healthy Blue Living HMO plan.

Also on your agenda is your annual vote to comply with Michigan Public Act 152, Public Employer Cost Sharing for healthcare premiums. Kapnick has prepared an analysis which is included in your packet, showing the "hard cap" and the "80/20% cap" options. We are recommending that the board continue to select the "80/20% cap" option, which keeps the library's costs down and also is a proportional cost sharing for employees across the board.

The last 2022 expenditure item included in your packet is our planned Capital expense for 2022, based on our Capital Replacement Schedule for the library building, grounds, and technology equipment.

6. Due to the updated guidance mentioned in item #1 of this report, and based on your direction from the May meeting, the last two items on this month's agenda are the further expansion of library services and the Pandemic Reopening Policy. The major item for your discussion and vote will center on mask wearing by the public (covered under the MDHHS Gathering and Face Masks order), from June 18 through July 1, when the Governor has announced that she will lift all broad pandemic restrictions. Tangential to this is a discussion of what you'd like to see after July 1, but this hinges on the text of whatever orders the Governor issues. Our assumption at this time is that the MDHHS orders will be lifted entirely.

For the roughly two-week time period under immediate consideration, from June 18 to July 1, the current MDHHS order allows the library board to require all patrons to wear masks inside the library, or to require unvaccinated patrons to wear masks inside the library, with several options for communication and enforcement. We cannot demand proof of vaccination, so requiring mask wearing for only unvaccinated patrons would be on the honor system for those age 12 and up; children between the ages of 2 and 12, because they are not eligible for vaccines, are required to wear masks under the current MDHHS order, which expires July 1.

After July 1, the Governor has stated that MDHHS’s “broad pandemic restrictions” would be lifted for the public. I do not know what that means at this time—all MDHHS emergency orders will be rescinded? A new, narrowly-defined MDHHS order will be put in place? I recommend that the motion, for whichever masking option the board selects for library patrons, also include language that acknowledges that if all pandemic MDHHS orders are rescinded, the library’s Pandemic Policy will also be rescinded; and that if the pandemic MDHHS orders are modified or remain in place in a more narrow manner, that the director has the authority to adjust the Pandemic Policy to comply with those orders and the library board’s directives. This will cover us until the July 15 library board meeting, when you can revisit this issue if needed.

Respectfully submitted,
Eva Davis

EMPLOYEE BENEFITS PLAN REVIEW

Prepared for:
Canton Public Library

2021

Presented by

Kapnick Insurance Group

Employee Benefits Team Page

Kapnick Insurance Group utilizes a team approach to servicing your account. You will have several dedicated, highly experienced insurance professionals assigned specifically to work with you. We strive to have someone familiar with your account available to talk to whenever you have a question or need advice. Your service team will consist of the following:



Account Manager - Mickey Hagan

Direct Dial - 734.929.6043 or mickey.hagan@kapnick.com

Mickey is your primary contact for day-to-day service needs, including benefit interpretation, eligibility, invoicing and claim resolution support.

If Mickey is not available, please feel free to contact the following team members.



Secondary Account Manager - Lindsey Chinavare

Direct Dial - 734.274.4471 or lindsey.chinavare@kapnick.com



Secondary Account Manager - Lauren Miller

Direct Dial - 734.929.6046 or lauren.miller@kapnick.com



Secondary Account Manager - Zariah Davis

Direct Dial - 517.266.6452 or zariah.davis@kapnick.com

Carrier Contact Information

Blue Care Network

Employer Customer Service
Fax number for Enrollment/Change Forms
Website
Employee Customer Service

(800) 970-6684
(877) 218-1466
www.bcbsm.com
Call number on back of ID card



Delta Dental

Employer Customer Service
Fax number for Enrollment/Change Forms
Website
Employee Customer Service

(800) 482-8915
(517) 347-5219
www.deltadentalmi.com
(800) 482-8915



Sun Life

Employer Customer Service
Website
Employee Customer Service

(800) 247-6875
www.sunlife.com/us
(800) 247-6875



Disclaimer

Our proposal, including rates, is based on underwriting information supplied by you. In the event there are significant changes or missing information, we will need that information to forward to the underwriters. Final rates may change based on any updated information.

This proposal is intended to be a summary of premium costs and provisions and is not intended to be a complete description of coverages. Please refer to the carriers' complete proposals and policies for actual terms, conditions and limitations.

Kapnick Insurance Group is compensated through commissions paid by insurance companies and/or fees paid by our clients. We also have contingency agreements with some employee benefit carriers. These agreements are based upon business volume and/or underwriting results of the overall book of business and are not tied to a specific account. These contingency payments are not guaranteed and have historically amounted to roughly one half of one percent of total premiums placed.

Kapnick Insurance Group recommends insurance carriers to our clients based on cost, coverage, service capability and financial security – not based on the existence of contingency agreements. It has always been our practice to leave the final selection of insurers to the discretion of our clients.

Products and Services

As a full-service firm and licensed Third-Party Administrator, Kapnick Insurance Group has multiple resources for employee benefit plan administration. We are in the business of providing solutions to employers of all sizes and with all types of employee benefit plan needs.

- Benefit Plan Analysis, Design, and Consulting Services
- Design, Installation, and Administration of Cafeteria Benefit Plans
- Medical Plans
- Dental Plans
- Vision Plans
- Short-Term & Long-Term Disability Plans
- Life Insurance Plans
- Accidental Death & Dismemberment Plans
- Long-Term Care Plans
- Voluntary Products
- Flexible Spending Account Administration
- COBRA Administration
- Kapnick HRemote™- Online Enrollment
- Executive Shareholder Plans
 - Salary Continuation
 - Stock Redemption
 - Key Person Insurance
 - Individual Disability Insurance
 - Deferred Compensation
- Employee Assistance Programs
- Kapnick Strive® - Corporate Wellness
- Individual Products
- Medicare Supplemental Plans
- Property & Casualty Insurance
- Personal Insurance – home, auto, umbrella



“Our goal is to create long-term benefit and wellness solutions that offer lasting value and help you recruit and retain the best employees. We continue to add to our list of offerings- in fact, many of our specialized services evolved from client services”

Steve Peck – *President of Employee Benefits*

Online Medical and Behavioral Care



You and your dependents may have access to online medical and behavioral health services anywhere in the United States. That means you can see and talk to:

- A doctor for minor illnesses such as a cold, flu or sore throat when your primary care physician isn't available
- A behavioral health clinician or psychiatrist to help work through different challenges such as anxiety, depression and grief (behavioral health visits are available by appointment only)

How do I get started?

Start by doing the following:

Mobile - Download the BCBSM Online VisitsSM app from the App Store® or Google Play

Web - Visit bcbsmonlinevisits.com

Phone - Call **1-844-606-1608**

No service key is required

How much does it cost?

For medical services, an online visit is based on your office visit cost share. Costs for behavioral health services vary depending on the type of provider and service received. You'll be charged using your existing outpatient behavioral health benefits.

Mobile App



The mobile app helps you understand your health care plan and how it works. From deductible to claims out of pocket costs, you'll have the information you need to manage your plan and get the most from your coverage, wherever you go.

- View your claims and explanation of benefits.
- Find in network care and compare the cost.
- Show your health ID card to your doctor's office.
- See what your plan covers.

Blue365



Blue Cross Blue Shield of Michigan and Blue Care Network members can score big savings on a variety of healthy products and services from businesses in Michigan and across the United States. Member discounts with Blue365 offers exclusive deals on things like:

- Fitness & wellness
- Healthy eating
- Lifestyle
- Personal care

For a full list of discount offers, login or register at bcbsm.com and click Member Discounts with Blue365.

Global Core



When you are a Blue plan member, you take your healthcare benefits with you when you are abroad. Through the BCBS Global Core program, you have access to medical assistance services and doctors and hospitals in more than 200 countries and territories around the world.

Call the BCBS Global Core Service Center at 800-810-2583 or call collect at 804-673-1177 to locate doctors and hospitals, or obtain medical assistance services when outside of the United States.

Cost Summary - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group / Division	Enrolled	Current Premium	Renewal Premium	% Difference
00275442-0001-0003 Current / Renewal BCN - Healthy Blue Living HMO Platinum 500	17	\$18,445.36	\$19,406.53	5.21%
Monthly Medical Sub Total (Includes taxes and fees)		\$18,445.36	\$19,406.53	
219239 Sun Life Financial - Life/AD&D	18	\$284.07	\$284.07	0.00%
219239 Sun Life Financial - Short Term Disability	18	\$378.13	\$412.50	9.09%
219239 Sun Life Financial - Long Term Disability	18	\$404.95	\$482.09	19.05%
Monthly Total Premium		\$19,512.50	\$20,585.18	
Monthly Difference			\$1,072.68	
Annualized Total Premium		\$234,150.04	\$247,022.18	5.50%
Annual Difference			\$12,872.14	

Premium and enrollment are based on most currently available invoice.

BCN HMO Medical Renewal - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

	Current Plan		Renewal Plan		
	00275442-0001-0003		00275442-0001-0003		
	BCN Healthy Blue Living HMO Platinum 500		BCN Healthy Blue Living HMO Platinum 500		
	<u>Enhanced</u>	<u>Standard</u>	<u>Enhanced</u>	<u>Standard</u>	
Deductible:	\$500/1000	\$1250/2500	\$500/1000	\$1250/2500	
Coinsurance:	100%	80/20%	100%	80/20%	
Coinsurance Maximum:	None	\$2500/5000	None	\$2500/5000	
Out of Pocket Maximum: ¹	\$1500/3000	\$6600/13,200	\$1500/3000	\$6600/13,200	
Office Visit Copay:	\$20	\$30	\$20	\$30	
Specialist Office Visit Copay:	\$30	\$40	\$30	\$40	
Chiropractic Office Visit Copay:	\$30; when referred 30 visits max.	\$40; when referred 30 visits max.	\$30; when referred 30 visits max.	\$40; when referred 30 visits max.	
Urgent Care Copay:	\$35	\$50	\$35	\$50	
Emergency Room Copay:	\$150; subject to deductible	\$150; subject to deductible	\$150; subject to deductible	\$150; subject to deductible	
Voluntary Abortion:	Includes Vol. Abortion		Includes Vol. Abortion		
Pediatric Vision:	Includes Pediatric Vision		Includes Pediatric Vision		
Prescription Drug Benefit: ³	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	
Dental:	Includes Pediatric Dental		Includes Pediatric Dental		
Medical, Rx, Dental		Current Rates²		Renewal Rates²	% Difference
Single	7	Age Banded		Age Banded	
Two Person	3	Age Banded		Age Banded	
Family	2	Age Banded		Age Banded	
Enrolled Employees	17				
Enrolled Members	38				
Monthly Cost					
Premium		\$18,445.36		\$19,406.53	
Total Monthly Cost		\$18,445.36		\$19,406.53	
Annual Cost					
Premium		\$221,344.32		\$232,878.36	5.21%
Total Annual Cost		\$221,344.32		\$232,878.36	
Difference					
				\$11,534.04	5.21%

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² Rates include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

³ Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

BCN HMO Medical Rates - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

		Current Plan			Renewal Plan		
		00275442-0001-0003			00275442-0001-0003		
		BCN Healthy Blue Living HMO Platinum 500			BCN Healthy Blue Living HMO Platinum 500		
Age Band	Benefit Rates	Total	Medical + Pharmacy	Dental	Total	Medical + Pharmacy	Dental
	0-14	\$234.25	\$217.90	\$16.35	\$238.07	\$223.10	\$14.97
	15	\$253.62	\$237.27	\$16.35	\$257.91	\$242.94	\$14.97
	16	\$261.03	\$244.68	\$16.35	\$265.49	\$250.52	\$14.97
	17	\$268.43	\$252.08	\$16.35	\$273.07	\$258.10	\$14.97
	18	\$276.41	\$260.06	\$16.35	\$281.24	\$266.27	\$14.97
	19	\$268.03	\$268.03	\$0.00	\$274.43	\$274.43	\$0.00
	20	\$276.29	\$276.29	\$0.00	\$282.89	\$282.89	\$0.00
	21	\$284.84	\$284.84	\$0.00	\$291.64	\$291.64	\$0.00
	22	\$284.84	\$284.84	\$0.00	\$291.64	\$291.64	\$0.00
	23	\$284.84	\$284.84	\$0.00	\$291.64	\$291.64	\$0.00
	24	\$284.84	\$284.84	\$0.00	\$291.64	\$291.64	\$0.00
	25	\$285.98	\$285.98	\$0.00	\$292.81	\$292.81	\$0.00
	26	\$291.68	\$291.68	\$0.00	\$298.64	\$298.64	\$0.00
	27	\$298.51	\$298.51	\$0.00	\$305.64	\$305.64	\$0.00
	28	\$309.62	\$309.62	\$0.00	\$317.01	\$317.01	\$0.00
	29	\$318.74	\$318.74	\$0.00	\$326.35	\$326.35	\$0.00
	30	\$323.29	\$323.29	\$0.00	\$331.01	\$331.01	\$0.00
	31	\$330.13	\$330.13	\$0.00	\$338.01	\$338.01	\$0.00
	32	\$336.97	\$336.97	\$0.00	\$345.01	\$345.01	\$0.00
	33	\$341.24	\$341.24	\$0.00	\$349.38	\$349.38	\$0.00
	34	\$345.80	\$345.80	\$0.00	\$354.05	\$354.05	\$0.00
	35	\$348.07	\$348.07	\$0.00	\$356.38	\$356.38	\$0.00
	36	\$350.35	\$350.35	\$0.00	\$358.72	\$358.72	\$0.00
	37	\$352.63	\$352.63	\$0.00	\$361.05	\$361.05	\$0.00
	38	\$354.91	\$354.91	\$0.00	\$363.38	\$363.38	\$0.00
	39	\$359.47	\$359.47	\$0.00	\$368.05	\$368.05	\$0.00
	40	\$364.03	\$364.03	\$0.00	\$372.72	\$372.72	\$0.00
	41	\$370.86	\$370.86	\$0.00	\$379.72	\$379.72	\$0.00
	42	\$377.41	\$377.41	\$0.00	\$386.42	\$386.42	\$0.00
	43	\$386.53	\$386.53	\$0.00	\$395.76	\$395.76	\$0.00
	44	\$397.92	\$397.92	\$0.00	\$407.42	\$407.42	\$0.00
	45	\$411.31	\$411.31	\$0.00	\$421.13	\$421.13	\$0.00
	46	\$427.26	\$427.26	\$0.00	\$437.46	\$437.46	\$0.00
	47	\$445.20	\$445.20	\$0.00	\$455.83	\$455.83	\$0.00
	48	\$465.71	\$465.71	\$0.00	\$476.83	\$476.83	\$0.00
	49	\$485.94	\$485.94	\$0.00	\$497.54	\$497.54	\$0.00
	50	\$508.72	\$508.72	\$0.00	\$520.87	\$520.87	\$0.00
	51	\$531.23	\$531.23	\$0.00	\$543.91	\$543.91	\$0.00
	52	\$556.01	\$556.01	\$0.00	\$569.28	\$569.28	\$0.00
	53	\$581.07	\$581.07	\$0.00	\$594.95	\$594.95	\$0.00
	54	\$608.13	\$608.13	\$0.00	\$622.65	\$622.65	\$0.00
	55	\$635.19	\$635.19	\$0.00	\$650.36	\$650.36	\$0.00
	56	\$664.53	\$664.53	\$0.00	\$680.40	\$680.40	\$0.00
	57	\$694.16	\$694.16	\$0.00	\$710.73	\$710.73	\$0.00
	58	\$725.77	\$725.77	\$0.00	\$743.10	\$743.10	\$0.00
	59	\$741.44	\$741.44	\$0.00	\$759.14	\$759.14	\$0.00
	60	\$773.06	\$773.06	\$0.00	\$791.51	\$791.51	\$0.00
	61	\$800.40	\$800.40	\$0.00	\$819.51	\$819.51	\$0.00
	62	\$818.35	\$818.35	\$0.00	\$837.88	\$837.88	\$0.00
	63	\$840.85	\$840.85	\$0.00	\$860.92	\$860.92	\$0.00
	64	\$854.52	\$854.52	\$0.00	\$874.92	\$874.92	\$0.00
	65+	\$854.52	\$854.52	\$0.00	\$874.92	\$874.92	\$0.00
	Medicare Supplement All Ages	\$540.36	\$540.36	\$0.00	\$526.19	\$526.19	\$0.00

Age Band Rates are member based rates on age at date of renewal. Each member (employee, spouse, child) will be calculated on an individual basis. Child rates accumulate up to three children for ages 0-20.

The figures shown include certain federal taxes and fees enacted by the Patient Protection and Affordable Care Act (PPACA) as well as certain State Taxes and Assessments. The figures are estimates and may change in future billings.

BCN HMO Medical Renewal with Options - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 00275442-0001-0003

		Deductible	Co-Insurance	Embedded Co-Insurance Maximum	Out of Pocket Maximum ¹	OV ² /Spec ³ /UC ⁴ /ER ⁵ /AI ⁶ Benefit Riders	Prescription Drug Plan	Dental	Monthly Premium	Annual Premium	% Difference Over Current Plan Design
Current eff. 08/2020	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$18,445.36	\$221,344.32	
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Renewal eff. 08/2021	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$19,406.53	\$232,878.36	5.21%
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Option 1	BCN HMO Platinum 500 In Network	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpreferred Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$20,855.55	\$250,266.60	13.07%

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² HMO/POS: OV = Primary Care Physician (PCP) ³ HMO/POS: Specialist, when referred; ⁴ UC = Urgent Care; ⁵ ER= Emergency Room; ⁶ AI= Advanced Imaging

Premiums include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

BCN HMO Medical Renewal with Options - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 00275442-0001-0003

		Deductible	Co-Insurance	Embedded Co-Insurance Maximum	Out of Pocket Maximum ¹	OV ² /Spec ³ /UC ⁴ /ER ⁵ /AI ⁶ Benefit Riders	Prescription Drug Plan	Dental	Monthly Premium	Annual Premium	% Difference Over Current Plan Design
Current eff. 08/2020	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$18,445.36	\$221,344.32	
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Renewal eff. 08/2021	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$19,406.53	\$232,878.36	5.21%
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Option 2	Healthy Blue Living HMO Platinum 250 Enhanced	\$250/500 Cal. Yr.	80/20%	\$500/1000	\$6600/13,200	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$18,938.51	\$227,262.12	2.67%
	Standard	\$1500/3000 Cal. Yr.	70/30%	\$2500/5000	\$6600/13,200	\$30/\$40/ \$35 /\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² HMO/POS: OV = Primary Care Physician (PCP) ³ HMO/POS: Specialist, when referred; ⁴ UC = Urgent Care; ⁵ ER= Emergency Room; ⁶ AI= Advanced Imaging

Premiums include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

BCN HMO Medical Renewal with Options - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 00275442-0001-0003

		Deductible	Co-Insurance	Embedded Co-Insurance Maximum	Out of Pocket Maximum ¹	OV ² /Spec ³ /UC ⁴ /ER ⁵ /AI ⁶ Benefit Riders	Prescription Drug Plan	Dental	Monthly Premium	Annual Premium	% Difference Over Current Plan Design
Current eff. 08/2020	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental			
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10		\$18,445.36	\$221,344.32	
Renewal eff. 08/2021	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental			
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10		\$19,406.53	\$232,878.36	5.21%
Option 3	BCN HMO Gold 500 In Network	\$500/1000 Cal. Yr.	80/20%	\$5000/10,000	\$8150,16,300	\$30/\$50/\$35/\$250/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$50 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$15 Value Generic/ \$40 Generic/ \$80 Preferred Brand/ \$100 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$17,514.67	\$210,176.04	-5.05%

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² HMO/POS: OV = Primary Care Physician (PCP) ³ HMO/POS: Specialist, when referred; ⁴ UC = Urgent Care; ⁵ ER = Emergency Room; ⁶ AI = Advanced Imaging

Premiums include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

BCN HMO Medical Renewal with Options - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 00275442-0001-0003

		Deductible	Co-Insurance	Embedded Co-Insurance Maximum	Out of Pocket Maximum ¹	OV ² /Spec ³ /UC ⁴ /ER ⁵ /AI ⁶ Benefit Riders	Prescription Drug Plan	Dental	Monthly Premium	Annual Premium	% Difference Over Current Plan Design
Current eff. 08/2020	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$18,445.36	\$221,344.32	
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Renewal eff. 08/2021	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$19,406.53	\$232,878.36	5.21%
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10				
Option 4	BCN HMO Gold 1000 In Network	\$1000/2000 Cal. Yr.	80/20%	\$3500/7000	\$8150/16,300	\$20/\$40/\$50/\$250/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$15 Value Generic/ \$40 Generic/ \$80 Preferred Brand/ \$100 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$17,276.72	\$207,320.64	-6.34%

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² HMO/POS: OV = Primary Care Physician (PCP) ³ HMO/POS: Specialist, when referred; ⁴ UC = Urgent Care; ⁵ ER= Emergency Room; ⁶ AI= Advanced Imaging

Premiums include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

BCN HMO Medical Renewal with Options - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 00275442-0001-0003

		Deductible	Co-Insurance	Embedded Co-Insurance Maximum	Out of Pocket Maximum ¹	OV ² /Spec ³ /UC ⁴ /ER ⁵ /AI ⁶ Benefit Riders	Prescription Drug Plan	Dental	Monthly Premium	Annual Premium	% Difference Over Current Plan Design
Current eff. 08/2020	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental			
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$18,445.36	\$221,344.32	
Renewal eff. 08/2021	Healthy Blue Living HMO Platinum 500 Enhanced	\$500/1000 Cal. Yr.	100%	None	\$1500/3000	\$20/\$30/\$35/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$30 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$4 Value Generic/ \$15 Generic/ \$40 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental			
	Standard	\$1250/2500 Cal. Yr.	80/20%	\$2500/5000	\$6,600/13,200	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$6 Value Generic/ \$25 Generic/ \$50 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$19,406.53	\$232,878.36	5.21%
Option 5	Healthy Blue Living HMO Gold 1000 Enhanced	\$1000/2000 Cal. Yr.	80/20%	\$3500/7000	\$8150/16,300	\$30/\$40/\$50/\$150/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$40 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$10 Value Generic/ \$30 Generic/ \$60 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental			
	Standard	\$3000/6000 Cal. Yr.	70/30%	\$4000/8000	\$8150/16,300	\$40/\$60/\$60/\$250/\$150 ER ⁵ , AI ⁶ ; Subject to ded. \$60 Chiropractic; 30 visits max. when referred Includes Pediatric Vision	\$15 Value Generic/ \$40 Generic/ \$60 Preferred Brand/ \$80 Nonpref. Brand/ 20% Preferred Spec. (\$200 max.)/ 20% Nonpref. Spec. (\$300 max.)/ Mail Order 3x less \$10	Includes Pediatric Dental	\$16,403.13	\$196,837.56	-11.07%

A.M. Best Rating: A (Excellent)

¹ Annual out-of-pocket maximums - applies to deductibles, copays and coinsurance amounts for all covered services - including cost sharing amounts for prescription drugs.

² HMO/POS: OV = Primary Care Physician (PCP) ³ HMO/POS: Specialist, when referred; ⁴ UC = Urgent Care; ⁵ ER= Emergency Room; ⁶ AI= Advanced Imaging

Premiums include mandatory fees/taxes due to the Patient Protection and Affordable Care Act (PPACA).

Rx excludes drugs for the treatment of sexual dysfunction, weight loss, cough & cold.

Sun Life Financial Life and Disability Renewal - Canton Public Library

Renewal Period: 08/01/2021 - 07/31/2022

Group Number: 219239-001

Life / AD&D	Current	Renewal	% Difference
Benefit: Flat \$50,000			
Guaranteed Issue: Full Benefit			
Benefit Reduction: Reduced to 67% at age 65 and 50% at age 70			
Volume	850,500	850,500	
Rate (per \$1000)	\$0.334	\$0.334	0.00%
Monthly Premium	\$284.07	\$284.07	
Short-Term Disability			
Benefit: 60% of salary to \$1800 weekly maximum			
Waiting Period: 8th Day Accident, 8th Day Illness			
Benefit Period: 13 Weeks per Disability			
Volume	13,750	13,750	
Rate (per \$10)	\$0.275	\$0.300	9.09%
Monthly Premium	\$378.13	\$412.50	
Long-Term Disability			
Benefit: 60% of salary to \$4600 monthly maximum			
Elimination Period: 90 days			
Own Occ. Period: 24 months			
Pre-Existing Condition: 3/3/12			
Benefit Duration: SSNRA			
Volume	96,417	96,417	
Rate (per \$100)	\$0.420	\$0.500	19.05%
Monthly Premium	\$404.95	\$482.09	
Total Monthly Premium	\$1,067.14	\$1,178.65	
Total Annual Premium	\$12,805.72	\$14,143.82	
Difference		\$1,338.10	10.45%

A.M. Best Rating: A+ (Superior)

Kapnick Compliance Checklist

Compliance Issue	Employer Compliance Requirement	Reviewed
COBRA	Initial Notice/Event Notice (20 or more employees for half the days of prior calendar year)	<input type="checkbox"/>
HIPAA Privacy Notice (Annual Notice Guide)	Notice distributed every three years	<input type="checkbox"/>
Medicare Part D:		<input type="checkbox"/>
1) Creditable Coverage Letter (Annual Notice Guide)	Annually - October 14	<input type="checkbox"/>
2) Reporting to CMS	Annually (Only if a person has Group Health Plan & Medicare)	<input type="checkbox"/>
Children's Health Insurance Program Reauthorization Act (CHIPRA) (Annual Notice Guide)	Annually - Open Enrollment	<input type="checkbox"/>
Women's Cancer Rights Act (Annual Notice Guide)	Annually - Open Enrollment	<input type="checkbox"/>
Patient Protection and Affordable Care Act (Health Care Reform)		<input type="checkbox"/>
Summary of Benefits and Coverage (SBC)	Annually - Open Enrollment	<input type="checkbox"/>
DOL Website	Health Benefit Web Site: www.dol.gov/elaws/ebsa/health	<input type="checkbox"/>

Provided by Kapnick Insurance Group

This Compliance Overview is not intended to be exhaustive nor should any discussion or opinions be construed as legal advice. Readers should contact legal counsel for legal advice.

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2021-22 Canton Public Library: Public Employer Cost Sharing Analysis

	Monthly	Monthly Total	Annual Total	Average Premium Costs	
				Monthly	Annual
Renewal					
Single (7)	Age Banded	\$4,360.89	\$52,330.68	\$622.98	\$7,475.81
Two Person (3)	Age Banded	\$3,316.53	\$39,798.36	\$1,105.51	\$13,266.12
Family (7)	Age Banded	\$11,729.11	\$140,749.32	\$1,675.59	\$20,107.05
	Total:		\$232,878.36		
Hard Cap					
Single (7)	Average Premium Costs Annual		Hard Cap	Employee Cost Sharing - Annual	Employee Cost Sharing - Bi-Weekly
	\$7,475.81		\$7,043.89	\$431.92	\$5.00
Two Person (3)	\$13,266.12		\$14,730.96	-\$1,464.84	\$9.25
Family (7)	\$20,107.05		\$19,210.66	\$896.39	\$18.00
	Total: \$232,878.36		Total: \$227,974.73	Difference: \$4,903.63	Avg EE cost share per pay: \$10.75
80% Cap					
Single (7)	Average Premium Costs Annual		80% Cap	Employee Cost Sharing - Annual	Employee Cost Sharing - Bi-Weekly
	\$7,475.81		\$5,980.65	\$1,495.16	\$57.50
Two Person (3)	\$13,266.12		\$10,612.90	\$2,653.22	\$102.50
Family (7)	\$20,107.05		\$16,085.64	\$4,021.41	\$154.50
	Total: \$232,878.36		Total: \$186,302.69	Difference: \$46,575.67	Avg EE cost share per pay: \$104.83

Canton Public Library
Capital Replacement Schedule

FAC	Description	Asset No.	Estimated Life Expectancy (Depreciation)	Original Cost	Original Installation/ Last Service Date	Notes	This Year	NEXT 5 YEARS				
							2021	2022	2023	2024	2025	2026
Buildings, Fixtures and Improvements												
	Storm Drainage/Catch Basin/Manholes	40	30	\$ 55,367	1989							
	Storm Sewer/Catch Basin		5 year service	\$ 12,575	2015			15,000				
	Irrigation (sprinkler heads & lines)	822	15	\$ 140,000	2001/2019	*annual maintenance G/L 932b						
	Paving											
	Asphalt Paving / End of Life Replacement	824	15	\$ 479,831	1989/2019	\$100k/2017 and \$190k/2019						
	Concrete Paving - Sidewalks & Curbs	43	30	\$ 89,480	1989/2019	\$40k/2019	6,500					
	Asphalt Maintenance (periodic seal & stripe)					*annual maintenance G/L 932b				19,000		
	Paver walkway (connect CPL to Canton Ctr Rd.)		10	\$ 12,000	2018							
	Paver walkway & landscape in RHC Courtyard (Land Improvement)							13,000				
	Electrical Vehicle (EV) charging station (public lot, \$28,000)											
	Interior Lighting											
	Upgrade light fixtures to LED										130,000	
	Signs											
	Site Signage (in building)	79	15	\$ 17,265	2001							
	Main Entry Signage	21	25	\$ 4,893	2012							
	Main Entry Signage - Replacement		12	\$ 4,893	2012					10,000		
	BUILDING											
	RTU1 (Trane Intellipac 30 Ton, last 2001, EOF 15-20yrs)(Engie-M2A)		15-20 Years	\$ 139,750								
	RTU2 (Trane Intellipac 25 Ton, last 2001, EOF 15-20yrs)(Engie-M2A)		15-20 Years	\$ 100,000			725,000					
	RTU3 (Trane Intellipac 40 Ton, last 2001, EOF 15-20yrs)(Engie-M2A)		15-20 Years	\$ 146,500								
	Air Handler (Trane, Roof, last 2001, EOF 20yrs, rebuild)(Engie-M2A)		20 Years	\$ 73,500								
	Ballasted Roof - EPDM Roofing	92	15	\$ 128,696	2001	20 of 53,000 sq. ft.	350,000					
	Sheet Metal	64		\$ 3,180	1989							
	Rubber Membrane	65		\$ 45,662	1989							
	Roof - New Copper Seam											
	Roof - Partial Replacement, Johns Manville	1290	20 years	\$ 169,504	2008	33 of 53,000 sq. ft.						
	Aluminum Downspouts & gutters		15-20		1989/2001				75,000			
	Wood Soffit (Bldg/Canopies)		30		1989/2001							
	Windows / Skylights											
	Skylights (Tree, Nook, 4-section Teen)	93	15	\$ 28,500	2001/2016	inspected/serviced				20,000		
	Skylight-Pyramid (FAR, Child Seating)	93	15	\$ 13,200	1989/2016	reseal approx \$5K				10,000		
	Skylight-Pyramid (Entrance, International)	93	15	\$ 31,400	1989/2016	reseal + caps/gaskets \$10K				20,000		
	Insulating Glass (piano window, nook, etc.)	67	25	\$ 42,955	1989/2001							80,000
	Renovations											
	PSIP IV - Friend's Bookstore			\$ 133,000	2017							
	PSIP IV - Teen Space			\$ 649,000	2017							
	PSIP IV - Tutor Area (GSR 1-6)			\$ 55,800	2017	reused G, H & I in Tutor Area						
	Trendwall - Group Study Rooms D, E & F (Teen)		15	\$ 35,000	2013	G, H & I relocated in 2017						
	Staff Area Renovation - General Construction			\$ 872,000	2018	Estimated @ \$1,550,000						
	Staff Area Renovation - Restroom Alcove			\$ 8,400	2018							
	Floor Covering - Carpet/Resilient Floor Staff Area	104	10	\$ 240,000	2001/2018	staff area only \$78k in 2018						
	Friends' Donation/Sorting Area (canopy, donation shelving, concrete)			\$ 53,400	2019							
	Sorter Room Renovation (cabinets, work stations)			\$ 26,600	2019	Cabinets, lighting, workstations						
	Floor Covering - Carpet I-Lab		15/warranty		2012	Replacement 2022				7,000		
	Floor Covering - Lobby walk-off carpet installed		10	\$ 12,000	2019	replaced Pedigrid system						
	Floor Covering - Luxury Vinyl Tile PSIP I Project		10	\$ 47,477	2014						50,000	
	Floor Covering - Carpet - Public Area of PSIP I & II		10	\$ 75,752	2014/2015						80,000	
	Floor Covering - Carpet Public Areas Replaced	105	10	\$ 250,000	2015	Replacement 2025						275,000

FAC	Description	Asset No.	Estimated Life Expectancy (Depreciation)	Original Cost	Original Installation/ Last Service Date	Notes	2021	2022	2023	2024	2025	2026
	Wall Covering - Lobby & New Book Area (PSIP I)	103	5-10	\$ 24,125	2012				15,000	30,000		
	Wall Covering - Quiet Study Room (PSIP I)		10	\$ 3,159	2013				4,000	6,000		
	Ceiling Tiles			\$ 89,314	2001							
Furniture and Equipment												
General Public Area												
	CD Bins (Adult Collection)		10	\$ 31,936	2015	may eliminate					35,000	
	Soft seating w/power (2-seat,1-table unit at entrance)											
	Chairs - 12 upholstered side chairs (Teen Study Rooms)		10	\$ 3,300	2018	reupholster only, lifetime frame						
	Chairs - 48 upholstered side chairs (Study Rooms/Carrells)		10	\$ 19,000	2019	reupholster only, lifetime frame						
	Chairs - 22 hi-back task chairs (Quiet Study Room)		10	\$ 9,841	2015						12,000	
	Chairs - Agati Task Chairs (public area)		15	\$ 45,000	2006				60,000			
	Adult Aisle booths							90,000				
	Seating Pods (iLab foyer)							40,000				
	Help Desk - Childrens		15	\$ 12,290	2016							
	Tables - Carrell Tables (6-S/E Study Area)		20	\$ 15,764	2015	one moved to quiet study 2017						
	Table Maintenance - Refinish Maple Edges			\$ 12,000	2013	Replace/refinish periodically						
	Tables w/electrical spheres (single study rms)		10	\$ 4,359	2013				6,000			
ART												
	Tree Sculpture (Children's Library)		20	\$ 32,000	2008							
Friends' Activity Room												
	5' flip top tables (6)		10	\$ 8,327	2016							
	Chela stacking chairs (40) & trolley (2)		10	\$ 7,447	2016							
	Cabinetry/Sink - Friends' Activity Room		15+	\$ 5,325	2016							
Community Room												
	Wall Covering - Community Room (whisper wall)		15	\$ 36,990	2013			20,000				
	Lighting update (LED)							40,000				
NEW	Under carpet power/USB ports							15,000				
	Community Room Shades & controls		10	\$ 1,936	2006			15,000				
	4' Tables (16) and table trucks (2)		10	\$ 1,989	2011			30,000				
	Stacking Chairs (Community Room)		10	\$ 23,000	2005			30,000				
	Cabinetry/Sink - Community Room Kitchen		15+	\$ 13,865	2013							
The Lab												
	Cabinetry (same as IS area)	91		\$ 151,568	2001							
	Projection Screen			\$ 5,874	2003							
Hardware												
	See IT Capital											
Software												
	See IT Capital											
Library Materials												
	See P&L 740 accounts											

Sub-Total - BUILDING REPLACEMENT ESTIMATE	\$ 1,081,500	\$ 308,000	\$ 217,000	\$ 65,000	\$ 587,000	\$ 80,000
Sub-Total - IT CAPITAL REPLACEMENT ESTIMATE	\$ 415,100	\$ 615,000	\$ 231,000	\$ 397,000	\$ 430,200	\$ 225,500
GRAND TOTAL BUILDING & IT CAPITAL REPLACEMENT	\$ 1,496,600	\$ 923,000	\$ 448,000	\$ 462,000	\$ 1,017,200	\$ 305,500

Planned Annual Contribution:	\$ 688,000	\$ 493,000	\$ 482,000	\$ 476,000	\$ 400,000	\$ 400,000
Ending Fund Balance: \$	4,337,700	\$ 3,529,100	\$ 3,099,100	\$ 3,133,100	\$ 3,147,100	\$ 2,529,900
						\$ 2,624,400

Information Technology Proposed Budget

	2021	2022	2023	2024	2025	2026
977T Technology Long Term Capital Outlay Projections						
HVAC SYSTEMS SUBTOTALS	\$ 5,811	\$ 5,811	\$ 25,844	\$ 26,748	\$ 299,603	\$ -
INFORMATION TECHNOLOGY SUBTOTALS	\$ 384,281	\$ 583,757	\$ 179,676	\$ 345,064	\$ 105,603	\$ 241,302
TECHNOLOGY CAPITAL OUTLAY CONTINGENCY	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
CAPITAL OUTLAY (TECHNOLOGY)	\$ 415,092	\$ 614,568	\$ 230,520	\$ 396,812	\$ 430,206	\$ 266,302
TOTAL IT CAPITAL BUDGET REQUESTED	\$ 415,100	\$ 615,000	\$ 231,000	\$ 397,000	\$ 430,200	\$ 225,500

	QTY	Last Price	\$ 5,811	\$ 5,811	\$ 25,844	\$ 26,748	\$ 299,603	\$ -
HVAC SYSTEMS SUBTOTALS								
977T RTU1 (Trane Intellipac 30 Ton)(2001, EOF 15-20yrs)(Engie-M2A-2021-E	1	\$ 139,750						
977T RTU2 (Trane Intellipac 25 Ton)(2001, EOF 15-20yrs)(Engie-M2A-2021-E	1	\$ 100,000						
977T RTU3 (Trane Intellipac 40 Ton)(2001, EOF 15-20yrs)(Engie-M2A-2021-E	1	\$ 146,500						
977T Air Handler (Trane, Roof)(2001, EOF 20yrs)(rebuild Engie-M2A-2021-BI	1	\$ 73,500						
977T RTU4 (Main Trane AC, 90 Ton, last 2008, EOL 15-20yrs)	1	\$ 110,000						
977T IT-AC APC rack mount, Server Rm (2008, EOL 5-10yrs)(2019 compress	1	\$ 6,800			\$ 10,569			
977T IT-AC Daikin miniSplit, Server Rm/Roof (2012, EOL 5-10yrs)	1	\$ 10,802			\$ 15,275			
977T IT-AC Daikin miniSplit, Wire Rm/Roof (2015, EOL 5-10yrs)	1	\$ 6,250				\$ 8,298		
977T AC - Community Rm (Trane 10 Ton, last 2008, EOL 2026)	1							
977T Air Compressor, Quincy (1989, EOL 30yrs) (DDCs will end need of it)	1	\$ 10,000						
977T Humidifier Dri Steam (last 2001, EOL 15yrs)(Engie-M3-2020)	1	\$ 14,000						
977T VAV Controls & Thermostats DDC replace Pneumatics (Engie-C2-2021-	1	\$ 70,000						
977T Building Control System Upgrade (4yr app updates)(Engie-C1-2021-Bld	1	\$ 14,050				\$ 18,450		
977T Boiler Backup (2 Bryan units) (1989 EOL 20yrs, extended by low use)	1	\$ 96,400					\$ 299,603	
977T Circulation Pump #3 (2014 EOL 20yrs)	1	\$ 3,095						
977T Circulation Pump #4 (2001 EOL 20yrs) differed from 2021	1	\$ 3,095	\$ 5,811	\$ 5,811				
977T Boiler Main Lochinvar (last 2001, EOL 20yrs)(Engie-M1-2020)	1	\$ -						
977T Convert primary pumps to Variable Frequency Drive (Engie-C3-2020)	1							
977T Circulation Pump #1 Large (2001 EOL 20yrs)(Engie-M1-2020)	1	\$ 7,000						
977T Circulation Pump #2 Large (2001 EOL 20yrs)(Engie-M1-2020)	1	\$ 7,000						
INFORMATION TECHNOLOGY SUBTOTALS			\$ 384,281	\$ 583,757	\$ 179,676	\$ 345,064	\$ 105,603	\$ 241,302
Cabling and Multimedia for specific Library Areas								
977T A/V Media Upgrades - The-Lab	1	\$ 7,577				\$ 9,748		
977T A/V Media Upgrades - Friends Room	1	\$ 15,324			\$ 19,104			
977T A/V Media Upgrades - Community Room	1	\$ 15,780		\$ 28,594				
977T A/V Media Upgrades - Large & Medium Conference Rooms	1	\$ 10,000						\$ 12,866
Computer Workstations - Hardware								
977T Desktop PCs: 30 Public (Childrens) now 3070s	30	\$ 890				\$ 30,285		
977T Desktop PCs: Public (Webx) now 3060s	42	\$ 890		\$ 42,399				

Information Technology Proposed Budget

				2021	2022	2023	2024	2025	2026
977T Technology Long Term Capital Outlay Projections									
977T	Desktop PCs: Public (Teens)	now 3070s	12	\$ 890			\$ 12,114		
977T	Desktop PCs Public (iLab)	now 3060s --> Laptops	12	\$ 1,650		\$ 21,762			
977T	Desktop PCs: 20 IS Staff, 9 Circ & Ref Desks, 6 IT	now 3020s	35	\$ 890	\$ 39,811				\$ 36,463
977T	Desktop PCs: Staff	now 3070s last qty 42					\$ 65,425		
977T	Dell Laptop (5 Shared, 7 staff)	Lattitude (last qty 7)	12	\$ 1,650		\$ 21,762			\$ 24,684
977T	Dell Laptop (7 staff)	Lattitude (move from PC to laptop)	7	\$ 1,650	\$ 18,000			\$ 20,417	
977T	Dell Laptop (6 shared)	Inspiron --> Lattitude	6	\$ 1,650				\$ 11,229	
977T	OPAC (2009-Wyse) / (2016-Chrome Base)	differed from 2021	13	\$ 500	\$ 7,609	\$ 7,852			
977T	Touchscreens (5 print release)	(was deferred from 2019 to 2021)	5	\$ 750	\$ 4,979				
977T	iMAC mini and iMAC for CR/Digital-Studio and IT iPad Mgmt		2	\$ 2,864		\$ 7,099			
977T	iPad Air2 - Children's Sail (4), CR (2), IS (4)		10	\$ 679		\$ 7,463		\$ 8,203	
977T	Early Literacy Stations + ELF site license (5 YR Exp 3/21/21)	Differ '22	4	\$ 3,899	\$ 18,256	\$ 18,840			\$ 21,370
OS, System, and Applications Software									
977T	Windows PC OS Upgrade (Windows Pro)		225	\$ 49		\$ 18,304			
977T	Microsoft System Center Config Mgr 2016 (250 Managed Devices)		1	\$ 10,047	\$ 11,760				\$ 13,767
977T	Microsoft Server - Data Center (3) and CALs (150)		1	\$ 6,162		\$ 7,615			
977T	Microsoft Exchange Server and CALs (220)		1				\$ 7,500		
977T	Microsoft SQL Server and CALs (110)		110	\$ 39				\$ 5,487	
977T	Microsoft OfficePro 2019 (75 Staff & 96 Public Users)		1	\$ 11,784			\$ 15,116		
977T	Microsoft SharePoint 2019 Server and CALs (122 Staff Users)		1	\$ 5,636				\$ 7,188	
977T	Accounting; migration to new platform, away from Quickbooks		1		\$ 25,000				
977T	PC Mgmt; Remote Control, Remote Access, Scheduling, Sessions		125	\$ 179					
977T	Catalog; discovery layer - implementation costs (differed to 2021)		1		\$ 24,300				
977T	Catalog; patron web portal - implementation costs (differed to 2021)		1		\$ 43,300				\$ 85,218
Networking; Wireless APs, Firewall, Switches									
977T	Catalyst 2960 48 Port Poe- IDF1 2016		4	\$ 1,915	\$ 8,965				
977T	Catalyst 3850 24 Port Poe 1GB - Township (2)		2	\$ 3,985				\$ 10,164	
977T	Catalyst 3850 24 Port Poe 1GB - IDF2 (2)		2	\$ 4,034					\$ 11,023
977T	Catalyst 3850 48 Port PoE - MDF CAB2		2	\$ 5,765		\$ 14,036			
977T	Catalyst 3850 48 Port PoE - MDF		2	\$ 6,235				\$ 15,904	
977T	Catalyst 3850 48 Port PoE - MDF		2	\$ 6,235					\$ 17,037
977T	Catalyst 24 Port - IDF02		2	\$ 4,300			\$ 10,628		
977T	Catalyst 2960 48 Port - IDF1 2016		1	\$ 2,400			\$ 2,966		
977T	Security - Firewall (Corporate)		1	\$ 8,000		\$ 9,887			
977T	Security - Firewall (Public)		1	\$ 8,000		\$ 9,915			
977T	Cisco 2921 Router (Acquired from TLN 2014)		2	\$ 1,895	\$ 4,578				
977T	Wireless Access Points		10	\$ 1,600		\$ 16,000			

Information Technology Proposed Budget

			2021	2022	2023	2024	2025	2026
977T Technology Long Term Capital Outlay Projections								
Servers and Storage								
977T	EqualLogic PS6200E 96tb Storage 2017 7yr (Library & Township)	2	\$ 38,634			\$ 100,182		
977T	EqualLogic PS6100E (4/2015 5yr exp 2020)	1	\$ 23,483	\$ 31,611				
977T	EqualLogic PS6100X VM-SAN SrvRm (4/2013 7yr exp 2020)(defer)	1	\$ 46,791		\$ 60,201			
977T	Overland Storage Tape Library LT03 EOL 2017 ->LTO4 2017	2	\$ 3,366				\$ 8,586	
977T	Power Edge R720 Active Directory Server (virtualized in 2021)	1	\$ 6,800					
977T	Power Edge R720 Data Protect Mgr 5 YR Exp 2018 (differed to 2022)	2	\$ 9,712		\$ 12,495		\$ 18,425	
977T	Dell Power Edge R810 VM-Ware Servers 5 YR Exp 2019	3	\$ 12,450			\$ 56,318		
977T	Dell Power Edge R540 Physical Server - Security Cameras	1	\$ 9,712			\$ 11,369		
Security								
977T	Security Gates	3	\$ 4,500		\$ 18,498			
977T	Security Cameras, new and/or upgrades	1	\$ 7,500		\$ 7,740	\$ 7,988		
977T	Sonitrol System (including Air Phone camera 2014)	5	\$ 5,934			\$ 39,392		
977T	People Counter (upgraded in 2020)	1	\$ 2,500					
Specialized Hardware (including PBX / Printers / Copiers / UPS)								
977T	HP Design Jet T520 ePrinter (differed to 2022)	1	\$ 2,871		\$ 3,693			
977T	Zebra CD/DVD Label Printer (set 1) (differed to 2023)	1	\$ 2,600	\$ 2,924		\$ 3,346		
977T	Zebra CD/DVD Label Printer (set 2)	1	\$ 2,600					\$ 3,423
977T	The Lab, Curbside, Patron App, DR and/or Covid Enhancements				\$ 9,000			
977T	Staff RFID Stations: Antenna/Reader (+4 for IS) (defer to 2021)	10	\$ 1,060	\$ 15,465	\$ -			
977T	Selfcheck Stations: Antenna/Reader/Display (defer to 2021)	8	\$ 1,980	\$ 18,487	\$ -			
977T	Selfcheck Stations - Software (defer to 2021)	8	\$ 2,970	\$ 27,731	\$ -			
977T	Sorting System Conveyor	1	\$ 145,000		\$ 205,043			
977T	Sorter Book Chutes & their PCs (external and internal)	1	\$ 14,000		\$ 19,797			
977T	Sorting Bins	13	\$ 1,600		\$ 29,413			
977T	Battery Backup Cabinets (APC 3000/RT8000) Library & Twp	4	\$ 3,300			\$ 19,263		
977T	ITC 1580U-80-4-D Card Loader w/Credit Card unit (differed to 2022)	1	\$ 7,100		\$ 7,100			
977T	ITC Cash Card Readers (1 per public copier) (differed to 2022)	5	\$ 1,100		\$ 5,500			
977T	PBX (differed to 2022)	1	\$ 50,000	\$ 62,334	\$ 64,329			
977T	KM Copier Lease Set 2015/2019 Replacement	5	\$ 4,000			\$ 23,411		
977T	KM Copier Lease Set 2017/2021 Replacement	3	\$ 4,400	\$ 19,170				\$ 15,452