

**BRANCH DISTRICT LIBRARY**  
**FINANCIAL STATEMENTS**  
**NOVEMBER 30, 2023 AND 2022**

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## INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

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

December 07, 2023

We have compiled the accompanying balance sheets of Branch District Library as of November 30, 2023 and 2022, and the related statements of revenues, expenditures and changes in fund balance, and other supplemental information for the eleven 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 eleven months ending November 30, 2023, 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

December 07, 2023

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**

	<b>November 30,</b>	
	<b>2023</b>	<b>2022</b>
Cash	\$ 731,599.49	\$ 824,023.25
Investments	739,448.49	719,423.62
Due from County	28,502.29	18,402.40
Prepaid expenses	17,268.65	0.00
Restricted assets:		
Cash	270,445.82	129,533.06
Investments	106,098.08	105,833.19
Total assets	<u>\$ 1,893,362.82</u>	<u>\$ 1,797,215.52</u>

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

Accounts payable	\$ 2,590.00	\$ 2,195.00
Due to the City of Coldwater	245.70	215.70
Payroll taxes payable	3,320.89	2,675.92
Accrued wages	57,875.10	53,500.00
Total liabilities	63,888.52	58,586.62

**FUND BALANCE**

Assigned	376,543.90	235,366.25
Unassigned	1,452,930.40	1,503,262.65
Total fund balance	<u>1,829,474.30</u>	<u>1,738,628.90</u>
Total liabilities and fund equity	<u>\$ 1,893,362.82</u>	<u>\$ 1,797,215.52</u>

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

**ASSETS**

	<b>November 30,</b>	
	<b>2023</b>	<b>2022</b>
Cash	\$ 208,512.25	\$ 198,582.14
Restricted assets:		
Cash	99,835.24	117,384.79
Investments	34,255.65	30,031.48
 Total Assets	\$ 342,603.14	\$ 345,998.41

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

**FUND BALANCE**

Restricted:		
A. Barnett memorial	31,607.33	33,407.33
Fisher memorial	1,125.10	0.00
Dallen memorial	29.21	5.82
Uhle memorial	99.91	41.14
Morton memorial	30,866.34	30,031.48
Union City Facilities	13,581.83	15,838.82
Shamulus memorial	43,682.48	58,682.48
G. Barnett memorial	13,098.69	9,409.20
 Total Restricted	134,090.89	147,416.27
 Committed	208,512.25	198,582.14
 Total fund balance	342,603.14	345,998.41
 Total liabilities and fund equity	\$ 342,603.14	\$ 345,998.41

**BRANCH DISTRICT LIBRARY**

**PERMANENT TRUST FUND  
BALANCE SHEETS**

**ASSETS**

	<b>November 30,</b>	
	<u><b>2023</b></u>	<u><b>2022</b></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>
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Total liabilities fund equity	<u>\$ 147,133.62</u>	<u>\$ 147,133.62</u>
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**BRANCH DISTRICT LIBRARY**

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

	<u>One Month Ended November 30, 2023</u>	<u>Eleven Months Ended November 30, 2023</u>	<u>Budget Year to Date 2023</u>	
			<u>Amount</u>	<u>Variance</u>
<b>REVENUES</b>				
Taxes	\$ 0.00	\$ 1,915,202.45	\$ 1,915,202.00	\$ 0.45
State aid	0.00	47,117.82	47,117.00	0.82
Interest earned	3,973.38	37,058.51	35,000.00	2,058.51
Penal fines	7,860.20	101,077.51	110,000.00	(8,922.49)
Charges for services	2,246.21	13,063.16	16,000.00	(2,936.84)
Reimbursements	0.00	26,293.18	18,000.00	8,293.18
Other revenue	0.00	6,604.02	9,700.00	(3,095.98)
	<hr/>	<hr/>	<hr/>	<hr/>
Total revenues	14,079.79	2,146,416.65	2,151,019.00	(4,602.35)
<b>EXPENDITURES</b>				
Library	154,283.15	1,906,617.88	2,254,958.00	(348,340.12)
	<hr/>	<hr/>	<hr/>	<hr/>
Excess (deficiency) of revenues over expenditures	(140,203.36)	239,798.77	(103,939.00)	343,737.77
<b>OTHER SOURCES (USES)</b>				
Transfers from (to) other funds	0.00	0.00	22,000.00	(22,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Excess (deficiency) of revenues and other sources over expenditures	\$ (140,203.36)	239,798.77	(81,939.00)	321,737.77
	<hr/>	<hr/>	<hr/>	<hr/>
<b>FUND BALANCE - BEGINNING</b>		1,589,675.53	1,562,692.00	26,983.53
		<hr/>	<hr/>	<hr/>
<b>FUND BALANCE - ENDING</b>		\$ 1,829,474.30	\$ 1,480,753.00	\$ 348,721.30
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**BRANCH DISTRICT LIBRARY**

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

	One Month Ended November 30,		Eleven Months Ended November 30,	
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>
<b>REVENUES</b>				
Interest earned	\$ 785.97	\$ 195.54	\$ 6,464.57	\$ 1,346.14
Donations	<u>87.30</u>	<u>1,066.34</u>	<u>18,202.13</u>	<u>19,388.94</u>
Total revenues	873.27	1,261.88	24,666.70	20,735.08
<b>EXPENDITURES</b>				
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>\$ 873.27</u>	<u>\$ 1,261.88</u>	24,666.70	20,735.08
<b>FUND BALANCE - BEGINNING</b>			<u>317,936.44</u>	<u>325,263.33</u>
<b>FUND BALANCE - ENDING</b>			<u>\$ 342,603.14</u>	<u>\$ 345,998.41</u>

**BRANCH DISTRICT LIBRARY**

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

	One Month Ended November 30,		Eleven Months Ended November 30,	
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>
<b>REVENUES</b>				
Donation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>EXPENDITURES</b>				
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
<b>FUND BALANCE - BEGINNING</b>			<u>147,133.62</u>	<u>147,133.62</u>
<b>FUND BALANCE - ENDING</b>			<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 November 30, 2023	Eleven Months Ended November 30, 2023	Budget Year to Date 2023	
			Amount	Variance
Salaries	\$ 84,859.50	\$ 970,759.06	\$ 1,189,000.00	\$ (218,240.94)
Payroll taxes	6,479.75	74,441.81	90,958.00	(16,516.19)
Other benefits	0.00	11,125.00	13,500.00	(2,375.00)
Health insurance	17,261.75	189,345.79	254,000.00	(64,654.21)
Training and travel	1,599.91	9,285.64	17,500.00	(8,214.36)
Education reimbursement	0.00	944.00	1,000.00	(56.00)
Board per diem	167.50	2,498.37	3,000.00	(501.63)
Physical materials	13,460.99	97,150.05	120,000.00	(22,849.95)
Digital materials	2,629.02	24,678.70	32,000.00	(7,321.30)
Materials preparation	764.91	13,540.48	15,000.00	(1,459.52)
Programming	2,931.42	38,072.23	30,000.00	8,072.23
Rent	110.00	2,673.00	3,000.00	(327.00)
Utilities	5,099.72	58,680.48	70,000.00	(11,319.52)
Upkeep	9,650.99	178,175.86	152,000.00	26,175.86
Technology	0.00	47,965.52	47,000.00	965.52
Equipment maintenance	216.87	12,464.89	16,000.00	(3,535.11)
Office supplies	4,077.05	38,248.30	50,000.00	(11,751.70)
Consulting services	2,590.00	41,209.80	50,000.00	(8,790.20)
Licensing	2,031.00	43,287.13	48,000.00	(4,712.87)
Insurance	0.00	22,260.55	25,000.00	(2,739.45)
Memberships	0.00	26,650.91	27,000.00	(349.09)
Other expenditures	352.77	3,160.31	1,000.00	2,160.31
<b>Total expenditures</b>	<b>\$ 154,283.15</b>	<b>\$ 1,906,617.88</b>	<b>\$ 2,254,958.00</b>	<b>\$ (348,340.12)</b>

**BRANCH DISTRICT LIBRARY**  
**OTHER SUPPLEMENTAL INFORMATION**  
**GENERAL FUND**  
**SCHEDULE OF EXPENDITURES**

	One Month Ended November 30,		Eleven Months Ended November 30,	
	2023	2022	2023	2022
Salaries	\$ 84,859.50	\$ 71,655.41	\$ 970,759.06	\$ 946,018.00
Payroll taxes	6,479.75	5,486.84	74,441.81	72,368.11
Other benefits	0.00	0.00	11,125.00	8,145.26
Health insurance	17,261.75	20,228.71	189,345.79	218,062.87
Training and travel	1,599.91	6,478.22	9,285.64	16,659.21
Education reimbursement	0.00	0.00	944.00	0.00
Board per diem	167.50	175.00	2,498.37	1,793.40
Physical Materials	13,460.99	8,615.53	97,150.05	96,673.31
Digital materials	2,629.02	2,271.74	24,678.70	26,481.52
Materials preparation	764.91	3,482.58	13,540.48	14,104.61
Programming	2,931.42	5,913.63	38,072.23	38,785.79
Rent	110.00	220.00	2,673.00	2,455.00
Utilities	5,099.72	4,791.62	58,680.48	57,562.99
Upkeep	9,650.99	20,057.06	178,175.86	116,261.00
Technology	0.00	0.00	47,965.52	235,771.94
Equipment maintenance	216.87	603.11	12,464.89	13,249.53
Office supplies	4,077.05	1,761.26	38,248.30	21,471.87
Consulting services	2,590.00	2,530.50	41,209.80	41,757.75
Licensing	2,031.00	2,885.26	43,287.13	46,047.19
Insurance	0.00	25.00	22,260.55	22,983.48
Memberships	0.00	277.87	26,650.91	25,963.53
Other expenditures	352.77	149.26	3,160.31	991.04
<b>Total expenditures</b>	<b>\$ 154,283.15</b>	<b>\$ 157,608.60</b>	<b>\$ 1,906,617.88</b>	<b>\$ 2,023,607.40</b>

See accountant's compilation report