

**BRANCH DISTRICT LIBRARY**  
**FINANCIAL STATEMENTS**  
**FEBRUARY 28, 2022 AND 2021**

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## INDEPENDENT ACCOUNTANT'S COMPILATION REPORT

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

March 13, 2022

We have compiled the accompanying balance sheets of Branch District Library as of February 28, 2022 and 2021, and the related statements of revenues, expenditures and changes in fund balance, and other supplemental information for the two 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 two months ending February 28, 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

March 13, 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**

	<b>February 28,</b>	
	<b>2022</b>	<b>2021</b>
Cash	\$ 1,024,035.72	\$ 995,824.41
Investments	710,388.26	698,540.64
Due from County	13,808.30	12,000.00
Prepaid expenses	0.00	16,635.71
Restricted assets:		
Cash	298,389.56	304,226.70
Investments	105,593.56	105,067.01
Total assets	<u>\$ 2,152,215.40</u>	<u>\$ 2,132,294.47</u>

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

Accounts payable	\$ 7,385.00	\$ 7,510.00
Due to the City of Coldwater	10.00	560.80
Payroll taxes payable	2,979.94	2,606.14
Accrued wages	53,500.00	52,200.00
Total liabilities	63,874.94	62,876.94

**FUND BALANCE**

Assigned	403,983.12	409,293.71
Unassigned	1,684,357.34	2,069,417.53
Total fund balance	2,088,340.46	2,069,417.53
Total liabilities and fund equity	<u>\$ 2,152,215.40</u>	<u>\$ 2,132,294.47</u>

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

**ASSETS**

	<b>February 28,</b>	
	<b>2022</b>	<b>2021</b>
Cash	\$ 192,939.71	\$ 189,055.11
Restricted assets:		
Cash	108,282.13	145,161.76
Investments	29,903.30	29,848.35
 Total Assets	 \$ 331,125.14	 \$ 364,065.22

**LIABILITIES AND FUND EQUITY**

**LIABILITIES**

**FUND BALANCE**

Restricted:		
A. Barnett memorial	25,069.85	43,594.73
Fisher memorial	0.00	6,152.31
Dallen memorial	3.52	0.49
Uhle memorial	35.46	27.90
Morton memorial	29,903.30	29,848.35
Union City Facilities	15,838.82	19,998.85
Shamuluas memorial	58,682.48	67,874.25
G. Barnett memorial	8,652.00	7,513.23
 Total Restricted	 138,185.43	 175,010.11
Committed	192,939.71	189,055.11
 Total fund balance	 331,125.14	 364,065.22
 Total liabilities and fund equity	 \$ 331,125.14	 \$ 364,065.22

**BRANCH DISTRICT LIBRARY**

**PERMANENT TRUST FUND  
BALANCE SHEETS**

**ASSETS**

	<b>February 28,</b>	
	<b>2022</b>	<b>2021</b>
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**

	One Month Ended February 28, 2022	Two Months Ended February 28, 2022	Budget Year to Date 2022	
			Amount	Variance
<b>REVENUES</b>				
Taxes	\$ 621,974.89	\$ 642,382.67	\$ 1,768,000.00	\$ (1,125,617.33)
State aid	0.00	0.00	41,000.00	(41,000.00)
Interest earned	1,096.98	2,197.11	12,000.00	(9,802.89)
Penal fines	8,441.08	8,441.08	108,000.00	(99,558.92)
Charges for services	1,343.65	1,532.08	9,000.00	(7,467.92)
Reimbursements	0.00	(21.93)	39,000.00	(39,021.93)
Other revenue	0.00	0.00	5,000.00	(5,000.00)
<b>Total revenues</b>	<b>632,856.60</b>	<b>654,531.01</b>	<b>1,982,000.00</b>	<b>(1,327,468.99)</b>
<b>EXPENDITURES</b>				
Library	153,185.55	283,389.72	2,422,000.00	(2,138,610.28)
Excess (deficiency) of revenues over expenditures	479,671.05	371,141.29	(440,000.00)	811,141.29
<b>OTHER SOURCES (USES)</b>				
Transfers from (to) other funds	0.00	0.00	21,000.00	(21,000.00)
Excess (deficiency) of revenues and other sources over expenditures	\$ 479,671.05	371,141.29	(419,000.00)	790,141.29
<b>FUND BALANCE - BEGINNING</b>		1,717,199.17	1,483,663.00	233,536.17
<b>FUND BALANCE - ENDING</b>		\$ 2,088,340.46	\$ 1,064,663.00	\$ 1,023,677.46



**BRANCH DISTRICT LIBRARY**

**SPECIAL REVENUE TRUST FUND**

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

	One Month Ended February 28,		Two Months Ended February 28,	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
<b>REVENUES</b>				
Interest earned	\$ 220.55	\$ 121.94	\$ 251.28	\$ 245.07
Donations	<u>1,948.00</u>	<u>36.50</u>	<u>5,610.53</u>	<u>22,362.17</u>
Total revenues	2,168.55	158.44	5,861.81	22,607.24
<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	2,168.55	158.44	5,861.81	22,607.24
<b>OTHER SOURCES (USES)</b>				
Excess (deficiency) of revenues over expenditures and other uses	<u>\$ 2,168.55</u>	<u>\$ 158.44</u>	5,861.81	22,607.24
<b>FUND BALANCE - BEGINNING</b>			<u>325,263.33</u>	<u>341,457.98</u>
<b>FUND BALANCE - ENDING</b>			<u>\$ 331,125.14</u>	<u>\$ 364,065.22</u>

**BRANCH DISTRICT LIBRARY**

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

	One Month Ended February 28,		Two Months Ended February 28,	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</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 February 28, 2022	Two Months Ended February 28, 2022	Budget Year to Date 2022	
			Amount	Variance
Salaries	\$ 81,529.91	\$ 151,073.70	\$ 1,144,000.00	\$ (992,926.30)
Payroll taxes	6,233.99	11,550.98	92,000.00	(80,449.02)
Other benefits	0.00	500.00	8,800.00	(8,300.00)
Health insurance	19,093.78	41,009.28	248,000.00	(206,990.72)
Training and travel	76.05	232.54	25,000.00	(24,767.46)
Education reimbursement	0.00	0.00	5,000.00	(5,000.00)
Board per diem	100.00	200.00	4,200.00	(4,000.00)
Physical materials	8,783.04	15,692.95	125,000.00	(109,307.05)
Digital materials	2,063.68	7,115.68	43,000.00	(35,884.32)
Materials preparation	2,602.79	3,040.37	12,000.00	(8,959.63)
Programming	2,489.28	3,154.53	33,000.00	(29,845.47)
Rent	0.00	0.00	4,000.00	(4,000.00)
Utilities	7,789.06	12,132.71	72,000.00	(59,867.29)
Upkeep	5,901.28	7,931.59	158,000.00	(150,068.41)
Technology	15.99	15.99	240,000.00	(239,984.01)
Equipment maintenance	220.00	755.00	20,000.00	(19,245.00)
Office supplies	391.69	1,878.09	28,000.00	(26,121.91)
Consulting services	7,674.50	16,789.50	51,000.00	(34,210.50)
Licensing	7,129.00	9,024.00	52,000.00	(42,976.00)
Insurance	1,024.16	1,024.16	27,000.00	(25,975.84)
Memberships	0.00	180.00	29,000.00	(28,820.00)
Other expenditures	67.35	88.65	1,000.00	(911.35)
<b>Total expenditures</b>	<b>\$ 153,185.55</b>	<b>\$ 283,389.72</b>	<b>\$ 2,422,000.00</b>	<b>\$ (2,138,610.28)</b>

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

	One Month Ended February 28,		Two Months Ended February 28,	
	2022	2021	2022	2021
Salaries	\$ 81,529.91	\$ 72,947.69	\$ 151,073.70	\$ 145,244.53
Payroll taxes	6,233.99	5,579.36	11,550.98	11,156.71
Other benefits	0.00	3,500.00	500.00	4,625.00
Health insurance	19,093.78	16,635.71	41,009.28	33,768.28
Unemployment	0.00	1,004.07	0.00	1,009.37
Training and travel	76.05	699.01	232.54	725.89
Board per diem	100.00	125.00	200.00	250.00
Physical Materials	8,783.04	6,239.79	15,692.95	14,186.70
Digital materials	2,063.68	5,538.18	7,115.68	9,290.18
Materials preparation	2,602.79	547.89	3,040.37	981.73
Programming	2,489.28	887.19	3,154.53	911.42
Rent	0.00	110.00	0.00	110.00
Utilities	7,789.06	5,255.36	12,132.71	9,209.75
Upkeep	5,901.28	15,717.01	7,931.59	16,795.01
Technology	15.99	0.00	15.99	0.00
Equipment maintenance	220.00	137.82	755.00	146.56
Office supplies	391.69	444.46	1,878.09	825.28
Consulting services	7,674.50	7,865.14	16,789.50	16,718.25
Licensing	7,129.00	2,480.69	9,024.00	2,480.69
Insurance	1,024.16	0.00	1,024.16	0.00
Memberships	0.00	180.00	180.00	180.00
Other expenditures	67.35	37.95	88.65	354.44
<b>Total expenditures</b>	<b>\$ 153,185.55</b>	<b>\$ 145,932.32</b>	<b>\$ 283,389.72</b>	<b>\$ 268,969.79</b>