

BRANCH DISTRICT LIBRARY
FINANCIAL STATEMENTS
JANUARY 31, 2013 AND 2012

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Taylor, Plant & Watkins, P.C.

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 12, 2013

We have compiled the accompanying balance sheets of Branch District Library as of January 31, 2013 and 2012, 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, 2013, 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,	
	2013	2012
<i>Cash</i>	\$ 258,802.02	\$ 244,310.59
<i>Investments</i>	499,187.92	588,238.65
<i>Due from County</i>	12,000.00	21,931.67
<i>Due from the City of Coldwater</i>	1,668.09	28.00
<i>Prepaid expenses</i>	0.00	4,859.47
<i>Total assets</i>	<u>\$ 771,658.03</u>	<u>\$ 859,368.38</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

<i>Accounts payable</i>	\$ 16,167.32	\$ 13,706.45
<i>Due to the City of Coldwater</i>	482.50	143.50
<i>Payroll taxes payable</i>	1,674.17	2,216.71
<i>Accrued wages</i>	<u>26,742.36</u>	<u>37,301.21</u>
<i>Total liabilities</i>	45,066.35	53,367.87

FUND BALANCE

	<u>726,591.68</u>	<u>806,000.51</u>
<i>Total liabilities and fund equity</i>	<u>\$ 771,658.03</u>	<u>\$ 859,368.38</u>

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

ASSETS

	January 31,	
	<u>2013</u>	<u>2012</u>
Cash	\$ 103,652.67	\$ 96,908.47
Restricted assets:		
Cash	<u>52,715.81</u>	<u>38,620.15</u>
Total assets	<u><u>\$ 156,368.48</u></u>	<u><u>\$ 135,528.62</u></u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 260.38	\$ 599.71
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FUND BALANCE

Restricted:

Bronson operations	19,889.07	8,937.99
Fisher memorial	27,445.02	25,973.48
Dallen memorial	835.66	829.19
Barnett memorial	<u>4,430.68</u>	<u>2,879.49</u>

Total Restricted	52,600.43	38,620.15
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Committed	<u>103,507.67</u>	<u>96,308.76</u>
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Total fund balance	<u>156,108.10</u>	<u>134,928.91</u>
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Total liabilities and fund equity	<u><u>\$ 156,368.48</u></u>	<u><u>\$ 135,528.62</u></u>
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BRANCH DISTRICT LIBRARY

**CAPITAL PROJECTS FUND
BALANCE SHEETS**

ASSETS

	January 31,	
	2013	2012
Cash	\$ 84,610.27	\$ 50,051.73
Investments	<u>100,578.98</u>	<u>150,201.74</u>
Total assets	<u>\$ 185,189.25</u>	<u>\$ 200,253.47</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 11,555.56	\$ 5,555.00
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FUND BALANCE

	<u>173,633.69</u>	<u>194,698.47</u>
Total liabilities and fund equity	<u>\$ 185,189.25</u>	<u>\$ 200,253.47</u>

BRANCH DISTRICT LIBRARY
PERMANENT TRUST FUND
BALANCE SHEETS

ASSETS

	January 31,	
	<u>2013</u>	<u>2012</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

Restricted:

<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>
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<i>Total liabilities and fund equity</i>	<u>\$ 142,133.62</u>	<u>\$ 142,133.62</u>
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BRANCH DISTRICT LIBRARY
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE COMPARED TO BUDGET

	<u>Month Ended</u> <u>January 31, 2013</u>	<u>Budget Year to Date</u> <u>2013</u>	
		<u>Amount</u>	<u>Variance</u>
REVENUES			
Taxes	\$ 253,763.32	\$ 655,138.00	\$ (401,374.68)
State shared revenue	0.00	23,633.00	(23,633.00)
Interest earned	0.00	2,700.00	(2,700.00)
Penal fines	12,000.00	100,500.00	(88,500.00)
Charges for services	867.45	21,000.00	(20,132.55)
Reimbursements	1,240.48	27,041.00	(25,800.52)
Miscellaneous	<u>895.60</u>	<u>15,000.00</u>	<u>(14,104.40)</u>
 Total revenues	 268,766.85	 845,012.00	 (576,245.15)
EXPENDITURES			
Library	<u>81,152.40</u>	<u>957,402.00</u>	<u>(876,249.60)</u>
 Excess (deficiency) of revenues over expenditures	 187,614.45	 (112,390.00)	 300,004.45
OTHER SOURCES (USES)			
Transfers from (to) other funds	<u>0.00</u>	<u>16,012.00</u>	<u>(16,012.00)</u>
 Excess (deficiency) of revenues over expenditures	 187,614.45	 (96,378.00)	 283,992.45
FUND BALANCE - BEGINNING	<u>538,977.23</u>	<u>490,000.00</u>	<u>48,977.23</u>
FUND BALANCE - ENDING	<u>\$ 726,591.68</u>	<u>\$ 393,622.00</u>	<u>\$ 332,969.68</u>

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,	
	2013	2012
REVENUES		
Interest earned	\$ 85.33	\$ 187.51
Donations	<u>5,965.05</u>	<u>6,438.84</u>
Total revenues	6,050.38	6,626.35
EXPENDITURES		
Books	186.96	628.87
Bronson endowment	<u>115.38</u>	<u>0.00</u>
Total expenditures	<u>302.34</u>	<u>628.87</u>
Excess (deficiency) of revenues over expenditures	5,748.04	5,997.48
FUND BALANCE - BEGINNING	<u>150,360.06</u>	<u>128,931.43</u>
FUND BALANCE - ENDING	<u>\$ 156,108.10</u>	<u>\$ 134,928.91</u>

See accountant's compilation report

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

	One Month Ended January 31,	
	2013	2012
REVENUES		
Taxes	\$ 42,185.67	\$ 44,571.42
Interest earned	8.63	6.67
<i>Total revenues</i>	42,194.30	44,578.09
EXPENDITURES		
Automation	0.00	21,404.60
Capital outlay	11,555.56	5,250.00
<i>Total expenditures</i>	11,555.56	26,654.60
<i>Excess (deficiency) of revenues over expenditures</i>	30,638.74	17,923.49
FUND BALANCE - BEGINNING	142,994.95	176,774.98
FUND BALANCE - ENDING	\$ 173,633.69	\$ 194,698.47

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,	
	2013	2012
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
	<hr/> <hr/>	<hr/> <hr/>

See accountant's compilation report

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

	<u>Month Ended</u> <u>January 31, 2013</u>	<u>Budget Year to Date</u> <u>2013</u>	
		<u>Amount</u>	<u>Variance</u>
Salaries	\$ 45,772.11	\$ 548,248.00	\$ (502,475.89)
Payroll taxes	3,529.57	43,860.00	(40,330.43)
Unemployment	0.00	14,100.00	(14,100.00)
Workers compensation	0.00	2,500.00	(2,500.00)
Longevity	500.00	4,500.00	(4,000.00)
Board per diem	0.00	900.00	(900.00)
Contract labor	0.00	200.00	(200.00)
Hospitalization	5,046.26	51,500.00	(46,453.74)
Deferred compensation	2,500.00	4,500.00	(2,000.00)
Employee relations	0.00	500.00	(500.00)
Contracted services	0.00	11,817.00	(11,817.00)
Training	0.00	3,000.00	(3,000.00)
Telephone	489.54	7,000.00	(6,510.46)
Utilities	3,133.47	38,000.00	(34,866.53)
Insurance	0.00	12,500.00	(12,500.00)
Maintenance	4,668.13	52,050.00	(47,381.87)
Equipment maintenance	91.55	9,000.00	(8,908.45)
Network maintenance	0.00	11,000.00	(11,000.00)
Office supplies	1,292.35	23,000.00	(21,707.65)
Postage	343.06	4,000.00	(3,656.94)
Books	5,440.04	42,127.00	(36,686.96)
Periodicals	48.75	5,200.00	(5,151.25)
Audio visual	580.57	8,000.00	(7,419.43)
Interloan document delivery	35.00	7,500.00	(7,465.00)
Membership and dues	0.00	2,000.00	(2,000.00)
Transportation	510.02	8,000.00	(7,489.98)
Community promotions	203.37	6,900.00	(6,696.63)
Printing and publishing	0.00	1,000.00	(1,000.00)
Payroll fees	44.10	500.00	(455.90)
Professional services	6,891.98	31,000.00	(24,108.02)
Correction of prior year taxes	32.53	3,000.00	(2,967.47)
Total expenditures	\$ 81,152.40	\$ 957,402.00	\$ (876,249.60)

See accountant's compilation report

BRANCH DISTRICT LIBRARY
OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND
SCHEDULE OF EXPENDITURES

	One Month Ended	
	January 31,	
	2013	2012
<i>Salaries</i>	\$ 45,772.11	\$ 57,419.85
<i>Payroll taxes</i>	3,529.57	4,414.17
<i>Workers compensation</i>	0.00	530.00
<i>Longevity</i>	500.00	475.00
<i>Hospitalization</i>	5,046.26	4,876.34
<i>Deferred compensation</i>	2,500.00	2,500.00
<i>Telephone</i>	489.54	991.78
<i>Utilities</i>	3,133.47	2,288.39
<i>Maintenance</i>	4,668.13	3,727.09
<i>Equipment maintenance</i>	91.55	1,001.75
<i>Network maintenance</i>	0.00	57.22
<i>Operating supplies</i>	0.00	938.17
<i>Office supplies</i>	1,292.35	588.44
<i>Postage</i>	343.06	392.91
<i>Books</i>	5,440.04	5,996.09
<i>Periodicals</i>	48.75	91.15
<i>Audio visual</i>	580.57	1,198.37
<i>Interloan document delivery</i>	35.00	0.00
<i>Transportation</i>	510.02	422.59
<i>Community promotions</i>	203.37	206.50
<i>Payroll fees</i>	44.10	43.80
<i>Professional services</i>	6,891.98	6,679.04
<i>Correction of prior year tax</i>	32.53	0.00
	<hr/>	<hr/>
<i>Total expenditures</i>	\$ 81,152.40	\$ 94,838.65
	<hr/>	<hr/>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
BRONSON FIDUCIARY RESERVED FUND

BRONSON INCOME 2012 (BEGINNING BALANCE) \$17,335.91

INCOME:

ALLOCATED INTEREST (JAN) 2.54
DONATIONS (JAN) 2,666.00

TOTAL INCOME \$2,668.54

EXPENSES:

SANTA CLAUS PUBLISHIN (JAN) (77.38)
LYNELL EASH (JAN) (38.00)

TOTAL DISBURSEMENTS (115.38)
(#655-201: #640-201: #680-200)

BALANCE ENDOWMENT RESERVED FUND \$19,889.07
(#302200)

BRANCH DISTRICT LIBRARY
BARNETT FIDUCIARY RESERVED FUND

BARNETT INCOME 2013 (BEGINNING BALANCE) \$4,372.67

INCOME:

DEPOSIT (JAN) 57.41
ALLOCATED INTEREST (JAN) 0.60

TOTAL INCOME \$58.01

EXPENSES:

#640202 TOTAL DISBURSEMENTS 0.00

BALANCE ENDOWMENT RESERVED FUND \$4,430.68

#304300