

BRANCH DISTRICT LIBRARY
FINANCIAL STATEMENTS
JANUARY 31, 2014 AND 2013

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Certified Public Accountants
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INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

To the Members of the Branch
District Library Board
Branch County, Michigan

February 10, 2014

We have compiled the accompanying balance sheets of Branch District Library as of January 31, 2014 and 2013, and the related statements of revenues, expenditures and changes in fund balance, and other supplemental information for the one month then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements and additional information in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements or additional information.

Management has elected to omit substantially all of the disclosures and the statements of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statements of cash flows were included in the financial statements, they might influence the user's conclusions about the company's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The accompanying annual budget of Branch District Library for the year ending December 31, 2014, has not been compiled or examined by us and, accordingly, we do not express an opinion or any other form of assurance on it.

Management has elected to omit the summaries of significant assumptions and accounting policies required under established guidelines for presentation of prospective financial statements. If the omitted summaries were included in the budgeted information, they might influence the user's conclusions about the entity's budgeted information. Accordingly, this budgeted information is not designed for those who are not informed about such matters.

Taylor, Plant & Watkins, P.C.
TAYLOR, PLANT & WATKINS, P.C.

BRANCH DISTRICT LIBRARY

**GENERAL FUND
BALANCE SHEETS**

ASSETS

	January 31,	
	2014	2013
Cash	\$ 94,080.20	\$ 258,802.02
Investments	500,778.66	499,187.92
Due from County	20,000.00	12,000.00
Due from the City of Coldwater	315.70	1,668.09
Prepaid expenses	<u>3,766.15</u>	<u>0.00</u>
 Total assets	 <u>\$ 618,940.71</u>	 <u>\$ 771,658.03</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 16,922.46	\$ 16,167.32
Due to the City of Coldwater	479.25	482.50
Payroll taxes payable	7,852.12	1,674.17
Accrued wages	<u>24,758.04</u>	<u>26,742.36</u>
 Total liabilities	 50,011.87	 45,066.35

FUND BALANCE

	<u>568,928.84</u>	<u>726,591.68</u>
 Total liabilities and fund equity	 <u>\$ 618,940.71</u>	 <u>\$ 771,658.03</u>

See accountant's compilation report

**BRANCH DISTRICT LIBRARY
SPECIAL REVENUE TRUST FUND
BALANCE SHEETS**

ASSETS

	January 31,	
	<u>2014</u>	<u>2013</u>
Cash	\$ 114,973.00	\$ 103,652.67
Restricted assets:		
Cash	<u>67,377.12</u>	<u>52,715.81</u>
Total assets	<u>\$ 182,350.12</u>	<u>\$ 156,368.48</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 0.00	\$ 260.38
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FUND BALANCE

Restricted:		
Bronson operations	9,320.81	19,889.07
Fisher memorial	27,790.40	27,445.02
Dallen memorial	841.11	835.66
Morton memorial	28,804.49	0.00
Barnett memorial	<u>620.31</u>	<u>4,430.68</u>
Total Restricted	67,377.12	52,600.43
Committed	<u>114,973.00</u>	<u>103,507.67</u>
Total fund balance	<u>182,350.12</u>	<u>156,108.10</u>
Total liabilities and fund equity	<u>\$ 182,350.12</u>	<u>\$ 156,368.48</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
CAPITAL PROJECTS FUND
BALANCE SHEETS

ASSETS

	January 31,	
	2014	2013
	<u> </u>	<u> </u>
Cash	\$ 56,276.20	\$ 84,610.27
Investments	<u>101,005.64</u>	<u>100,578.98</u>
 Total assets	 <u>\$ 157,281.84</u>	 <u>\$ 185,189.25</u>

LIABILITIES AND FUND EQUITY

LIABILITIES		
Accounts payable	\$ 10,101.69	\$ 11,555.56
 FUND BALANCE	 <u>147,180.15</u>	 <u>173,633.69</u>
 Total liabilities and fund equity	 <u>\$ 157,281.84</u>	 <u>\$ 185,189.25</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
PERMANENT TRUST FUND
BALANCE SHEETS

ASSETS

	January 31,	
	<u>2014</u>	<u>2013</u>
<i>Restricted assets:</i>		
<i>Cash</i>	\$ 52,000.00	\$ 52,000.00
<i>Investments</i>	<u>90,133.62</u>	<u>90,133.62</u>
<i>Total assets</i>	<u>\$ 142,133.62</u>	<u>\$ 142,133.62</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

<i>Accounts payable</i>	\$ 0.00	\$ 0.00
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FUND BALANCE

<i>Restricted:</i>		
<i>Semmelroth memorial</i>	50,000.00	50,000.00
<i>Dallen memorial</i>	2,000.00	2,000.00
<i>Barnett memorial</i>	<u>90,133.62</u>	<u>90,133.62</u>
<i>Total fund balance</i>	<u>142,133.62</u>	<u>142,133.62</u>
<i>Total liabilities and fund equity</i>	<u>\$ 142,133.62</u>	<u>\$ 142,133.62</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE COMPARED TO BUDGET

	Month Ended January 31, 2014	Budget Year to Date 2014	
		Amount	Variance
REVENUES			
Taxes	\$ 78,086.83	\$ 664,420.08	\$ (586,333.25)
State shared revenue	0.00	25,200.00	(25,200.00)
Interest earned	(6.33)	1,200.00	(1,206.33)
Penal fines	20,000.00	161,000.00	(141,000.00)
Charges for services	771.16	21,000.00	(20,228.84)
Reimbursements	3,356.21	26,083.00	(22,726.79)
Miscellaneous	573.93	14,000.00	(13,426.07)
Total revenues	102,781.80	912,903.08	(810,121.28)
EXPENDITURES			
Library	103,664.91	993,127.88	(889,462.97)
Excess (deficiency) of revenues over expenditures	(883.11)	(80,224.80)	79,341.69
OTHER SOURCES (USES)			
Transfers from (to) other funds	0.00	27,690.08	(27,690.08)
Excess (deficiency) of revenues over expenditures	(883.11)	(52,534.72)	51,651.61
FUND BALANCE - BEGINNING	569,811.95	494,835.00	74,976.95
FUND BALANCE - ENDING	\$ 568,928.84	\$ 442,300.28	\$ 126,628.56

See accountant's compilation report

BRANCH DISTRICT LIBRARY
SPECIAL REVENUE TRUST FUND
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	One Month Ended January 31,	
	2014	2013
REVENUES		
Interest earned	\$ 93.01	\$ 85.33
Donations	<u>3,937.97</u>	<u>5,965.05</u>
Total revenues	4,030.98	6,050.38
EXPENDITURES		
Books	1,171.03	186.96
Bronson endowment	<u>0.00</u>	<u>115.38</u>
Total expenditures	<u>1,171.03</u>	<u>302.34</u>
Excess (deficiency) of revenues over expenditures	2,859.95	5,748.04
FUND BALANCE - BEGINNING	<u>179,490.17</u>	<u>150,360.06</u>
FUND BALANCE - ENDING	<u>\$ 182,350.12</u>	<u>\$ 156,108.10</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
CAPITAL PROJECTS FUND
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	Month Ended January 31,	
	2014	2013
REVENUES		
Taxes	\$ 13,014.47	\$ 42,185.67
Interest earned	7.62	8.63
<i>Total revenues</i>	13,022.09	42,194.30
EXPENDITURES		
Capital outlay	149.99	11,555.56
<i>Total expenditures</i>	149.99	11,555.56
<i>Excess (deficiency) of revenues over expenditures</i>	12,872.10	30,638.74
OTHER SOURCES (USES)		
Debt service	(10,101.69)	0.00
<i>Total other sources (uses)</i>	(10,101.69)	0.00
<i>Excess (deficiency) of revenues over expenditures and other uses</i>	2,770.41	30,638.74
FUND BALANCE - BEGINNING	144,409.74	142,994.95
FUND BALANCE - ENDING	<u>\$ 147,180.15</u>	<u>\$ 173,633.69</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
PERMANENT TRUST FUND
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	One Month Ended	
	January 31,	
	2014	2013
REVENUES		
Interest earned	\$ 0.00	\$ 0.00
Donations	0.00	0.00
	<hr/>	<hr/>
Total revenues	0.00	0.00
EXPENDITURES	<hr/>	<hr/>
	0.00	0.00
Excess of revenues over expenditures	0.00	0.00
FUND BALANCE - BEGINNING	<hr/>	<hr/>
	142,133.62	142,133.62
FUND BALANCE - ENDING	<hr/>	<hr/>
	\$ 142,133.62	\$ 142,133.62

See accountant's compilation report

BRANCH DISTRICT LIBRARY
OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND
SCHEDULE OF EXPENDITURES COMPARED TO BUDGET

	Month Ended January 31, 2014	Budget Year to Date 2014	
		Amount	Variance
Salaries	\$ 64,144.91	\$ 590,211.00	\$ (526,066.09)
Payroll taxes	4,929.76	47,216.88	(42,287.12)
Unemployment	10.30	14,100.00	(14,089.70)
Workers compensation	0.00	2,500.00	(2,500.00)
Longevity	500.00	4,300.00	(3,800.00)
Board per diem	0.00	900.00	(900.00)
Contract labor	0.00	300.00	(300.00)
Hospitalization	6,046.26	46,000.00	(39,953.74)
Deferred compensation	2,500.00	4,500.00	(2,000.00)
Employee relations	25.00	500.00	(475.00)
Contracted services	0.00	12,600.00	(12,600.00)
Training	140.00	3,000.00	(2,860.00)
Telephone	489.73	6,500.00	(6,010.27)
Utilities	3,909.80	38,000.00	(34,090.20)
Insurance	158.43	11,500.00	(11,341.57)
Maintenance	4,560.82	50,500.00	(45,939.18)
Equipment maintenance	589.48	9,000.00	(8,410.52)
Network maintenance	735.00	8,000.00	(7,265.00)
Office supplies	1,829.39	23,000.00	(21,170.61)
Postage	0.00	4,000.00	(4,000.00)
Books	5,010.81	42,000.00	(36,989.19)
Periodicals	48.75	5,200.00	(5,151.25)
Audio visual	704.86	8,000.00	(7,295.14)
Interloan document delivery	0.00	7,500.00	(7,500.00)
Membership and dues	60.00	2,000.00	(1,940.00)
Transportation	201.49	8,000.00	(7,798.51)
Community promotions	154.00	6,300.00	(6,146.00)
Printing and publishing	0.00	1,000.00	(1,000.00)
Payroll fees	36.30	500.00	(463.70)
Professional services	6,825.00	33,000.00	(26,175.00)
Correction of prior year taxes	54.82	3,000.00	(2,945.18)
Total expenditures	\$ 103,664.91	\$ 993,127.88	\$ (889,462.97)

See accountant's compilation report

BRANCH DISTRICT LIBRARY
OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND
SCHEDULE OF EXPENDITURES

	One Month Ended	
	January 31,	
	2014	2013
<i>Salaries</i>	\$ 64,144.91	\$ 45,772.11
<i>Payroll taxes</i>	4,929.76	3,529.57
<i>Unemployment</i>	10.30	0.00
<i>Longevity</i>	500.00	500.00
<i>Hospitalization</i>	6,046.26	5,046.26
<i>Deferred compensation</i>	2,500.00	2,500.00
<i>Employee relations</i>	25.00	0.00
<i>Training</i>	140.00	0.00
<i>Telephone</i>	489.73	489.54
<i>Utilities</i>	3,909.80	3,133.47
<i>Insurance</i>	158.43	0.00
<i>Maintenance</i>	4,560.82	4,668.13
<i>Equipment maintenance</i>	589.48	91.55
<i>Network maintenance</i>	735.00	0.00
<i>Office supplies</i>	1,829.39	1,292.35
<i>Postage</i>	0.00	343.06
<i>Books</i>	5,010.81	5,440.04
<i>Periodicals</i>	48.75	48.75
<i>Audio visual</i>	704.86	580.57
<i>Interloan document delivery</i>	0.00	35.00
<i>Membership and dues</i>	60.00	0.00
<i>Transportation</i>	201.49	510.02
<i>Community promotions</i>	154.00	203.37
<i>Payroll fees</i>	36.30	44.10
<i>Professional services</i>	6,825.00	6,891.98
<i>Correction of prior year tax</i>	54.82	32.53
	<hr/>	<hr/>
<i>Total expenditures</i>	<u>\$ 103,664.91</u>	<u>\$ 81,152.40</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
BARNETT FIDUCIARY RESERVED FUND

BARNETT INCOME 2014 (BEGINNING BALANCE) \$562.80

INCOME:

DEPOSIT (JAN) 57.42
ALLOCATED INTEREST (JAN) 0.09

TOTAL INCOME \$57.51

EXPENSES:

#640202 TOTAL DISBURSEMENTS 0.00

BALANCE ENDOWMENT RESERVED FUND \$620.31

#304300

BRANCH DISTRICT LIBRARY
BRONSON FIDUCIARY RESERVED FUND

BRONSON INCOME 2013 (BEGINNING BALANCE) \$9,319.39

INCOME:

ALLOCATED INTEREST (JAN) 1.42

TOTAL INCOME \$1.42

EXPENSES:

TOTAL DISBURSEMENTS 0.00
(#655-201: #640-201: #680-200) 0.00

BALANCE ENDOWMENT RESERVED FUND \$9,320.81
(#302200) \$9,320.81

BRANCH DISTRICT LIBRARY
MORTON

MORTON 2013 (BEGINNING BALANCE) \$28,800.09

INCOME:

ALLOCATED INTEREST (JAN) 4.40

TOTAL INCOME \$4.40

EXPENSES:

TOTAL DISBURSEMENTS 0.00

BALANCE ENDOWMENT RESERVED FUND \$28,804.49
(#304400)