

BRANCH DISTRICT LIBRARY
FINANCIAL STATEMENTS
OCTOBER 31, 2014 AND 2013

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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

November 10, 2014

We have compiled the accompanying balance sheets of Branch District Library as of October 31, 2014 and 2013, and the related statements of revenues, expenditures and changes in fund balance, and other supplemental information for the ten months 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

	October 31,	
	2014	2013
Cash	\$ 401,301.30	\$ 152,655.96
Investments	400,060.87	499,774.94
Due from County	22,000.00	30,223.09
Due from the City of Coldwater	44.37	28.69
Prepaid expenses	<u>3,766.15</u>	<u>4,046.26</u>
Total assets	<u>\$ 827,172.69</u>	<u>\$ 686,728.94</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 4,026.71	\$ 17,513.76
Due to the City of Coldwater	271.50	87.50
Payroll taxes payable	1,661.88	1,610.35
Accrued wages	<u>24,758.04</u>	<u>26,742.36</u>
Total liabilities	30,718.13	45,953.97

FUND BALANCE

	<u>796,454.56</u>	<u>640,774.97</u>
Total liabilities and fund equity	<u>\$ 827,172.69</u>	<u>\$ 686,728.94</u>

See accountant's compilation report

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

ASSETS

	October 31,	
	2014	2013
Cash	\$ 114,178.43	\$ 104,992.19
Restricted assets:		
Cash	<u>72,483.02</u>	<u>66,664.76</u>
Total assets	<u>\$ 186,661.45</u>	<u>\$ 171,656.95</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	\$ 200.00	\$ 1,142.62
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FUND BALANCE

<i>Restricted:</i>		
Bronson operations	13,828.44	9,095.70
Fisher memorial	27,832.23	27,486.52
Dallen memorial	845.40	839.97
Morton memorial	28,847.86	28,792.87
Barnett memorial	<u>1,129.09</u>	<u>449.70</u>
Total Restricted	72,483.02	66,664.76
Committed	<u>113,978.43</u>	<u>103,849.57</u>
Total fund balance	<u>186,461.45</u>	<u>170,514.33</u>
Total liabilities and fund equity	<u>\$ 186,661.45</u>	<u>\$ 171,656.95</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
CAPITAL PROJECTS FUND
BALANCE SHEETS

ASSETS

	October 31,	
	<u>2014</u>	<u>2013</u>
Cash	\$ 88,790.92	\$ 59,394.71
Investments	<u>101,005.64</u>	<u>100,578.98</u>
Total assets	<u>\$ 189,796.56</u>	<u>\$ 159,973.69</u>

LIABILITIES AND FUND EQUITY

LIABILITIES		
Accounts payable	\$ 10,703.78	\$ 3,973.24
FUND BALANCE	<u>179,092.78</u>	<u>156,000.45</u>
Total liabilities and fund equity	<u>\$ 189,796.56</u>	<u>\$ 159,973.69</u>

BRANCH DISTRICT LIBRARY
PERMANENT TRUST FUND
BALANCE SHEETS

ASSETS

	October 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>

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

	<u>Month Ended</u> <u>October 31, 2014</u>	<u>Ten Months Ended</u> <u>October 31, 2014</u>	<u>Budget Year to Date</u> <u>2014</u>	
			<u>Amount</u>	<u>Variance</u>
REVENUES				
Taxes	\$ 26.62	\$ 673,942.62	\$ 664,420.08	\$ 9,522.54
State shared revenue	0.00	27,645.16	25,200.00	2,445.16
Interest earned	31.78	1,147.96	1,200.00	(52.04)
Penal fines	22,000.00	268,056.35	161,000.00	107,056.35
Charges for services	815.95	23,994.31	21,000.00	2,994.31
Reimbursements	1,748.24	23,375.57	26,083.00	(2,707.43)
Miscellaneous	948.48	11,871.95	14,000.00	(2,128.05)
Total revenues	25,571.07	1,030,033.92	912,903.08	117,130.84
EXPENDITURES				
Library	74,010.71	827,981.39	993,127.88	(165,146.49)
Total expenditures	74,010.71	827,981.39	993,127.88	(165,146.49)
Excess (deficiency) of revenues over expenditures	(48,439.64)	202,052.53	(80,224.80)	282,277.33
OTHER SOURCES (USES)				
Transfers from (to) other funds	0.00	24,590.08	27,690.08	(3,100.00)
Excess (deficiency) of revenues and other sources over expenditures	\$ (48,439.64)	226,642.61	(52,534.72)	279,177.33
FUND BALANCE - BEGINNING		<u>569,811.95</u>	<u>494,835.00</u>	<u>74,976.95</u>
FUND BALANCE - ENDING		<u>\$ 796,454.56</u>	<u>\$ 442,300.28</u>	<u>\$ 354,154.28</u>

See accountant's compilation report

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

	Month Ended October 31,		Ten Months Ended October 31,	
	2014	2013	2014	2013
REVENUES				
Interest earned	\$ 97.74	\$ 93.29	\$ 955.45	\$ 917.73
Donations	3,149.00	6,379.07	23,670.89	55,602.27
Total revenues	3,246.74	6,472.36	24,626.34	56,520.00
EXPENDITURES				
Books	1,016.82	2,198.62	11,684.07	10,045.30
Bronson endowment	0.00	0.00	1,170.99	24,530.29
Friends of the Library	0.00	2,400.00	4,800.00	4,800.00
Total expenditures	1,016.82	4,598.62	17,655.06	39,375.59
Excess (deficiency) of revenues over expenditures	\$ 2,229.92	\$ 1,873.74	6,971.28	17,144.41
FUND BALANCE - BEGINNING			179,490.17	150,360.06
FUND BALANCE - ENDING			\$ 186,461.45	\$ 167,504.47

See accountant's compilation report

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

	Month Ended October 31,		Ten Months Ended October 31,	
	2014	2013	2014	2013
REVENUES				
Taxes	\$ 4.44	\$ 1.19	\$ 110,743.88	\$ 108,497.20
Sale of fixed assets	0.00	338.00	281.20	622.00
Interest earned	15.10	10.30	174.10	133.53
 Total revenues	 19.54	 349.49	 111,199.18	 109,252.73
 EXPENDITURES				
Automation	0.00	0.00	6,000.00	19,353.94
Capital outlay	600.00	5,043.24	5,517.21	27,566.36
 Total expenditures	 600.00	 5,043.24	 11,517.21	 46,920.30
 Excess (deficiency) of revenues over expenditures	 (580.46)	 (4,693.75)	 99,681.97	 62,332.43
 OTHER SOURCES (USES)				
Transfer from (to) other funds	0.00	0.00	(24,590.08)	(19,021.86)
Debt service	(10,103.78)	0.00	(40,408.85)	(30,305.07)
 Total other sources (uses)	 (10,103.78)	 0.00	 (64,998.93)	 (49,326.93)
 Excess (deficiency) of revenues over expenditures and other uses	 <u>\$ (10,684.24)</u>	 <u>\$ (4,693.75)</u>	 34,683.04	 13,005.50
 FUND BALANCE - BEGINNING			 144,409.74	 142,994.95
 FUND BALANCE - ENDING			 \$ 179,092.78	 \$ 156,000.45

See accountant's compilation report

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

	Month Ended October 31,		Ten Months Ended October 31,	
	2014	2013	2014	2013
REVENUES				
Total revenues	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
EXPENDITURES				
Total expenditures	0.00	0.00	0.00	0.00
Excess (deficiency) of revenues over expenditures	\$ 0.00	\$ 0.00	0.00	0.00
FUND BALANCE - BEGINNING			142,133.62	142,133.62
FUND BALANCE - ENDING			\$ 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

	<u>Month Ended</u> <u>October 31, 2014</u>	<u>Ten Months</u> <u>Ended</u> <u>October 31, 2014</u>	<u>Budget Year to Date</u> <u>2014</u>	
			<u>Amount</u>	<u>Variance</u>
Salaries	\$ 46,177.86	\$ 499,687.81	\$ 590,211.00	\$ (90,523.19)
Payroll taxes	3,522.22	38,253.51	47,216.88	(8,963.37)
Unemployment	2,464.90	2,475.20	14,100.00	(11,624.80)
Workers compensation	0.00	1,269.00	2,500.00	(1,231.00)
Longevity	0.00	1,850.00	4,300.00	(2,450.00)
Board per diem	0.00	0.00	900.00	(900.00)
Contract labor	0.00	0.00	300.00	(300.00)
Hospitalization	3,766.15	39,941.61	46,000.00	(6,058.39)
Deferred compensation	0.00	4,500.00	4,500.00	0.00
Employee relations	50.00	169.17	500.00	(330.83)
Contracted services	0.00	17,664.98	12,600.00	5,064.98
Training	0.00	3,168.42	3,000.00	168.42
Telephone	589.41	5,067.72	6,500.00	(1,432.28)
Utilities	3,126.84	32,805.11	38,000.00	(5,194.89)
Insurance	0.00	11,444.43	11,500.00	(55.57)
Maintenance	2,535.10	35,528.66	50,500.00	(14,971.34)
Equipment maintenance	698.86	4,966.28	9,000.00	(4,033.72)
Network maintenance	0.00	9,360.31	8,000.00	1,360.31
Office supplies	2,592.11	26,270.46	23,000.00	3,270.46
Interloan document delivery	20.00	447.02	7,500.00	(7,052.98)
Postage	299.02	1,818.40	4,000.00	(2,181.60)
Books	3,682.51	40,593.65	42,000.00	(1,406.35)
Periodicals	132.75	1,357.20	5,200.00	(3,842.80)
Audio visual	959.78	7,399.57	8,000.00	(600.43)
Membership and dues	0.00	1,994.00	2,000.00	(6.00)
Transportation	1,136.15	6,343.45	8,000.00	(1,656.55)
Community promotions	224.50	5,834.35	6,300.00	(465.65)
Printing and publishing	0.00	0.00	1,000.00	(1,000.00)
Payroll fees	36.15	382.53	500.00	(117.47)
Professional services	1,996.40	25,430.98	33,000.00	(7,569.02)
Correction of prior year taxes	0.00	1,957.57	3,000.00	(1,042.43)
Total expenditures	<u>\$ 74,010.71</u>	<u>\$ 827,981.39</u>	<u>\$ 993,127.88</u>	<u>\$ (165,146.49)</u>

See accountant's compilation report

BRANCH DISTRICT LIBRARY
OTHER SUPPLEMENTAL INFORMATION
GENERAL FUND
SCHEDULE OF EXPENDITURES

	Month Ended October 31,		Ten Months Ended October 31,	
	2014	2013	2014	2013
<i>Salaries</i>	\$ 46,177.86	\$ 43,860.55	\$ 499,687.81	\$ 477,856.62
<i>Payroll taxes</i>	3,522.22	3,344.95	38,253.51	36,695.09
<i>Unemployment</i>	2,464.90	0.00	2,475.20	0.00
<i>Workers compensation</i>	0.00	495.00	1,269.00	1,485.00
<i>Longevity</i>	0.00	0.00	1,850.00	2,775.00
<i>Contract labor</i>	0.00	94.32	0.00	188.64
<i>Hospitalization</i>	3,766.15	3,563.00	39,941.61	40,012.82
<i>Deferred compensation</i>	0.00	0.00	4,500.00	2,500.00
<i>Employee relations</i>	50.00	25.00	169.17	148.45
<i>Contracted services</i>	0.00	0.00	17,664.98	11,704.02
<i>Training</i>	0.00	215.00	3,168.42	3,716.03
<i>Telephone</i>	589.41	483.63	5,067.72	4,877.54
<i>Utilities</i>	3,126.84	2,888.93	32,805.11	30,234.80
<i>Insurance</i>	0.00	0.00	11,444.43	11,442.89
<i>Maintenance</i>	2,535.10	3,386.71	35,528.66	38,317.64
<i>Equipment maintenance</i>	698.86	784.17	4,966.28	4,365.59
<i>Network maintenance</i>	0.00	0.00	9,360.31	4,110.86
<i>Operating supplies</i>	0.00	0.00	0.00	75.00
<i>Office supplies</i>	2,592.11	2,330.16	26,270.46	22,614.06
<i>Interloan document delivery</i>	20.00	9.99	447.02	4,090.35
<i>Postage</i>	299.02	374.82	1,818.40	1,709.94
<i>Books</i>	3,682.51	4,767.15	40,593.65	39,035.16
<i>Periodicals</i>	132.75	3,661.20	1,357.20	4,375.06
<i>Audio visual</i>	959.78	862.40	7,399.57	7,140.82
<i>Membership and dues</i>	0.00	904.00	1,994.00	1,324.00
<i>Transportation</i>	1,136.15	789.31	6,343.45	6,058.53
<i>Community promotions</i>	224.50	103.16	5,834.35	3,284.83
<i>Printing and publishing</i>	0.00	610.02	0.00	694.02
<i>Payroll fees</i>	36.15	36.45	382.53	381.90
<i>Professional services</i>	1,996.40	1,984.50	25,430.98	27,001.38
<i>Correction of prior year tax</i>	0.00	0.00	1,957.57	269.60
<i>Total expenditures</i>	<u>\$ 74,010.71</u>	<u>\$ 75,574.42</u>	<u>\$ 827,981.39</u>	<u>\$ 788,485.64</u>

BRANCH DISTRICT LIBRARY
BRONSON FIDUCIARY RESERVED FUND

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

INCOME:

ALLOCATED INTEREST	(JAN)	1.42
ALLOCATED INTEREST	(FEB)	1.41
DEPOSIT	(MAR)	965.00
ALLOCATED INTEREST	(MAR)	1.60
DEPOSIT	(APR)	3,149.00
ALLOCATED INTEREST	(APR)	1.67
ALLOCATED INTEREST	(MAY)	1.88
DEPOSIT	(JUNE)	50.00
ALLOCATED INTEREST	(JUNE)	1.73
DEPOSIT	(JULY)	3,049.00
ALLOCATED INTEREST	(JULY)	2.04
ALLOCATED INTEREST	(AUG)	2.25
ALLOCATED INTEREST	(SEPT)	1.95
DEPOSIT	(SEPT)	200.00
DEPOSIT	(OCT)	3,049.00
ALLOCATED INTEREST	(OCT)	2.09

TOTAL INCOME \$10,480.04

EXPENSES:

LYNELL EASH	(FEB)	(280.00)
TAYLOR'S	(FEB)	(147.54)
LINDA DULL	(FEB)	(22.26)
LYNELL EASH	(MAR)	(42.58)
CENTURY BANK & TRUST	(MAR)	(2,400.00)
LYNELL EASH	(MAY)	(81.00)
LYNELL EASH	(JULY)	(72.61)
KALAMAZOO NATURE CENTER	(AUG)	(525.00)
CENTURY BANK & TRUST	(SEPT)	(2,400.00)

TOTAL DISBURSEMENTS (5,970.99)
(#655-201: #640-201: #680-200)

BALANCE ENDOWMENT RESERVED FUND \$13,828.44
(#302200)

BRANCH DISTRICT LIBRARY
BARNETT FIDUCIARY RESERVED FUND

BARNETT INCOME 2014 (BEGINNING BALANCE) \$562.80

INCOME:

DEPOSIT	(JAN)	57.42
ALLOCATED INTEREST	(JAN)	0.09
DEPOSIT	(FEB)	57.41
ALLOCATED INTEREST	(FEB)	0.10
DEPOSIT	(MAR)	51.86
ALLOCATED INTEREST	(MAR)	0.12
DEPOSIT	(APR)	57.41
ALLOCATED INTEREST	(APR)	0.12
DEPOSIT	(MAY)	55.57
ALLOCATED INTEREST	(MAY)	0.15
DEPOSIT	(JUNE)	57.41
ALLOCATED INTEREST	(JUNE)	0.14
DEPOSIT	(JULY)	55.56
ALLOCATED INTEREST	(JULY)	0.16
DEPOSIT	(AUG)	57.41
ALLOCATED INTEREST	(AUG)	0.17
DEPOSIT	(SEPT)	57.42
ALLOCATED INTEREST	(SEPT)	0.17
DEPOSIT	(OCT)	57.41
ALLOCATED INTEREST	(OCT)	0.19

TOTAL INCOME \$566.29

EXPENSES:

#640202 TOTAL DISBURSEMENTS 0.00

BALANCE ENDOWMENT RESERVED FUND \$1,129.09

#304300

BRANCH DISTRICT LIBRARY
MORTON

MORTON 2013 (BEGINNING BALANCE) \$28,800.09

INCOME:

ALLOCATED INTEREST	(JAN)	4.40
ALLOCATED INTEREST	(FEB)	4.42
ALLOCATED INTEREST	(MAR)	4.89
ALLOCATED INTEREST	(APR)	4.74
ALLOCATED INTEREST	(MAY)	5.14
ALLOCATED INTEREST	(JUNE)	4.74
ALLOCATED INTEREST	(JULY)	4.90
ALLOCATED INTEREST	(AUG)	4.90
ALLOCATED INTEREST	(SEPT)	4.74
ALLOCATED INTEREST	(OCT)	4.90

TOTAL INCOME \$47.77

EXPENSES:

TOTAL DISBURSEMENTS 0.00

BALANCE ENDOWMENT RESERVED FUND \$28,847.86
(#304400)