

**Algansee Township
378 S. Ray Quincy Road
Quincy, MI 49082**

AMENDMENT TO PLAN OF SERVICE AGREEMENT

This Agreement is made this 4th day of March 2013, between the Township of Algansee (the "Township"), and Branch County District Library (the "Library"), located at 10 E. Chicago St., Coldwater, MI 49036.

WHEREAS, the Township is a Michigan township having a need for an employee to operate the Algansee Branch of the Branch District Library System for an additional twelve (12) hours per week; and

WHEREAS, the Library is capable of providing this service to the township; and

WHEREAS, the parties wish to enter into a complete written expression of the agreement between them; and

WHEREAS, the execution of this agreement has been duly authorized by the Township Board;

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein the parties agree as follows:

1. Services Provided. The Library agrees to maintain the Algansee Library Branch Clerk on their payroll system for a total of twenty-one (21) hours/week. Twelve hours of which will be compensated by the Township at the same rate as established by the Library and to include employer payroll taxes. The Township agrees to pay the Library the compensation and reimbursement hereinafter provided.
2. Effective Date and Term. *The effective date of this Contract shall be from April 1, 2013, and the term of the contract shall expire December 31, 2013. An annual review shall be conducted by the Township Board, Branch District Library Board, and Algansee Library Branch Clerk during the month of November, prior to the expiration of the contract. This contract may be renewed on an annual basis during the township's December meeting, dependent on the need of the community for this service.*
3. Compensation and Expenses. *For the basic services provided hereunder, the Library shall bill the Township on a quarterly basis for actual hours worked, not to exceed 12 hours per week. Bills to be sent to Ann Strong, Algansee Township Treasurer, 904 Lester Road, Reading, MI 49274. Payment to be made to the Branch District Library the first Monday of the month following the arrival of the bill.*
4. As per the Capital Improvement Plan of Service Proposal for fiscal year 2013, \$2,296 was requested to cover a portion of these hours.
5. As per the Capital Improvement Plan of Service Proposal for fiscal year 2013, Jessica Clark (Clerk) will be compensated for 2 1/2 hours per week for 52 weeks from the Algansee Capital Improvement Fund.
6. Essential Functions. The Library shall provide the following items for the term of this contract:
 - A. An employee to operate the Algansee Library Branch for a total of twenty-one (21) hours per week.
 - B. The following hours will be maintained for Algansee Library Branch: Tuesday, Wednesday, Friday (1:00 p.m. – 6:00 p.m.); Thursday (9:00 a.m. – 12:00 p.m. and Saturday (9:00 a.m. – 12:00 p.m.). Hours and days may be adjusted with approval of the Township Board and Branch District Library Board, once established.
7. Township Responsibilities. The Township shall provide reimbursement to the Branch District Library for expenses associated with the additional twelve (12) hours. *The Township will cover for the additional 2 hours on Tuesday, and 5 hours each on Wednesday and Friday.*

8. Termination. Either party may terminate this agreement upon 30 days written notice to the Board. The Township shall pay the monthly payment due hereunder through the date of termination.

9. Miscellaneous. This agreement shall be governed by Michigan law and shall not be amended except in writing signed by both parties.

TOWNSHIP OF ALGANSEE

Dated:

By: _____
Russell Jennings, Its Supervisor

By: _____
Suzanne Preston, Its Clerk

BRANCH DISTRICT LIBRARY

Dated:

By: _____
Dorothy Cherry, Its President