

BRANCH DISTRICT LIBRARY

FINANCIAL STATEMENTS

APRIL 30, 2022 AND 2021

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Taylor, Plant & Watkins, P.C.

Certified Public Accountants
and Business Advisors

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INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

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

May 10, 2022

We have compiled the accompanying balance sheets of Branch District Library as of April 30, 2022 and 2021, and the related statements of revenues, expenditures and changes in fund balance, and other supplemental information for the four months then ended. and retained earnings and cash flows for the year 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 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 four months ending April 30, 2022, has not been compiled or examined by us and, accordingly, we do not express an opinion or any other form of assurance on it.

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

May 10, 2022

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.

BRANCH DISTRICT LIBRARY

**GENERAL FUND
BALANCE SHEETS**

ASSETS

	April 30,	
	<u>2022</u>	<u>2021</u>
Cash	\$ 1,260,242.16	\$ 1,480,349.73
Investments	712,283.97	700,654.44
Due from County	36,995.75	27,413.49
Prepaid expenses	19,573.95	16,635.71
Restricted assets:		
Cash	306,213.66	291,656.11
Investments	<u>105,678.92</u>	<u>105,151.95</u>
 Total assets	 <u>\$ 2,440,988.41</u>	 <u>\$ 2,621,861.43</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 2,765.00	\$ 2,700.00
Due to the City of Coldwater	40.50	573.10
Payroll taxes payable	13,376.16	12,796.83
Accrued wages	<u>53,500.00</u>	<u>52,200.00</u>
 Total liabilities	 69,681.66	 68,269.93

FUND BALANCE

Assigned	411,892.58	396,808.06
Unassigned	<u>1,959,414.17</u>	<u>2,505,416.50</u>
 Total fund balance	 <u>2,371,306.75</u>	 <u>2,553,591.50</u>
 Total liabilities and fund equity	 <u>\$ 2,440,988.41</u>	 <u>\$ 2,621,861.43</u>

BRANCH DISTRICT LIBRARY
SPECIAL REVENUE TRUST FUND
BALANCE SHEETS

ASSETS

	April 30,	
	2022	2021
Cash	\$ 193,329.87	\$ 191,156.84
Restricted assets:		
Cash	111,247.37	115,835.07
Investments	29,915.39	29,855.59
Total Assets	\$ 334,492.63	\$ 336,847.50

LIABILITIES AND FUND EQUITY

LIABILITIES

FUND BALANCE

Restricted:		
A. Barnett memorial	27,849.01	14,082.26
Fisher memorial	0.00	6,152.31
Dallen memorial	4.03	0.99
Uhle memorial	36.72	29.16
Morton memorial	29,915.39	29,855.59
Union City Facilities	15,838.82	19,998.85
Shamulus memorial	58,682.48	67,874.25
G. Barnett memorial	8,836.31	7,697.25
Total Restricted	141,162.76	145,690.66
Committed	193,329.87	191,156.84
Total fund balance	334,492.63	336,847.50
Total liabilities and fund equity	\$ 334,492.63	\$ 336,847.50

BRANCH DISTRICT LIBRARY

**PERMANENT TRUST FUND
BALANCE SHEETS**

ASSETS

	April 30,	
	<u>2022</u>	<u>2021</u>
Restricted assets:		
Cash	\$ 57,000.00	\$ 57,000.00
Investments	<u>90,133.62</u>	<u>90,133.62</u>
Total assets	<u>\$ 147,133.62</u>	<u>\$ 147,133.62</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 0.00	\$ 0.00
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FUND BALANCE

Restricted:		
Semmelroth memorial	50,000.00	50,000.00
Dallen memorial	2,000.00	2,000.00
Uhle memorial	5,000.00	5,000.00
Barnett memorial	<u>90,133.62</u>	<u>90,133.62</u>
Total fund balance	<u>147,133.62</u>	<u>147,133.62</u>
Total liabilities fund equity	<u>\$ 147,133.62</u>	<u>\$ 147,133.62</u>

BRANCH DISTRICT LIBRARY

**GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE COMPARED TO BUDGET**

	<u>One Month Ended April 30, 2022</u>	<u>Four Months Ended April 30, 2022</u>	<u>Budget Year to Date 2022</u>	
			<u>Amount</u>	<u>Variance</u>
REVENUES				
Taxes	\$ 160,938.66	\$ 1,268,292.08	\$ 1,768,000.00	\$ (499,707.92)
State aid	22,673.50	22,673.50	41,000.00	(18,326.50)
Interest earned	1,311.30	4,581.28	12,000.00	(7,418.72)
Penal fines	9,000.00	31,628.53	108,000.00	(76,371.47)
Charges for services	2,171.29	4,066.18	9,000.00	(4,933.82)
Reimbursements	0.00	(21.93)	39,000.00	(39,021.93)
Other revenue	2,070.58	3,290.03	5,000.00	(1,709.97)
Total revenues	198,165.33	1,334,509.67	1,982,000.00	(647,490.33)
EXPENDITURES				
Library	198,270.39	680,402.09	2,422,000.00	(1,741,597.91)
Excess (deficiency) of revenues over expenditures	(105.06)	654,107.58	(440,000.00)	1,094,107.58
OTHER SOURCES (USES)				
Transfers from (to) other funds	0.00	0.00	21,000.00	(21,000.00)
Excess (deficiency) of revenues and other sources over expenditures	\$ (105.06)	654,107.58	(419,000.00)	1,073,107.58
FUND BALANCE - BEGINNING		1,717,199.17	1,483,663.00	233,536.17
FUND BALANCE - ENDING		\$ 2,371,306.75	\$ 1,064,663.00	\$ 1,306,643.75

BRANCH DISTRICT LIBRARY

SPECIAL REVENUE TRUST FUND

STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	One Month Ended April 30,		Four Months Ended April 30,	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
REVENUES				
Interest earned	\$ 125.72	\$ 209.31	\$ 493.61	\$ 481.82
Donations	<u>3,125.16</u>	<u>20,720.53</u>	<u>8,735.69</u>	<u>43,082.70</u>
Total revenues	3,250.88	20,929.84	9,229.30	43,564.52
EXPENDITURES				
Total expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess (deficiency) of revenues over expenditures	3,250.88	20,929.84	9,229.30	43,564.52
OTHER SOURCES (USES)				
Transfer from (to) other funds	<u>0.00</u>	<u>(48,175.00)</u>	<u>0.00</u>	<u>(48,175.00)</u>
Excess (deficiency) of revenues over expenditures and other uses	<u>\$ 3,250.88</u>	<u>\$ (27,245.16)</u>	9,229.30	(4,610.48)
FUND BALANCE - BEGINNING			<u>325,263.33</u>	<u>341,457.98</u>
FUND BALANCE - ENDING			<u>\$ 334,492.63</u>	<u>\$ 336,847.50</u>

BRANCH DISTRICT LIBRARY

**PERMANENT TRUST FUND
STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**

	One Month Ended April 30,		Four Months Ended April 30,	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
REVENUES				
Donation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
EXPENDITURES				
Total expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 0.00</u>	<u>\$ 0.00</u>	0.00	0.00
FUND BALANCE - BEGINNING			<u>147,133.62</u>	<u>147,133.62</u>
FUND BALANCE - ENDING			<u>\$ 147,133.62</u>	<u>\$ 147,133.62</u>

BRANCH DISTRICT LIBRARY

**OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND**

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET

	One Month Ended April 30, 2022	Four Months Ended April 30, 2022	Budget Year to Date 2022	
			Amount	Variance
Salaries	\$ 119,741.78	\$ 347,389.37	\$ 1,144,000.00	\$ (796,610.63)
Payroll taxes	9,151.80	26,565.25	92,000.00	(65,434.75)
Other benefits	43.75	8,043.75	8,800.00	(756.25)
Health insurance	19,905.00	80,021.23	248,000.00	(167,978.77)
Training and travel	592.40	1,592.64	25,000.00	(23,407.36)
Education reimbursement	0.00	0.00	5,000.00	(5,000.00)
Board per diem	100.00	500.00	4,200.00	(3,700.00)
Physical materials	10,315.35	33,472.62	125,000.00	(91,527.38)
Digital materials	2,093.82	11,050.76	43,000.00	(31,949.24)
Materials preparation	811.95	4,292.86	12,000.00	(7,707.14)
Programming	1,802.51	8,637.95	33,000.00	(24,362.05)
Rent	265.00	975.00	4,000.00	(3,025.00)
Utilities	5,353.53	22,261.62	72,000.00	(49,738.38)
Upkeep	3,836.60	39,193.33	158,000.00	(118,806.67)
Technology	15,900.85	42,880.81	240,000.00	(197,119.19)
Equipment maintenance	1,561.49	3,130.21	20,000.00	(16,869.79)
Office supplies	2,800.06	6,500.61	28,000.00	(21,499.39)
Consulting services	2,782.50	23,045.50	51,000.00	(27,954.50)
Licensing	1,133.22	19,426.40	52,000.00	(32,573.60)
Insurance	0.00	1,024.16	27,000.00	(25,975.84)
Memberships	0.00	180.00	29,000.00	(28,820.00)
Other expenditures	47.78	187.02	1,000.00	(812.98)
Total expenditures	\$ 198,270.39	\$ 680,402.09	\$ 2,422,000.00	\$ (1,741,597.91)

BRANCH DISTRICT LIBRARY
OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND
SCHEDULE OF EXPENDITURES

	One Month Ended April 30,		Four Months Ended April 30,	
	2022	2021	2022	2021
Salaries	\$ 119,741.78	\$ 113,894.41	\$ 347,389.37	\$ 332,982.15
Payroll taxes	9,151.80	8,708.33	26,565.25	25,514.75
Other benefits	43.75	0.00	8,043.75	6,625.00
Health insurance	19,905.00	16,635.71	80,021.23	67,039.70
Unemployment	0.00	0.00	0.00	1,009.37
Training and travel	592.40	1,144.44	1,592.64	2,120.09
Board per diem	100.00	150.00	500.00	550.00
Physical Materials	10,315.35	8,419.16	33,472.62	35,304.14
Digital materials	2,093.82	3,310.47	11,050.76	14,622.90
Materials preparation	811.95	706.88	4,292.86	2,898.25
Programming	1,802.51	922.19	8,637.95	4,427.49
Rent	265.00	220.00	975.00	930.00
Utilities	5,353.53	3,030.91	22,261.62	18,521.87
Upkeep	3,836.60	71,660.30	39,193.33	91,440.06
Technology	15,900.85	0.00	42,880.81	0.00
Equipment maintenance	1,561.49	535.00	3,130.21	1,088.31
Office supplies	2,800.06	142.91	6,500.61	2,785.97
Consulting services	2,782.50	3,713.50	23,045.50	23,275.25
Licensing	1,133.22	2,451.38	19,426.40	4,932.07
Insurance	0.00	0.00	1,024.16	0.00
Memberships	0.00	85.00	180.00	265.00
Other expenditures	47.78	98.93	187.02	519.79
Total expenditures	\$ 198,270.39	\$ 235,829.52	\$ 680,402.09	\$ 636,852.16