

DIRECTOR  
Jenny Marr

BOARD OF DIRECTORS  
Judeen Bartos  
Meghan Evoy  
Kelly Farrah  
Adrienne Fazzolara  
Amanda Hanlin  
Erin Hooper  
Kevin Yezbick



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

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

## Library Board Meeting

### AGENDA

October 12, 2023 - 6:30 PM

#### Board Meeting

1. Call to order
2. Roll call
3. Approval of agenda
4. Public comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*
5. Minutes: Approve September 21, 2023 **regular** meeting  
Minutes: Approve September 21, 2023 **closed** session
6. Director's report: Jenny Marr
7. Acceptance of expenditures and finance reports for the month of September
8. Board Calendar of Events
9. Committee reports
  - A. Art & Exhibitions – Erin
  - B. Friends of the FPL – Kelly
  - C. Equity, Diversity and Inclusion - Amanda
  - D. Finance – Judeen and Kevin
  - E. Personnel – Adrienne
  - F. Schools – Meghan
10. Committee membership appointments as needed
11. Review action items
12. Announcements/comments from board members
13. \*\*\*Closed Session to be convened – For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing, in accordance with Sec. 8(1)(c) of the Open Meetings Act (OMA) MCL 15.268.
14. 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

September 21, 2023 - 6:30 PM

#### Board Meeting

1. Call to order: Meeting called to order by Judeen Bartos at 6:38PM.
2. Roll call: Judeen Bartos, Kelly Farrah, Adrienne Fazzolara, Amanda Hanlin, Erin Hooper  
Meghan Evoy arrived at 6:40PM.  
Kevin Yezbick absent with notice.  
Director Jenny Marr and Assistant Director/Recording Secretary Jordan Wright also present.
3. Approval of agenda  
**A MOTION by Hanlin and seconded by Hooper to approve the agenda as presented;** passed unanimously
4. Public Comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*
5. Minutes: Approve August 10, 2023 **regular** meeting  
**A MOTION by Hooper and seconded by Farrah to approve the August 10, 2023 regular meeting minutes as presented;** passed unanimously  
Minutes: Approve August 10, 2023 **closed** session  
**A MOTION by Farrah and seconded by Hanlin to approve the August 10, 2023 closed session minutes as presented;** passed unanimously
6. Director's Report: Jenny Marr  
Director Marr provided her monthly update to the board.
7. Proposal for Replacement of Public Internet Computers  
The current public PCs are over 5 years old and need to be replaced. The Library purchases hardware from TLN at a group discount  
**A MOTION by Hooper and seconded by Evoy to approve the quote from TLN to purchase new public internet computers in the amount of \$21,838;** passed unanimously
8. Proposal from GES for Youth Services Mechanical Equipment  
Director Marr explains that there are problems regulating the temperature in the Youth Services corner office. The library's regular HVAC contractors, GES, has provided a quote to install a mini-split unit.  
**A MOTION by Hanlin and seconded by Farrah to approve the quote from GES for installation of the new Mini Split System in the Youth Services corner office in the amount of \$21,445;** passed unanimously
9. Acceptance of expenditures and finance reports for the month of August  
**A MOTION by Hooper and seconded by Farrah to accept the expenditures and finance reports for the month of August;** passed unanimously
10. Board Calendar of Events
11. Committee reports
  - A. Art & Exhibitions – Erin  
Lisa Poszywak is the next featured artist -- reception September 30th
  - B. Friends of the FPL – Kelly

Last week of September is Friends of the Library week. Marketing Coordinator Jeff Milo will send out a e-newsletter to recruit membership. There is a potential to have a “dip off” (think cake off) as a fundraiser this fall.

**C. Equity, Diversity and Inclusion – Amanda**

No report.

**D. Finance – Judeen and Kevin**

No report.

**E. Personnel – Adrienne**

No report.

**F. Schools – Evoy**

Evoy presented a report by the library’s Head of Youth Services that outlined the youth department’s outreach efforts to Ferndale Public Schools, including a new page on the library’s website specifically for local educators.

**12. Committee membership appointments as needed**

None.

**13. Review action items**

None.

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

Fazzolara commends Head of Youth Services Everett Pine on his very thorough schools report.

**15. \*\*\*Closed Session to be convened –** For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing, in accordance with Sec. 8(1)(c) of the Open Meetings Act (OMA) MCL 15.268.

**A MOTION by Hanlin and seconded by Evoy to enter a closed session at 7:01PM.**

Roll call vote:

Yes: Bartos, Evoy, Farrah, Fazzolara, Hanlin, Hooper,

No: 0

Return from closed session at 9:34PM

**13. Adjourn**

**A MOTION by Evoy and seconded by Farrah to adjourn at 9:34PM; passed unanimously**

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.)



## October 2023 Events at FADL

248.546.2504

[fadl.org](http://fadl.org)

### Hours:

Monday — Thursday: 10am - 8pm

Friday: 10am - 6pm

Saturday — Sunday: 12pm - 5pm

### In-Person Weekly Early Literacy Programming

**Fridays, the 6th & 13th**

**Baby Storytime**

**Under age 2**

**10:30am**

**First come, first served. Learn more at [fadl.org/baby](http://fadl.org/baby)**

**Wednesdays, the 4th & 11th**

**Family Storytime Families with kids ages 2-6**

**10:30am**

**First come, first served. Learn more at [fadl.org/family](http://fadl.org/family)**

**Email [Everett@fadl.org](mailto:Everett@fadl.org) with questions**

# Children and Teen Programming

For more information about any of these programs, please visit [www.fadl.org](http://www.fadl.org)

All month:

## **Puppet Pen Pal Program**

Kids of all ages are invited to write to a library puppet & they will write back! See the puppets and get more information at [www.fadl.org/puppet](http://www.fadl.org/puppet)

Tuesday, October 3

## **Slime-Making Workshop 5:00pm**

Ages 7-12 with mandatory caregiver participation  
Sign up at [www.fadl.org/slime](http://www.fadl.org/slime)



Wednesday, October 4

## **Lower Elementary Book Club (Hybrid) 6:30pm**

Grades K-2, reading *Nigel and the Moon* by Antwan Eady  
Sign up at [www.fadl.org/lebc](http://www.fadl.org/lebc)

Thursday, October 5

## **Middle Grade Tabletop RPG Group 6:00—7:00pm**

Explore tabletop games similar to *Dungeons & Dragons*  
Grades 6-8, sign up at [www.fadl.org/rpg](http://www.fadl.org/rpg)

Sunday, October 8

## **Collage Still Life 1:30 pm**

Ages 6-12 recreate a scene of objects with book pages & art supplies  
Sign up at [www.fadl.org/collage](http://www.fadl.org/collage)

Wednesday October 11

## **Upper Elementary Book Club (Hybrid) 6:30pm**

Grades 3-5, discussing *Dragons in a Bag* by Zetta Elliott  
Sign up at [www.fadl.org/uebc](http://www.fadl.org/uebc)

Thursday, October 12

## **Reading Riot Book Club (UHS Students only) 3pm**

Offsite: at UHS. Theme: Fantasy! Read any book, poem, etc. in the theme  
Snacks provided, more info at [www.fadl.org/uhs](http://www.fadl.org/uhs)

Thursday, October 12

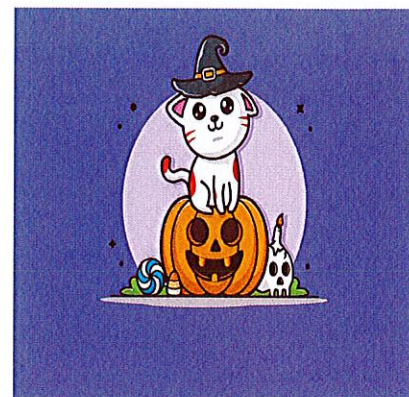
## **Middle School Board Game Club 6:00pm**

Learn how to play awesome board games!  
Grades 6-8, sign up at [www.fadl.org/msbg](http://www.fadl.org/msbg)

Tuesday, October 24

## **Reading Rainbow 6:00pm**

In partnership with Affirmations Grades 4-8  
social hour with crafts, snacks and queer-themed book discussion  
Discussing *Candidly Cline* by Kathryn Ormsbee  
Info and sign up at [www.fadl.org/reading-rainbow](http://www.fadl.org/reading-rainbow)



# Adult Programming

For more information about any of these programs, please visit [www.fadl.org](http://www.fadl.org)

- Sunday, October 1      **Motor Om Yoga** 10:00am  
In the Courtyard, weather permitting, otherwise in the Program Room  
Register at [www.fadl.org/yoga](http://www.fadl.org/yoga)
- Tuesday, October 3      **Movie Night at the Ferndale Project: Clue** 7:00pm  
Offsite: hosted by Ferndale Project, 567 Livernois  
Live viewing event on the patio, watching *Clue*  
Registration not required, more information at [www.fadl.org/film-club](http://www.fadl.org/film-club)
- Friday, October 6      **First Stop Friday: Carmel Liburdi** Doors at 7:30pm  
Free live music, no registration required  
Indie/alternative singer-songwriter from Detroit  
More information at [www.fadl.org/fsf](http://www.fadl.org/fsf)
- Monday, October 9      **Horror Movie Trivia Night at 215 West** 7:00pm  
Offsite: hosted by 215 West, located at 215 West 9 Mile Rd.  
Register your team at [www.fadl.org/trivia](http://www.fadl.org/trivia)  
**REGISTRATION IS FULL!**
- Wednesday, October 11      **Science Fiction Book Club** (Hybrid) 6:30pm  
Discussing *Broken Stars*, edit by Ken Liu  
Register at [www.fadl.org/sfbc](http://www.fadl.org/sfbc)
- Thursday, October 12      **Library Board Meeting** 6:30pm  
More information at [www.fadl.org/library-board-directors-meeting](http://www.fadl.org/library-board-directors-meeting)
- Monday, October 16      **Friends of the Library Meeting** 6:30pm
- Tuesday, October 17      **Graphic Novel Book Club** 6:30pm  
Discussing *My Friend Dahmer* by Derf Backderf  
Register at [www.fadl.org/gnbc](http://www.fadl.org/gnbc)
- Thursday, October 19      **Albert Kahn: Memorials, Mausoleums & Grave Markers** 6:30 pm  
Author/photographer and architectural historian Dale Carlson  
presents the memorial creations of Khan and the stories of the interred.  
Register at [www.fadl.org/kahn](http://www.fadl.org/kahn)
- Tuesday, October 24      **Ferndale Project Book Club** 6:30pm  
Offsite: hosted by Ferndale Project, 567 Livernois  
Discussing *Tell the Wolves I'm Home* by Carol Rifka Brunt  
Register at [www.fadl.org/fpbc](http://www.fadl.org/fpbc)



**See Back for Additional Programming**

## Adult Programming Continued

Wednesday, October 25

**Puzzle Tournament at Urbanrest Brewing Company 6:00pm**

Offsite: 2615 Wolcott, ages 18+

Teams of up to four members compete to see who can complete a puzzle first

Register at [www.fadl.org/puzzle](http://www.fadl.org/puzzle) **REGISTRATION IS FULL!**





### September 2023 Statistics

#### **New Items Added**

Adult Books: 295  
 CDs: 36  
 DVDs/Blu-rays: 58  
 Audiobooks: 21  
 Children's Books: 269  
 Teen Books: 34  
 Magazines: 88  
 Puzzles/Board Games: 21  
 Video Games: 2  
 Library of Things: 3  
**Total: 860**  
 Overdrive Advantage Titles  
 added: 40

#### **Library Revenue from Service**

##### **Desks**

**Total earnings (does not include Friends): \$905.06**

Fees: \$101.00  
 Fax: \$85.00  
 Ref Desk – Misc.: \$517.99  
 Computer Passes: \$143.00  
 Printing & Copier: \$13.00  
 Lost Items: \$14  
 Non-Resident Cards: \$25.00  
 Board Fundraising: \$0  
 Donations: \$1.07  
 Earbuds/Flash drives: \$5.00

**Total Programs Offered: 30**

**Total Program Attendance: 627**

#### **Library Usage**

Library Visits: 9,594  
 Home Delivery: 3  
 New Users Added: 230  
 Public Computer Sessions: 1,200  
 Web Sessions: 10,712  
 Page views: 15,204

#### **Total Friends earnings**

Book Store: \$738.75  
 Shirts and Bags: \$0  
 Amazon Sales: \$155.11

#### **Total questions/requests**

Reference desk: 1,398  
 Youth desk: 509  
 Circulation desk: 1,278

#### **Circulation by Media Type**

Print Books	11,822
Audio Music	637
Audiobooks	736
Visual Media	1,962
Magazine	177
Board games/puzzles	228
Video games	33
Library of Things	51
Other	29

Total Library Checkouts: 15,709

Total Digital Checkouts: 4,583

Items Loaned through ILL: 2,030

Items Loaned through MelCat: 135

Items Borrowed through ILL: 2,833

Items Borrowed through MelCat: 47

## Digital Circulation

### Overdrive:

Total Downloads: 2,965  
Total Users: 761  
New Users: 59

### Hoopla:

Total Downloads: 925  
Total Users: 288  
New Users: 27

### Kanopy:

Video Plays: 693  
Total User Accounts: 224

## Social Media – September

Insights from our social media...

### Podcast – 498 downloads

### Main Facebook Page

New Page Likes: 58  
New Page Followers: 137  
Post Engagement: 7,000  
Overall Reach: 1,454,163  
Page/Profile Visits: 4,100  
Video Content (minutes viewed): 125  
Post Reach: 1,500,000

### Tik Tok

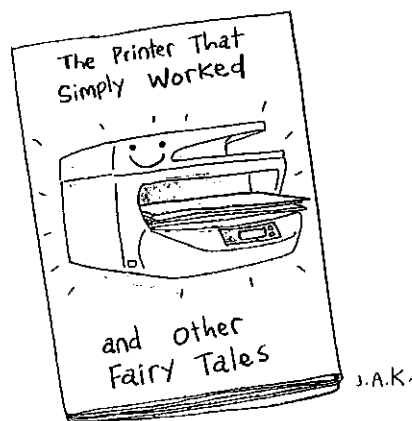
Followers: 5,178  
Total Likes: 194,590  
Monthly Video Views: 32,000  
Monthly Likes: 3,200  
Monthly Profile Visits: 268  
Monthly Shares: 100

### Instagram:

Post engagement: 7,000  
Story Reach: 1,000  
Overall Reach: 6,800  
Interactions: 1,800  
IG Profile Visits: 415  
New Followers/Growth Rate: 56 (1.05%)  
Post Reach: 22,000

### FB Post →

28K likes  
1K comments  
5.6K shares



### Youth Services Facebook Page

New Page Likes: 5  
New Page Followers: 6  
Post Engagement: 215  
Video Minutes Viewed: 2  
Page/Profile Visits: 200  
Post Reach: 1,815  
Overall Reach: 2,715

### Teen Instagram:

Post Engagement: 785  
Overall Reach: 2,800  
Interactions: 10  
Profile Visits: 30  
New Followers/Growth Rate: 6 (0.5%)  
Post Reach: 355  
Story Reach: 108

### September 2023 Adult Programs

Date	Program	In Person	Teens/kids	Zoom	Total
9/7/2023	Pet Themed Storytime	32			32
9/10/2023	Yoga	20			20
9/12/2023	September Film Club (Memento)	15			15
9/13/2023	Sci Fi Book Club	14			14
9/14/2023	Model Drawing	26			26
9/20/2023	GNBC Daytripper	3			3
9/25/2023	Ferndale Project Book Club	34			34
9/27/2023	Talk Saves Lives	4			4
9/30/2023	Art Reception	53			53
<b>Total 9 Programs</b>		<b>201</b>		<b>0</b>	<b>201</b>

### September 2023 Youth Programs

DATE	Program	Adults	Children	Total
9/1/2023	September Take-home Kit (Apple Stamps)		28	28
9/5/2023	Summer Scavenger Hunt (9/5-9/9)		4	4
9/6/2023	Family Storytime	8	8	16
9/7/2023	Outreach: FUEL Curriculum Night	38	45	83
9/7/2023	Middle Grade Tabletop RPG		4	4
9/8/2023	Baby Storytime	6	6	12
9/10/2023	Summer Scavenger Hunt (9/10-9/16)		3	3
9/12/2023	Sensory-Friendly Storytime	1	1	2
9/13/2023	Family Storytime	7	8	15
9/14/2023	Outreach: Drayton		46	46
9/14/2023	Outreach: FLEL Curriculum Night	36	17	53
9/14/2023	Middle School Board Game Club		3	3
9/15/2023	Baby Storytime	10	10	20
9/17/2023	Summer Scavenger Hunt (9/7-9/22)		4	4
9/20/2023	Pokemon Club		17	17
9/21/2023	Middle Grade Tabletop RPG		6	6
9/21/2023	Outreach: Drayton		46	46
9/24/2023	Fall Scavenger Hunt (9/23-9/30)		10	10
9/26/2023	Reading Rainbow		4	4
9/26/2023	Rainbow Caregiver Club	4		4
9/28/2023	Outreach: Drayton		46	46
<b>Total 16 Programs / 5 Outreach</b>		<b>110</b>	<b>316</b>	<b>426</b>

# Balance Sheet

Ferndale Area District Library  
As of September 30, 2023

SEP 30, 2023

## Assets

### Current Assets

#### Cash and Cash Equivalents

Capital Projects Account	557,206.00
001.000 - General Account	1,986,222.38
<b>Total Cash and Cash Equivalents</b>	<b>2,543,428.38</b>

<b>Total Current Assets</b>	<b>2,543,428.38</b>
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<b>Total Assets</b>	<b>2,543,428.38</b>
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## Liabilities and Equity

### Liabilities

#### Current Liabilities

202.000 - Accounts Payable	2,036.56
257.000 - Wages Payable	490.44
<b>Total Current Liabilities</b>	<b>2,527.00</b>

<b>Total Liabilities</b>	<b>2,527.00</b>
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### Equity

320.000 - Retained Earnings	956,765.41
Current Year Earnings	1,584,135.97
<b>Total Equity</b>	<b>2,540,901.38</b>

<b>Total Liabilities and Equity</b>	<b>2,543,428.38</b>
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# Income Statement (Profit and Loss)

Ferndale Area District Library

For the month ended September 30, 2023

	SEP 2023	AUG 2023	JUL 2023	YEAR TO DATE
<b>Income</b>				
404.000 - Voted Property Taxes	94,912	1,721,434	217,124	2,033,470
567.000 - Library State Aid	-	9,798	-	9,798
607.000 - Fees for Services	25	125	25	175
627.000 - Charge for Services	395	709	602	1,706
645.000 - Print Sales & Copies	8	890	708	1,605
660.000 - Fines & Forfeitures	48	116	89	253
675.001 - Individual Donations & Honorariums	2	9	102	112
675.002 - Contributions from Library Friends	-	-	1,000	1,000
693.000 - Sale of Property	-	90	43	133
695.000 - Miscellaneous Income	-	-	4	4
<b>Total Income</b>	<b>95,390</b>	<b>1,733,171</b>	<b>219,696</b>	<b>2,048,258</b>
<b>Gross Profit</b>				
	<b>95,390</b>	<b>1,733,171</b>	<b>219,696</b>	<b>2,048,258</b>
<b>Operating Expenses</b>				
706.001 - Salaries - Full-time	50,012	47,360	46,148	143,519
706.002 - Salaries - Part-time	13,018	10,988	12,173	36,178
706.003 - Salaries - Subs	1,543	1,324	1,748	4,614
715.001 - Social Security - Employee	5,170	4,821	4,857	14,848
715.002 - Social Security - Employer	5,170	4,821	4,857	14,848
716.100 - Health Insurance	7,975	7,975	5,677	21,627
717.000 - Life Insurance - EE	648	648	1,296	2,592
718.000 - Pension- ICMA-RC 401	4,066	4,003	3,949	12,017
720.001 - Medicare - Employee	1,209	1,127	1,136	3,473
720.002 - Medicare - Employer	1,209	1,127	1,136	3,473
721.001 - Federal Income Tax - Employee	6,106	6,032	6,210	18,348
722.001 - MI Income Tax - Employee	2,961	2,783	2,781	8,526
723.001 - Local Income Tax - Employee	98	98	98	293
740.000 - Operating Supplies	3,362	3,764	2,683	9,810
742.000 - Books	7,515	6,159	7,070	20,743
743.000 - Periodicals	126	390	-	516
745.000 - Audio-Visual, Video	2,015	1,817	3,419	7,252
746.000 - Other Non Book	11,318	12,879	8,299	32,496
748.000 - Materials Processing Supplies	368	473	437	1,278
775.000 - Repair & Maintenance	444	975	306	1,725
803.000 - The Library Network	973	9,565	2,311	12,849
818.000 - Contractual Services	3,536	6,820	10,317	20,673
853.000 - Phone/Communications	538	538	537	1,612

Income Statement (Profit and Loss)

	SEP 2023	AUG 2023	JUL 2023	YEAR TO DATE
885.000 - Special Programs	2,094	1,268	4,626	7,988
900.000 - Printing & Publishing	5,809	2,212	-	8,021
914.000 - Liability Insurance	-	-	15,913	15,913
920.000 - Utilities	2,811	3,071	2,884	8,765
931.000 - Facilities Maintenance	3,111	5,412	455	8,978
943.000 - Equipment Rental Alloc.- General Fund Motor Pool	911	609	609	2,129
956.000 - Miscellaneous	87	73	60	220
957.000 - Training/Education	1,065	617	63	1,745
958.000 - Memberships & Dues	85	-	1,348	1,433
977.000 - Capital Outlay	5,100	9,420	1,100	15,620
<b>Total Operating Expenses</b>	<b>150,450</b>	<b>159,169</b>	<b>154,502</b>	<b>464,122</b>
<b>Operating Income</b>	<b>(55,060)</b>	<b>1,574,002</b>	<b>65,194</b>	<b>1,584,136</b>
<b>Net Income</b>	<b>(55,060)</b>	<b>1,574,002</b>	<b>65,194</b>	<b>1,584,136</b>

**FY 2024 Budget**  
**Ferndale Area District Library**

**General Fund - 101**

**September 2023**

**FY 2024  
YTD  
as of 9/30/2023**

**FY 2024  
Budget**

**Revenue**

101-271-404.000 - Voted Property Taxes	\$ 94,912.06	\$ 2,033,470.17	\$ 2,384,162.00
101-271-404.001 - Voted Property Taxes - Personal	\$ -	\$ -	\$ 38,500.00
101-271-567.000 - Library State Aid	\$ -	\$ 9,798.28	\$ 19,323.00
101-271-581.000 - Grants	\$ -	\$ -	\$ -
101-271-607.000 - Fees for Services	\$ 25.00	\$ 175.00	\$ 600.00
101-271-627.000 - Charge for Services	\$ 395.42	\$ 1,706.48	\$ 9,000.00
101-271-645.000 - Print Sales & Copies	\$ 7.85	\$ 1,605.00	\$ 1,500.00
101-271-656.000 - Other Fees & Fines	\$ -	\$ -	\$ 26,000.00
101-271-660.000 - Fines & Forfeitures	\$ 48.25	\$ 253.23	\$ 1,000.00
101-271-675.001 - Individual Donations & Honorariums	\$ 1.63	\$ 112.15	\$ 2,500.00
101-271-675.002 - Contributions from Library Friends	\$ -	\$ 1,000.00	\$ 1,000.00
101-271-675.003 - Special Event Proceeds	\$ -	\$ -	\$ -
101-271-675.004 - Library Board Fundraising	\$ -	\$ -	\$ 100.00
101-271-693.000 - Sale of Property	\$ -	\$ 132.98	\$ 1,500.00
101-271-695.000 - Miscellaneous Income	\$ -	\$ 4.40	\$ 5,500.00
101-271-699.401 - Contributions from Capital Fund	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 95,390.21</b>	<b>\$ 2,048,257.69</b>	<b>\$ 2,490,685.00</b>

**General Fund - 101**

**September 2023**

**FY 2024  
YTD  
as of 9/30/2023**

**FY 2024  
Budget**

**Expenses**

101-271-706.001 - Salaries - Full-time	\$ (50,011.62)	\$ (143,519.09)	\$ (694,550.00)
101-271-706.002 - Salaries - Part-time	\$ (13,017.79)	\$ (36,178.37)	\$ (177,908.00)
101-271-706.003 - Salaries - Subs	\$ (1,542.60)	\$ (4,614.30)	\$ (9,700.00)
101-271-715.001 - Social Security - Employee	\$ (5,170.39)	\$ (14,848.41)	\$ (68,301.00)
101-271-715.002 - Social Security - Employer	\$ (5,170.37)	\$ (14,848.22)	\$ (68,301.00)
101-271-716.100 - Health Insurance	\$ (7,974.74)	\$ (21,626.83)	\$ (120,000.00)
101-271-717.000 - Life Insurance - EE	\$ (648.01)	\$ (2,592.04)	\$ (7,500.00)
101-271-718.000 - Pension- ICMA-RC 401	\$ (4,065.66)	\$ (12,016.94)	\$ (48,000.00)
101-271-720.001 - Medicare - Employee	\$ (1,209.25)	\$ (3,472.65)	\$ (15,072.00)
101-271-720.002 - Medicare - Employer	\$ (1,209.21)	\$ (3,472.59)	\$ (15,072.00)
101-271-721.001 - Federal Income Tax - Employee	\$ (6,105.69)	\$ (18,347.61)	\$ (100,132.00)
101-271-722.001 - MI Income Tax - Employee	\$ (2,961.41)	\$ (8,526.04)	\$ (43,380.00)
101-271-723.001 - Local Income Tax - Employee	\$ (97.82)	\$ (293.46)	\$ (1,200.00)
101-271-725.000 - Workers Compensation	\$ -	\$ -	\$ (2,000.00)
101-271-730.000 - Postage, Mail Processing	\$ -	\$ -	\$ (8,000.00)
101-271-740.000 - Operating Supplies	\$ (3,362.33)	\$ (9,809.74)	\$ (36,000.00)
101-271-742.000 - Books	\$ (7,514.58)	\$ (20,743.24)	\$ (95,600.00)
101-271-743.000 - Periodicals	\$ (126.00)	\$ (516.03)	\$ (10,000.00)
101-271-745.000 - Audio-Visual, Video	\$ (2,015.30)	\$ (7,251.81)	\$ (33,495.00)
101-271-746.000 - Other Non Book	\$ (11,317.66)	\$ (32,496.21)	\$ (95,100.00)
101-271-748.000 - Materials Processing Supplies	\$ (367.69)	\$ (1,277.63)	\$ (8,400.00)
101-271-775.000 - Repair & Maintenance	\$ (443.85)	\$ (1,725.12)	\$ (32,000.00)

<b>General Fund - 101</b>	<b>September 2023</b>	<b>FY 2024 YTD as of 9/30/2023</b>	<b>FY 2024 Budget</b>
101-271-802.000 - Audit/Actuarial Fees	\$ -	\$ -	\$ (5,100.00)
101-271-803.000 - The Library Network	\$ (972.80)	\$ (12,848.86)	\$ (55,000.00)
101-271-818.000 - Contractual Services	\$ (3,535.97)	\$ (20,672.94)	\$ (80,000.00)
101-271-853.000 - Phone/Communications	\$ (537.53)	\$ (1,612.47)	\$ (7,000.00)
101-271-885.000 - Special Programs	\$ (2,093.97)	\$ (7,987.75)	\$ (35,000.00)
101-271-900.000 - Printing & Publishing	\$ (5,808.92)	\$ (8,020.70)	\$ (24,000.00)
101-271-914.000 - Liability Insurance	\$ -	\$ (15,913.00)	\$ (15,000.00)
101-271-920.000 - Utilities	\$ (2,811.02)	\$ (8,765.48)	\$ (44,000.00)
101-271-931.000 - Facilities Maintenance	\$ (3,110.50)	\$ (8,977.52)	\$ (40,000.00)
101-271-943.000 - Equipment Rental	\$ (910.60)	\$ (2,129.32)	\$ (7,600.00)
101-271-956.000 - Miscellaneous	\$ (87.00)	\$ (219.75)	\$ (1,500.00)
101-271-957.000 - Training/Education	\$ (1,065.00)	\$ (1,744.61)	\$ (22,000.00)
101-271-958.000 - Memberships & Dues	\$ (85.00)	\$ (1,432.67)	\$ (7,000.00)
101-271-960.000 - County Delinquent Tax Chargeback	\$ -	\$ -	\$ -
101-271-965.401 - Contributions to Capital Fund	\$ -	\$ -	\$ -
101-271-977.000 - Capital Outlay	\$ (5,100.00)	\$ (15,620.32)	\$ (50,000.00)
101-271-992.000 - Debt Svc- Principal	\$ -	\$ -	\$ (345,000.00)
101-271-994.000 - Interest Expense	\$ -	\$ -	\$ (54,950.00)
<b>Total Expenses</b>	<b>\$ (150,450.28)</b>	<b>\$ (464,121.72)</b>	<b>\$ (2,482,861.00)</b>
<b>Net Income / (Loss):</b>	<b>\$ (55,060.07)</b>	<b>\$ 1,584,135.97</b>	<b>\$ 7,824.00</b>
<b>Fund Balance Change:</b>			<b>\$ 7,824.00</b>
<b>Fund Balance at the Beginning of the FY:</b>			<b>\$ 468,392.72</b>
<b>Fund Balance at the End of the FY:</b>			<b>\$ 476,216.72</b>

**FY 2024 Budget**  
**Ferndale Area District Library**

<b>Capital Projects Fund - 401</b>	<b>September 2023</b>	<b>FY 2024 YTD as of 9/30/2023</b>	<b>FY 2024 Budget</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>September 2023</b>	<b>FY 2024 YTD as of 9/30/2023</b>	<b>FY 2024 Budget</b>
<b>Expenses</b>			
401-271-965.101 - Contributions to General Fund	\$0.00	\$0.00	\$0.00
401-271-977- Capital Outlay	\$0.00	\$0.00	(\$300,000.00)
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$300,000.00)</b>

<b>Capital Fund Balance Change:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$300,000.00</b>
<b>Capital Fund Balance at the Beginning of the FY:</b>		<b>\$557,206.00</b>	<b>\$557,206.00</b>
<b>Capital Fund Balance at the End of the FY:</b>		<b>\$557,206.00</b>	<b>\$257,206.00</b>

# Income Statement (Profit and Loss)

Ferndale Area District Library

For the month ended September 30, 2023

	SEP 2023	SEP 2022	SEP 2021
<b>Income</b>			
404.000 - Voted Property Taxes	94,912	79,701	99,514
607.000 - Fees for Services	25	-	50
627.000 - Charge for Services	395	1,142	947
645.000 - Print Sales & Copies	8	169	115
660.000 - Fines & Forfeitures	48	117	40
673.000 - Sale of Property (pre-FYE2022)	-	-	117
675.001 - Individual Donations & Honorariums	2	819	14
693.000 - Sale of Property	-	51	-
695.000 - Miscellaneous Income	-	-	(8)
<b>Total Income</b>	<b>95,390</b>	<b>82,000</b>	<b>100,789</b>
<b>Gross Profit</b>	<b>95,390</b>	<b>82,000</b>	<b>100,789</b>
<b>Operating Expenses</b>			
706.001 - Salaries - Full-time	50,012	46,533	30,056
706.002 - Salaries - Part-time	13,018	14,868	12,878
706.003 - Salaries - Subs	1,543	685	1,068
715.001 - Social Security - Employee	5,170	7,477	3,621
715.002 - Social Security - Employer	5,170	2,448	3,621
716.100 - Health Insurance	7,975	7,829	10,000
717.000 - Life Insurance - EE	648	556	357
718.000 - Pension- ICMA-RC 401	4,066	2,797	3,531
720.001 - Medicare - Employee	1,209	1,749	847
720.002 - Medicare - Employer	1,209	573	847
721.001 - Federal Income Tax - Employee	6,106	6,781	4,894
722.001 - MI Income Tax - Employee	2,961	3,087	2,041
723.001 - Local Income Tax - Employee	98	95	-
740.000 - Operating Supplies	3,362	3,010	3,680
742.000 - Books	7,515	5,474	6,560
743.000 - Periodicals	126	182	-
745.000 - Audio-Visual, Video	2,015	2,592	3,066
746.000 - Other Non Book	11,318	8,341	8,423
748.000 - Materials Processing Supplies	368	465	111
775.000 - Repair & Maintenance	444	1,199	1,538
803.000 - The Library Network	973	-	-
818.000 - Contractual Services	3,536	2,756	2,603
853.000 - Phone/Communications	538	539	436
873.000 - Training/Education (pre-FYE2022)	-	-	314

Income Statement (Profit and Loss)

	SEP 2023	SEP 2022	SEP 2021
885.000 - Special Programs	2,094	4,797	3,596
900.000 - Printing & Publishing	5,809	5,766	804
914.000 - Liability Insurance	-	(1,491)	-
920.000 - Utilities	2,811	3,281	3,905
931.000 - Facilities Maintenance	3,111	2,505	2,565
943.000 - Equipment Rental Alloc. - General Fund Motor Pool	911	701	698
956.000 - Miscellaneous	87	84	97
957.000 - Training/Education	1,065	3,224	-
958.000 - Memberships & Dues	85	228	353
970.000 - County Delinquent Tax Chargeback	-	-	880
977.000 - Capital Outlay	5,100	11,050	-
996.000 - Interest Expense	-	32,350	37,000
<b>Total Operating Expenses</b>	<b>150,450</b>	<b>182,529</b>	<b>150,390</b>
<b>Operating Income</b>	<b>(55,060)</b>	<b>(100,529)</b>	<b>(49,601)</b>
<b>Net Income</b>	<b>(55,060)</b>	<b>(100,529)</b>	<b>(49,601)</b>



10/12/2023

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

**From:** Jenny Marr

**Subject:** Board Calendar of Events 2023 – Updated October 2023

**Summary:**

Here are some recurring annual events and deadlines for the Board calendar in 2023:

**January:**

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

**February:**

- \*Due: Feb. 1<sup>st</sup>, Annual State Library Survey (Completed)
- \*Send out RFP for Audit Services (In progress)
- \*FY 2024 budget process begins (Completed)

**March:**

- \*Strategic Planning – Quarterly Review (Completed)
- \*FY 2024 budget process continues – board input (Completed)

**April:**

- \*FY 2024 draft budget presented to board (in May) (Completed)
- \*Library Director Personnel Review – Director submits self-evaluation (Completed)

**May:**

- \*Library Director Personnel Review – Library Board completes Director evaluation forms (Completed)
- \*FY 2024 Budget Hearing (Completed)
- \*Director's Annual Evaluation – Closed Session (Completed)

**June:**

- \*Due: L-4029 signed millage tax rate form to Oakland County & City of Ferndale (Completed)
- \*Final budget amendments for FY 2023 (Completed)
- \*Approve renewal of Library General Property & Liability Insurance policy for FY 2024 (Completed)
- \*Approve FY 2024 Health Insurance Plan (Completed)
- \*Strategic Planning – Quarterly Review (skip)

**July:**

- \*Begin new FY 2024 (Complete)

August:

\*Library Board meeting August 10, 2022 due to Dream Cruise (Complete)

September:

October:

\*Conduct the annual library financial audit (prep work in progress)

\*MLA Annual Conference (Kalamazoo) October 17-20 (11 staff are attending)

November:

December:

\*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

\*Strategic Planning – Review

**Recommended Action:**

No action needed, informational only. Additional events will be added throughout the year.