

PURCHASING REQUESTS

October 16, 2025

Coldwater Branch 10-year Elevator Oil Change

As mentioned last month, we are due for our 10-year oil change service on the elevator at the Coldwater Branch. The updated quote for this is **\$10,126.49**. Requesting to pay from the operating budget.

Algansee Branch New Building Project

The following request is to use the Morton Trust from the Special Revenues Fund. The Morton Trust is restricted for use at the Algansee Branch.

New shelving units built by local Amish craftsman Will Eicher to match existing Algansee library shelves. Approximately 40-feet wide in total. 18-feet of shelving is 7ft tall, 20-feet of shelving is 3ft tall. **\$3,500**.