

**DIRECTOR**  
Drew Macaulay  
**ASSISTANT DIRECTOR**  
Kricket Hoekstra

**BOARD**  
Meghan Evoy  
Kelly Farrah  
Brianna Foraker  
Amanda Hanlin  
Erin Hooper  
Jonathan Ross  
Kevin Yezbick



*Strengthening the community by  
providing access to materials  
and services that inform, enrich,  
entertain, and empower*

222 East Nine Mile Rd., Ferndale, MI 48220  
248-546-2504 fadl.org

## Library Board Meeting

### AGENDA

June 17, 2025 - 6:00 PM

#### Board Meeting

1. Call to order
2. Roll call
3. Approval of agenda
4. Minutes: Approve May 22, 2025 regular meeting and May 22, 2025 Budget Hearing
5. Public comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*
6. Director's report: Kricket Hoekstra
7. Budget Amendment FY2025
8. Acceptance of expenditures and finance reports for the month of May
9. Insurance approvals for FY2026
  - A. MML Insurance
10. Board Calendar of Events
12. Committee reports
  - A. Art & Exhibitions – Brianna
  - B. Friends of the FPL – Kelly
  - C. Finance – Kevin
  - D. Personnel – Erin
  - E. Schools – Meghan
  - F. Building - Erin
13. Committee membership appointments as needed
14. Review action items
15. Announcements/comments from board members
16. Adjourn

Proposed minutes of this meeting will be available for public inspection at the Ferndale Area District Library, located at 222 East Nine Mile Road, Ferndale, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved (in accordance with Open Meetings Act, Public Act 267.)

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## Library Board Meeting

### Proposed Minutes

May 22, 2025 - 6:00 PM

#### Budget Hearing

1. Call to order: Budget Hearing called to order by Amanda Hanlin at 6:01 p.m.
2. Roll call: Kelly Farrah, Brianna Foraker, Amanda Hanlin, Erin Hooper, Jonathan Ross, Kevin Yezbick. Meghan Evoy absent with notice.  
Director Drew Macaulay and Assistant Director/Recording Secretary Kricket Hoekstra also present.
3. Approval of agenda  
**A MOTION BY Farrah and seconded by Hooper to approve the agenda as presented;** passed unanimously.
4. Presentation – Budget for FY26  
Macaulay presented an overview of the library's proposed budget for the upcoming fiscal year.
5. Public Hearing on the Budget
6. Public Comment on the Budget - *Total time not to exceed 30 minutes, 3 minutes per speaker*
7. Approval of Budget FY26  
**A MOTION BY Foraker and seconded by Ross to approve the FY26 Budget as presented;** passed unanimously.
8. Adjournment of Budget Hearing  
**A MOTION by Hooper and seconded by Farrah to adjourn at 6:41 pm;** passed unanimously.

#### Board Meeting

1. Call to order: Meeting called to order by Amanda Hanlin at 6:42 p.m.
2. Roll call: Kelly Farrah, Brianna Foraker, Amanda Hanlin, Erin Hooper, Jonathan Ross, Kevin Yezbick. Meghan Evoy absent with notice.  
Director Drew Macaulay and Assistant Director/Recording Secretary Kricket Hoekstra also present.
3. Approval of agenda  
**A MOTION BY Farrah and seconded by Hooper to approve the agenda as presented;** passed unanimously.
4. Minutes: Approve April 17, 2025 regular meeting as amended  
**A MOTION BY Yezbick and seconded by Farrah to approve the April 17 meeting minutes as amended;** passed unanimously.
5. Public comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*
6. Director's report: Drew Macaulay  
Macaulay provided an update on the building updates, Summer Reading 2025, and renewals for staff health insurance.
7. Acceptance of expenditures and finance reports for the month of April

**A MOTION by Ross and seconded by Foraker to approve the finance reports for April 2025; passed unanimously.**

**8. Board Calendar of Events**

**9. Committee reports**

- A. Art & Exhibitions – Brianna (see attached report in supporting documents)**
- B. Friends of the FPL – Kelly (see attached report in supporting documents)**

**A MOTION by Yezbick and seconded by Farrah to approve a Resolution of Gratitude and Appreciation in honor of outgoing Friends President Ed Burns; passed unanimously.**

**C. Finance – Kevin: the library has been assigned a new accountant and set a timeline for invoicing and reconciliation. The new process is going well.**

**D. Personnel – Erin- no report.**

**E. Schools – Megan- (see attached report in supporting documents)**

**F. Building - Erin- (see attached report in supporting documents)**

**15. Committee membership appointments as needed**

**16. Review action items**

Board Members are encouraged to march in the Ferndale Memorial Day parade with the Friends of the Ferndale Library.

**17. Announcements/comments from board members**

Yezbick gave kudos to the Youth Department for all of their school outreach, and is glad that the Building Committee is off to a great start.

Foraker thanked Kricket for her comments regarding the board at the Ferndale City Volunteer Appreciation Event.

Hanlin will connect with Kevin Deegan-Krause to discuss the results and analysis of the last patron survey. She complimented the video Jeff Milo filmed of an actress filming a promotion for Summer Reading in the style of Moira Rose.

Farrah complimented Macaulay on an excellent Budget Hearing.

**18. Adjourn**

**A MOTION by Hooper and seconded by Farrah to adjourn at 7:43 pm; passed unanimously.**

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## Director's Report – 6/17/25

**Calendar Updates:** Our L-4029 form (requesting that taxes be levied based on our millage in alignment with our approved FY26 budget) has been signed and sent to the city and county clerks. Our general property and liability insurance renewal packet has been received and is ready for review this month. Our final budget amendments for FY25 are ready for review this month.

**Building/Construction Updates:** On construction, we are still awaiting the correct lock cores for our new single stall bathrooms. That is the only construction related issue that is still open. LaForce will call to schedule installation when the cores are available.

We are replacing the Program Room projection screens and one of the screen motors on Juneteenth while we are closed to the public.

**Staff Updates:** Kricket and I met with union reps for the quarterly Labor-Management Committee on the 10<sup>th</sup>. The meeting was short and non-adversarial. Management received positive feedback regarding policy roll outs in the prior quarter.

We have secured open enrollment paperwork for health insurance, dental insurance, and vision insurance renewal. Open enrollment will begin the week of the 23<sup>rd</sup>.

**Summer Reading Kick Off was AMAZING:** Our start to the Summer Reading Program on Saturday, June 7<sup>th</sup> was extremely well-attended. Last year's door count was 632, this year's was 797, a 21% increase. This year the adult services librarians had the prize baskets for adult participants already assembled and on-site for folks to see. Last year 15 adults signed up for summer reading at kick off, this year 74 adults signed up. The building was busy in every department, and the circulation staff ran the equivalent of a marathon keeping up. On a normal Saturday, we see an average of 200 items checked out. At kick off, 394 items were checked out. On a usual day, we have an average of 10 library cards created, renewed, or updated. At kick off, it was 31 cards. Kudos are due to the staff members who volunteered to work on a day they would normally not be scheduled and to our department heads who coordinated logistics to pull off such a great result.



Library Statistics FY 2025														
	CURRENT Month	Running Monthly AVG	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025
Library Revenue From Service Desks														
Fees	\$ 66.24	\$ 59	\$ 111.51	\$ 52.70	\$ 40.00	\$ 12.00	\$ 100.00	\$ 65.00	\$ 91.00	\$ 28.97	\$ 55.00	\$ 22.00	\$ 66.24	
Fax	\$ 19.00	\$ 35	\$ 104.50	\$ 62.50	\$ 9.50	\$ 7.00	\$ 8.50	\$ 25.20	\$ 36.50	\$ 49.50	\$ 20.00	\$ 45.00	\$ 19.00	
Ref Desk (misc)	\$ 559.76	\$ 598	\$ 540.56	\$ 763.09	\$ 741.02	\$ 566.26	\$ 490.59	\$ 551.08	\$ 425.85	\$ 594.90	\$ 754.91	\$ 589.57	\$ 559.76	
Computer Passes	\$ -	\$ 31	\$ 136.85	\$ 113.00	\$ 94.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Prints/Copies	\$ 16.45	\$ 40	\$ 93.90	\$ 23.65	\$ 63.20	\$ 95.45	\$ 10.60	\$ 72.40	\$ 29.00	\$ 10.00	\$ 10.75	\$ 12.30	\$ 16.45	
Lost Items	\$ 16.00	\$ 39	\$ 50.00	\$ 175.00	\$ 47.16	\$ 10.00	\$ 32.95	\$ -	\$ 4.00	\$ 70.00	\$ 13.00	\$ 9.00	\$ 16.00	
Non-Res Cards	\$ -	\$ 28	\$ 50.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ -	
Donations	\$ 114.00	\$ 37	\$ 3.10	\$ 15.30	\$ 2.00	\$ 8.00	\$ 61.90	\$ 37.00	\$ 87.00	\$ 19.55	\$ 36.10	\$ 20.00	\$ 114.00	
Earbuds/Flash Drives	\$ 14.00	\$ 6	\$ 8.00	\$ 3.00	\$ 4.00	\$ 5.00	\$ 4.00	\$ 7.00	\$ 5.00	\$ 5.00	\$ 3.00	\$ 8.00	\$ 14.00	
Total Library Earnings	\$805.45	\$ 869	\$ 1,098.42	\$ 1,208.24	\$ 1,000.88	\$ 828.71	\$ 708.54	\$ 757.68	\$ 678.35	\$ 827.92	\$ 942.76	\$ 705.87	\$805.45	
Friends Earnings														
Book Store	\$745.25	\$ 527	\$ 487.75	\$ 108.00	\$ 264.61	\$ 495.25	\$449	\$799.75	\$ 660.50	\$ 471.05	\$ 686.00	\$ 624.75	\$745.25	
Shirts and Bags	\$10.00	\$ 20	\$ 5.00	\$ -	\$ -	\$ 15.00	\$10	\$79	\$ 15.00	\$ -	\$ 21.00	\$ 40.00	\$10.00	
Amazon Sales	\$262.41	\$ 140	\$ 155.15	\$ 188.57	\$ 38.00	\$ 197.54	\$167.87	\$76.82	\$ 148.91	\$ -	\$ 47.38	\$ 121.99	\$262.41	
Total Friends Earnings	\$1,017.66	\$ 672	\$ 647.90	\$ 296.57	\$ 302.61	\$ 707.79	\$627.00	\$955.57	\$ 824.41	\$ 471.05	\$ 754.38	\$ 786.74	\$ 1,017.66	
Library Usage														
Physical Visits	10805	10286	10773	11014	10176	11597	9810	8128	9205	9119	11494	11023	10805	
Home Delivery	3	3	6	4	1	4	2	5	4	2	2	4	3	
New Users	128	147	131	170	177	163	137	111	182	135	174	113	128	
Public Computer Sessions	1292	1229	1333	1281	1134	1267	1116	1130	1101	1153	1377	1340	1292	
Reference Desk Interactions	1698	1675	1497	1618	1457	1591	1466	1531	1720	1576	2186	2082	1698	
Youth Desk Interactions	440	494	565	577	420	522	475	397	519	546	594	374	440	
Circulation Desk Interactions	1029	965	1006	937	925	1061	1013	837	996	855	913	1038	1029	
Teen Space Attendance	101	105	10	15	135	184	139	116	126	102	106	121	101	
Total Programs Offered	52	42	41	37	38	49	33	31	46	42	47	41	52	
Total Program Attendance	1765	997	864	1010	769	1159	624	680	1074	1208	971	844	1765	
Total Library Checkouts	15908	17328	18587	17949	16626	17613	16431	16535	17924	16889	19114	17037	15908	
Total Digital Checkouts	6132	5800	5731	5411	5305	5128	5271	5584	6690	6109	6374	6062	6132	
Items loaned Through ILL	1975	1905	2156	1233	2000	1882	1820	1672	1935	2145	2096	2039	1975	
Items loaned Through MelCat	185	186	188	170	182	192	168	170	193	188	214	195	185	
Items Borrowed Through ILL	2971	3127	3278	1979	3180	3548	3020	3098	3353	3077	3542	3353	2971	
Items Borrowed Through MelCat	80	86	76	74	69	88	76	66	78	118	154	64	80	
New Items Added														
Adult Books	331	267	246	221	243	301	224	233	310	218	282	326	331	
CDs	25	32	73	18	33	25	22	31	27	40	29	32	25	
DVDs/Blu-rays	48	53	38	47	36	103	95	35	43	57	51	30	48	
Audiobooks	12	9	7	6	6	21	8	3	6	19	6	6	12	
Kids Books	331	216	205	234	152	343	131	131	217	194	204	236	331	
Teen Books	73	41	44	34	60	26	22	30	53	32	47	31	73	
Magazines/Newspapers	90	80	75	86	95	70	70	82	80	77	87	65	90	
Puzzles/Board Games	10	14	22	15	22	6	10	21	19	9	8	15	10	
Video Games	38	10	5	4	15	13	11	5	1	10	3	0	38	

## Library Statistics FY 2025

Library Statistics FY 2025				CURRENT Month	Running Monthly Avg	July 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025
Library of Things	7	3	2	5	1	1	1	1	4	9	3	0	0	7			
Overdrive Advantage Titles	50	61	61	55	52	57	60	82	57	57	57	73	62	50			
Total Items (less OD Adv)	965	730	717	670	663	966	594	575	765	765	659	717	741	965			
Circulation by Media Type																	
Books	6115	9422	7292	7194	6458	12616	12484	12253	13530	12661	6713	6327	6115				
CDs	807	851	999	752	743	739	748	957	973	807	969	867	807				
Audiobooks	84	89	122	116	81	125	75	74	86	67	77	70	84				
DVDs/Blu-rays	2017	2178	2063	1873	1877	2114	2148	2345	2385	2189	2585	2358	2017				
Magazines/Newspapers	75	130	175	144	107	286	78	125	91	125	141	81	75				
Puzzles/Boardgames	333	417	431	434	394	370	457	389	416	495	471	398	333				
Video Games	217	211	246	220	181	166	188	217	243	176	256	211	217				
Library of Things	73	70	81	82	58	60	76	64	73	61	79	64	73				
Digital Circulation																	
Overdrive Downloads	4093	3915	3985	3645	3523	3559	3542	3765	4527	4088	4271	4066	4093				
Overdrive Total Users	1070	993	955	936	920	918	927	978	1067	1067	1060	1029	1070				
Overdrive New Users	55	61	57	59	59	53	56	50	82	67	75	55	55				
Kanopy Plays	785	750	636	717	770	573	665	646	928	854	838	834	785				
Kanopy Users	211	226	265	264	240	X	214	216	217	205	217	212	211				
Hoopla Downloads	1254	1135	1108	1049	1012	996	1064	1173	1235	1167	1265	1162	1254				
Hoopla Total Users	437	416	393	391	381	378	390	416	453	435	468	437	437				
Hoopla New Users	20	29	33	26	27	21	32	24	32	26	51	29	20				
Total Digital Checkouts	6132	5316	5731	5411	5305	5128	5271	5584	6690	6109	6374	6062	6132	0			0
Social Media																	
Facebook New Followers	25	48	26	31	39	45	24	27	53	72	145	14	25				
TikTok Followers	5580	5478	5351	5363	5387	5419	5452	5471	5490	5530	5530	5555	5580				
IG New Followers	59	42	15	22	20	39	36	37	51	36	53	63	59				
Podcast Downloads	230	397	320	330	250	880	435	400	240	235	445	520	230				



May Adult Programs		Program/Passive				
Date		Program	Adults	Teens/Kids	Zoom	Total
	5/4/2025	Yoga	21			21
	5/4/25	Concert	19			19
	5/7/25	Adult Take & Make - Book Roses	25			25
	5/10/25	Adult Craft - Marble Trinket Try	12	3		15
	5/8/25	Outreach Withington West	8			8
	5/13/25	Film Club	5			5
	5/14/25	SFBC	17		3	20
	5/18/25	Board Game Club	12			12
	5/19/25	Fiber Arts Club	10			10
	5/20/25	GNBC	10			10
	5/20/25	Bees in the D	17	1		18
	5/22/25	James Outreach	11			11
	5/22/25	Album Club: Talking Heads	8			8
	5/27/25	Ferndale Project Book Club	24			24
	5/28/25	Student Art Reception	55	60		115
	5/29/25	AAPI Month Book Display	22			22
	5/29/25	Gifts from the Garden Display	31			31
Total			17	307	3	374
May Youth Programs						
Date		Program	Adults	Children	Total	State ...
	5/1/2025	May take-home kits (card decorating kit)		24	24	General
	5/1/2025	Spring Scavenger Hunt (5/1-5/3)		3	3	General
	5/1/2025	Outreach: Drayton		46	46	0-5
	5/1/2025	Middle Grade Tabletop RPG		6	6	6-11
	5/2/2025	Baby Storytime	8	7	15	0-5
	5/4/2025	Spring Scavenger Hunt (5/4-5/10)		23	23	General
	5/6/2025	Outreach: FLEL video (Read aloud and Summer Rea		380	380	6-11
	5/7/2025	Family Storytime	5	6	11	0-5
	5/8/2025	Middle School Board Game Club		5	5	6-11
	5/9/2025	Baby Storytime	7	5	12	0-5
	5/9/2025	Outreach: Madison Heights Public Lib	17		17	Adult
	5/11/2025	Spring Scavenger Hunt (5/11-5/17)		13	13	General
	5/12/2025	Outreach: Rainbow Club	2	10	12	6-11
	5/13/2025	Outreach: FECC Preschool Storytime	25	84	109	0-5
	5/13/2025	Outreach: FUEL PTA	30		30	Adult
	5/14/2025	Family Storytime	6	6	12	0-5
	5/15/2025	Outreach: Drayton		46	46	0-5
	5/15/2025	Middle Grade Tabletop RPG		6	6	6-11
	5/15/2025	Outreach: FECC Early Literacy Fair	17	18	35	0-5
	5/16/2025	Baby Storytime	13	12	25	0-5
	5/17/2025	Spring Collage	8	9	17	0-5
	5/18/2025	Spring Scavenger Hunt (5/18-5/24)		11	11	General
	5/20/2025	Outreach: UHS Library Visit	1	7	8	12-18
	5/21/2025	Family Storytime	7	8	15	0-5
	5/27/2025	Spring Scavenger Hunt (5/27-5/31)		8	8	General
	5/27/2025	Reading Rainbow		7	7	6-11
	5/28/2025	Outreach: Student Art Show Reception	60	60	120	General
	5/29/2025	Music Storytime	7	6	13	0-5
	5/30/2025	Outreach: June Fair	82	216	298	6-11
	5/31/2025	May display: Teachers Appreciation Month (Youth)		10	10	General
	5/31/2025	May display: AAPI (Youth)		5	5	General
	5/31/2025	May display: Mental Health Awareness Month (Youth)		16	16	General
	5/31/2025	May display: National Astronomy Day (Youth)		12	12	General
	5/31/2025	May display: Mental Health Awareness Month (YA)		11	11	12-18



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6/17/2025

**FADL Board of Directors  
Request for Board Action**

**From:** Drew Macaulay

**Subject:** End of Fiscal Year Budget Amendments FY 2025

**Summary:**

It is customary for the Board to consider budget amendments in the last month of the fiscal year so as to update the budget using the actual amounts for revenue and expenses accrued year-to-date.

**Recommended Action:**

A motion to approve the proposed amendments to the FY 2025 budget.

**FY 2025 Budget  
Ferndale Area District Library**

**General Fund - 101**

**Revenue**

101-271-404.000 - Voted Property Taxes
101-271-404.001 - Voted Property Taxes - Personal
101-271-567.000 - Library State Aid
101-271-581.000 - Grants
101-271-607.000 - Fees for Services
101-271-627.000 - Charge for Services
101-271-645.000 - Print Sales & Copies
101-271-656.000 - Other Fees & Fines
101-271-660.000 - Fines & Forfeitures
101-271-675.001 - Individual Donations & Honorariums
101-271-675.002 - Contributions from Library Friends
101-271-675.003 - Special Event Proceeds
101-271-675.004 - Library Board Fundraising
101-271-693.000 - Sale of Property
101-271-695.000 - Miscellaneous Income
101-271-699.401 - Contributions from Capital Fund
<b>Total Revenue</b>

**FY 2025  
YTD  
as of 5/31/2025**

**FY 2025  
Budget  
Amended  
1/23/2025**

**FY 2025  
Budget Proposed  
Amendments  
6/17/2025**

\$ 2,541,652.34	\$ 2,598,385.00	\$ 2,541,652.34
\$ 39,952.71	\$ 39,952.71	\$ 39,952.71
\$ 20,214.20	\$ 19,500.00	\$ 20,214.20
\$ -	\$ -	\$ -
\$ 2,650.00	\$ 1,000.00	\$ 2,650.00
\$ 7,122.94	\$ 7,000.00	\$ 7,122.94
\$ 8,864.70	\$ 10,000.00	\$ 9,200.00
\$ 26,560.07	\$ 26,560.07	\$ 26,560.07
\$ 1,108.91	\$ 500.00	\$ 1,108.91
\$ 1,518.95	\$ 1,200.00	\$ 1,600.00
\$ 4,726.00	\$ 5,000.00	\$ 5,000.00
\$ -	\$ -	\$ -
\$ 201.19	\$ 300.00	\$ 201.19
\$ 4,875.06	\$ 3,500.00	\$ 4,875.06
\$ 7,129.54	\$ 5,500.00	\$ 7,129.54
\$ -	\$ 225,000.00	\$ 235,000.00
\$ 2,666,576.61	\$ 2,943,397.78	\$ 2,902,266.96

**General Fund - 101**

**Expenses**

101-271-706.001 - Salaries - Full-time
101-271-706.002 - Salaries - Part-time
101-271-706.003 - Salaries - Subs
101-271-715.001 - Social Security - Employee
101-271-715.002 - Social Security - Employer
101-271-716.100 - Health Insurance
101-271-717.000 - Life Insurance - EE
101-271-718.000 - Pension- ICMA-RC 401
101-271-720.001 - Medicare - Employee
101-271-720.002 - Medicare - Employer
101-271-721.001 - Federal Income Tax - Employee
101-271-722.001 - MI Income Tax - Employee
101-271-722.002 - MI Unemployment - Employer
101-271-723.001 - Local Income Tax - Employee
101-271-725.000 - Workers Compensation
101-271-730.000 - Postage, Mail Processing
101-271-740.000 - Operating Supplies
101-271-742.000 - Books
101-271-743.000 - Periodicals
101-271-745.000 - Audio-Visual, Video
101-271-746.000 - Other Non Book
101-271-748.000 - Materials Processing Supplies

**FY 2025  
YTD  
as of 5/31/2025**

**FY 2025  
Budget  
Amended  
1/23/2025**

**FY 2025  
Budget Proposed  
Amendments  
6/17/2025**

\$ (615,122.92)	(\$710,000.00)	\$ (670,025.80)
\$ (194,731.76)	(\$220,000.00)	\$ (212,405.05)
\$ (32,453.65)	(\$29,000.00)	\$ (36,500.00)
\$ (68,538.17)	(\$77,000.00)	\$ (76,000.00)
\$ (68,538.13)	(\$77,000.00)	\$ (76,000.00)
\$ (117,719.45)	(\$125,000.00)	\$ (129,500.00)
\$ (6,711.42)	(\$8,500.00)	\$ (7,500.00)
\$ (59,346.64)	(\$72,000.00)	\$ (65,570.00)
\$ (16,029.11)	(\$18,000.00)	\$ (18,422.00)
\$ (16,028.89)	(\$18,000.00)	\$ (18,422.00)
\$ (79,514.36)	(\$100,000.00)	\$ (86,700.00)
\$ (42,055.51)	(\$47,000.00)	\$ (46,750.00)
\$ -	\$0.00	\$ -
\$ (1,699.88)	(\$1,900.00)	\$ (2,000.00)
\$ -	(\$1,500.00)	\$ -
\$ (12,331.58)	(\$12,500.00)	\$ (12,500.00)
\$ (31,998.27)	(\$33,000.00)	\$ 37,500.00
\$ (83,853.03)	(\$100,000.00)	\$ (98,000.00)
\$ (2,502.17)	(\$10,000.00)	\$ (4,000.00)
\$ (28,399.34)	(\$35,000.00)	\$ (31,500.00)
\$ (98,789.03)	(\$110,000.00)	\$ 105,000.00
\$ (6,373.36)	(\$8,000.00)	\$ (7,750.00)



**General Fund - 101**

	<b>FY 2025 YTD as of 5/31/2025</b>	<b>FY 2025 Budget Amended 1/23/2025</b>	<b>FY 2025 Budget Proposed Amendments 6/17/2025</b>
101-271-775.000 - Repair & Maintenance	\$ (36,977.32)	(\$32,000.00)	\$ (45,100.00)
101-271-802.000 - Audit/Actuarial Fees	\$ (7,480.00)	(\$7,480.00)	\$ (7,480.00)
101-271-803.000 - The Library Network	\$ (55,781.13)	(\$60,000.00)	\$ (60,000.00)
101-271-818.000 - Contractual Services	\$ (64,775.98)	(\$85,000.00)	\$ (70,000.00)
101-271-853.000 - Phone/Communications	\$ (5,888.51)	(\$6,750.00)	\$ (6,750.00)
101-271-885.000 - Special Programs	\$ (25,753.68)	(\$36,000.00)	\$ (36,000.00)
101-271-900.000 - Printing & Publishing	\$ (28,435.50)	(\$26,000.00)	\$ (29,000.00)
101-271-914.000 - Liability Insurance	\$ (17,845.00)	(\$16,253.00)	\$ (17,845.00)
101-271-920.000 - Utilities	\$ (39,584.69)	(\$42,000.00)	\$ (44,695.00)
101-271-931.000 - Facilities Maintenance	\$ (42,488.81)	(\$43,000.00)	\$ (43,750.00)
101-271-943.000 - Equipment Rental	\$ (8,645.89)	(\$9,500.00)	\$ 10,000.00
101-271-956.000 - Miscellaneous	\$ (1,942.68)	(\$2,000.00)	\$ (2,250.00)
101-271-957.000 - Training/Education	\$ (17,205.67)	(\$28,000.00)	\$ (18,250.00)
101-271-958.000 - Memberships & Dues	\$ (11,848.23)	(\$13,000.00)	\$ (14,500.00)
101-271-960.000 - County Delinquent Tax Chargeback	\$ (380.56)	\$0.00	\$ (380.56)
101-271-965.401 - Contributions to Capital Fund	\$ -	\$0.00	\$ -
101-271-977.000 - Capital Outlay	\$ (237,610.07)	(\$300,000.00)	\$ (250,000.00)
101-271-992.000 - Debt Svc- Principal	\$ (360,000.00)	(\$360,000.00)	\$ (360,000.00)
101-271-994.000 - Interest Expense	\$ (44,600.00)	(\$44,600.00)	\$ (44,600.00)
<b>Total Expenses</b>	<b>\$ (2,589,980.39)</b>	<b>(\$2,924,983.00)</b>	<b>\$ (2,497,645.41)</b>
<b>Net Income / (Loss):</b>	<b>\$ 76,596.22</b>	<b>\$ 18,414.78</b>	<b>\$ 404,621.55</b>
<b>Fund Balance Change:</b>		<b>\$ 18,414.78</b>	<b>\$ 404,621.55</b>
<b>Fund Balance at the Beginning of the FY:</b>		<b>\$ 365,825.00</b>	<b>\$ 365,825.00</b>
<b>Fund Balance at the End of the FY:</b>		<b>\$ 384,239.78</b>	<b>\$ 770,446.55</b>



**FY 2025 Budget  
Ferndale Area District Library**

Capital Projects Fund - 401	May 2025	FY 2025 YTD as of 5/31/2025	FY 2025 Budget Amended 1/23/2025	FY 25 Budget Proposed Amendments 6/17/2025
<b>Revenue</b>				
401-271-699.101 - Contributions from General Fund	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -

Capital Projects Fund - 401	May 2025	FY 2025 YTD as of 5/31/2025	FY 25 Budget Proposed Amendments 6/17/2025
<b>Expenses</b>			
401-271-965.101 - Contributions to General Fund	\$ -	\$ -	\$ (235,000.00)
401-271-977- Capital Outlay	\$ -	\$ -	\$ -
<b>Total Expenses</b>	\$ -	\$ -	\$ (235,000.00)
<b>Capital Fund Balance Change:</b>	\$ -	\$ -	\$ (235,000.00)
<b>Capital Fund Balance at the Beginning of the FY:</b>		\$432,206.00	\$432,206.00
<b>Capital Fund Balance at the End of the FY:</b>			\$ 197,206.00

# Balance Sheet

## Ferndale Area District Library

As of May 31, 2025

MAY 31, 2025

### Assets

#### Current Assets

##### Cash and Cash Equivalents

Capital Projects Account	417,206.00
General Account	582,661.21
<b>Total Cash and Cash Equivalents</b>	<b>999,867.21</b>

Prepaid Expenses 7,172.02

**Total Current Assets 1,007,039.23**

**Total Assets 1,007,039.23**

### Liabilities and Equity

#### Liabilities

##### Current Liabilities

Accounts Payable	6,792.94
Manual AP	13,782.08
Wages Payable	26,737.13
<b>Total Current Liabilities</b>	<b>47,312.15</b>

**Total Liabilities 47,312.15**

#### Equity

Current Year Earnings	76,596.22
Retained Earnings	883,130.86
<b>Total Equity</b>	<b>959,727.08</b>

**Total Liabilities and Equity 1,007,039.23**

# Income Statement (Profit and Loss)

## Ferndale Area District Library

For the month ended May 31, 2025

	MAY 2025	APR 2025	MAR 2025	FEB 2025	JAN 2025	DEC 2024	NOV 2024	YEAR TO DATE
<b>Income</b>								
404.000 - Voted Property Taxes	-	64.13	36,590.11	56,107.55	65,428.19	91,618.65	74,534.09	2,541,652.34
404.001 - Voted Property Taxes - Personal	-	-	-	-	-	-	-	39,952.71
567.000 - Library State Aid	-	-	10,291.32	-	-	-	-	20,214.20
607.000 - Fees for Services	1,275.00	-	75.00	25.00	600.00	-	100.00	2,650.00
627.000 - Charge for Services	432.65	714.05	719.70	532.47	461.90	838.33	404.18	7,122.94
645.000 - Print Sales & Copies	748.45	791.55	842.90	944.95	382.70	827.90	939.90	8,864.70
656.000 - Other Fees & Fines	-	-	-	-	-	-	-	26,560.07
660.000 - Fines & Forfeitures	77.15	32.00	47.20	26.77	285.77	137.00	11.00	1,108.91
675.001 - Individual Donations & Honorariums	33.00	17.00	31.10	17.55	88.50	228.40	23.00	1,518.95
675.002 - Contributions from Library Friends	-	-	2,370.00	6.00	-	-	-	4,726.00
675.004 - Library Board Fundraising	-	-	-	-	-	-	201.19	201.19
693.000 - Sale of Property	1,997.78	53.00	-	70.00	1,229.77	(35.00)	20.85	4,875.06
695.000 - Miscellaneous Income	-	-	-	-	6,829.54	-	-	7,129.54
<b>Total Income</b>	<b>4,564.03</b>	<b>1,671.73</b>	<b>50,967.33</b>	<b>57,730.29</b>	<b>75,306.37</b>	<b>93,615.28</b>	<b>76,234.21</b>	<b>2,666,576.61</b>
<b>Gross Profit</b>								
	<b>4,564.03</b>	<b>1,671.73</b>	<b>50,967.33</b>	<b>57,730.29</b>	<b>75,306.37</b>	<b>93,615.28</b>	<b>76,234.21</b>	<b>2,666,576.61</b>
<b>Operating Expenses</b>								
706.001 - Salaries - Full-time	51,336.07	75,268.32	49,106.36	48,469.42	48,378.30	55,413.76	48,277.09	615,122.92
706.002 - Salaries - Part-time	15,881.74	24,144.11	19,278.65	14,421.92	15,004.87	15,498.25	16,683.54	194,731.76
706.003 - Salaries - Subs	3,504.26	5,072.87	3,601.14	3,075.82	2,375.68	3,012.48	2,937.45	32,453.65
715.001 - Social Security - Employee	5,677.40	8,349.17	5,559.16	5,502.58	5,389.21	6,121.56	5,531.00	68,538.17
715.002 - Social Security - Employer	5,677.38	8,349.13	5,559.17	5,502.52	5,389.19	6,121.59	5,531.03	68,538.13
716.100 - Health Insurance	10,509.51	9,968.22	10,444.21	9,569.45	10,006.83	10,006.83	11,263.18	117,719.45
717.000 - Life Insurance - EE	635.93	635.93	681.13	681.13	28.69	736.09	688.06	6,711.42



Income Statement (Profit and Loss)

	MAY 2025	APR 2025	MAR 2025	FEB 2025	JAN 2025	DEC 2024	NOV 2024	YEAR TO DATE
718.000 - Pension- ICMA-RC 401	4,975.94	4,826.52	7,146.45	4,767.34	5,799.95	4,758.31	5,469.73	59,346.64
720.001 - Medicare - Employee	1,327.78	1,952.61	1,300.15	1,286.89	1,260.38	1,431.66	1,293.53	16,029.11
720.002 - Medicare - Employer	1,327.78	1,952.58	1,300.09	1,286.81	1,260.38	1,431.68	1,293.53	16,028.89
721.001 - Federal Income Tax - Employee	5,833.99	8,641.72	6,029.97	5,885.33	5,716.85	8,602.18	6,231.56	79,514.36
722.001 - MI Income Tax - Employee	3,479.03	5,131.60	3,424.69	3,397.03	3,315.02	3,772.45	3,350.35	42,055.51
723.001 - Local Income Tax - Employee	247.18	295.44	196.96	196.96	196.96	61.70	15.43	1,699.88
730.000 - Postage, Mail Processing	2,276.06	-	-	2,264.27	-	2,394.92	12.88	12,331.58
740.000 - Operating Supplies	2,011.84	2,301.83	2,852.82	3,762.94	4,467.83	3,244.74	2,515.26	31,998.27
742.000 - Books	5,493.87	13,498.00	7,818.55	4,552.05	7,224.11	12,350.99	8,815.15	83,853.03
743.000 - Periodicals	35.00	425.03	35.00	35.00	425.03	35.00	374.00	2,502.17
745.000 - Audio-Visual, Video	1,574.03	543.63	1,582.38	2,443.37	4,557.78	4,233.11	5,545.30	28,399.34
746.000 - Other Non Book	2,753.82	6,052.57	9,600.40	5,585.68	10,119.26	8,266.82	18,658.70	98,789.03
748.000 - Materials Processing Supplies	257.16	679.05	864.32	2,185.06	343.33	181.32	559.89	6,373.36
775.000 - Repair & Maintenance	6,796.67	8,325.37	3,509.30	428.85	920.40	3,242.78	3,979.57	36,977.32
802.000 - Audit/Actuarial Fees	-	-	-	-	-	7,480.00	-	7,480.00
803.000 - The Library Network	-	9,986.11	2,158.74	-	12,144.85	-	-	55,781.13
818.000 - Contractual Services	3,931.85	3,898.55	12,157.90	10,481.00	4,331.90	8,529.33	8,314.00	64,775.98
853.000 - Phone/Communications	534.23	534.96	534.97	534.98	535.29	535.30	535.30	5,888.51
885.000 - Special Programs	523.16	3,816.15	2,042.03	2,497.47	1,897.30	829.94	2,577.65	25,753.68
900.000 - Printing & Publishing	6,148.72	-	9.00	6,173.72	-	3,818.39	2,577.73	28,435.50
914.000 - Liability Insurance	-	-	1,592.00	-	-	-	-	17,845.00
920.000 - Utilities	3,913.29	3,117.56	5,753.50	4,020.67	7,300.46	945.84	2,653.77	39,584.69
931.000 - Facilities Maintenance	142.56	66.55	2,639.38	10,816.19	6,007.55	3,826.55	3,223.11	42,488.81
943.000 - Equipment Rental Alloc.- General Fund Motor	951.45	799.24	834.24	726.33	726.33	726.33	726.33	8,645.89
Pool	77.70	73.25	100.00	132.00	(253.15)	87.00	1,160.60	1,942.68
956.000 - Miscellaneous	38.73	690.47	1,173.86	169.84	2,092.23	733.90	2,951.47	17,205.67
957.000 - Training/Education	1,822.87	1,410.00	662.85	670.62	-	1,920.71	825.87	11,848.23
958.000 - Memberships & Dues	-	-	-	-	-	209.79	68.09	380.56
970.000 - County Delinquent Tax Chargeback	-	-	-	-	102.68	-	-	-

Income Statement (Profit and Loss)

	MAY 2025	APR 2025	MAR 2025	FEB 2025	JAN 2025	DEC 2024	NOV 2024	YEAR TO DATE
977,000 - Capital Outlay	2,326.41	4,149.00	2,117.00	-	-	110,521.91	77.88	237,610.07
992,000 - Debt Svc- Principal	360,000.00	-	-	-	-	-	-	360,000.00
996,000 - Interest Expense	22,300.00	-	-	-	-	-	-	44,600.00
Total Operating Expenses	534,323.41	214,955.54	171,666.37	161,523.24	167,065.49	291,083.21	174,718.03	2,589,980.39
Operating Income	(529,759.38)	(213,283.81)	(120,699.04)	(103,792.95)	(91,759.12)	(197,467.93)	(98,483.82)	76,596.22
Net Income	(529,759.38)	(213,283.81)	(120,699.04)	(103,792.95)	(91,759.12)	(197,467.93)	(98,483.82)	76,596.22

# Income Statement (Profit and Loss)

Ferndale Area District Library  
For the month ended May 31, 2025

	MAY 2025	MAY 2024	MAY 2023
<b>Income</b>			
404.000 - Voted Property Taxes	-	96.92	-
607.000 - Fees for Services	1,275.00	100.00	25.00
627.000 - Charge for Services	432.65	783.36	1,252.17
645.000 - Print Sales & Copies	748.45	1,164.20	334.55
660.000 - Fines & Forfeitures	77.15	93.00	14.00
675.001 - Individual Donations & Honorariums	33.00	94.00	2.91
675.002 - Contributions from Library Friends	-	3,750.00	-
675.004 - Library Board Fundraising	-	164.50	-
693.000 - Sale of Property	1,997.78	70.00	-
695.000 - Miscellaneous Income	-	-	(0.96)
<b>Total Income</b>	<b>4,564.03</b>	<b>6,315.98</b>	<b>1,627.67</b>
<b>Gross Profit</b>	<b>4,564.03</b>	<b>6,315.98</b>	<b>1,627.67</b>
<b>Operating Expenses</b>			
706.001 - Salaries - Full-time	51,336.07	75,199.33	67,951.34
706.002 - Salaries - Part-time	15,881.74	22,672.59	23,604.10
706.003 - Salaries - Subs	3,504.26	2,833.58	2,857.08
715.001 - Social Security - Employee	5,677.40	8,183.30	7,632.90
715.002 - Social Security - Employer	5,677.38	8,183.27	7,632.95
716.100 - Health Insurance	10,509.51	11,535.81	7,956.03
717.000 - Life Insurance - EE	635.93	1,979.30	648.01
718.000 - Pension- ICMA-RC 401	4,975.94	7,537.91	6,014.13
720.001 - Medicare - Employee	1,327.78	1,913.81	1,785.12
720.002 - Medicare - Employer	1,327.78	1,913.86	1,785.19
721.001 - Federal Income Tax - Employee	5,833.99	9,092.85	10,103.34
722.001 - MI Income Tax - Employee	3,479.03	4,961.12	4,373.22
723.001 - Local Income Tax - Employee	247.18	138.06	143.13
730.000 - Postage, Mail Processing	2,276.06	-	-
740.000 - Operating Supplies	2,011.84	3,009.62	3,403.08
742.000 - Books	5,493.87	7,935.47	9,756.30
743.000 - Periodicals	35.00	-	1,230.83
745.000 - Audio-Visual, Video	1,574.03	2,623.37	1,315.14
746.000 - Other Non Book	2,753.82	6,338.94	10,287.74
748.000 - Materials Processing Supplies	257.16	148.20	1,923.36
775.000 - Repair & Maintenance	6,796.67	3,440.00	1,700.67
803.000 - The Library Network	-	-	9,153.14
818.000 - Contractual Services	3,931.85	3,187.05	11,071.91



Income Statement (Profit and Loss)

	MAY 2025	MAY 2024	MAY 2023
853.000 - Phone/Communications	534.23	539.92	537.37
885.000 - Special Programs	523.16	7,265.04	4,961.99
900.000 - Printing & Publishing	6,148.72	58.00	8,032.25
920.000 - Utilities	3,913.29	3,000.40	2,821.75
931.000 - Facilities Maintenance	142.56	3,412.06	2,505.00
943.000 - Equipment Rental Alloc.- General Fund Motor Pool	951.45	999.61	609.36
956.000 - Miscellaneous	77.70	59.50	73.25
957.000 - Training/Education	38.73	4,218.42	218.29
958.000 - Memberships & Dues	1,822.87	1,499.63	85.00
977.000 - Capital Outlay	2,326.41	-	-
992.000 - Debt Svc- Principal	360,000.00	-	-
996.000 - Interest Expense	22,300.00	-	-
<b>Total Operating Expenses</b>	<b>534,323.41</b>	<b>203,880.02</b>	<b>212,172.97</b>
<b>Operating Income</b>	<b>(529,759.38)</b>	<b>(197,564.04)</b>	<b>(210,545.30)</b>
<b>Net Income</b>	<b>(529,759.38)</b>	<b>(197,564.04)</b>	<b>(210,545.30)</b>

**FY 2025 Budget  
Ferndale Area District Library**

**General Fund - 101**

**Revenue**

101-271-404.000 - Voted Property Taxes
101-271-404.001 - Voted Property Taxes - Personal
101-271-567.000 - Library State Aid
101-271-581.000 - Grants
101-271-607.000 - Fees for Services
101-271-627.000 - Charge for Services
101-271-645.000 - Print Sales & Copies
101-271-656.000 - Other Fees & Fines
101-271-660.000 - Fines & Forfeitures
101-271-675.001 - Individual Donations & Honorariums
101-271-675.002 - Contributions from Library Friends
101-271-675.003 - Special Event Proceeds
101-271-675.004 - Library Board Fundraising
101-271-693.000 - Sale of Property
101-271-695.000 - Miscellaneous Income
101-271-699.401 - Contributions from Capital Fund
<b>Total Revenue</b>

**May 2025**

**FY 2025  
YTD  
as of 5/31/2025**

**FY 2025  
Budget  
Amended  
1/23/2025**

\$ -	\$ 2,541,652.34	\$ 2,598,385.00
\$ -	\$ 39,952.71	\$ 39,952.71
\$ -	\$ 20,214.20	\$ 19,500.00
\$ -	\$ -	\$ -
\$ 1,275.00	\$ 2,650.00	\$ 1,000.00
\$ 432.65	\$ 7,122.94	\$ 7,000.00
\$ 748.45	\$ 8,864.70	\$ 10,000.00
\$ -	\$ 26,560.07	\$ 26,560.07
\$ 77.15	\$ 1,108.91	\$ 500.00
\$ 33.00	\$ 1,518.95	\$ 1,200.00
\$ -	\$ 4,726.00	\$ 5,000.00
\$ -	\$ -	\$ -
\$ -	\$ 201.19	\$ 300.00
\$ 1,997.78	\$ 4,875.06	\$ 3,500.00
\$ -	\$ 7,129.54	\$ 5,500.00
\$ -	\$ -	\$ 225,000.00
<b>\$ 4,564.03</b>	<b>\$ 2,666,576.61</b>	<b>\$ 2,943,397.78</b>

**General Fund - 101**

**Expenses**

101-271-706.001 - Salaries - Full-time
101-271-706.002 - Salaries - Part-time
101-271-706.003 - Salaries - Subs
101-271-715.001 - Social Security - Employee
101-271-715.002 - Social Security - Employer
101-271-716.100 - Health Insurance
101-271-717.000 - Life Insurance - EE
101-271-718.000 - Pension- ICMA-RC 401
101-271-720.001 - Medicare - Employee
101-271-720.002 - Medicare - Employer
101-271-721.001 - Federal Income Tax - Employee
101-271-722.001 - MI Income Tax - Employee
101-271-722.002 - MI Unemployment - Employer
101-271-723.001 - Local Income Tax - Employee
101-271-725.000 - Workers Compensation
101-271-730.000 - Postage, Mail Processing
101-271-740.000 - Operating Supplies
101-271-742.000 - Books
101-271-743.000 - Periodicals
101-271-745.000 - Audio-Visual, Video
101-271-746.000 - Other Non Book
101-271-748.000 - Materials Processing Supplies

**May 2025**

**FY 2025  
YTD  
as of 5/31/2025**

**FY 2025  
Budget  
Amended  
1/23/2025**

\$ (51,336.07)	\$ (615,122.92)	\$ (710,000.00)
\$ (15,881.74)	\$ (194,731.76)	\$ (220,000.00)
\$ (3,504.26)	\$ (32,453.65)	\$ (29,000.00)
\$ (5,677.40)	\$ (68,538.17)	\$ (77,000.00)
\$ (5,677.38)	\$ (68,538.13)	\$ (77,000.00)
\$ (10,509.51)	\$ (117,719.45)	\$ (125,000.00)
\$ (635.93)	\$ (6,711.42)	\$ (8,500.00)
\$ (4,975.94)	\$ (59,346.64)	\$ (72,000.00)
\$ (1,327.78)	\$ (16,029.11)	\$ (18,000.00)
\$ (1,327.78)	\$ (16,028.89)	\$ (18,000.00)
\$ (5,833.99)	\$ (79,514.36)	\$ (100,000.00)
\$ (3,479.03)	\$ (42,055.51)	\$ (47,000.00)
\$ -	\$ -	\$ 0.00
\$ (247.18)	\$ (1,699.88)	\$ (1,900.00)
\$ -	\$ -	\$ (1,500.00)
\$ (2,276.06)	\$ (12,331.58)	\$ (12,500.00)
\$ (2,011.84)	\$ (31,998.27)	\$ (33,000.00)
\$ (5,493.87)	\$ (83,853.03)	\$ (100,000.00)
\$ (35.00)	\$ (2,502.17)	\$ (10,000.00)
\$ (1,574.03)	\$ (28,399.34)	\$ (35,000.00)
\$ (2,753.82)	\$ (98,789.03)	\$ (110,000.00)
\$ (257.16)	\$ (6,373.36)	\$ (8,000.00)

**General Fund - 101**

	May 2025	FY 2025 YTD as of 5/31/2025	FY 2025 Budget Amended 1/23/2025
101-271-775.000 - Repair & Maintenance	\$ (6,796.67)	\$ (36,977.32)	(\$32,000.00)
101-271-802.000 - Audit/Actuarial Fees	\$ -	\$ (7,480.00)	(\$7,480.00)
101-271-803.000 - The Library Network	\$ -	\$ (55,781.13)	(\$80,000.00)
101-271-818.000 - Contractual Services	\$ (3,931.85)	\$ (64,775.98)	(\$85,000.00)
101-271-853.000 - Phone/Communications	\$ (534.23)	\$ (5,888.51)	(\$6,750.00)
101-271-885.000 - Special Programs	\$ (523.16)	\$ (25,753.68)	(\$36,000.00)
101-271-900.000 - Printing & Publishing	\$ (6,148.72)	\$ (28,435.50)	(\$26,000.00)
101-271-914.000 - Liability Insurance	\$ -	\$ (17,845.00)	(\$16,253.00)
101-271-920.000 - Utilities	\$ (3,913.29)	\$ (39,584.69)	(\$42,000.00)
101-271-931.000 - Facilities Maintenance	\$ (142.56)	\$ (42,488.81)	(\$43,000.00)
101-271-943.000 - Equipment Rental	\$ (951.45)	\$ (8,645.89)	(\$9,500.00)
101-271-956.000 - Miscellaneous	\$ (77.70)	\$ (1,942.68)	(\$2,000.00)
101-271-957.000 - Training/Education	\$ (38.73)	\$ (17,205.67)	(\$28,000.00)
101-271-958.000 - Memberships & Dues	\$ (1,822.87)	\$ (11,848.23)	(\$13,000.00)
101-271-960.000 - County Delinquent Tax Chargeback	\$ -	\$ (380.56)	\$0.00
101-271-965.401 - Contributions to Capital Fund	\$ -	\$ -	\$0.00
101-271-977.000 - Capital Outlay	\$ (2,326.41)	\$ (237,610.07)	(\$300,000.00)
101-271-992.000 - Debt Svc- Principal	\$ (360,000.00)	\$ (360,000.00)	(\$360,000.00)
101-271-994.000 - Interest Expense	\$ (22,300.00)	\$ (44,600.00)	(\$44,600.00)
<b>Total Expenses</b>	<b>\$ (534,323.41)</b>	<b>\$ (2,589,980.39)</b>	<b>\$ (2,924,983.00)</b>

<b>Net Income / (Loss):</b>	<b>\$ (529,759.38)</b>	<b>\$ 76,596.22</b>	<b>\$ 18,414.78</b>
<b>Fund Balance Change:</b>		<b>\$ 76,596.22</b>	<b>\$ 18,414.78</b>
<b>Fund Balance at the Beginning of the FY:</b>		<b>\$ 365,825.00</b>	<b>\$ 365,825.00</b>
<b>Fund Balance at the End of the FY:</b>			<b>\$ 384,239.78</b>

**FY 2025 Budget**  
**Ferndale Area District Library**

<b>Capital Projects Fund - 401</b>	<b>May 2025</b>	<b>FY 2025 YTD as of 5/31/2025</b>	<b>FY 2025 Budget Amended 1/23/2025</b>
<b>Revenue</b>			
401-271-699.101 - Contributions from General Fund	\$0.00	\$0.00	\$0.00
<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Capital Projects Fund - 401</b>	<b>May 2025</b>	<b>FY 2025 YTD as of 5/31/2025</b>	<b>FY 2025 Budget Amended 1/23/2025</b>
<b>Expenses</b>			
401-271-965.101 - Contributions to General Fund	\$0.00	\$ -	
401-271-977- Capital Outlay	(\$2,326.41)	\$ (237,610.07)	(\$300,000.00)
<b>Total Expenses</b>	<b>(\$2,326.41)</b>	<b>\$ (237,610.07)</b>	<b>(\$300,000.00)</b>
<b>Capital Fund Balance Change:</b>	<b>-\$2,326.41</b>	<b>-\$237,610.07</b>	<b>-\$300,000.00</b>
<b>Capital Fund Balance at the Beginning of the FY:</b>		<b>\$432,206.00</b>	<b>\$432,206.00</b>
<b>Capital Fund Balance at the End of the FY:</b>			<b>\$132,206.00</b>

## School Outreach Report- Everett Pine, Head of Youth Services

- **FMS Rainbow Club** - May 12 - Mary Grahame H.
  - 10 middle schoolers, 2 school staff. Last one of the school year.
- **UHS visit to the library** - May 20 - Damon V.
  - 7 teens, 1 teacher. Last one of the school year.
- **June Fair at FLEL old building** - May 30 - Everett P. and Erin L.
  - 216 kids, 82 adults.
  - End of school year party where we connected with families while giving out swag and sharing information about Summer Reading.
- **Drayton Preschool** (youth staff) - weekly book requests. Last ones of the school year.
- **Curriculum support** via email - Julia H.
  - They were looking for a "list of LGBTQ+ authors/poets/essayists for elementary and middle grade level readers". Julia sent over a list.
- **Summer Story Trail** - live!
  - "Scrap Metal Swan" by Joanne Linden, illustrated by Estrellita Caracol
  - We use one of the signs near the end to advertise Summer Reading.

In addition here is some information on three programs of note that are related to school outreach:

- **Student Art Show reception on May 28**
  - About 60 adults and 60 kids
  - This idea came out of a conversation between myself, Jordan Wright, Camille Hibbler (Superintendent) and Felicia Wright (Deputy Superintendent). Back in September 2024, we met to talk about how the schools and library may continue to work together during the 2024-2025 school year. They expressed interest in a student art show.
  - I immediately shared this idea with Jeff - as Marketing Coordinator and member of the Arts & Exhibitions Committee it seemed like a natural fit. He diligently worked with teachers throughout the school year to organize this and collect & install the art. s/o to Jeff and all his hard work making this happen.
  - The reception was a success. We continue to get positive comments as people come in to view the art. We hope to do it again next year!
- **TLN Luncheon Ferndale-Metis presentation on June 6** - Erin L.
  - 66 staff from local TLN libraries
  - We were invited by Steven Bowers (Executive Director) and DJ Bond (Communications and Member Engagement Manager) to present an overview of our new Ferndale-Metis classification system.
  - Erin and I created a handout that detailed the what, why, and how. Erin shared this handout as a part of her presentation.
- **Summer Reading Kickoff on June 7**
  - A lot of our outreach with the schools in May is to spread the word about Summer Reading and I think it paid off.
  - At the kick off we signed up for Summer Reading: 198 adults, 166 kids (44 ages 0-4, 112 ages 5-12, and 10 teens).
  - Overall we had a 22% increase in summer reading sign ups and a 26% increase in the number of people in the building.



DIRECTOR  
Drew Macaulay  
ASSISTANT DIRECTOR  
Kricket Hoekstra  
BOARD  
Meghan Evoy  
Kelly Farrah  
Brianna Foraker  
Amanda Hanlin  
Erin Hooper  
Jonathan Ross  
Kevin Yezbick



*Strengthening the community by  
providing access to materials  
and services that inform, enrich,  
entertain, and empower*

---

222 East Nine Mile Rd., Ferndale, MI 48220  
248-546-2504 fadl.org

6/17/2025

**FADL Board of Directors  
Request for Board Action**

**From:** Drew Macaulay

**Subject:** General Liability and Property Insurance Policy Renewal

**Summary:**

We received the FY26 proposal for liability and property insurance from Michigan Municipal League. The annual premium will be \$17,990, a 3% increase over last year's \$17,412. The limits and deductibles remain the same as for FY25, and all property limits are again based on the September 2023 on-site valuation audit.

**Recommended Action:**

A motion to approve the proposed renewal.



michigan municipal league

# Liability & Property Pool

Proposal

for the

## **Ferndale Area District Library**

Presented By:

Brian Steckroth  
MML Liability & Property Pool  
(248) 204-8283

May 27, 2025

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*This proposal is intended to be only a summary of coverages and services. For specific details on coverage terms and conditions, please refer to the Michigan Municipal League Liability and Property Pool coverage document.*



## Executive Overview

---

The Michigan Municipal League Liability and Property Pool has been a stable source of comprehensive municipal insurance and risk management services since 1982. It is financially secure and positioned for long-term stability.

The **Ferndale Area District Library** has been a Pool member since **2012**.

The Pool staff is made up of municipal insurance experts. Municipal risk management is our only business, and we are proud of it!

The Pool provides insurance coverage designed specifically for Michigan municipal exposures, combined with a package of loss control programs, claims administration, legal defense, and membership services that you won't find anywhere else in Michigan.

This quotation is based on the limits of coverage requested by the **Ferndale Area District Library**. Higher limits may be available, subject to underwriting review by Pool Management. Please submit requests for higher limits in writing to your Account Executive. Your request will be considered by Pool Management.

The insurance and related services described more fully in this proposal are being offered to the **Ferndale Area District Library** for an annual premium of **\$17,990** (plus \$200 MML Annual Associate Member Fee). When compared to last year's cost of \$17,412 (plus \$200 MML Annual Associate Member Fee), it represents a premium increase of \$578. In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for Members renewing in 2025. The **Ferndale Area District Library's** portion of the dividend return is \$1,407. The **Ferndale Area District Library** will receive this dividend in the month following payment of your 2025 renewal premium.

We encourage you to compare the Pool with our competition. Compare us based on price, coverage, service, financial security, experience, and commitment to municipal risk management. When you do, the advantages of Pool membership become clear.

Thank you for being a Pool member. We look forward to servicing your risk management program for many years to come.

### **Our Mission**

**To be a long-term, stable, cost-effective risk management alternative for members of the Michigan Municipal League Liability and Property Pool.**

# Introduction

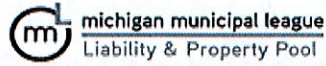
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## ***What You Can Expect Of Us***

- ✓ A commitment to learn, understand and respond to your insurance needs;
- ✓ Continuous planning and innovation in product development and service delivery;
- ✓ Products that meet your needs in terms of price, coverage and service;
- ✓ Prompt, accurate, and courteous response to your questions, problems and claims; and
- ✓ Knowledgeable and professional staff serving your needs consistently and with integrity.

## ***Your Pool Insures More Than . . .***

- |                                 |                                    |
|---------------------------------|------------------------------------|
| ✓ 452 Public Entity Members     | ✓ 173 Water Utilities              |
| ✓ 145 Fire Departments          | ✓ 243 Sewer Utilities              |
| ✓ 185 Law Enforcement Agencies  | ✓ 16 Municipal Marinas             |
| ✓ 2,295 Police Officers         | ✓ \$6.7 Billion of Property Values |
| ✓ 58,727 Miles of Streets/Roads | ✓ 21 Dams                          |
| ✓ 7,697 Vehicles                |                                    |
| ✓ 18 Electric Utilities         |                                    |



## Coverage and Cost Summary Ferndale Area District Library

Effective 07-01-2025 to 07-01-2026

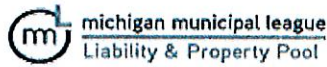
Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$2,000,000	N/A	\$0
Sewer Back-Up Sublimit	No Coverage	N/A	N/A
Personal Injury Liability (Coverage B)	\$2,000,000	N/A	\$0
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$2,000,000	N/A	\$0
Law Enforcement Liability (Coverages A, B, and D)	No Coverage	N/A	N/A
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$0
Fire Legal Liability	\$100,000	N/A	N/A
Cyber Liability & Data Breach Response	\$100,000	\$100,000	See Declaration
Dam Liability	No Coverage	N/A	N/A
Marina Operator Liability	No Coverage	N/A	N/A
Uninsured/Underinsured Motorists Coverage	\$100,000	N/A	\$0
Automobile Liability (Coverages A and B)	\$2,000,000	N/A	\$0
<u># Vehicles</u> <u>Comp</u> <u>Coll</u>			
No Covered Vehicles			

*Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$2,000,000 regardless of the number of coverages involved in the occurrence.*

### Property

Property - Blanket Basis	\$7,790,544	N/A	\$500
Boiler and Machinery	Included	N/A	\$500
Building(s)	Included	N/A	\$500
Contents	Included	N/A	\$500
Property in the Open	Included	N/A	\$500
Protection & Preservation	Included	N/A	N/A
Property - Actual Cash Value	N/A	N/A	N/A
Property - Limited Replacement Cost	N/A	N/A	N/A
Property - No Coverage	N/A	N/A	N/A
Property - Replacement Cost	See Schedule	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Consequential Damage	\$100,000	N/A	N/A
Debris Removal - the lesser of 25% of physical damage loss or	\$5,000,000	\$5,000,000	N/A





## Coverage and Cost Summary Ferndale Area District Library

Effective 07-01-2025 to 07-01-2026

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Demolition & Increased Costs of Construction Limit	\$100,000	N/A	N/A
Earth Movement	\$2,000,000	\$2,000,000	\$5,000
Electronic Data Processing Equip	\$50,000	N/A	\$250
Expediting Expense	\$100,000	N/A	N/A
Extra Expense	\$100,000	N/A	N/A
Fine Arts	\$100,000	N/A	\$250
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Fungal Pathogens	\$25,000	\$25,000	\$250
Loss of Income	\$100,000	N/A	N/A
Loss of Rents	\$100,000	N/A	N/A
Ornamental Trees, Shrubs, Plants or Lawn	\$5,000	\$10,000	\$250
Personal Effects & Property of Others	\$500	\$2,500	\$250
Valuable Papers	\$100,000	N/A	\$250
Wishing Well	\$1,500	N/A	\$250
<u>Comprehensive Crime Coverage</u>			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A
Computer Fraud	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Funds Transfer Fraud	\$100,000	N/A	N/A
Impersonation Fraud	\$100,000	N/A	N/A
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
<u>Bonds</u>			
Bond #: A Treasurer	\$100,000	N/A	N/A

*Only one deductible applies to claims involving two or more property coverages.*

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$17,990.



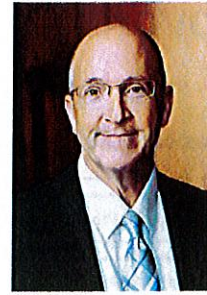
# Cyber Coverage

TOWER 1 Limit	POLICY AGGREGATE LIMIT OF LIABILITY	\$100,000	For all Damages, Claims Expenses, Penalties and PCI Fines, Expenses and Costs
	Information Security and Privacy Sublimit	\$100,000	each Claim and in the Aggregate
	Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000	each Claim and in the Aggregate
	Website Media and Content Liability Aggregate Sublimit:	\$100,000	each Claim and in the Aggregate
	PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000	each Claim and in the Aggregate
	Cyber Extortion Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Data Protection Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	First Party Network Business Interruption Aggregate Sublimit:	\$25,000	each Claim and in the Aggregate
	Note: The above Sublimits are part of, and not in addition to, the overall Policy Aggregate Limit of Liability		
	Liability Retention Per Claim:		
TOWER 1 Retention	All other coverages Retention:	\$0	each Claim
	Cyber Extortion:	\$5,000	each Extortion Threat
	First Party Data Protection:	\$5,000	each Data Protection Loss
	First Party Network Business Interruption:	\$5,000	each Business Interruption Loss
Waiting Period: 12 hours			
Limits of Coverage - Privacy Breach Response Services			
TOWER 2 Limit	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Aggregate Sublimit:	\$50,000	per Incident and in the Aggregate
TOWER 3 Limit	Notified Individuals:	10,000	Notified Individuals in the Aggregate
	A sublimit of up to 10% of Notified Individuals residing outside the United States, which is part of and not in addition to the Notified Individuals Aggregate Limit of Coverage		
Note: The Privacy Breach Response Services Limits of Coverage are separate from and in addition to the overall Policy Aggregate Limit of Liability			
Privacy Breach Response Services Threshold/Retention (Each Incident):			
TOWER 2 Retention	Legal Services/Computer Expert Services/Public Relations and Crisis Management Expenses Retention:	\$0	each Incident
TOWER 3 Retention	Notification Services/Call Center Services/Breach Resolution and Mitigation Services Threshold:	0	each Incident

## ***Your Team of Experts***



Brian Steckroth  
Service & Sales Manager  
(248) 204-8283



Michael J. Forster  
Pool Administrator  
(734) 669-6340



Katelyn Petracca  
248-204-6160  
Alpha Split: (Le – Z)

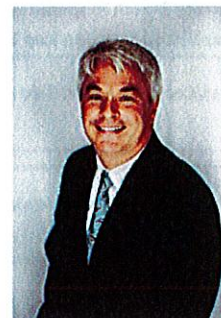


Joan Opett  
248-204-8579  
(A – La)

Customer Service Representatives



Christopher Flechsig  
Liability Claims Supervisor  
(810) 844-8146



Matt Heins  
Loss Control Supervisor  
Law Enforcement Action Forum Coordinator  
(248) 791-4371

## ***Benefits of Pooling with the MML***

- ✓ Proven long-term availability and stability
- ✓ Broad coverage document written specifically for Michigan municipalities
- ✓ Services tailored to unique needs of Michigan municipalities
- ✓ Member assets controlled by an elected Board of municipal officials
- ✓ Equitable rating based on Pool experience in Michigan
- ✓ Aggressive defense strategy – positive impact on case law
- ✓ Professional, dedicated, and experienced local management, oversight and service
- ✓ Decisions made and problems resolved by a group of your peers
- ✓ Investment income and underwriting surplus used to benefit members
- ✓ Lower expenses through tax-exempt and non-profit status
- ✓ Special loss avoidance training sessions including:
  - ✓ Safety aspects of emergency vehicle operations
  - ✓ Accident investigation for supervisors
  - ✓ Confined spaces training

**The advantages of pooling can be summarized by:**

**Service + Control + Value**



### ***Ferndale Area District Library Has . . .***

- ✓ \$1,167,126 Annual Payroll
- ✓ \$7,790,544 of total values for real and personal property

### ***Increased Liability Limits***

We cannot guarantee the adequacy of any limit of liability. Due to the following factors, it may be prudent to consider higher limits:

- ✓ Increased jury awards in your jurisdiction
- ✓ Increased litigation trends
- ✓ Protection of tax base against judgments in excess of your policy limits

If you are interested in increasing your liability limits, please contact your Account Executive.

# Highlights of Coverages Provided

## Who Is Insured?

The Pool member entity, elected and appointed officials, employees and authorized volunteers, and any person officially appointed to a Board or Commission

## General Liability

In addition to standard liability coverages (bodily injury, property damage, products and completed operations) the Pool provides coverages that municipalities need on an **occurrence basis with no aggregate liability limits**:

- ✓ Liability resulting from mutual aid agreements
- ✓ Premises medical payments
- ✓ Host liquor liability
- ✓ Watercraft liability, owned less than 26' and non-owned less than 50'
- ✓ Special events **excluding -**
  - Fireworks (unless endorsed)
  - Liquor Liability
  - Mechanical Amusement Rides
- ✓ Fire legal liability for real property
- ✓ Ambulance and EMT malpractice

### **Fireworks Coverage Options: (Fireworks application must be completed before coverage is endorsed)**

1. The MML Liability & Property Pool is primary (the Member is not added as an additional insured on a pyrotechnician's coverage):

Annual Aggregate Sublimit	Additional Premium
\$500,000	Yes
\$1,000,000	Yes

2. The MML Liability & Property Pool is excess (the Member is added as an additional insured on a pyrotechnician's coverage):

**NO ADDITIONAL PREMIUM**

- ✓ Athletic participation liability
- ✓ Employee benefit liability
- ✓ Cemetery operations coverage
- ✓ Marina Operators coverage available
- ✓ Up to \$10 million in liability limits available
- ✓ Pollution coverage for Hazardous Response Teams
- ✓ Cyber Liability and Data Breach Response Coverage – as described on MMLCYD (09/17)

## General Liability Exclusions . . .

The following is a partial list of general liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution (except for Hazmat operations).
- ✓ Nuclear energy / nuclear material hazards
- ✓ Expected or intended injury
- ✓ Breach of contract
- ✓ Failure of dams (unless endorsed)
- ✓ Backup of Sewers and Drains
- ✓ Aircraft Liability – (Unless Endorsed -- Limited Coverage for Unmanned Aircraft—MML236)
- ✓ Contractual Liability
- ✓ Failure to supply utilities
- ✓ Electromagnetic radiation
- ✓ Medical malpractice for doctors and physicians
- ✓ Criminal activity--Intentional acts w/knowledge of wrongdoing

## **Cyber Liability and Data Breach Response Coverage**

- ✓ Information Security and Privacy Liability
- ✓ Privacy Breach Response Services
- ✓ Regulatory Defense and Penalties
- ✓ Website Media Content Liability
- ✓ PCI Fines, Expenses and Costs
- ✓ Cyber Extortion
- ✓ First Party Data Protection
- ✓ First Party Business Interruption

## **Public Officials Liability Coverage**

"Wrongful Acts", including intentional acts, defined as any actual or alleged error, misstatement, act of omission, neglect or breach of duty including:

- ✓ Neglect of duty
- ✓ Zoning defense and land use litigation
- ✓ Malfeasance
- ✓ Violation of civil rights
- ✓ Discrimination
- ✓ Employment practices
- ✓ Misfeasance
- ✓ Cable TV broadcasting

## **Public Officials Liability Exclusions**

The following is a partial list of public officials' liability coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Pollution and Nuclear Energy
- ✓ Fraud, dishonesty, intentional and criminal acts
- ✓ Failure to purchase coverage or adequate coverage
- ✓ Return of governmental grants or subsidies
- ✓ Intentional acts with knowledge of wrongdoing
- ✓ Eminent domain / takings
- ✓ Illegal profit
- ✓ Labor union actions
- ✓ ERISA violations
- ✓ Backup of Sewers and Drains

## **Personal Injury & Advertising / Broadcasters Liability Coverage**

- ✓ Mental anguish and stress
- ✓ Libel, slander or defamation of character; violation of an individual's right of privacy
- ✓ Proactive services for non-monetary damage claims



## Property Coverage

In addition to covering buildings, contents and personal property, the Pool provides:

- ✓ Blanket coverage -- All member-owned property insured (unless specifically excluded)
- ✓ Coverage based on ownership rather than on a "schedule on file" avoids coverage gaps due to errors or oversight
- ✓ Property of others in custody of the Member for which the Member has an obligation to provide coverage
- ✓ Boiler & Machinery coverage, including Boiler certification inspections
- ✓ Replacement Cost or Actual Cash Value available
- ✓ Fungal Pathogens (Mold) Limited Coverage
- ✓ Demolition/increased cost of construction
- ✓ No coinsurance
- ✓ Valuable papers
- ✓ Loss of Rents
- ✓ Property in the open
- ✓ Extra expense
- ✓ Expediting expense

## Property Exclusions

The following is a partial list of property coverage exclusions. Consult the coverage document for the complete listing:

- ✓ Nuclear reaction/ contamination
- ✓ War
- ✓ Cyber Risk
- ✓ Fungal Pathogens (Mold) excess of sub-limit
- ✓ Failure to supply utilities
- ✓ Transmission Lines and Poles
- ✓ Dishonest acts
- ✓ Acts of Terrorism excess of Pool's Aggregate Sublimit -- MMLC TR (9/1/10)
- ✓ Wear and tear
- ✓ Computer failures/ viruses

**Only one deductible applies to claims involving two or more property coverages.**

## **Comprehensive Crime Coverage**

- ✓ Employee Dishonesty/ Faithful Performance of Duty coverage provided on a blanket basis
- ✓ Loss Inside the Premises
- ✓ Loss Outside the Premises
- ✓ Money Orders/ Counterfeit Currency
- ✓ Depositors Forgery
- ✓ Position Fidelity Bonds
- ✓ Computer Fraud
- ✓ Funds Transfer Fraud

## **Automobile Coverage Highlights**

### **What Is Covered?**

Coverage is afforded while operating land motor vehicles, trailers or semi-trailers designed for travel on public roads.

### **Auto Coverages Provided**

- ✓ Michigan No-Fault Coverage, includes mini-tort coverage for no extra charge
- ✓ Excess protection for use of personal automobile for municipal business
- ✓ Uninsured motorist for municipally owned vehicles
- ✓ Underinsured motorists
- ✓ Non-owned and hired auto
- ✓ Comprehensive - actual cash value basis
- ✓ Collision - actual cash value basis
- ✓ Volunteer firefighter auto accident liability coverage
- ✓ Agreed value coverage for emergency vehicles is available
- ✓ Fire or Rescue Vehicle Rental Reimbursement Coverage

## Pool Risk Management Services

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- ✓ Review and service of all municipal insurance matters
- ✓ Public entity experts address various liability issues
- ✓ Aggressive, member-oriented defense strategy
- ✓ Former police officials address law enforcement risks
- ✓ Physical inspection by municipal loss control consultants
- ✓ Law enforcement risk control programs (LEAF and LERC)
- ✓ Property appraisal services available

### **Online Services**

[www.mml.org](http://www.mml.org) (click on the *Insurance* button) – offers Pool members an outstanding resource for municipal risk management information and self-help tools in one attractive, simple-to-navigate location. File a claim on line. Download your renewal application. Request a loss control service visit. E-mail us a question. Other services available online:

- ✓ Online Forms (including Sewer Backup Sample Documents)
- ✓ Risk Resources:
  - ✓ Risk Control Solutions
  - ✓ Safety & Health Manual
  - ✓ Risk Management is Good Management Program
  - ✓ Access to Lezage website
- ✓ MML Pool Audited Financial Statements
- ✓ Intergovernmental Contract
- ✓ Board of Directors, Pool Administrator and Staff Profiles and Contact Information

## Membership Responsibilities

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Membership in the Michigan Municipal League Liability and Property Pool provides numerous benefits. Likewise, individual members have certain responsibilities to the other members, which are detailed in the Intergovernmental Contract. The following is a summary of the membership responsibilities. Please refer to the Intergovernmental Contract, Articles 5 and 6, for more information.

- ✓ If a Member intends to leave the Pool, the Member must send a written notice to the Pool at least 60 days prior to its next renewal date.
- ✓ A Member must pay its premium when due. The Pool must give each member 20 days written notice of intent to terminate membership for nonpayment of premium. Payment of premium before the 20 days notice is effective will entitle the Member to reinstatement.
- ✓ Members must maintain membership or associate membership status in the Michigan Municipal League.
- ✓ A Member will allow attorneys employed by the Pool to represent the Member in defense of any claim made against the Member within the scope of coverage provided by the Pool. A Member will cooperate with the assigned attorneys, claims adjusters, service company or other agents of the Pool relating to the defense of claims for which the Pool is providing coverage.
- ✓ A Member will follow loss reduction and prevention measures established by the Pool.
- ✓ A Member will report to the Pool as promptly as possible all incidents that the Member reasonably believes may result in a claim against the Member.



DIRECTOR  
Drew Macaulay  
ASSISTANT DIRECTOR  
Krickel Hoekstra  
BOARD  
Meghan Evoy  
Kelly Farrah  
Brianna Foraker  
Amanda Hanlin  
Erin Hooper  
Jonathan Ross  
Kevin Yezbick



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providing access to materials  
and services that inform, enrich,  
entertain, and empower*

222 East Nine Mile Rd., Ferndale, MI 48220  
248-546-2504 fadl.org

## **2025 Board Calendar of Events**

### January:

- \*Mid-Year Budget Amendments
- \*Board Offices and Committee Chairs

### February:

- \*Due: Feb. 1<sup>st</sup>, Annual State Library Survey – Complete and submitted
- \*FY 2026 budget process begins

### March:

- \*Strategic Planning – Quarterly Review
- \*FY 2026 budget process continues – board input

### April:

- \*FY 2026 draft budget presented to board
- \*Publish in a newspaper the notice for the May Budget Hearing (required 10 days before the date of hearing)

### May:

- \*FY 2026 Budget Hearing

### June:

- \*Due: L-4029 signed millage tax rate form to Oakland County & City of Ferndale
- \*Final budget amendments for FY 2025
- \*Approve renewal of Library General Property & Liability Insurance policy for FY 2026
- \*Strategic Planning – Quarterly Review

### July:

- \*Begin new FY 2026
- \*No Library Board Meeting

### September:

- \*Strategic Planning – Quarterly Review

October:

- \*Conduct the annual library financial audit
- \*MLA Annual Conference (Lansing) October 29-31
- \*Personnel Committee gives Board and Director review of how Director evaluation works

November:

- \*Library Director Personnel Review – Director submits self-evaluation
- \*Election Day November 4

December:

- \*Board meeting December 11 due to holidays
- \*Presentation of library audit
- \*Due: Audit must be filed with the State of Michigan by December 31
- \*Due: Annual continuing disclosure paperwork for the library bond must be filed by December 31
- \*Due S&P Global Ratings annual bond/audit filing response
- \*Strategic Planning – Quarterly Review
- \*Library Director Personnel Review – Library Board completes Director evaluation forms

January 2026

- \*Director's Annual Evaluation – Closed Session

## FADL Building Committee | 06.04.2025 Meeting Minutes + Outcomes

*Present:           Director Drew Macaulay  
                      Asst. Director Cricket Hoekstra  
                      Board Liaison Erin Hooper*

Committee reviewed action items from April and May meetings, discussed next set of needs and assigned action items:

- **Landscape Services:** Two additional quotes have been received as we look to replace current landscape services. Reviewed current first quote against current vendor invoices for last 12 months and discussed and identified opportunities for improvement. Drew will be working with the preferred new vendor to negotiate a plan that best works for the library.
- **Roof.** A recent annual roof inspection revealed that the library has roughly 10 more years of life remaining with the current roof. A minor repair was made and another repair was identified. At the time of the meeting we were awaiting a quote on that repair. Cricket was assigned to follow up.
- **Parking permits.** Drew confirmed the renewal email Board Members received from the city about parking permits isn't an expense charged to FADL.
- **HVAC.** A recent inspection of our HVAC system's glycol by recommended specialist revealed the our current glycol levels are sufficient but should be increased in the fall to ensure the system can withstand colder temperatures (down to -5 degrees vs. the current glycol which can only tolerate 14 degrees). Drew has scheduled a fall inspection and will be coordinating a contract with a new HVAC vendor.
- **Entry Doors:** Due to a lack of quote responses from queried potential vendors and the prioritization of this item due to safety concerns, Drew will move forward with coordinating replacement of derelict automatic entry door hinges from the TLN-recommended vendor, from which we received our first and only quote.
- **Projector screen:** Cricket coordinated quotes for replacing the projector screen motor in the program room. Installation will take place when the library is closed June 19 and Drew will be onsite to supervise.
- **Cleaning Services:** Erin is researching bonded and insured industrial cleaners while Drew discusses new plan with our current vendor to fill gaps and alleviate discontent with services. Committee will review outcomes in July.

Next Building Committee meeting is scheduled for July 2 at the library.

## **FADL Personnel Committee | 06.06.2025 Meeting Minutes + Outcomes**

*Present:           Director Drew Macaulay  
                      Asst. Director Cricket Hoekstra  
                      Board Liaison Erin Hooper*

*Absent:            Meghan Evoy, FADL Board Member*

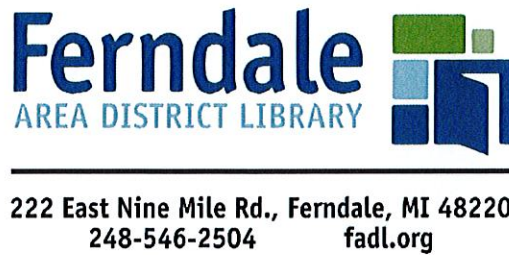
The Personnel Committee met for its quarterly meeting on June 6 at the library. The present committee members discussed personnel related items that will be shared by Cricket Hoekstra in the Director's Report at the June 17 Board meeting.

Not discussed at the meeting but an action item for Erin Hooper ahead of the next meeting is to review the current Director Evaluation process, present options for an updated process with fellow Board Committee Member Meghan Evoy and Board President Amanda Hanlin, then determine next steps.

The next Personnel Committee meeting is scheduled for September 12 at the library.



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## Finance Committee Report

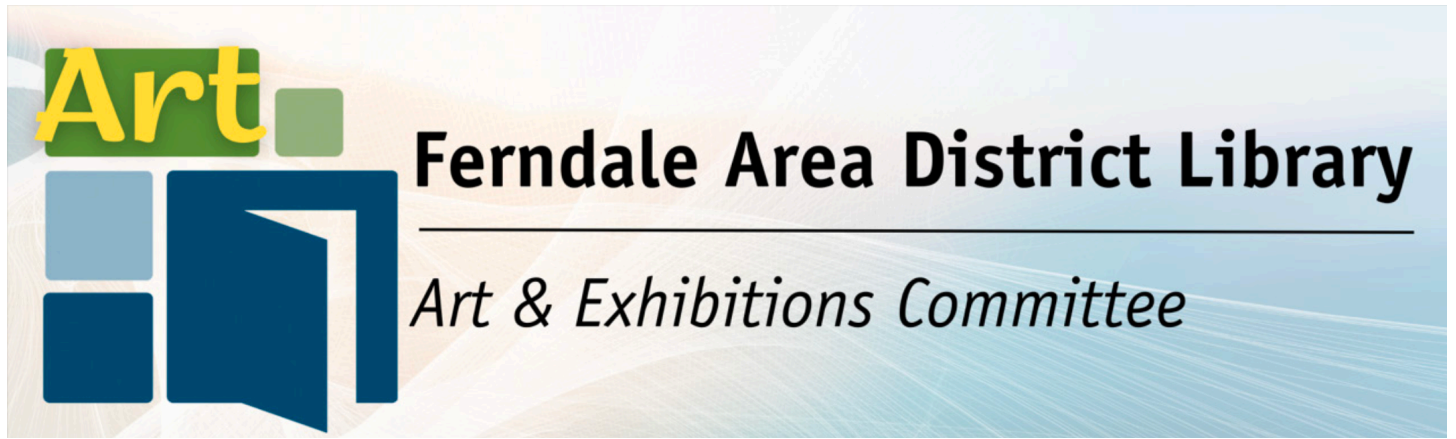
6/10/2025

**Attendance:** Director Drew Macaulay, Board Members - Amanda Hanlin, Kevin Yezbick, Jonathan Ross

**Finance Reports:** Committee reviewed the latest finance reports and end of year budget.

- The first 12 lines of the expenses trended towards the low end of our budget proposals due to being understaffed for much of the year
- Periodicals are "self-weeding" as many are dying out leading to over-budgeting
- Repair and Maintenance - the pipes burst. We had a roofing repair, \$2,500 worth of repairs to pull out a drain that had rusted completely. Flashing repaired on a pipe. Both projector screens need replacement.
- Training / Education - Understaffing is reflected here again. We aren't saying no to those requesting opportunities. Many trainings are virtual and thus less expensive. A minimum of \$500 is allocated to each individual in the CBA. A quarterly email with training opportunities is distributed to staff.

Discussion on transferring of funds from the Capital Fund to the General Fund. In order to account for best practices of maintaining an unassigned fund balance of 15-20% in the general fund, it was necessary to increase the transfer amount needed from the Capital Fund. See Relevant By-Law Policy 19.



## June 2025 Arts & Exhibitions Committee Board Report

### FADL Arts & Exhibition Committee Members:

Jeff Milo, FADL Marketing Coordinator  
Eileen Toro, Community Member  
Michelle Ouellette, Community Member  
Ernest Fackler, Community Member  
Brianna Foraker, FADL Board Liaison

General	Check out the stained glass artwork of Alicia Pompa in the Kid's Corner!
Current Exhibit	The Ferndale Public Schools district-wide Student Art Show is up until the end of June.
Upcoming Exhibits	June-August:  June 29 - August 2 - Linden Godlove   Reception on July 13 at 2pm  August:  August 4 instillation  Letterpress Show - 'On Press'   Reception on August 10th
Display Case Exhibits	June: Ferndale Public Schools Student Sculptures  July: Linden Godlove