

Director's Report January 2023

Patron Comments

Included in your Board packet.

Monthly Birthday Celebrations

December birthdays included Michael Hands, Herb Harris, Patrick Hanrahan, Judy Donlin, Sandyha Kammanadiminti, Crystal Peterson, Sherri Vaughn.

Community Tours

In November and December staff were given the opportunity to tour two community venues – The Holocaust Museum and The Hawk. The Holocaust Museum tour was led by docent Sue Ross. The Holocaust Museum will be closed starting in June for at least 6 months, undergoing a \$15M renovation. They are trying to get as many people as they can through the museum before it closes, and they extended an offer to the library staff. We have another tour scheduled sometime in February. The Hawk tour was to get a behind the scenes look at the new Makerspace area. Through the tour and in discussions with the staff we found many ways we could partner and have some of our books and services available at The Hawk for users of the Makerspace to use.

Michigan Municipal Liability Site Tour

Frank Demers from MML visited the Twelve Mile Library on December 13 to tour and discuss ways to reduce the library's liability. He will be scheduling a time with Donald in January to tour the Farmington Library.

AllVoices

AllVoices, the third-party system, that allows staff to submit complaints anonymously has been created and will be up and running soon.

Farmington/Farmington Hills Area Chamber of Commerce

The State of the Cities breakfast will be held on Wednesday, March 8, 8:30-10:30 AM. It was asked of the Chamber if the library could make a presentation that morning also. The response was that the library is considered a city department – much like the police and fire and that the mayor(s) should be giving updates about the library during their speeches. In consolation, we were offered a 1/8th size add in *The Link* (a Chamber publication) without a fee, which we took them up on.

The next Morning Boost at the Library will be April 6 from 8:00 – 9:15 AM.

MLK Jr . Day Events

On Sunday, January 15 the library is hosting Lt. Col. Lawrence Millben who was a Tuskegee airman. This is a pre-MLK Jr. Day event leading up to the full day on January 16. The Farmington Hills Police Chief has asked if they could present a small gift from the FH Police Dept. to signify their appreciation for his service to our country, to be given after his presentation and discussion. We were also congratulated by the Chief for a great line up events this year.

Compensation Study

The next step in the compensation study process will be to re-write job descriptions. This will take place February 7 and 8. Two full days. ElementOne will walk us through the process of evaluating each job.

Outreach Opportunities

Maria and Kristel met with Shannon Daniel, Access and Opportunity Coordinator for Farmington Public Schools, to discuss several items including – 1st Grade Field Trips to the Library and the library as a location for work co-op and mentorships.

The Library Network Conversations on Race Library Series

We have been asked by TLN to host their Conversations on Race Series – three sessions in April and May – April 17, April 25, May 1. These will be held in the meeting room at the Farmington location. Huntington Woods Library is also a host library. Information about the series will be available at the Board meeting.

Submitted by

Kelley Siegrist

Director

Facilities Report January 2023

Firewall/Door Curtain Issue – National Door Systems architects for final measuring and submission of prints to FH City Engineering Department. Door and materials have been ordered.

Stairwell carpet to Children's at 12 Mile is faded and worn out. Walked the area with a vendor. They will be sending me examples of more durable carpet that will be dark in color with visibly less wear over time. I mentioned the non-slip vinyl and it cannot be used on these types of stairs due to the steel and cement frame of the steps.

Chiller Units 12 Mile – We have our first Building Automation System up and running. The controls program has been uploaded to computers. I would like to do a 10-minute visualization for the Board in the near future to give everyone an idea of how it works. I would also like to filter this control unit to our critical units in server rooms and the roof top unit for Liberty Street.

Liberty Building Fire Alarm System. I would like to have (Fire Protection) building monitoring activated at both Liberty and 12 Mile. Currently 12 Mile is the only building monitored by Guardian Alarm. (Still waiting on cost estimate from National Time & Signal).

Heater/Cooling unit in maintenance office: Motor blown, original unit from 1971. I have requested a quote for repair and a new one. I would like to replace/update it. Estimated price is \$14,000. Getting second quote and waiting on it as of 12/8/22

12 Mile Conveyor Bid went out on 1/9/23 and closes on February 17, 2023. I will present the information once the bid has closed.

(Delayed) EV charging stations: (No movement from last meeting) Reached out to Joe Valentine (Asst. City Mgr. FH) and DTE Regional Mgr. and Senior Strategist, EV.. They responded and I have reached out to the EV charging company. DTE needs to know their voltage.

The Conversations on Race Library Series

At a national crossroads...come find your way with us

Conversations on Race and The Library Network present a 3-week series of guided conversations to build your awareness of and skills for talking about race and racism.

Through readings, video clips, reflections, and conversations, you will learn ways to talk about race that promote change and activism.



Sign up for one of the following series:

January 23, 30, and February 6
Online

March 6, 13, and 20
Huntington Woods Library

April 17, 24, and May 1

6:00PM-8:00PM

Everyone welcome!
Register at [insert link]

Free
to attend!

linktr.ee/conversationsonrace

Farmington Community Library Output Statistics - December 2022

Circulation Services	Dec 2022	Dec 2021	Change	This YTD	Last YTD	Change
Liberty Street	17,738	18,356	(618)	110,882	106,653	4,229
12 Mile	41,361	38,323	3,038	271,043	217,432	53,611
eBooks	11,443	9,324	2,119	66,527	53,415	13,112
Total Circulation	70,542	66,003	4,539	448,452	377,500	70,952
Self-Service Components of Total Library Circulation:						
Circulation via Website	598	1,197	(599)	4,380	5,407	(1,027)
Circulation via Self Check	16,331	15,080	1,251	112,933	93,148	19,785
Self-Service % of Total Circs	24.00%	24.66%	-0.66%	26.16%	26.11%	0.05%
Door Counters	Dec 2022	Dec 2021	Change	This YTD	Last YTD	Change
Liberty Street	5,805	9,321	(3,516)	40,495	43,446	(2,951)
12 Mile	14,796	15,080	(284)	103,495	83,153	20,342
Total Library Visitors	20,601	24,401	(3,800)	143,990	126,599	17,391

Information Services	Dec 2022	Dec 2021	Change	This YTD	Last YTD	Change
Online Chat	47	67	(20)	322	351	(29)
eMail	415	300	115	3,102	1,991	1,111
Liberty Street Phone	571	606	(35)	4,569	3,143	1,426
Liberty Street In-Person	3,701	3,592	109	25,993	14,382	11,611
Liberty Street Total	4,272	4,198	74	30,562	17,525	13,037
12 Mile Phone	883	902	(19)	6,427	4,480	1,947
12 Mile In-Person	4,219	3,391	828	27,941	17,149	10,792
12 Mile Total	5,102	4,293	809	34,368	21,629	12,739
Total Library Use	9,836	8,858	978	68,354	41,496	26,858

Electronic Services	Dec 2022	Dec 2021	Change	This YTD	Last YTD	Change
PC and Wireless Logins:						
Liberty Street Public Computers	1,007	1,066	(59)	7,276	6,742	534
12 Mile Pubic Computers	1,462	1,288	174	10,505	7,736	2,769
Public Computer Total	2,469	2,354	115	17,781	14,478	3,303
Liberty Street Wireless	14,318	3,469	10,849	84,457	48,965	35,492
12 Mile Wireless	24,940	22,151	2,789	200,602	101,437	99,165
Wireless Total	39,258	25,620	13,638	285,059	150,402	134,657
Total Computer Use	41,727	27,974	13,753	302,840	164,880	137,960
Web Pages Viewed:						
Adult, Teen & Children's Pages	70,024	101,871	(31,847)	491,009	503,491	(12,482)
Catalog Searches	35,108	39,391	(4,283)	246,996	288,115	(41,119)
Total Web Pages Viewed	105,132	141,262	(36,130)	738,005	791,606	(53,601)

Programs	Dec 2022	Dec 2021	Change	This YTD	Last YTD	Change
Programs	67	27	40	524	343	181
Attendance	1,353	445	908	16,947	10,779	6,168



Plante & Moran, PLLC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

January 9, 2023

To: Kelley Siegrist, Library Director
Farmington Community Library (FCL) Board of Directors

Re: December 2022 Monthly Financial Statements

Enclosed are the following Monthly Financial Statements for your review:

1. Check Register
2. Balance Sheet – General Fund
3. Revenue & Expenditure Report – General Fund
4. Balance Sheet – Endowment Fund
5. Revenue & Expenditure Report – Endowment Fund
6. Balance Sheet – Capital Reserve Fund
7. Revenue & Expenditure Report – Capital Reserve Fund
8. Investment Report

Note: We are unable to obtain online banking access to the Liberty Endowment account located at Fidelity. This account will be updated upon receipt of the paper statement.

Thank you.

Disclaimer: These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

Farmington Community Library Check Register

Date	Vendor	Document No	Amount Cleared
Bank:			
12/07/2022	10126--Michigan Employers Retirement		4,634.79 12/31/2022
12/07/2022	10126--Michigan Employers Retirement		1,408.08 12/31/2022
12/07/2022	10126--Michigan Employers Retirement		1,416.85 12/31/2022
12/07/2022	10126--Michigan Employers Retirement		3,800.18 12/31/2022
12/07/2022	10126--Michigan Employers Retirement		2,526.02 12/31/2022
12/07/2022	10140--ADP, LLC		23,255.33 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		4,692.63 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		1,412.71 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		1,423.48 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		3,806.42 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		2,539.88 12/31/2022
12/21/2022	10126--Michigan Employers Retirement		22,662.46 12/31/2022
12/21/2022	10140--ADP, LLC		36.16 12/31/2022
12/21/2022	10140--ADP, LLC		23,874.03 12/31/2022
12/23/2022	10140--ADP, LLC		3,882.20 12/31/2022
12/23/2022	10140--ADP, LLC		342.65 12/31/2022
Total for Comerica - 4751			<u>101,713.87</u>
Bank: Bill.com Clearing - Bill.com Money Out Clearing Account No:			
12/15/2022	10002--Farmington Community Library		18,313.34 In Transit
12/15/2022	10008--Amazon		13.99 In Transit
12/15/2022	10334--FastSigns		41.00 In Transit
12/15/2022	10083--Pitney Bowes Global Financial Services Inc		249.63 In Transit
12/15/2022	10187--Network Services Company		1,199.73 In Transit
12/15/2022	10164--Tsai Fong Books, Inc		95.40 In Transit
12/15/2022	10258--Icle		138.50 In Transit
12/15/2022	10015--Toshiba America Business Solutions		4,573.17 In Transit
12/15/2022	10079--Midwest Tape Hoopla		8,062.05 In Transit
12/15/2022	10447--Joan Weddell		35.00 In Transit
12/15/2022	10032--The Friends Of The Library		175.00 In Transit
12/15/2022	10409--Rebecca Brown		46.30 In Transit
12/15/2022	10318--Morningstar		4,257.00 In Transit
12/15/2022	10038--Douglas Moye		175.00 In Transit
12/15/2022	10086--Tina M. Theeke		346.20 In Transit
12/15/2022	10085--Susan Van Vleet		346.20 In Transit
12/15/2022	10084--Sherry Deeg		346.20 In Transit
12/15/2022	10080--Nancy Hasek		346.20 In Transit
12/15/2022	10078--Mary Ann Huggins		346.20 In Transit
12/15/2022	10077--Marilyn Smith		346.20 In Transit
12/15/2022	10073--Karen Terrabassi		346.20 In Transit
12/15/2022	10069--Gerald Furi		346.20 In Transit
12/15/2022	10040--Foster, Swift, Collins & Smith		315.00 In Transit
12/15/2022	10064--Diana Swan		346.20 In Transit
12/15/2022	10060--Bonnie Greschaw		346.20 In Transit
12/15/2022	10059--Beverly D. Papai		346.20 In Transit
12/15/2022	10057--Barbara Munn		346.20 In Transit
12/15/2022	10216--Annette Weiss		346.20 In Transit
12/15/2022	10417--Anna Granch		160.52 In Transit
12/15/2022	10495--ElementOne Consulting, Inc.		1,240.00 In Transit
12/15/2022	10464--International Minute Press		532.50 In Transit
12/15/2022	10100--United States Postal Service		275.00 In Transit
12/15/2022	10068--Gallagher Fire Equipment		42.00 In Transit
12/15/2022	10280--Alan C. Young & Assoc.		6,300.00 In Transit
12/15/2022	10201--Plante Moran		6,869.10 In Transit
12/15/2022	10010--McCoy Maintenance Inc		9,890.00 In Transit
12/15/2022	10011--Midwest Tape		1,569.37 In Transit
12/15/2022	10004--Ingram Library Services		68.54 In Transit
12/15/2022	10027--Great Lakes Ace Hardware		57.15 In Transit
12/15/2022	10000--Baker & Taylor Inc		2,113.25 In Transit
12/30/2022	10022--Tech Logic		85.68 In Transit
12/30/2022	10015--Toshiba America Business Solutions		3,049.61 In Transit
12/30/2022	10296--Lightmasters and Electrical Services LLC		893.00 In Transit
12/30/2022	10334--FastSigns		391.50 In Transit
12/30/2022	10451--Library Market		3,000.00 In Transit
12/30/2022	10143--Blue Care Network		26,560.58 In Transit
12/30/2022	10008--Amazon		783.30 In Transit
12/30/2022	10000--Baker & Taylor Inc		2,921.50 In Transit
12/30/2022	10012--NBS		1,124.00 In Transit

Farmington Community Library Check Register

Date	Vendor	Document No	Amount Cleared
12/30/2022	10004--Ingram Library Services		132.68 In Transit
12/30/2022	10023--Witt Mechanical, Inc		2,758.00 In Transit
12/30/2022	10011--Midwest Tape		2,215.71 In Transit
12/30/2022	10020--Gordon Food Service Inc		17.58 In Transit
12/30/2022	10035--The Library Network		57.90 In Transit
12/30/2022	10284--MBM Technology Solutions		799.00 In Transit
12/30/2022	10044--American Printing Services		2,445.00 In Transit
12/30/2022	10144--Mutual Of Omaha		1,637.48 In Transit
12/30/2022	10141--Benistar/UA-6803		5,115.37 In Transit
12/30/2022	10031--Quill LLC		1,304.97 In Transit
12/30/2022	10050--Lakeshore Learning Materials		75.75 In Transit
12/30/2022	10186--Cengage Learning Inc / Gale		2,553.00 In Transit
12/30/2022	10260--Kristel Sexton		47.70 In Transit
12/30/2022	10334--FastSigns		304.43 In Transit
12/30/2022	10464--International Minute Press		310.00 In Transit
12/30/2022	10409--Rebecca Brown		25.97 In Transit
12/30/2022	10027--Great Lakes Ace Hardware		19.99 In Transit
12/30/2022	10099--The New York Times		1,053.00 In Transit
12/30/2022	10160--Maria Showich-Gallup		61.99 In Transit
12/30/2022	10147--EHIM		663.92 In Transit
12/30/2022	10498--Muniweb		2,430.00 In Transit
12/30/2022	10496--Niles District Library		11.20 In Transit
12/30/2022	10382--Tech Mechanical		93,615.20 In Transit
12/30/2022	10054--Schindler Elevator Corp		836.33 In Transit
12/30/2022	10025--Danboise Mechanical Inc		395.00 In Transit
12/30/2022	10497--Elevate Technology Partners		13,546.50 In Transit
12/30/2022	10499--Kumon Publishing North America		371.26 In Transit
12/30/2022	10004--Ingram Library Services		573.84 In Transit
12/30/2022	10417--Anna Granch		175.87 In Transit
12/30/2022	10037--Dorothy Hinton		160.00 In Transit
12/30/2022	10221--Jennifer Willard		746.68 In Transit
12/30/2022	10434--Russia Online, Inc		73.90 In Transit
12/30/2022	10422--Rebecca Hall		56.52 In Transit
12/30/2022	10011--Midwest Tape		1,972.38 In Transit
12/30/2022	10047--Fred's Landscape		4,740.00 In Transit
12/30/2022	10082--OverDrive, Inc		4,975.35 In Transit
12/30/2022	10016--Advanced Pest Control		268.00 In Transit
12/30/2022	10024--City of Farmington Hills		270.32 In Transit
12/30/2022	10000--Baker & Taylor Inc		5,835.07 In Transit
12/30/2022	10023--Witt Mechanical, Inc		3,980.00 In Transit
	Total for Bill.com Clearing		<u>266,750.17</u>
	Bank:		
12/05/2022	10006--Bright House Networks		123.99 In Transit
12/12/2022	10009--Consumers Energy		791.80 In Transit
12/12/2022	10014--T-Mobile		1,132.60 In Transit
12/13/2022	10009--Consumers Energy		3,271.71 In Transit
12/14/2022	10330--Comerica Commerical Card Services		2,349.01 In Transit
12/15/2022	10019--Clear Rate Communications		427.15 In Transit
12/20/2022	10083--Pitney Bowes Global Financial Services Inc		1,000.00 In Transit
12/21/2022	10005--DTE Energy		3,058.08 In Transit
12/21/2022	10005--DTE Energy		11,714.79 In Transit
12/28/2022	10003--AT&T		1,130.55 In Transit
	Total for Comerica - 4744		<u>24,999.68</u>

Motion Required:

I move that the Board approve the expenditures as presented

GRAND TOTAL: \$393,463.72

General Fund

Farmington Community Library
 Comparative Balance Sheet
 As of December 31, 2022

	PERIOD ENDED 06/30/2022	PERIOD ENDED 12/31/2022	CHANGE	% CHANGE
Assets				
Cash & Cash Equivalents				
000001 - General Checking - Comerica	337,467.59	509,476.08	172,008.49	50.97 %
000004 - Petty Cash	1,260.00	1,260.00	0.00	0.00 %
000007 - Payroll Checking - Comerica	287,683.00	535,432.94	247,749.94	86.11 %
000011 - Millage Money Market - Comerica	5,553,236.99	6,618,997.97	1,065,760.98	19.19 %
Total Cash & Cash Equivalents	6,179,647.58	7,665,166.99	1,485,519.41	24.03 %
Other Assets				
000018 - Accounts Receivable	201,091.23	0.00	(201,091.23)	(100.00) %
000040 - Accounts Receivable - Metro Net	0.00	19,906.05	19,906.05	100.00 %
000042 - Accounts Receivable - Friends	52,330.24	50,489.37	(1,840.87)	(3.51) %
000043 - Accounts Receivable - Interlibrary Loan	65.69	19.99	(45.70)	(69.56) %
000123 - Prepaid Expense	138,479.16	2,581.18	(135,897.98)	(98.13) %
Total Other Assets	391,966.32	72,996.59	(318,969.73)	(81.37) %
Total Assets	6,571,613.90	7,738,163.58	1,166,549.68	17.75 %
Liabilities and Equity				
Liabilities				
Current Liabilities				
000202 - Accounts Payable	90,571.78	45,982.70	(44,589.08)	(49.23) %
000203 - Manual Accounts Payable	21,536.85	0.00	(21,536.85)	(100.00) %
000209 - Friends of Library - Book Sale	0.00	3,501.21	3,501.21	100.00 %
000216 - Due to Other Governments	17,886.52	17,886.52	0.00	0.00 %
000257 - Accrued Payroll	88,025.87	0.00	(88,025.87)	(100.00) %
000258 - Section 125- Medical Reimbrsmt	316.41	592.82	276.41	87.35 %
Total Current Liabilities	218,337.43	67,963.25	(150,374.18)	(68.87) %
Long Term Liabilities				
000331 - Unemployment Liability	398,452.50	398,452.50	0.00	0.00 %
000339 - Unearned Revenues	52,330.24	26,358.46	(25,971.78)	(49.63) %
Total Long Term Liabilities	450,782.74	424,810.96	(25,971.78)	(5.76) %
Total Liabilities	669,120.17	492,774.21	(176,345.96)	(26.35) %
Equity				
000390 - Fund Balance	5,054,919.00	5,902,493.73	847,574.73	16.76 %
Total Equity	5,054,919.00	5,902,493.73	847,574.73	16.76 %
Net Income Current Period	847,574.73	1,342,895.64	495,320.91	58.43 %
Total Liabilities and Equity	6,571,613.90	7,738,163.58	1,166,549.68	17.75 %

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2022**

	Year Ending	Year Ending		Year To Date	% BUDGET
	06/30/2022	06/30/2023	06/30/2023	12/31/2022	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
000404 - Summer Tax Revenue - Hills	3,489,180.01	3,690,852.00	3,690,852.00	3,611,519.65	97.85 %
000405 - Summer Tax Revenue - City	346,061.85	382,464.00	382,464.00	356,285.69	93.16 %
000406 - Winter Tax Revenue - Hills	2,016,734.06	2,161,003.00	2,161,003.00	257,285.85	11.91 %
000407 - Winter Tax Revenue - City	201,313.60	223,934.00	223,934.00	28,075.45	12.54 %
000410 - Delinquent Taxes	83,887.05	16,250.00	16,250.00	6,170.73	37.97 %
000450 - MI Special Assmt/replaced PPT	318,927.41	315,945.00	315,945.00	0.00	0.00 %
000539 - State Penal Fine Revenue	142,826.50	159,115.00	143,000.00	0.00	0.00 %
000540 - State Aid - Farmington Library	93,941.54	78,155.00	94,000.00	0.00	0.00 %
000541 - Grant Revenue	5,078.00	785.00	785.00	2,388.00	304.20 %
000602 - Auditorium Fees	9,820.00	15,000.00	15,000.00	6,480.00	43.20 %
000603 - Metro Net Agency Fee	10,000.00	10,000.00	10,000.00	10,000.00	100.00 %
000642 - Copy Vending Machine Revenue	24,650.40	32,150.00	32,150.00	13,178.35	40.99 %
000643 - Snack Vending Machines Revenue	1,733.77	45.00	1,750.00	0.00	0.00 %
000644 - Paver Sales	1,200.00	125.00	125.00	400.00	320.00 %
000646 - Memorial & Gifts Revenue	12,640.84	11,700.00	11,700.00	3,090.60	26.42 %
000655 - Fines, Fees & Lost Book	5,750.64	6,400.00	6,400.00	2,443.23	38.18 %
000665 - Interest	3,693.49	3,700.00	3,700.00	38,564.69	1,042.29 %
000670 - Interest - Gift Fund only	5.03	30.00	0.00	0.00	0.00 %
000671 - Other Misc Revenue	20,295.36	26,280.00	26,280.00	7,820.52	29.76 %
000674 - Gifts From Friends of Library	149,171.59	80,000.00	80,000.00	54,033.80	67.54 %
Total Revenue	6,936,911.14	7,213,933.00	7,215,338.00	4,397,736.56	60.95 %
Expenses					
Payroll and Related Expenses					
000702 - Salaries & Wage Expense	2,259,287.80	2,881,608.00	2,881,608.00	1,133,456.77	39.33 %
000709 - Employers FICA expense	163,395.91	220,805.00	220,805.00	83,458.42	37.80 %
000723 - OPEB Expense	61,504.75	143,200.00	143,200.00	47,222.23	32.98 %
000724 - Retiree Health Ins	140,918.64	149,200.00	149,200.00	80,139.42	53.71 %
000725 - Dental, Optical, & Hearing	15,844.21	30,000.00	30,000.00	12,249.25	40.83 %
000726 - Hospitalization Insurance	262,691.05	327,900.00	327,900.00	170,917.60	52.12 %
000727 - Group Life - Mutual of Omaha	14,282.68	21,200.00	21,200.00	9,509.37	44.86 %
000728 - Retirement Fund - Employers	263,828.45	290,816.00	311,500.00	182,034.01	58.44 %
Total Payroll and Related Expenses	3,181,753.49	4,064,729.00	4,085,413.00	1,718,987.07	42.08 %
Other Expenses					
000750 - Office Supplies	12,669.09	20,000.00	20,000.00	6,473.17	32.37 %
000752 - Operating Supplies	23,254.60	24,450.00	26,450.00	9,204.02	34.80 %
000754 - Vending Equipment & Supplies	6,031.23	24,500.00	24,500.00	16,620.40	67.84 %
000791 - Newspapers & Periodicals	35,980.95	38,000.00	38,000.00	28,716.82	75.57 %
000801 - Professional Services	230,342.38	275,000.00	275,000.00	123,282.62	44.83 %

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2022**

	Year Ending 06/30/2022	Year Ending 06/30/2023		Year To Date 12/31/2022	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
000850 - Telephone	20,075.50	20,460.00	20,460.00	17,150.34	83.82 %
000851 - Postage	2,551.68	7,000.00	7,000.00	3,021.91	43.17 %
000860 - Transportation	3,008.72	1,090.00	5,000.00	750.29	15.01 %
000880 - Programming & Publicity	7,030.92	15,000.00	65,000.00	34,397.36	52.92 %
000900 - Processing	36,491.80	52,000.00	52,000.00	7,065.57	13.59 %
000901 - Gift Fund Purchases	7,268.41	0.00	0.00	1,851.61	0.00 %
000902 - Friends Gift Purchases	90,779.67	80,000.00	80,000.00	43,772.44	54.72 %
000904 - Metro Net Pass Thru (non FCL)	0.00	0.00	0.00	2,553.00	0.00 %
000911 - Training & Conferences	11,975.77	23,000.00	23,000.00	18,882.40	82.10 %
000915 - Memberships	6,955.19	18,100.00	18,100.00	3,645.29	20.14 %
000918 - Water	27,711.94	37,250.00	37,250.00	22,111.24	59.36 %
000920 - Electricity	191,833.79	188,000.00	188,000.00	92,154.92	49.02 %
000921 - Heat	27,008.46	26,000.00	26,000.00	9,434.16	36.29 %
000925 - Landscaping /Snow Removal	43,271.53	39,500.00	45,000.00	21,760.29	48.36 %
000930 - Maintenance/Repairs	35,264.73	47,000.00	47,000.00	17,607.61	37.46 %
000931 - Repairs & Maintenance Supplies	20,363.03	69,000.00	69,000.00	9,829.48	14.25 %
000934 - Maintenance Contracts	231,466.84	300,000.00	300,000.00	120,866.77	40.29 %
000935 - Insurance & Bonds	80,628.00	76,620.00	76,620.00	64,533.00	84.22 %
000949 - Technology Upgrades	29,404.50	155,000.00	155,000.00	13,983.25	9.02 %
000950 - E Library Cataloging (OCLC)	21,174.80	21,175.00	22,175.00	22,156.38	99.92 %
000955 - Miscellaneous	55,579.20	7,000.00	7,000.00	3,908.34	55.83 %
000957 - COVID-19	10,202.54	10,000.00	10,000.00	0.00	0.00 %
000975 - Building & Improvements	229,173.43	320,000.00	320,000.00	207,948.03	64.98 %
000980 - Furniture/Furnishings	1,802.31	60,000.00	60,000.00	10,657.81	17.76 %
000981 - Vehicle	1,303.46	1,600.00	1,600.00	870.56	54.41 %
000982 - Books	239,059.45	278,000.00	278,000.00	107,448.99	38.65 %
000983 - eBooks	0.00	100,000.00	100,000.00	30,035.00	30.04 %
000984 - Software	27,989.85	75,000.00	75,000.00	23,338.51	31.12 %
000985 - Equipment	12,507.95	70,525.00	195,525.00	69,260.26	35.42 %
000986 - Computers	33,916.25	35,000.00	35,000.00	7,014.49	20.04 %
000987 - Integrated Library System	107,008.08	189,000.00	189,000.00	126,412.34	66.88 %
000988 - Audio Visual	34,284.60	55,000.00	55,000.00	13,636.80	24.79 %
000989 - Information Resources	238,306.67	219,400.00	238,000.00	117,255.52	49.27 %
000990 - Video/ DVD/ Movie Collection	58,381.08	68,450.00	68,450.00	23,262.90	33.99 %
000991 - TLN (formerly Metro Net)	24,738.52	36,500.00	36,500.00	7,979.96	21.86 %
000993 - Interest Expense	1,462.00	0.00	1,470.00	0.00	0.00 %
000994 - Principal Expense	11,738.00	0.00	11,750.00	0.00	0.00 %
Total Other Expenses	2,289,996.92	3,083,620.00	3,302,850.00	1,460,853.85	44.23 %
Total Expenses	5,471,750.41	7,148,349.00	7,388,263.00	3,179,840.92	43.04 %

General Fund

Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2022

	Year Ending 06/30/2022	Year Ending 06/30/2023		Year To Date 12/31/2022	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
Transfers					
000699 - Transfer in	0.00	0.00	125,000.00	125,000.00	100.00 %
000995 - Transfer out	(617,586.00)	(65,584.00)	(52,075.00)	0.00	0.00 %
Total Transfers	<u>(617,586.00)</u>	<u>(65,584.00)</u>	<u>72,925.00</u>	<u>125,000.00</u>	<u>171.41 %</u>
Total Revenue in Excess of Expenses	<u>847,574.73</u>	<u>0.00</u>	<u>(100,000.00)</u>	<u>1,342,895.64</u>	<u>(1,342.90) %</u>

Endowment Fund

Farmington Community Library
Comparative Balance Sheet
As of December 31, 2022

	PERIOD ENDED 06/30/2022	PERIOD ENDED 12/31/2022	CHANGE	% CHANGE
Assets				
Cash & Cash Equivalents				
000017 - Library Endowment Fund	346,623.39	347,189.99	566.60	0.16 %
Total Cash & Cash Equivalents	<u>346,623.39</u>	<u>347,189.99</u>	<u>566.60</u>	<u>0.16 %</u>
Total Assets	<u>346,623.39</u>	<u>347,189.99</u>	<u>566.60</u>	<u>0.16 %</u>
Liabilities and Equity				
Equity				
000375 - Fund Balance - Restricted - Farmington Branch	100,000.00	100,000.00	0.00	0.00 %
000380 - Fund Balance - Committed - future endowments	252,745.48	246,623.39	(6,122.09)	(2.42) %
Total Equity	<u>352,745.48</u>	<u>346,623.39</u>	<u>(6,122.09)</u>	<u>(1.73) %</u>
Net Income Current Period	<u>(6,122.09)</u>	<u>566.60</u>	<u>6,688.69</u>	<u>(109.25) %</u>
Total Liabilities and Equity	<u>346,623.39</u>	<u>347,189.99</u>	<u>566.60</u>	<u>0.16 %</u>

Endowment Fund

Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2022

	Year Ending 06/30/2022 <u>END BALANCE</u>	Year To Date 12/31/2022 <u>YTD BALANCE</u>
Revenue		
000669 - Investment Gain Loss	(6,122.09)	566.60
Total Revenue	<u>(6,122.09)</u>	<u>566.60</u>
Total Revenue in Excess of Expenses	<u>(6,122.09)</u>	<u>566.60</u>

Capital Reserve Fund

Farmington Community Library
Comparative Balance Sheet
As of December 31, 2022

	<u>PERIOD ENDED</u> <u>06/30/2022</u>	<u>PERIOD ENDED</u> <u>12/31/2022</u>	<u>CHANGE</u>	<u>% CHANGE</u>
Assets				
Cash & Cash Equivalents				
000011 - Millage Money Market - Comerica	2,920,151.25	2,809,903.64	(110,247.61)	(3.77) %
Total Cash & Cash Equivalents	<u>2,920,151.25</u>	<u>2,809,903.64</u>	<u>(110,247.61)</u>	<u>(3.77) %</u>
Total Assets	<u>2,920,151.25</u>	<u>2,809,903.64</u>	<u>(110,247.61)</u>	<u>(3.77) %</u>
Liabilities and Equity				
Equity				
000390 - Fund Balance	2,301,369.79	2,920,151.25	618,781.46	26.88 %
Total Equity	<u>2,301,369.79</u>	<u>2,920,151.25</u>	<u>618,781.46</u>	<u>26.88 %</u>
Net Income Current Period	618,781.46	(110,247.61)	(729,029.07)	(117.81) %
Total Liabilities and Equity	<u>2,920,151.25</u>	<u>2,809,903.64</u>	<u>(110,247.61)</u>	<u>(3.77) %</u>

Capital Reserve Fund

Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2022

	Year Ending 06/30/2022 <u>END BALANCE</u>	Year To Date 12/31/2022 <u>YTD BALANCE</u>
Revenue		
000665 - Interest	1,195.46	14,752.39
Total Revenue	<u>1,195.46</u>	<u>14,752.39</u>
Transfers		
000699 - Transfer in	617,586.00	0.00
000995 - Transfer out	0.00	(125,000.00)
Total Transfers	<u>617,586.00</u>	<u>(125,000.00)</u>
Total Revenue in Excess of Expenses	<u>618,781.46</u>	<u>(110,247.61)</u>

Farmington Community Library
 Investment Report
 Month Ending November 30, 2022

Account Name	Balance	Current Rate	Current Month Interest	Current Month Gain/Loss on Investment	YTD Interest Income & Gain/Loss on Investment (by Calendar Year)	Investment Type	GL Acct
Comerica Millage Money Market	10,188,784.05	0.75%	19,512.22	-	35,343.01	Money Market	000011
Fidelity Liberty Endowment	344,569.38	N/A	-	2,620.61	(5,503.18)	Investment	000017
	<u>10,533,353.43</u>				<u>29,839.83</u>		