



**Farmington Community Library
Board of Trustees Meeting
Thursday, June 12, 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.
June 12, 2025

- **Call to Order**
- **Approval of Agenda**
- **Public Comment (3 minutes per person)**
- **Minutes**
 - Approval of Minutes – Regular Board Meeting –May-2025
- **Treasurers Report**
 - Approval of April & May operating bills 2025
 - Financial Reports
 - Michigan Class updates
- **Friends of the Library**
- **Director's Report**
 - Staff introduction Laura Luckins & Elizabeth Johnson
- **Sub-Committee Updates**
 - Personnel
 - Facilities
 - Finance
- **Unfinished Business**
 - Approval of FY 2025-2026 Budget
- **New Business**
 - Approval of May Budget Amendment
 - Approval of ADA Compliance Policy
 - Approval of External Core Values
 - Elevator bids for FA
 - Elections

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
June 12, 2025

- **Correspondence**
- **Public Comment (3 minutes per person)**
- **Trustee Comment**
- **Adjournment**

**Farmington Community Library Board of Trustees
Public Budget Hearing and Board Meeting, 6:00 p.m. - May 8, 2025**

Board Members Present: McClellan, Muthukuda, Brown, Murphy, White, Snodgrass

Board Members Absent: Doby, Snead

Staff Members Present: Siegrist, Baker, Showich-Gallup, Peterson, Hall

Staff Members Absent: None

Public Budget Hearing

Opened at 6:03 by President McClellan

Features of proposed 2025-26 Budget, highlighted by K. Brown:

- Projected revenue: \$8,858,096
- Projected expenditures: \$11,487,806
- Expenditures include spending \$3.5 million on Phase 1 capital improvements in 2026.
 - Phase 1 includes an outdoor amphitheater at the Liberty St. branch, as well as an outdoor expansion of the Children's space there. It includes new study rooms at Twelve Mile as well as a small outdoor patron space and adjustments to the west parking lot there. Bathrooms will be upgraded at both locations.
- This proposed budget would result in a decrease of the Fund Balance, from \$8.6 million to \$6 million.

Public Comment: none

Hearing closed at 6:13.

Regular Board Meeting

CALL TO ORDER

The Regular Board Meeting was called to order at 6:14 by President Ernie McClellan.

APPROVAL OF AGENDA

MOTION by Murphy to approve the Agenda for the May 8, 2025 Board meeting was supported by Brown.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

PUBLIC COMMENT

Dr. S. - proposal for a program featuring a Palestinian speaker.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meetings held April 10, 2025, was supported by Muthukuda.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

TREASURER'S REPORT

No action taken on operating bills this month (Plante Moran staff unable to prepare report due to a medical situation). Bills and statements for April and May will be up for approval at the June meeting.

April interest on MI Class accounts came to \$44,517.04, bringing the total interest for 2025 to \$171,805.33.

FRIENDS' REPORT (S. Charlesbois)

- Cities-wide post card mailing will occur soon.
- April Book Sale brought in \$4800 and art auction brought in \$810. Selling books on E-Bay (and charging market prices rather than normal in-house used book prices) has been worthwhile.
- Gala is June 6. Vanessa Carr (standard musical selections) will provide entertainment.

LIBRARY DIRECTOR'S REPORT (K. Siegrist)

- May 3-4 were especially big days for programs: the annual AAPI Celebration attracted over 300 attendees and the Companeros de Flamenco program drew about 135 people.
- The April 1000 Books Before Kindergarten event drew 174 guests.
- Food Truck Tuesdays will be held in the evening rather than lunch time this year. The first event will be June 17 from 5-7 pm.
- Summer Reading begins for all ages on June 1.
- The Kona Ice truck will be at Liberty Street on June 12 to celebrate the last day of school in FPS.

Staff Introduction - Becky Hall, Children's Department at Liberty St.

SUBCOMMITTEE UPDATES

Personnel (D. Muthukuda)

- Director Search

MOTION by Muthukuda to task the Personnel Committee with the new director search was supported by White.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

Facilities (S. Snodgrass)

- P. Wegrzynowicz is seeking bids for installing LED lights in the Adult Nonfiction section at Twelve Mile.
- The board will hear soon about needed work on elevators.
- The Facilities Committee has tentatively designated Phase 3 of future upgrades to encompass major work on the Children's space at Twelve Mile.
- There is an expected meeting with Ford Motor Co. to discuss EV charging stations.
- The next Committee meeting will be June 5.

Finance (K. Brown)

No report.

UNFINISHED BUSINESS

- Phase 1 Design Work

MOTION by White to approve the contract with MCD Architects for Phase 1 design work was supported by Snodgrass.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

NEW BUSINESS

- Retiree Health Benefit Plan

MOTION by Snodgrass to adopt Retiree Health Benefit Plan was supported by Muthukuda.

Vote: Aye: All in favor (6-0)

Opposed: None

Motion passed.

CORRESPONDENCE

None

PUBLIC COMMENT

None

TRUSTEE COMMENT

- S. Snodgrass and E. McClellan - State Advocacy Day was worthwhile. State legislators are expecting to have to try to make up for a 50% cut in federal money to libraries.
- S. Snodgrass - Congratulations to K. Brown who will be receiving the Romney Award from Farmington Hills.
- D. Muthukuda - DM thanked Farmington City Council for the proclamation supporting National Library Week. Several board members attended Council meeting on April 21.

ADJOURNMENT

The Board meeting was adjourned by President McClellan at 7:39. The next meeting of the Library Board is scheduled for Thursday, June 12, 2025, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees



Plante & Moran, PLLC
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Southfield, MI 48075
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

May 19, 2025

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

Re: April 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

3	Vendor	Document no.	Amount Cleared
	Bank		
04/01/2025	10683--Lorenzo Lo Piccolo		150.00 In transit
04/09/2025	10009--Consumers Energy		1,186.82 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		317.41 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		5,698.94 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		1,298.21 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		1,747.46 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		5,121.52 04/30/2025
04/09/2025	10126--Michigan Employers Retirement		6,561.65 04/30/2025
04/09/2025	10589--Paylocity		69.64 04/30/2025
04/09/2025	10589--Paylocity		29,673.60 04/30/2025
04/11/2025	10009--Consumers Energy		1,796.84 04/30/2025
04/14/2025	10330--Comerica Commerical Card Services		6,661.48 04/30/2025
04/14/2025	10014--T-Mobile		1,103.72 04/30/2025
04/15/2025	10019--Clear Rate Communications		523.12 04/30/2025
04/15/2025	10063--City Of Farmington - Water		575.65 04/30/2025
04/15/2025	10147--EHIM		1,466.56 04/30/2025
04/15/2025	10147--EHIM		130.20 04/30/2025
04/16/2025	10083--Pitney Bowes Global Financial Services Inc		1,000.00 04/30/2025
04/21/2025	10589--Paylocity		1,523.10 04/30/2025
04/22/2025	10005--DTE Energy		12,241.47 04/30/2025
04/22/2025	10005--DTE Energy		3,415.40 04/30/2025
04/22/2025	10144--Mutual Of Omaha		1,892.42 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		320.09 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		5,706.39 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		1,298.21 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		1,758.27 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		5,120.13 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		7,074.15 04/30/2025
04/23/2025	10126--Michigan Employers Retirement		23,322.38 04/30/2025
04/23/2025	10589--Paylocity		69.64 04/30/2025
04/23/2025	10589--Paylocity		30,103.44 04/30/2025
04/28/2025	10003--AT&T		833.88 04/30/2025
	Total		159,761.79

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

04/07/2025	10002--Farmington Community Library	39,572.49 In transit
04/07/2025	10201--Plante Moran	5,140.91 In transit
04/07/2025	10393--PermaCard	2,208.92 In transit
04/07/2025	10670--Michigan Business Consultants	4,739.40 In transit
04/07/2025	10582--Jill Wioskowski	174.15 In transit
04/07/2025	10337--JanWay Company USA Inc	254.50 In transit
04/07/2025	10666--Jan-Pro Detroit, LLC	10,028.00 In transit
04/07/2025	10681--Grey House Publishing	147.60 In transit
04/07/2025	10027--Great Lakes Ace Hardware	26.58 In transit
04/07/2025	10171--Farmington Genealogical Society	300.00 In transit
04/07/2025	10495--ElementOne Consulting, Inc.	2,800.00 In transit
04/07/2025	10037--Dorothy Hinton	160.00 In transit
04/07/2025	10017--CDW Government Inc	8,039.59 In transit
04/07/2025	10313--Bayscan Technologies	819.82 In transit
04/07/2025	10454--Allied Building Services of Detroit, Inc.	3,335.00 In transit
04/07/2025	10031--Quill LLC	780.48 In transit
04/07/2025	10626--NorthStar Mat Service	216.66 In transit
04/07/2025	10187--Network Services Company	2,399.99 In transit
04/07/2025	10464--Minuteman Press Farmington Hills	742.55 In transit
04/07/2025	10345--Kennedy Industries	8,248.00 In transit
04/15/2025	10002--Farmington Community Library	84,655.52 In transit
04/15/2025	10553--Thomas Kline/Crimson Multimedia	446.42 In transit
04/15/2025	10289--Talkingtech US LTD LLC	230.00 In transit
04/15/2025	10215--SenSource	1,419.00 In transit
04/15/2025	10446--Sandy Herman	49.00 In transit
04/15/2025	10220--PTS Communications	150.00 In transit
04/15/2025	10626--NorthStar Mat Service	85.06 In transit
04/15/2025	10498--Muniweb	195.00 In transit
04/15/2025	10079--Midwest Tape Hoopla	16,579.45 In transit
04/15/2025	10027--Great Lakes Ace Hardware	22.96 In transit
04/15/2025	10026--FJ Lafontaine & Sons Landscaping	653.50 In transit
04/15/2025	10650--Charles Cusak	200.00 In transit
04/15/2025	10141--Benistar/UA-6803	4,873.60 In transit

Farmington Community Library Check register

	Vendor	Document no.	Amount Cleared
04/15/2025	10035--The Library Network		29,296.32 In transit
04/15/2025	10082--OverDrive, Inc		17,928.10 In transit
04/15/2025	10020--Gordon Food Service Inc		227.30 In transit
04/21/2025	10002--Farmington Community Library		12,534.40 In transit
04/21/2025	10473--Xemplar Club		175.00 In transit
04/21/2025	10029--Unique		187.15 In transit
04/21/2025	10346--ULINE		299.74 In transit
04/21/2025	10032--The Friends Of The Library		150.00 In transit
04/21/2025	10686--Taylored Events LLC		340.00 In transit
04/21/2025	10687--Serena Barnes		400.00 In transit
04/21/2025	10031--Quill LLC		7.69 In transit
04/21/2025	10508--OpenSpot Theatre		310.00 In transit
04/21/2025	10012--NBS		938.00 In transit
04/21/2025	10688--Michigan Lion Dance Team		300.00 In transit
04/21/2025	10315--MetroNet Consortium		450.00 In transit
04/21/2025	10689--Mathangi Vinothkumar		400.00 In transit
04/21/2025	10160--Maria Showich-Gallup		156.14 In transit
04/21/2025	10338--Hawaiian Dancers LLC		725.00 In transit
04/21/2025	10070--Grace Note Piano Service		135.00 In transit
04/21/2025	10040--Foster, Swift, Collins & Smith		1,288.00 In transit
04/21/2025	10046--EnvisionWare, Inc		1,207.50 In transit
04/21/2025	10325--Displays2Go		82.51 In transit
04/21/2025	10684--Cornell University Library		20.00 In transit
04/21/2025	10650--Charles Cusak		48.67 In transit
04/21/2025	10186--Cengage Learning Inc / Gale		1,800.00 In transit
04/21/2025	10143--Blue Care Network		33,073.54 In transit
04/21/2025	10690--Alton J Lopaka		200.00 In transit
04/21/2025	10011--Midwest Tape		733.47 In transit
04/21/2025	10011--Midwest Tape		4,620.52 In transit
04/21/2025	10004--Ingram Library Services		2,223.33 In transit
04/21/2025	10000--Baker & Taylor Inc		17,792.52 In transit
04/21/2025	10502--Amazon Capital Services		1,808.77 In transit
	Total for Bill.com Clearing		329,552.82

Motion Required:

I move that the Board approve the expenditures as presented

GRAND TOTAL: \$489,314.61

General Fund

Farmington Community Library
Comparative Balance Sheet
As of April 30, 2025

	PERIOD ENDED 06/30/2024	PERIOD ENDED 04/30/2025	CHANGE	% CHANGE
Assets				
Cash & Cash Equivalents				
001000 - General Checking - Comerica	775,621.52	713,532.25	(62,089.27)	(8.00) %
004000 - Petty Cash	1,260.00	1,285.00	25.00	1.98 %
011000 - Millage Money Market Comerica	3,298,524.04	2,213,365.19	(1,085,158.85)	(32.89) %
017001 - MI Class - Millage	4,053,968.79	7,785,277.60	3,731,308.81	92.04 %
017004 - MI Class - LCSA	0.00	331,821.06	331,821.06	100.00 %
Total Cash & Cash Equivalents	8,129,374.35	11,045,281.10	2,915,906.75	35.86 %
Other Assets				
018000 - Accounts Receivable	201,945.72	0.00	(201,945.72)	(100.00) %
040000 - Accounts Receivable - Metro Net	6,000.00	0.00	(6,000.00)	(100.00) %
042000 - Accounts Receivable - Friends	73,078.56	8,231.46	(64,847.10)	(88.73) %
043000 - Accounts Receivable - Interlibrary Loan	92.72	93.62	0.90	0.97 %
123000 - Prepaid Expense	252,363.79	0.00	(252,363.79)	(100.00) %
Total Other Assets	533,480.79	8,325.08	(525,155.71)	(98.43) %
Total Assets	8,662,855.14	11,053,606.18	2,390,751.04	27.59 %
Liabilities and Equity				
Liabilities				
Current Liabilities				
202000 - Accounts Payable	80,217.24	639,453.39	559,236.15	697.15 %
202100 - Manual Accounts Payable	3,418.44	0.00	(3,418.44)	(100.00) %
209000 Friends of the Library - Book Sale	0.00	6,494.94	6,494.94	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	673,315.32	436,901.62	184.80 %
Long Term Liabilities				
339000 - Unearned Revenues	73,078.56	0.00	(73,078.56)	(100.00) %
Total Long Term Liabilities	73,078.56	0.00	(73,078.56)	(100.00) %
Total Liabilities	309,492.26	673,315.32	363,823.06	117.55 %
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 April 30, 2025

	PERIOD ENDED 06/30/2024	PERIOD ENDED 04/30/2025	CHANGE	% CHANGE
Total Equity	7,093,338.07	8,353,362.88	1,260,024.81	17.76 %
Net Income BS	1,260,024.81	2,030,377.59	770,352.78	61.13 %
Total Liabilities and Equity	8,662,855.14	11,057,055.79	2,394,200.65	27.63 %

General Fund

Farmington Community Library
Revenue and Expenditure Report
As of April 30, 2025

	Year Ending 06/30/2024	Year Ending 06/30/2025	Year To Date 04/30/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE
				% BUDGET
Revenue				
404000 - Summer Tax Revenue - Hills	3,872,704.25	4,178,077.00	4,178,077.00	97.61 %
405000 - Summer Tax Revenue - City	380,088.67	431,512.00	431,512.00	92.25 %
406000 - Winter Tax Revenue - Hills	2,229,928.19	2,446,231.00	2,446,231.00	96.45 %
407000 - Winter Tax Revenue - City	221,269.54	252,647.00	252,647.00	90.06 %
411000 - Delinquent Taxes	108,739.56	16,250.00	100,000.00	6.13 %
451000 - Local Community Stabilization Share	323,298.63	323,300.00	323,300.00	101.77 %
540000 - State Aid - Farmington Library	97,548.54	94,000.00	94,000.00	54.53 %
541000 - Grant Revenue	31,787.00	2,890.00	2,890.00	0.00 %
542000 - State Penal Fine Revenue	131,296.25	128,000.00	128,000.00	0.00 %
602000 - Auditorium Fees	13,913.38	0.00	0.00	0.00 %
603000 - Metro Net Agency Fee	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	81.21 %
643000 - Snack Vending Machine Revenue	3,131.41	3,670.00	3,670.00	62.32 %
644000 - Paver Sales	148.00	0.00	0.00	0.00 %
646000 - Memorial & Gifts Revenue	11,774.54	11,700.00	11,900.00	109.97 %
658000 - Fines, Fees & Lost Book	7,613.33	7,800.00	7,800.00	78.27 %
665000 - Interest	251,249.29	214,100.00	339,100.00	92.79 %
674000 - Gifts From Friends of Library	116,913.05	172,470.00	172,470.00	59.96 %
684000 - Other Misc Revenue	40,610.36	36,780.00	36,780.00	55.77 %
Total Revenue	7,880,145.84	8,361,577.00	8,570,527.00	92.71 %
Expenses				
Payroll				
702000 - Salaries & Wage Expense	2,374,454.95	3,264,200.00	3,264,200.00	73.11 %
709000 - Employers FICA Expense	203,204.62	250,300.00	250,300.00	70.67 %
716000 - OPEB Expense	110,373.00	141,300.00	141,300.00	76.60 %
717000 - Retiree Health Ins	65,803.58	64,600.00	64,600.00	80.84 %
718000 - Dental, Optical & Hearing	27,066.38	30,000.00	30,000.00	82.06 %
719000 - Hospitalization Insurance	328,082.24	363,400.00	363,400.00	86.51 %
720000 - Group Life - Mutual of Omaha	18,086.91	15,100.00	21,760.00	84.64 %
721000 - Retirement Fund - Employers	316,171.96	399,424.00	399,424.00	83.06 %
Total Payroll	3,443,243.64	4,528,324.00	4,534,984.00	75.26 %
Operating Expenses				
750000 - Office Supplies	10,206.18	15,000.00	15,000.00	43.61 %
752000 - Operating Supplies	18,247.09	24,450.00	24,450.00	76.58 %
754000 - Vending Equipment & Supplies	11,491.81	36,900.00	36,900.00	66.72 %
791000 - Newspapers & Periodicals	35,812.54	38,000.00	38,000.00	98.18 %
801000 - Professional Services	231,495.12	320,000.00	320,000.00	45.61 %

General Fund

Farmington Community Library
Revenue and Expenditure Report
As of April 30, 2025

	Year Ending 06/30/2024	Year Ending 06/30/2025		Year To Date 04/30/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
810000 - Bank Fee	14,700.03	13,000.00	15,500.00	12,067.72	77.86 %
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	23,965.00	23,961.23	99.98 %
820000 - Gift Fund Purchases	4,159.13	4,000.00	11,520.00	16,651.91	144.55 %
821000 - Friends Gift Purchases	128,670.95	180,000.00	100,000.00	62,274.00	62.27 %
821500 - Friends - Bosch Grant	1,387.68	0.00	20,805.00	4,400.61	21.15 %
825000 - Legacy Gift Fund Purchases	0.00	250.00	9,450.00	16,681.85	176.53 %
830000 - Training & Conferences	18,558.08	32,600.00	37,600.00	29,065.99	77.30 %
831500 - Memberships	8,370.00	11,850.00	11,850.00	8,559.00	72.23 %
850000 - Telephone	16,378.81	21,000.00	21,000.00	16,763.02	79.82 %
851000 - Postage	8,070.05	8,100.00	8,100.00	5,135.47	63.40 %
860000 - Transportation	2,647.33	5,000.00	5,000.00	863.55	17.27 %
881000 - Publicity	41,955.03	55,000.00	55,000.00	30,187.28	54.89 %
880000 - Programming	7,646.45	20,000.00	20,000.00	18,281.90	91.41 %
900000 - Processing	6,129.03	20,000.00	20,000.00	12,455.18	62.28 %
920000 - Electricity	213,513.70	188,000.00	188,000.00	156,468.46	83.23 %
921000 - Heat	19,505.23	44,000.00	44,000.00	22,410.89	50.93 %
922000 - Water	18,844.03	37,250.00	37,250.00	10,782.11	28.95 %
930000 - Maintenance/Repairs	44,376.55	60,000.00	60,000.00	30,811.34	51.35 %
931000 - Repairs & Maintenance Supplies	19,417.38	39,000.00	39,000.00	20,688.65	53.05 %
934000 - Maintenance Contracts	283,282.60	250,000.00	250,000.00	222,419.38	88.97 %
935000 - Landscaping / Snow Removal	36,359.49	45,000.00	45,000.00	28,853.00	64.12 %
955000 - Miscellaneous	8,095.04	8,000.00	8,000.00	1,851.35	23.14 %
970000 - Capital Outlay	132,462.39	215,000.00	50,000.00	22,752.50	45.51 %
975000 - Building & Improvements	27,182.69	230,000.00	755,000.00	565,937.73	74.96 %
980000 - Furniture/Furnishings	4,983.06	31,280.00	31,280.00	10,525.26	33.65 %
981000 - Vehicle	1,403.21	1,850.00	11,850.00	8,921.54	75.29 %
982000 - Books	257,530.23	303,000.00	303,000.00	227,711.19	75.15 %
983000 - eBooks	91,899.77	107,000.00	107,000.00	87,334.49	81.62 %
984000 - Software	28,241.22	52,455.00	52,455.00	51,147.88	97.51 %
984500 - Technology Upgrades	123,827.35	155,000.00	75,000.00	200.00	0.27 %
985000 - Equipment	35,116.96	75,000.00	75,000.00	12,628.66	16.84 %
986000 - Computers	22,385.65	35,000.00	35,000.00	45,743.87	130.70 %
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	32,016.67	59.62 %
989000 - Information Resources	210,912.78	241,600.00	241,600.00	222,734.19	92.19 %
989100 - Video / DVD / Movie Collection	39,428.26	68,450.00	68,450.00	29,712.57	43.41 %

General Fund

Farmington Community Library
Revenue and Expenditure Report
As of April 30, 2025

	Year Ending 06/30/2024	Year Ending 06/30/2025		Year To Date 04/30/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
989200 - TLN (Formerly Metro Net)	14,914.13	36,500.00	36,500.00	13,924.18	38.15 %
991000 - Principal Expense	12,426.00	15,000.00	13,000.00	0.00	0.00 %
993000 - Interest Expense	3,505.00	6,000.00	1,700.00	0.00	0.00 %
991100 - Principal Expense - IT Subscriptions	87,968.00	85,000.00	61,500.00	0.00	0.00 %
Total Operating Expenses	2,458,752.39	3,482,030.00	3,708,045.00	2,502,654.65	67.49 %
Total Expenses	5,901,996.03	8,010,354.00	8,243,029.00	5,915,586.09	71.76 %
Transfers					
995000 - Transfer Out	718,125.00	351,223.00	0.00	0.00	0.00 %
Total Transfers	(718,125.00)	(351,223.00)	0.00	0.00	0.00 %
Total Revenue in Excess of Expenses	1,260,024.81	0.00	327,498.00	2,030,377.59	619.97 %



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

June 9, 2025

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

Re: May 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

3	Vendor	Document no.	Amount Cleared
	Bank:	Account no:	
05/01/2025	10021--Home Depot Credit Services		215.54 05/31/2025
05/06/2025	10524--Small House Farm		350.00 05/31/2025
05/06/2025	10589--Paylocity		19.17 05/31/2025
05/07/2025	10238--O.C.W.R.C.		175.79 05/31/2025
05/07/2025	10238--O.C.W.R.C.		335.69 05/31/2025
05/07/2025	10238--O.C.W.R.C.		994.64 05/31/2025
05/07/2025	10589--Paylocity		29,980.09 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		319.96 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		5,746.63 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		1,298.21 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		1,826.44 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		5,128.68 05/31/2025
05/07/2025	10126--Michigan Employers Retirement		7,073.23 05/31/2025
05/09/2025	10009--Consumers Energy		841.57 05/31/2025
05/12/2025	10014--T-Mobile		1,066.81 05/31/2025
05/14/2025	10330--Comerica Commerical Card Services		5,238.60 05/31/2025
05/14/2025	10009--Consumers Energy		1,626.01 05/31/2025
05/15/2025	10092--I.T.I, Inc,	27246	3,518.40 05/31/2025
05/15/2025	10019--Clear Rate Communications		523.33 05/31/2025
05/16/2025	10147--EHIM		1,466.56 05/31/2025
05/16/2025	10147--EHIM		130.20 05/31/2025
05/20/2025	10589--Paylocity		1,594.02 05/31/2025
05/20/2025	10015--Toshiba America Business Solutions		2,480.98 05/31/2025
05/20/2025	10087--WM Corporate Services, Inc.		6,418.05 05/31/2025
05/21/2025	10005--DTE Energy		3,250.29 05/31/2025
05/21/2025	10005--DTE Energy		14,081.35 05/31/2025
05/21/2025	10589--Paylocity		69.64 05/31/2025
05/21/2025	10589--Paylocity		30,112.73 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		439.51 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		5,662.17 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		1,298.21 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		1,687.53 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		5,236.80 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		7,193.89 05/31/2025
05/21/2025	10126--Michigan Employers Retirement		23,322.38 05/31/2025
05/22/2025	10595--USPS		3,917.43 05/31/2025
05/22/2025	10144--Mutual Of Omaha		1,905.63 05/31/2025
05/23/2025	10021--Home Depot Credit Services		575.98 05/31/2025
05/27/2025	10595--USPS		3,917.43 05/31/2025
05/28/2025	10003--AT&T		833.85 05/31/2025
	Total		181,873.42
	Bank: Bill.com Clearing - Bill.com Money Out Clearing	Account no:	
05/01/2025	10099--The New York Times		1,261.00 In transit
05/01/2025	10004--Ingram Library Services		390.55 In transit
05/01/2025	10026--FJ Lafontaine & Sons Landscaping		1,870.00 In transit
05/01/2025	10090--Dubois Chemicals, Inc		253.00 In transit
05/01/2025	10467--C & G Newspapers		202.50 In transit
05/01/2025	10011--Midwest Tape		3,255.57 In transit
05/12/2025	10031--Quill LLC		364.99 In transit
05/12/2025	10220--PTS Communications		150.00 In transit
05/12/2025	10201--Plante Moran		4,281.71 In transit
05/12/2025	10626--NorthStar Mat Service		185.76 In transit
05/12/2025	10079--Midwest Tape Hoopla		15,287.66 In transit
05/12/2025	10282--Melanie Allbery		21.98 In transit
05/12/2025	10582--Jill Wioskowski		34.14 In transit
05/12/2025	10666--Jan-Pro Detroit, LLC		9,968.47 In transit
05/12/2025	10653--India for Everyone		413.72 In transit
05/12/2025	10020--Gordon Food Service Inc		41.93 In transit
05/12/2025	10046--EnvisionWare, Inc		5,885.00 In transit
05/12/2025	10033--Demco Inc.		131.24 In transit
05/12/2025	10017--CDW Government Inc		14,314.56 In transit
05/12/2025	10313--Bayscan Technologies		956.96 In transit
05/12/2025	10692--1000 Bulbs.com		759.55 In transit
05/12/2025	10132--Scholastic Inc.		5,136.00 In transit
05/12/2025	10011--Midwest Tape		1,229.94 In transit
05/12/2025	10050--Lakeshore Learning Materials		227.65 In transit
05/12/2025	10024--City of Farmington Hills		151.59 In transit

Farmington Community Library Check register

	Vendor	Document no.	Amount	Cleared
05/16/2025	10029--Unique		216.70	In transit
05/16/2025	10164--Tsai Fong Books, Inc		700.49	In transit
05/16/2025	10626--NorthStar Mat Service		98.60	In transit
05/16/2025	10498--Muniweb		195.00	In transit
05/16/2025	10464--Minuteman Press Farmington Hills		456.75	In transit
05/16/2025	10219--MidWest Collaborative for Library Services		515.00	In transit
05/16/2025	10315--MetroNet Consortium		29,221.12	In transit
05/16/2025	10573--MCD Architects		690.00	In transit
05/16/2025	10160--Maria Showich-Gallup		51.34	In transit
05/16/2025	10050--Lakeshore Learning Materials		1,359.45	In transit
05/16/2025	10049--Johnson Controls Fire Protection		384.00	In transit
05/16/2025	10040--Foster, Swift, Collins & Smith		945.00	In transit
05/16/2025	10662--Dan Patton		20.48	In transit
05/16/2025	10467--C & G Newspapers		202.50	In transit
05/16/2025	10141--Benistar/UA-6803		4,873.60	In transit
05/16/2025	10128--National Time & Signal Corp		1,680.00	In transit
05/16/2025	10041--Naeir		98.36	In transit
05/16/2025	10027--Great Lakes Ace Hardware		50.47	In transit
05/16/2025	10026--FJ Lafontaine & Sons Landscaping		591.00	In transit
05/16/2025	10000--Baker & Taylor Inc		8,179.08	In transit
05/16/2025	10417--Anna Hay		377.63	In transit
05/22/2025	10227--Royal Roofing		510,714.00	In transit
05/23/2025	10029--Unique		4,385.00	In transit
05/23/2025	10693--Tim Retzlöff		300.00	In transit
05/23/2025	10035--The Library Network		2,079.48	In transit
05/23/2025	10409--Rebecca Brown		130.00	In transit
05/23/2025	10187--Network Services Company		1,248.60	In transit
05/23/2025	10012--NBS		540.00	In transit
05/23/2025	10128--National Time & Signal Corp		593.36	In transit
05/23/2025	10041--Naeir		212.91	In transit
05/23/2025	10050--Lakeshore Learning Materials		47.49	In transit
05/23/2025	10040--Foster, Swift, Collins & Smith		755.50	In transit
05/23/2025	10046--EnvisionWare, Inc		5,761.00	In transit
05/23/2025	10038--Douglas Moyer		210.00	In transit
05/23/2025	10037--Dorothy Hinton		160.00	In transit
05/23/2025	10471--Bloomberg Businessweek		79.00	In transit
05/23/2025	10241--Bethany Bruns		42.97	In transit
05/23/2025	10389--4Imprint, Inc		3,622.41	In transit
05/23/2025	10553--Thomas Kline/Crimson Multimedia		812.37	In transit
05/23/2025	10031--Quill LLC		3,168.58	In transit
05/23/2025	10082--OverDrive, Inc		15,791.50	In transit
05/23/2025	10011--Midwest Tape		2,513.10	In transit
05/23/2025	10011--Midwest Tape		3,219.54	In transit
05/23/2025	10004--Ingram Library Services		769.54	In transit
05/23/2025	10068--Gallagher Fire Equipment		570.00	In transit
05/23/2025	10000--Baker & Taylor Inc		194.17	In transit
05/23/2025	10000--Baker & Taylor Inc		22,179.91	In transit
05/29/2025	10433--Lijun Xue		68.97	In transit
05/29/2025	10258--Icle		128.50	In transit
05/29/2025	10694--Efficient Office Solutions, LLC		1,950.00	In transit
05/29/2025	10594--Danboise Mechanical		497.50	In transit
05/29/2025	10143--Blue Care Network		36,771.50	In transit
05/29/2025	10011--Midwest Tape		589.78	In transit
05/29/2025	10502--Amazon Capital Services		2,331.07	In transit
	Total for Bill.com Clearing		740,119.79	

Motion Required:

I move that the Board approve the expenditures as presented

GRAND TOTAL: \$921,993.21

General Fund

Farmington Community Library
Comparative Balance Sheet
As of May 31, 2025

	PERIOD ENDED 06/30/2024	PERIOD ENDED 05/31/2025	CHANGE	% CHANGE
Assets				
Cash & Cash Equivalents				
001000 - General Checking - Comerica	775,621.52	580,380.13	(195,241.39)	(25.17) %
004000 - Petty Cash	1,260.00	1,285.00	25.00	1.98 %
011000 - Millage Money Market Comerica	3,298,524.04	1,391,526.20	(1,906,997.84)	(57.81) %
017001 - MI Class - Millage	4,053,968.79	7,814,125.63	3,760,156.84	92.75 %
017004 - MI Class - LCSA	0.00	333,055.45	333,055.45	100.00 %
Total Cash & Cash Equivalents	8,129,374.35	10,120,372.41	1,990,998.06	24.49 %
Other Assets				
018000 - Accounts Receivable	201,945.72	0.00	(201,945.72)	(100.00) %
040000 - Accounts Receivable - Metro Net	6,000.00	0.00	(6,000.00)	(100.00) %
042000 - Accounts Receivable - Friends	73,078.56	9,335.81	(63,742.75)	(87.22) %
043000 - Accounts Receivable - Interlibrary Loan	92.72	57.83	(34.89)	(37.62) %
123000 - Prepaid Expense	252,363.79	71,511.00	(180,852.79)	(71.66) %
Total Other Assets	533,480.79	80,904.64	(452,576.15)	(84.83) %
Total Assets	8,662,855.14	10,201,277.05	1,538,421.91	17.75 %
Liabilities and Equity				
Liabilities				
Current Liabilities				
202000 - Accounts Payable	80,217.24	278,849.50	198,632.26	247.61 %
202100 - Manual Accounts Payable	3,418.44	0.00	(3,418.44)	(100.00) %
204000 - Friends - Credit Crd pass thru	0.00	25.00	25.00	100.00 %
209000 Friends of the Library - Book Sale	0.00	2,821.00	2,821.00	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	58.38	(1,729.81)	(96.73) %
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	309,120.87	72,707.17	30.75 %
Long Term Liabilities				
339000 - Unearned Revenues	73,078.56	0.00	(73,078.56)	(100.00) %
Total Liabilities	309,492.26	309,120.87	(371.39)	(0.11) %
Equity				

General Fund

Farmington Community Library
Comparative Balance Sheet
As of May 31, 2025

	PERIOD ENDED 06/30/2024	PERIOD ENDED 05/31/2025	CHANGE	% CHANGE
390000 - Fund Balance	7,093,338.07	8,353,362.88	1,260,024.81	17.76 %
Total Equity	7,093,338.07	8,353,362.88	1,260,024.81	17.76 %
Net Income BS	1,260,024.81	1,543,002.46	282,977.65	22.45 %
Total Liabilities and Equity	8,662,855.14	10,205,486.21	1,542,631.07	17.80 %

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of May 31, 2025**

	Year Ending 06/30/2024	Year Ending 06/30/2025	Year To Date 05/31/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE % BUDGET
Revenue				
404000 - Summer Tax Revenue - Hills	3,872,704.25	4,178,077.00	4,178,077.00	4,079,181.09 97.63 %
405000 - Summer Tax Revenue - City	380,088.67	431,512.00	431,512.00	400,769.42 92.88 %
406000 - Winter Tax Revenue - Hills	2,229,928.19	2,446,231.00	2,446,231.00	2,363,867.04 96.63 %
407000 - Winter Tax Revenue - City	221,269.54	252,647.00	252,647.00	232,102.64 91.87 %
411000 - Delinquent Taxes	108,739.56	16,250.00	100,000.00	117,144.86 117.14 %
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	51,259.82 54.53 %
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	28,101.13 87.41 %
643000 - Snack Vending Machine Revenue	3,131.41	3,670.00	3,670.00	3,545.19 96.60 %
644000 - Paver Sales	148.00	0.00	0.00	0.00 0.00 %
646000 - Memorial & Gifts Revenue	11,774.54	11,700.00	11,900.00	18,086.50 151.99 %
658000 - Fines, Fees & Lost Book	7,613.33	7,800.00	7,800.00	6,454.94 82.76 %
665000 - Interest	251,249.29	214,100.00	339,100.00	347,903.11 102.60 %
674000 - Gifts From Friends of Library	116,913.05	172,470.00	172,470.00	117,615.70 68.19 %
684000 - Other Misc Revenue	40,610.36	36,780.00	36,780.00	22,806.80 62.01 %
Total Revenue	7,880,145.84	8,361,577.00	8,570,527.00	8,127,863.56 94.84 %
Expenses				
Payroll				
702000 - Salaries & Wage Expense	2,374,454.95	3,264,200.00	3,264,200.00	2,624,693.71 80.41 %
709000 - Employers FICA Expense	203,204.62	250,300.00	250,300.00	194,272.19 77.62 %
716000 - OPEB Expense	110,373.00	141,300.00	141,300.00	118,532.52 83.89 %
717000 - Retiree Health Ins	65,803.58	64,600.00	64,600.00	56,611.60 87.63 %
718000 - Dental, Optical & Hearing	27,066.38	30,000.00	30,000.00	30,049.30 100.16 %
719000 - Hospitalization Insurance	328,082.24	363,400.00	363,400.00	348,107.79 95.79 %
720000 - Group Life - Mutual of Omaha	18,086.91	15,100.00	21,760.00	20,128.20 92.50 %
721000 - Retirement Fund - Employers	316,171.96	399,424.00	399,424.00	363,977.01 91.13 %
Total Payroll	3,443,243.64	4,528,324.00	4,534,984.00	3,756,372.32 82.83 %
Operating Expenses				
750000 - Office Supplies	10,206.18	15,000.00	15,000.00	6,694.25 44.63 %
752000 - Operating Supplies	18,247.09	24,450.00	24,450.00	21,318.79 87.19 %
754000 - Vending Equipment & Supplies	11,491.81	36,900.00	36,900.00	27,102.12 73.45 %
791000 - Newspapers & Periodicals	35,812.54	38,000.00	38,000.00	37,806.48 99.49 %
801000 - Professional Services	231,495.12	320,000.00	320,000.00	153,890.91 48.09 %

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of May 31, 2025**

	Year Ending 06/30/2024	Year Ending 06/30/2025	Year To Date 05/31/2025		
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	
				% BUDGET	
810000 - Bank Fee	14,700.03	13,000.00	15,500.00	13,315.64	85.91 %
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	23,965.00	23,961.23	99.98 %
820000 - Gift Fund Purchases	4,159.13	4,000.00	11,520.00	16,651.91	144.55 %
821000 - Friends Gift Purchases	128,670.95	180,000.00	100,000.00	63,733.37	63.73 %
821500 - Friends - Bosch Grant	1,387.68	0.00	20,805.00	4,750.61	22.83 %
825000 - Legacy Gift Fund Purchases	0.00	250.00	9,450.00	16,959.30	179.46 %
830000 - Training & Conferences	18,558.08	32,600.00	37,600.00	29,660.03	78.88 %
831500 - Memberships	8,370.00	11,850.00	11,850.00	8,559.00	72.23 %
850000 - Telephone	16,378.81	21,000.00	21,000.00	18,270.20	87.00 %
851000 - Postage	8,070.05	8,100.00	8,100.00	5,135.47	63.40 %
860000 - Transportation	2,647.33	5,000.00	5,000.00	863.55	17.27 %
881000 - Publicity	41,955.03	55,000.00	55,000.00	42,150.50	76.64 %
880000 - Programming	7,646.45	20,000.00	20,000.00	24,484.20	122.42 %
900000 - Processing	6,129.03	20,000.00	20,000.00	18,216.18	91.08 %
920000 - Electricity	213,513.70	188,000.00	188,000.00	173,800.10	92.45 %
921000 - Heat	19,505.23	44,000.00	44,000.00	24,878.47	56.54 %
922000 - Water	18,844.03	37,250.00	37,250.00	12,288.23	32.99 %
930000 - Maintenance/Repairs	44,376.55	60,000.00	60,000.00	33,227.47	55.38 %
931000 - Repairs & Maintenance Supplies	19,417.38	39,000.00	39,000.00	22,779.24	58.41 %
934000 - Maintenance Contracts	283,282.60	250,000.00	250,000.00	262,541.30	105.02 %
935000 - Landscaping / Snow Removal	36,359.49	45,000.00	45,000.00	28,853.00	64.12 %
955000 - Miscellaneous	8,095.04	8,000.00	8,000.00	1,871.35	23.39 %
970000 - Capital Outlay	132,462.39	215,000.00	50,000.00	22,752.50	45.51 %
975000 - Building & Improvements	27,182.69	230,000.00	755,000.00	727,553.73	96.36 %
980000 - Furniture/Furnishings	4,983.06	31,280.00	31,280.00	12,475.26	39.88 %
981000 - Vehicle	1,403.21	1,850.00	11,850.00	8,921.54	75.29 %
982000 - Books	257,530.23	303,000.00	303,000.00	241,010.17	79.54 %
983000 - eBooks	91,899.77	107,000.00	107,000.00	90,509.20	84.59 %
984000 - Software	28,241.22	52,455.00	52,455.00	52,847.92	100.75 %
984500 - Technology Upgrades	123,827.35	155,000.00	75,000.00	200.00	0.27 %
985000 - Equipment	35,116.96	75,000.00	75,000.00	18,695.47	24.93 %
986000 - Computers	22,385.65	35,000.00	35,000.00	52,311.37	149.46 %
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	34,133.00	63.56 %
989000 - Information Resources	210,912.78	241,600.00	241,600.00	239,932.12	99.31 %
989100 - Video / DVD / Movie Collection	39,428.26	68,450.00	68,450.00	32,882.25	48.04 %

General Fund

**Farmington Community Library
Revenue and Expenditure Report
As of May 31, 2025**

	Year Ending 06/30/2024	Year Ending 06/30/2025		Year To Date 05/31/2025	
	END BALANCE	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE	% BUDGET
989200 - TLN (Formerly Metro Net)	14,914.13	36,500.00	36,500.00	13,924.18	38.15 %
991000 - Principal Expense	12,426.00	15,000.00	13,000.00	0.00	0.00 %
993000 - Interest Expense	3,505.00	6,000.00	1,700.00	0.00	0.00 %
991100 - Principal Expense - IT Subscriptions	87,968.00	85,000.00	61,500.00	0.00	0.00 %
Total Operating Expenses	2,458,752.39	3,482,030.00	3,708,045.00	2,828,488.78	76.28 %
Total Expenses	5,901,996.03	8,010,354.00	8,243,029.00	6,584,861.10	79.88 %
Transfers					
995000 - Transfer Out	718,125.00	351,223.00	0.00	0.00	0.00 %
Total Transfers	(718,125.00)	(351,223.00)	0.00	0.00	0.00 %
Total Revenue in Excess of Expenses	1,260,024.81	0.00	327,498.00	1,543,002.46	471.15 %

Director's Report

June 2025

Patron Comments

Included in your Board packet.

Food Truck Tuesdays

Our first Food Truck Event is Tuesday, June 17, from 5:00 – 7:00 PM with *Hero or Villain*.

Summer Reading All Ages Kick Off Party!

Thursday, June 12, 12:00 – 3:00 PM

Summer Reading kicks off with a bang at the Farmington location. Enjoy a treat from the Kona Ice truck. Register for Summer Reading and pick up your sign-up prize! Activities for adults, teens, kids, and little ones – including the popular big blue blocks, outdoor toys, karaoke, and mini putt-putt.

Farmington Library to Be Used as a Severe Weather Shelter

The Farmington DDA has asked if the Farmington Location could be, once again, used as a severe weather shelter during Art on the Grand. Art on the Grand is from 10:00 AM – 7:00 PM on Saturday and 11:00 AM – 5:00 PM on Sunday. In the event there is severe weather when the library is not open, Farmington Public Safety has access to a Knox Box on the building.

Wrap up of Supervisor's Training

The last Supervisor's Training session was on Monday, May 19. This last session focused on the staff evaluation process.

MML Liability Insurance

We received the renewal for the Liability Insurance coverage. The total cost was \$71,311 plus a \$200 annual membership fee. We will receive a dividend credit of \$5,771. There was a slight increase in cost this year due to an increase in property values of \$1,085,444 and a payroll increase of \$172,244. We will receive a post renewal dividend refund of \$5,559 once the invoice is paid.

Juneteenth Story Hour at FAME Church

We have been asked to provide a Story Hour for the Juneteenth Celebration to be held on June 19–21 at FAME Church on the Nardin Park Campus. The Story Hour will take place at 2:00 on Saturday, June 21.

American Library Association (ALA) Annual Conference

We have two staff members attending the ALA Annual Conference this year – Dan Patton and Rebecca Brown. The conference is being held in Philadelphia from Friday, June 27 – Monday, June 30. Governor Whitmer is the keynote speaker for the opening session.

DDA and CIA Tax Captures Update

Both tax capture agreements – Downtown Development authority and Corridor Improvement Authority – have been signed by all parties and submitted to the Farmington City Clerk as required.

Strategic Plan Accomplishments for FY 2024–2025

Goal 1.1 Create functional, welcoming, and collaborative spaces for community members to engage and explore

- Building Accessibility Audit – **Complete**

Goal 1.2 Provide barrier-free access to resources that support community members of all ages, backgrounds, and abilities

- Investigate a process/vendor for automatic address verification when library card expires – **Complete with Patron Point**
- Investigate a process for instant digital library cards – **Complete with Patron Point**
- Allow for free printing/faxing up to a certain amount – **In progress**

Goal 3.1 Nurture a responsive and innovative work culture that empowers staff

- Supervisor Training – **Complete**

Goal 3.2 Utilize community input and data to evolve resources and explore new possibilities

- Community surveys and Focus Groups – **Not Started**
- Develop one space for tracking community feedback & review quarterly – **In Progress**

Submitted by Kelley Siegrist
Director

External/Public Core Values
DRAFT

Innovate

from Innovation / Adaptability / Creativity

We are forward-thinking and push past the status quo to meet the evolving needs of our community.

Collaborate

from Teamwork / Commitment / Accountability / Community

We work cohesively to foster a sense of community through connection and belonging.

Respect

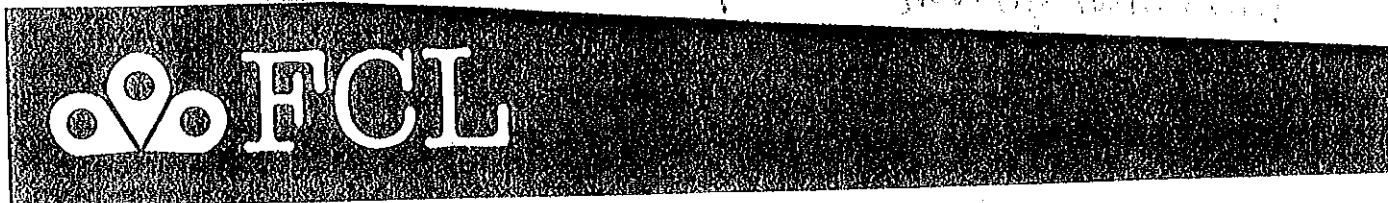
from Respect / Kindness / Diversity

We listen attentively, speak honestly, and treat each other with dignity and worth.

What made your Library visit special?

I was so thrilled to visit with the children's librarians. My just-turned-one-year-old granddaughter to be greeted by Librarians who greeted us throughout my 2 hrs. (I was so nervous about the children's section and the staff's professional criticism's provisions. How wonderful to know and be a part of it.

Turn over to leave a suggestion for Library staff. Well, great up with the mother's librarian! No better place to grow up than FCL.



Suggestion:

- A subscription to The Atlantic Monthly at The 12 mile branch, is needed. The Farmington Branch currently gets The subscription.

THANK YOU

Joyce Regan

Teen Dog - program -
- service

read - service dogs
for teens or
A/Adolescent

What made your Library visit special?

It was a very interesting visit. I was so
in a working state, but we have (very good)
(friendly) staff and some nice staff!

Turn over to leave a suggestion for Library staff.



Suggestion:

My children and I
love Melanie in the
children's department.
Her story times are the
best and she helped
me pick out music cds
for my children

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!

Sarah went above and beyond to help me
resolve copy issues for my state tax return.
She organized what was needed based
on a letter I received from Mich. Dept
of Treasury. She deserves consideration for
a raise. Thank you

Turn over to leave a suggestion for Library staff.

Suggestion:

The teen boba event should run
for adults