



**Farmington Community Library
Board of Trustees Meeting
Thursday, March 13, 2025
6:00 p.m.**

Contact Trustees

<http://www.farmlib.org/contact-the-library-board/>

Farmington Community Library

FARMLIB.ORG

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
March 13, 2025

- **Call to Order**
- **Approval of Agenda**
- **Minutes**
 - Approval of January and February Minutes
- **Treasurers Report**
 - Approval of January & February operating bills 2025
 - Financial Reports
- **Friends of the Library**
- **Director's Report**
 - Staff introductions Rebecca Brown and Sarah McCarthy
- **Unfinished Business**
 - Tax Captures
- **Sub-Committee Updates**
 - **Finance Committee**
 - Approval of FY 2024-2025 Budget Amendment
 - Draft FY 2025-2026 Budget
 - **Facilities**
 - Approval for phase 1 master plan projects
 - Approval of Outdoor Sign Project.
 - **Personnel Committee**
- **New Business**
 - Amendment to Paid Sick Leave language
 - Programming Policy
- **Correspondence**

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
March 13, 2025

- **Public Comment (3 minutes per person)**
- **Trustee Comment**
 - Library Mnemonics -Kathie Brown
- **Adjournment**

Farmington Community Library Board of Trustees Board Meeting - 6:00 p.m. – February 13, 2025

Meeting Called to Order to at 6:03

Members Present: Brown, McClellan, Snodgrass, Baker

Members Absent: Muthukuda, Murphy, Doby, White

Staff Members Present: Siegrist, Baker, Showich-Gallups

Approval of Agenda, by Brown

Supported by Snodgrass

Motion Passed

Presentation by DDA, Kate Knight Executive Director

DDA believes in Placed-Based Community Development

- Investment in Public Spaces – Enhancing walkability & livability of Farmington supporting property values within the community.
- Public Private Partnership incentives investment – example a private boutique bookstore has now opened up in downtown Farmington, a first for Farmington & Farmington Hills
- DDA has been pulling in a wider array of visitors than in previous years.
- Mason’s corner is currently being renovated – a 100 years lease with the Mason’s lodge. 400 donors contributed to the construction of Mason’s corner.
- Construction on projects like these has been covered by donors, grants, the DDA, and the city of Farmington.
- The Unity Torch is being installed the first patron supported art commission, dedicated to the people of Farmington.
- Bicentennial alley has been installed between Fresh Thyme and Salon Suites. This included new lighting, and a timeline mural along the alley.
- The Art Park promenade will be installed in the next three years connecting Riley Park to Shiawasse Park, which will also connect to the Hillside Townes development. This is currently under design.
- The DIA PIPA mural program brought a vibrant Rick Malt installation to Sundquist Pavilion at Riley Park.
- DDA supported the Bicentennial Celebration; a yearlong campaign with multiple community organizations.

Farmington Community Library Board of Trustees Board Meeting - 6:00 p.m. – February 13, 2025

- DDA was a GAMSA National Semi-Finalist.
- Farmington DDA was elected as the organization of the year by the Michigan Downtown Association.
- Approximately 8 small business have opened in Downtown Farmington in the past year.
- DAA reached 492K people through social media accounts, including Facebook and Instagram. This includes reach and marketing of library funded events.
- New Cultural Programming has been a recent focus, including Farmington it, the Dinan Park Music Series, and the Pride Campaign.
- The Grand Raven Festival has run for 5 years.

Public Comment

Dr. Sophie – Explained history of Palestine, and the current conflict between Israel and Palestine. The speaker expressed concern Library gave legitimacy towards the Israeli occupation by hosting Israeli focused event in December of 2024. She is asking for a member to give a lecture on the current conflict and the historical events in Palestine.

Approval of Minutes –

Deferred to next meeting due to a lack of a quorum.

Treasurer's report

- Approval of January operating bills deferred to due a lack of a quorum

Friends of the Library

- There is an effort to reconsider how they approach fundraising, and raise involvement & commitment to the Friends, and to the Library.
- There will be a book sale at the end of April.

Director's Report

- March board meeting is at the Farmington location
- Battle of the Books is April 11 from 7-9
- State of the cities will be Tuesday, April 1st 7:00-8:30, with a business expo preceding. This will take place at the Hawk
- FCL will be seeking a Bosch Grant to fund a variety of library needs. Applications are due at the end of the February.

Farmington Community Library Board of Trustees
Board Meeting - 6:00 p.m. – February 13, 2025

- A local artist proposed an Art project to the library. This may be referred to the facilities committee.
- The Seed Library kickoff event will be on Sunday, March 9.
- Sally Campbell has official announced her retirement. Her last day will be June 27th. This position has been posted.
- FCL has a received our ADA Assessment from the Disability Networking Eastern Michigan,
- We have received an Arts & Humanities Touring grant from the Michigan Humanities Association. This grant will be used to to bring in Flamingo dancers.
- The pavers at the entryway to the FH location may need replacement. Some of them are unreadable. The pavers could be installed as a wall. The facilities will discuss this further.
- We received positive comment from a patron regarding an MLK day event.
- Sona Avedikian is the graphic designer for FCL. Examples of events she creates graphics for are AAPI Heritage Celebration, the Library Extravaganza, Summer Reading, Grown & Give Back, among many others. She is a graduate of the College for Creative Studies. We sincerely thank Sona for her amazing work.
- Haily is the Marketing Coordinator for FCL. She’s a graduate of Eastern Michigan University. She is happy to apply her talents to a place that she really loves. She develops copy and distribute marketing materials throughout the library system. She helps with scheduling and distribution social media content. She also puts together newsletters, and creates video for FCL socials.
- The Director distributed Library Output Statistics for January 2025.

Unfinished Business

Tax Captures

A proposal will be shared with the board in March for approval. One stipulations of the proposal will be that we would receive feedback from Tax Capturing organizations, and that the FCL board would make a commitment to be more involved.

There will also be clarification on the language FOR the amount that the FCL would contribute to the Tax Capture organizations.

Sub-Committee Updates

Finance Committee Updates

Farmington Community Library Board of Trustees
Board Meeting - 6:00 p.m. – February 13, 2025

- In the future, this report would be included in the treasurer's report.

Facilities

- We have received quotes on digital signs. Our intention is to spend less than \$55,000 for signs.
- There has also been work on the elevator at the Farmington Location.
- There has also been a discussion on car charging stations.
- There was discussion on roof covering for the locker boxes. It will cost \$7,500 to put a roof over them, and \$2,000 in annual maintenance.
- Steve Schneemann has helped with long range facilities planning, focusing on a timeline for the master plan. Steve expressed concern that a phases project of this size/amount many not attract many large firms.

Personnel Committee

- Committee met with the director in January.

New Business

Voting These items will be deferred until we have a quorum. There was discussion on the following:

- The Minimum Wage Motion is in its 3rd reading.
- A new programming policy was presented. There was discussion on the current meeting room rental policy.

Correspondence

Public Comment

Friends of the Library (Name) – A name plaque that could possibly be placed outside of the bathroom would possibly be a novel, innovative idea.

Trustee Comment –

Trustee McClellan discusses how we can innovatively communicate with the public and solicit donor support.

Trustee Snodgrass – Pointed out a recent media story regarding the Wayne Library accounting error.

Adjourned at 8:05



Plante & Moran, PLLC
P.O. Box 307
3000 Town Center, Suite 100
Southfield, MI 48075
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

March 10, 2025

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

Re: February 2025 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

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	Payee	Document no.	Amount Cleared
Bank:			
02/05/2025	10083--Pitney Bowes Global Financial Services Inc		1,000.00 02/28/2025
02/06/2025	10238--O.C.W.R.C.		175.79 02/28/2025
02/06/2025	10238--O.C.W.R.C.		335.69 02/28/2025
02/06/2025	10238--O.C.W.R.C.		1,647.38 02/28/2025
02/07/2025	10584--Spectrum Enterprise		149.98 02/28/2025
02/07/2025	10009--Consumers Energy		650.05 02/28/2025
02/11/2025	10003--AT&T		4,197.51 02/28/2025
02/12/2025	10009--Consumers Energy		2,763.69 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		274.75 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		5,700.94 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		1,298.21 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		1,741.12 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		5,028.53 02/28/2025
02/12/2025	10126--Michigan Employers Retirement		6,630.57 02/28/2025
02/12/2025	10589--Paylocity		69.64 02/28/2025
02/12/2025	10589--Paylocity		28,073.06 02/28/2025
02/14/2025	10330--Comerica Commerical Card Services		5,639.51 02/28/2025
02/16/2025	10124--Matthew Ball	27236	350.00 02/28/2025
02/18/2025	10147--EHIM		1,466.56 02/28/2025
02/18/2025	10147--EHIM		133.80 02/28/2025
02/19/2025	10015--Toshiba America Business Solutions		1,865.96 02/28/2025
02/19/2025	10087--WM Corporate Services, Inc.		6,501.30 02/28/2025
02/19/2025	10005--DTE Energy		10,992.42 02/28/2025
02/19/2025	10005--DTE Energy		3,284.06 02/28/2025
02/21/2025	10589--Paylocity		2,462.28 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		274.26 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		(274.75) 02/28/2025
02/26/2025	10144--Mutual Of Omaha		1,888.94 02/28/2025
02/26/2025	10589--Paylocity		28,975.64 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		274.75 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		5,708.51 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		1,298.21 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		1,766.38 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		5,125.05 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		6,928.51 02/28/2025
02/26/2025	10126--Michigan Employers Retirement		23,322.38 02/28/2025
02/26/2025	10021--Home Depot Credit Services		321.27 02/28/2025
			168,041.95

Bank: Bill.com Clearing - Bill.com Money Out Clearing Account no:

02/12/2025	10038--Douglas Moye		210.00 In Transit
02/12/2025	10141--Benistar/JA-6803		4,873.60 In Transit
02/12/2025	10023--Witt Mechanical, Inc		793.00 In Transit
02/12/2025	10228--Waug's Electric Service, Inc.		1,500.00 In Transit
02/12/2025	10029--Unique		256.10 In Transit
02/12/2025	10667--Trudoor, LLC		159.17 In Transit
02/12/2025	10669--The Globe Pequot Publishing Group		188.01 In Transit
02/12/2025	10032--The Friends Of The Library		900.00 In Transit
02/12/2025	10289--Talkingtech US LTD LLC		460.00 In Transit
02/12/2025	10616--Quilted Wishes		400.00 In Transit
02/12/2025	10220--PTS Communications		150.00 In Transit
02/12/2025	10201--Plante Moran		3,967.61 In Transit
02/12/2025	10395--Occupational Health Centers of Michigan PC		123.00 In Transit
02/12/2025	10626--NorthStar Mat Service		145.14 In Transit
02/12/2025	10498--Muniweb		195.00 In Transit
02/12/2025	10079--Midwest Tape Hoopla		15,986.10 In Transit
02/12/2025	10433--Lijun Xue		39.48 In Transit
02/12/2025	10408--Federal Fireplace & BBQ		195.00 In Transit
02/12/2025	10672--Disability Network Eastern Michigan		1,750.00 In Transit
02/12/2025	10033--Demco Inc.		2,173.84 In Transit
02/12/2025	10358--Computype, Inc.		1,566.40 In Transit
02/12/2025	10024--City of Farmington Hills		948.16 In Transit
02/12/2025	10454--Allied Building Services of Detroit, Inc.		3,986.00 In Transit
02/12/2025	10011--Midwest Tape		644.43 In Transit
02/12/2025	10464--International Minute Press		167.57 In Transit
02/12/2025	10004--Ingram Library Services		161.38 In Transit
02/12/2025	10020--Gordon Food Service Inc		235.88 In Transit
02/12/2025	10671--Farmington Public Schools		206.01 In Transit

Farmington Community Library Check register

Date	Payee	Document no.	Amount Cleared
02/12/2025	10000--Baker & Taylor Inc		8,911.92 In Transit
02/19/2025	10289--Talkingtech US LTD LLC		230.00 In Transit
02/19/2025	10673--Wes Schumacher		63.11 In Transit
02/19/2025	10315--MetroNet Consortium		14,394.48 In Transit
02/19/2025	10020--Gordon Food Service Inc		240.71 In Transit
02/19/2025	10026--FJ Lafontaine & Sons Landscaping		5,910.00 In Transit
02/19/2025	10017--CDW Government Inc		3,795.20 In Transit
02/19/2025	10143--Blue Care Network		36,367.70 In Transit
02/19/2025	10674--Beechview PTA		70.37 In Transit
02/19/2025	10600--Vijayasandhya kammanadiminti		73.25 In Transit
02/19/2025	10270--Mango Languages		29,068.50 In Transit
02/19/2025	10040--Foster, Swift, Collins & Smith		382.50 In Transit
02/21/2025	10023--Witt Mechanical, Inc		2,807.00 In Transit
02/21/2025	10128--National Time & Signal Corp		806.68 In Transit
02/21/2025	10011--Midwest Tape		642.16 In Transit
02/21/2025	10000--Baker & Taylor Inc		9,675.98 In Transit
02/27/2025	10666--Jan-Pro Detroit, LLC		9,820.28 In Transit
02/27/2025	10346--ULINE		1,508.36 In Transit
02/27/2025	10054--Schindler Elevator Corp		1,708.33 In Transit
02/27/2025	10626--NorthStar Mat Service		85.06 In Transit
02/27/2025	10012--NBS		580.00 In Transit
02/27/2025	10128--National Time & Signal Corp		272.96 In Transit
02/27/2025	10041--Naair		50.75 In Transit
02/27/2025	10373--Monroe County Library System		16.95 In Transit
02/27/2025	10074--Library Design Associates Inc.		5,125.00 In Transit
02/27/2025	10677--HITO Media LLC		300.00 In Transit
02/27/2025	10675--Hillsdale College Mossey Library		42.00 In Transit
02/27/2025	10027--Great Lakes Ace Hardware		94.90 In Transit
02/27/2025	10020--Gordon Food Service Inc		13.98 In Transit
02/27/2025	10334--FastSigns		43.00 In Transit
02/27/2025	10435--Chicago Distribution Center		69.14 In Transit
02/27/2025	10230--BottomLine Personal		39.00 In Transit
02/27/2025	10000--Baker & Taylor Inc		746.51 In Transit
02/27/2025	10023--Witt Mechanical, Inc		1,729.00 In Transit
02/27/2025	10187--Network Services Company		1,463.00 In Transit
02/27/2025	10011--Midwest Tape		1,760.26 In Transit
02/28/2025	10674--Beechview PTA		(70.37) In Transit
02/28/2025	10676--Henderson Glass		1,003.77 In Transit
	Total for Bill.com Clearing		<u>182,222.32</u>

Motion Required:

I move that the Board approve the expenditures as presented

GRAND TOTAL: \$350,264.27

General Fund

Farmington Community Library
 Comparative Balance Sheet
 As of February 28, 2025

	PERIOD ENDED 06/30/2024	PERIOD ENDED 02/28/2025	CHANGE	% CHANGE
Assets				
Cash & Cash Equivalents				
001000 - General Checking - Comerica	775,621.52	441,205.12	(334,416.40)	(43.11) %
004000 - Petty Cash	1,260.00	1,285.00	25.00	1.98 %
011000 - Millage Money Market Comerica	3,298,524.04	3,204,371.12	(94,152.92)	(2.85) %
017001 - MI Class - Millage	4,053,968.79	7,126,458.73	3,072,489.94	75.78 %
017004 - MI Class - LCSA	0.00	329,387.18	329,387.18	100.00 %
Total Cash & Cash Equivalents	8,129,374.35	11,102,707.15	2,973,332.80	36.57 %
Other Assets				
018000 - Accounts Receivable	201,945.72	0.00	(201,945.72)	(100.00) %
040000 - Accounts Receivable - Metro Net	6,000.00	110,062.21	104,062.21	1,734.37 %
042000 - Accounts Receivable - Friends	73,078.56	16,972.39	(56,106.17)	(76.77) %
043000 - Accounts Receivable - Interlibrary Loan	92.72	44.94	(47.78)	(51.53) %
123000 - Prepaid Expense	252,363.79	0.00	(252,363.79)	(100.00) %
Total Other Assets	533,480.79	127,079.54	(406,401.25)	(76.17) %
Total Assets	8,662,855.14	11,229,786.69	2,566,931.55	29.63 %
Liabilities and Equity				
Liabilities				
Current Liabilities				
202000 - Accounts Payable	80,217.24	51,938.91	(28,278.33)	(35.25) %
202100 - Manual Accounts Payable	3,418.44	0.00	(3,418.44)	(100.00) %
209000 Friends of the Library - Book Sale	0.00	7,656.37	7,656.37	100.00 %
230000 - Due to Other Governments	27,366.99	27,366.99	0.00	0.00 %
257000 - Accrued Payroll	86,314.87	0.00	(86,314.87)	(100.00) %
258000 - Section 125 - Medical Reimbursement	1,788.19	0.00	(1,788.19)	(100.00) %
259000 - 457 ICMA Voluntary Savings Plan	5,572.53	0.00	(5,572.53)	(100.00) %
269000 - Garnishments	50.29	0.00	(50.29)	(100.00) %
290000 - 401(a) MERS Retirement Plan	1,606.79	0.00	(1,606.79)	(100.00) %
291000 - MERS Health Care Savings Plan	2,872.16	0.00	(2,872.16)	(100.00) %
293000 - FICA - Employer & Employee Pay	27,014.99	0.00	(27,014.99)	(100.00) %
296000 - MERS DB Retirement	191.21	0.00	(191.21)	(100.00) %
Total Current Liabilities	236,413.70	86,962.27	(149,451.43)	(63.21) %
Long Term Liabilities				
339000 - Unearned Revenues	73,078.56	0.00	(73,078.56)	(100.00) %
Total Liabilities	309,492.26	86,962.27	(222,529.99)	(71.90) %
Equity				
390000 - Fund Balance	7,093,338.07	8,353,362.88	1,260,024.81	17.76 %

General Fund

Farmington Community Library
Comparative Balance Sheet
As of February 28, 2025

	<u>PERIOD ENDED</u> <u>06/30/2024</u>	<u>PERIOD ENDED</u> <u>02/28/2025</u>	<u>CHANGE</u>	<u>% CHANGE</u>
Total Equity	<u>7,093,338.07</u>	<u>8,353,362.88</u>	<u>1,260,024.81</u>	<u>17.76 %</u>
Net Income BS	<u>1,260,024.81</u>	<u>2,789,531.91</u>	<u>1,529,507.10</u>	<u>121.38 %</u>
Total Liabilities and Equity	<u>8,662,855.14</u>	<u>11,229,857.06</u>	<u>2,567,001.92</u>	<u>29.63 %</u>

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of February 28, 2025**

	Year Ending	Year Ending		Year To Date	% BUDGET
	06/30/2024	06/30/2025	06/30/2025	02/28/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
Revenue					
404000 - Summer Tax Revenue - Hills	3,872,704.25	4,178,077.00	4,178,077.00	4,066,224.38	97.32 %
405000 - Summer Tax Revenue - City	380,088.67	431,512.00	431,512.00	398,082.32	92.25 %
406000 - Winter Tax Revenue - Hills	2,229,928.19	2,446,231.00	2,446,231.00	1,709,107.26	69.87 %
407000 - Winter Tax Revenue - City	221,269.54	252,647.00	252,647.00	227,526.80	90.06 %
411000 - Delinquent Taxes	108,739.56	16,250.00	16,250.00	4,506.47	27.73 %
451000 - Local Community Stabilization Share	323,298.63	323,300.00	323,300.00	329,025.32	101.77 %
540000 - State Aid - Farmington Library	97,548.54	94,000.00	94,000.00	0.00	0.00 %
541000 - Grant Revenue	31,787.00	2,890.00	2,890.00	0.00	0.00 %
542000 - State Penal Fine Revenue	131,296.25	128,000.00	128,000.00	0.00	0.00 %
602000 - Auditorium Fees	13,913.38	0.00	0.00	0.00	0.00 %
603000 - Metro Net Agency Fee	10,000.00	10,000.00	10,000.00	10,000.00	100.00 %
642000 - Copy Vending Machine Revenue	28,131.85	32,150.00	32,150.00	20,248.36	62.98 %
643000 - Snack Vending Machine Revenue	3,131.41	3,670.00	3,670.00	2,287.28	62.32 %
644000 - Paver Sales	148.00	0.00	0.00	0.00	0.00 %
646000 - Memorial & Gifts Revenue	11,774.54	11,700.00	11,700.00	12,030.50	102.82 %
658000 - Fines, Fees & Lost Book	7,613.33	7,800.00	7,800.00	4,962.73	63.62 %
665000 - Interest	251,249.29	214,100.00	214,100.00	260,412.86	121.63 %
674000 - Gifts From Friends of Library	116,913.05	172,470.00	172,470.00	95,699.84	55.49 %
684000 - Other Misc Revenue	40,610.36	36,780.00	36,780.00	14,515.93	39.47 %
Total Revenue	7,880,145.84	8,361,577.00	8,361,577.00	7,154,630.05	85.57 %
Expenses					
Payroll					
702000 - Salaries & Wage Expense	2,374,454.95	3,264,200.00	3,264,200.00	1,912,258.53	58.58 %
709000 - Employers FICA Expense	203,204.62	250,300.00	250,300.00	142,560.16	56.96 %
716000 - OPEB Expense	110,373.00	141,300.00	141,300.00	87,800.86	62.14 %
717000 - Retiree Health Ins	65,803.58	64,600.00	64,600.00	44,062.08	68.21 %
718000 - Dental, Optical & Hearing	27,066.38	30,000.00	30,000.00	19,684.94	65.62 %
719000 - Hospitalization Insurance	328,082.24	363,400.00	363,400.00	252,996.67	69.62 %
720000 - Group Life - Mutual of Omaha	18,086.91	15,100.00	15,100.00	15,017.09	99.45 %
721000 - Retirement Fund - Employers	316,171.96	399,424.00	399,424.00	267,679.52	67.02 %
Total Payroll	3,443,243.64	4,528,324.00	4,528,324.00	2,742,059.85	60.55 %
Operating Expenses					
750000 - Office Supplies	10,206.18	15,000.00	15,000.00	5,822.32	38.82 %
752000 - Operating Supplies	18,247.09	24,450.00	24,450.00	13,068.43	53.45 %
754000 - Vending Equipment & Supplies	11,491.81	36,900.00	36,900.00	18,827.43	51.02 %
791000 - Newspapers & Periodicals	35,812.54	38,000.00	38,000.00	35,518.48	93.47 %
801000 - Professional Services	231,495.12	320,000.00	320,000.00	122,233.97	38.20 %

General Fund

Farmington Community Library
 Revenue and Expenditure Report
 As of February 28, 2025

	Year Ending	Year Ending		Year To Date	% BUDGET
	06/30/2024	06/30/2025	06/30/2025	02/28/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
810000 - Bank Fee	14,700.03	13,000.00	13,000.00	9,647.15	74.21 %
817000 - Insurance & Bonds	74,459.00	76,620.00	76,620.00	74,842.00	97.68 %
818000 - E Library Cataloging (OCLC)	23,098.03	23,175.00	23,175.00	23,961.23	103.39 %
820000 - Gift Fund Purchases	4,159.13	4,000.00	4,000.00	11,515.91	287.90 %
821000 - Friends Gift Purchases	128,670.95	180,000.00	180,000.00	54,511.24	30.28 %
821500 - Friends - Bosch Grant	1,387.68	0.00	0.00	4,284.02	0.00 %
824000 - Metro Net Pass Thru (non FCL)	0.00	0.00	0.00	29,068.50	0.00 %
825000 - Legacy Gift Fund Purchases	0.00	250.00	250.00	12,203.61	4,881.44 %
830000 - Training & Conferences	18,558.08	32,600.00	32,600.00	21,647.50	66.40 %
831500 - Memberships	8,370.00	11,850.00	11,850.00	8,199.00	69.19 %
850000 - Telephone	16,378.81	21,000.00	21,000.00	13,513.82	64.35 %
851000 - Postage	8,070.05	8,100.00	8,100.00	3,862.84	47.69 %
860000 - Transportation	2,647.33	5,000.00	5,000.00	576.86	11.54 %
881000 - Publicity	41,955.03	55,000.00	55,000.00	28,584.43	51.97 %
880000 - Programming	7,646.45	20,000.00	20,000.00	10,602.54	53.01 %
900000 - Processing	6,129.03	20,000.00	20,000.00	6,099.97	30.50 %
920000 - Electricity	213,513.70	188,000.00	188,000.00	125,858.86	66.95 %
921000 - Heat	19,505.23	44,000.00	44,000.00	14,826.98	33.70 %
922000 - Water	18,844.03	37,250.00	37,250.00	10,206.46	27.40 %
930000 - Maintenance/Repairs	44,376.55	60,000.00	60,000.00	25,133.63	41.89 %
931000 - Repairs & Maintenance Supplies	19,417.38	39,000.00	39,000.00	17,881.85	45.85 %
934000 - Maintenance Contracts	283,282.60	250,000.00	250,000.00	198,863.90	79.55 %
935000 - Landscaping / Snow Removal	36,359.49	45,000.00	45,000.00	22,130.00	49.18 %
955000 - Miscellaneous	8,095.04	8,000.00	8,000.00	1,556.49	19.46 %
970000 - Capital Outlay	132,462.39	215,000.00	215,000.00	22,752.50	10.58 %
975000 - Building & Improvements	27,182.69	230,000.00	230,000.00	31,373.73	13.64 %
980000 - Furniture/Furnishings	4,983.06	31,280.00	31,280.00	9,379.79	29.99 %
981000 - Vehicle	1,403.21	1,850.00	1,850.00	8,921.54	482.25 %
982000 - Books	257,530.23	303,000.00	303,000.00	175,704.38	57.99 %
983000 - eBooks	91,899.77	107,000.00	107,000.00	53,503.02	50.00 %
984000 - Software	28,241.22	52,455.00	52,455.00	26,683.73	50.87 %
984500 - Technology Upgrades	123,827.35	155,000.00	155,000.00	200.00	0.13 %
985000 - Equipment	35,116.96	75,000.00	75,000.00	12,882.82	17.18 %
986000 - Computers	22,385.65	35,000.00	35,000.00	19,298.65	55.14 %
987000 - Integrated Library Systems	25,560.86	194,000.00	194,000.00	111,735.17	57.60 %
988000 - Audio Visual	32,128.47	53,700.00	53,700.00	22,041.72	41.05 %
989000 - Information Resources	210,912.78	241,600.00	241,600.00	172,265.97	71.30 %

General Fund

Farmington Community Library
 Revenue and Expenditure Report
 As of February 28, 2025

	Year Ending 06/30/2024	Year Ending 06/30/2025		Year To Date 02/28/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
989100 - Video / DVD / Movie Collection	39,428.26	68,450.00	68,450.00	20,173.67	29.47 %
989200 - TLN (Formerly Metro Net)	14,914.13	36,500.00	36,500.00	11,072.18	30.33 %
991000 - Principal Expense	12,426.00	15,000.00	15,000.00	0.00	0.00 %
993000 - Interest Expense	3,505.00	6,000.00	6,000.00	0.00	0.00 %
991100 - Principal Expense - IT Subscriptions	87,968.00	85,000.00	85,000.00	0.00	0.00 %
Total Operating Expenses	2,458,752.39	3,482,030.00	3,482,030.00	1,623,038.29	46.61 %
Total Expenses	5,901,996.03	8,010,354.00	8,010,354.00	4,365,098.14	54.49 %
Transfers					
995000 - Transfer Out	718,125.00	351,223.00	351,223.00	0.00	0.00 %
Total Transfers	(718,125.00)	(351,223.00)	(351,223.00)	0.00	0.00 %
Total Revenue in Excess of Expenses	1,260,024.81	0.00	0.00	2,789,531.91	0.00 %

Director's Report March 2025

Patron Comments

Included in your Board packet.

Farmington - Farmington Hills Optimist Club

On Wednesday, March 19, the Farmington-Farmington Hills Optimist Club will hold their meeting at the Farmington Hills Location. They are trying new ways to increase membership by changing the location and the time. They have asked the library to give a presentation on all we have to offer for patrons. Jill Baker will be presenting; meeting time is 6:00 PM.

Literacy Celebration Event with FAAPN and AKA Sorority

On Saturday, March 1 FAAPN and AKA Sorority held a Literacy Celebration Event. The library was in attendance to promote the library, books, resources, and assistance. The focus was on K-8th grade. Maria Showich-Gallup was in attendance.

Small Business Lunch & Learn Series

This 6-week program covers topics from Starting Your Own Business to Financing to Marketing. Speakers include local attorneys, local small business owners, representatives from the city of Farmington and Farmington Hills, Oakland County, and the U.S. Small Business Administration. The series has gained in popularity with over 100 people in attendance at the first session.

Budget Amendment/ Budget FY 2025-2026

As written in the board bylaws, a draft of a budget for FY 2025-2026 is to be presented at the March meeting. This is a very preliminary draft as the L-4029, provided by Oakland County, will not be available until late April. Plante Moran added 3% to the FY 2024-2025 tax revenue to get the numbers for the draft.

In addition, at the March meeting a budget amendment is needed to align budget lines.

Farmington Community Expo

Farmington Public Schools will be planning/hosting an Expo that is open to all businesses and non-profits in the community. The Expo is planned Wednesday, May 7 from 5:00 – 7:30 PM Farmington High School. The library plans to participate in the event.



Adaptive Programming Kits

Based on a recommendation from the IDEA Taskforce, the library has purchased items to create Adaptive Programming Kits. These kits will be at each location, for the Farmer's market, and for Senior Services to accommodate patrons of various abilities. Items in the kit include noise canceling headphones, tabletop scissors, loop scissors, heavy weighted pens, pencil grips, pencil weights, pushdown scissors, adaptive paintbrushes, and more.

MAP (Museum Adventure Pass) Statistics

For February 2025 overall, the most popular MAP passes were – Kensington Metro Park, Outdoor Adventure Center, and SEA LIFE Michigan Aquarium. However, for FCL, the most popular were Cranbrook Art Museum, LEGOLAND Discovery Center Michigan, and Outdoor Adventure Center.

Submitted by

Kelley Siegrist

Director

Farmington Community Library

FCL Farmington • 23500 Liberty St. • (248) 553-0321

FCL Farmington Hills • 32737 W. 12 Mile Rd. • (248) 553-0300

Suggestion:

- ① We loved the Pokemon Party!
- ② My 1st grader would like a K-2 version of Thursday afternoon club!

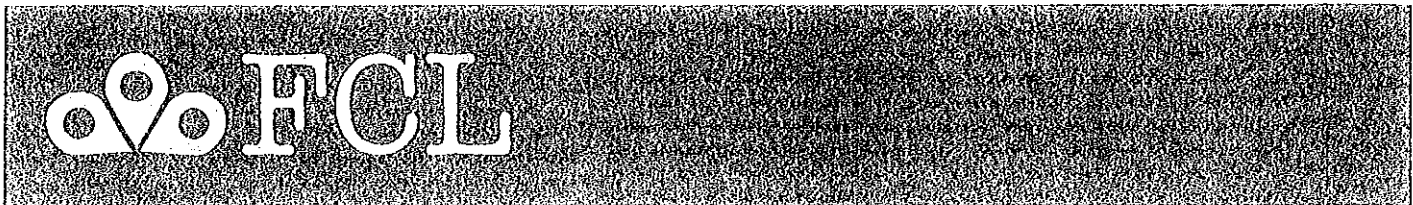
Thank you for taking the time to fill out this form. Please place it in the Suggestion Box. Our leadership reads and reviews all suggestions!

PHONE: _____ EMAIL: _____

What made your Library visit special?

I got to return my missing books and I finally got my book mark!

Turn over to leave a suggestion for Library staff.



Suggestion:

in Alabama there were coloring sheets for bored little kids.



Suggestion:

Librarian is very very helpful.
I always go back home with
peace & happiness.

Thank you for taking the time to fill out this form. Please place it in the Suggestion Box. Our leadership reads and reviews all suggestions!