

**DIRECTOR**  
Jordan Wright  
**ASST. DIRECTOR**  
Cricket Hoekstra  
**BOARD**  
Judeen Bartos  
Meghan Evoy  
Kelly Farrah  
Adrienne Fazzolara  
Amanda Hanlin  
Erin Hooper  
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

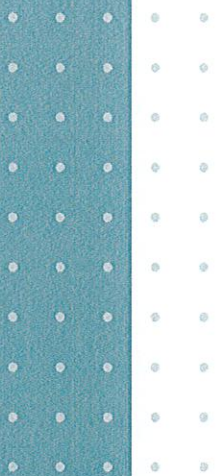
### AGENDA

May 16, 2024 - 6:30 PM

#### Board Meeting

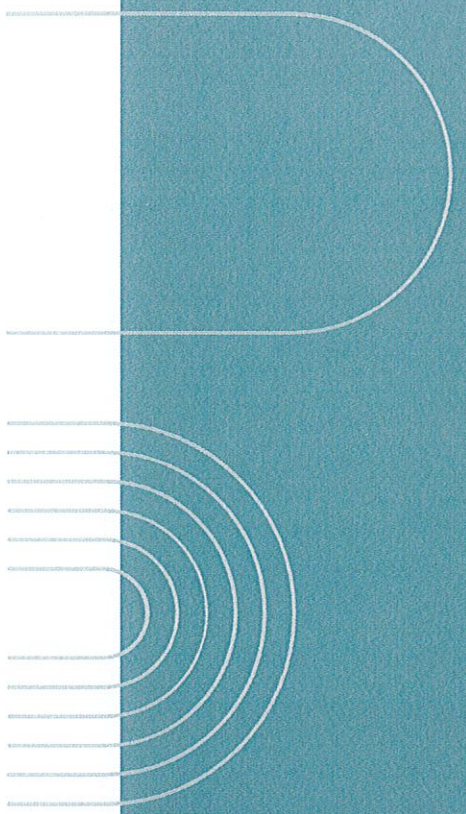
1. Call to order
2. Roll call
3. Approval of agenda
4. Presentation – Budget for FY25
5. Public Hearing on the Budget
6. Public Comment on the Budget - *Total time not to exceed 30 minutes, 3 minutes per speaker*
7. Approval of Budget FY25
8. Presentation – Marketing Coordinator, Jeff Milo
9. Public comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*
10. Minutes: Approve April 18, 2024 regular meeting
11. Director's report: Jordan Wright
12. Acceptance of expenditures and finance reports for the month of April
13. Board Calendar of Events
14. Committee reports
  - A. Art & Exhibitions – Erin
  - B. Friends of the FPL – Kelly
  - C. Finance – Judeen and Kevin
  - D. Personnel – Adrienne
  - E. Schools – Meghan
15. Committee membership appointments as needed
16. Review action items
17. Announcements/comments from board members
18. Adjourn

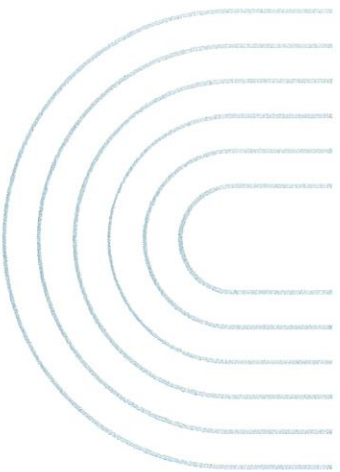
Proposed minutes of this meeting will be available for public inspection at the Ferndale Area District Library, located at 222 East Nine Mile Road, Ferndale, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved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



# FERNDALE AREA DISTRICT LIBRARY

*FY 2024-2025 Budget Proposal*





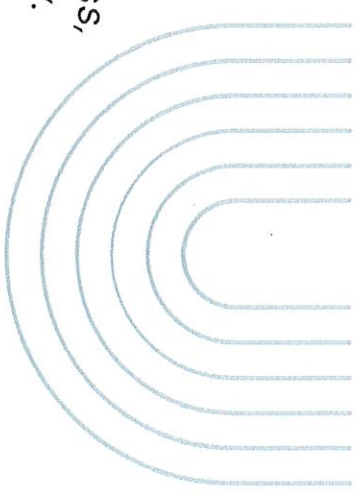
## MISSION

The Ferndale Area District Library strengthens the community by providing access to materials and services that inform, enrich, entertain, and empower.

## VISION

The Ferndale Area District Library is a leader in building and sustaining Ferndale as a creative city that attracts and nurtures talent, mobilizes ideas, stimulates innovation, and encourages diversity. The library is a center of cultural vitality and participation that enhances the quality of life for all Ferndale residents.





# 01. REIMAGINE OUTREACH

*Foster public engagement, personal connectiveness, and presence in public spaces throughout the City.*

# 02. STRENGTHEN INCLUSIVENESS

*Identify, reach, and welcome underrepresented perspectives.*

# 03. ENHANCE RESPONSIVENESS

*Re-evaluate and adapt services to meet the ever-changing needs of the community.*

# 04. RAISE AWARENESS

*Advocate for libraries by championing literacy and defending access, diversity, and equity.*



# Revenue



**Property Taxes (Real)**  
96%

- Property Taxes (Real)
- Property Taxes (Personal)
- Penal Fines
- State Aid
- Services & Fees
- Donations/Fundraising
- Miscellaneous



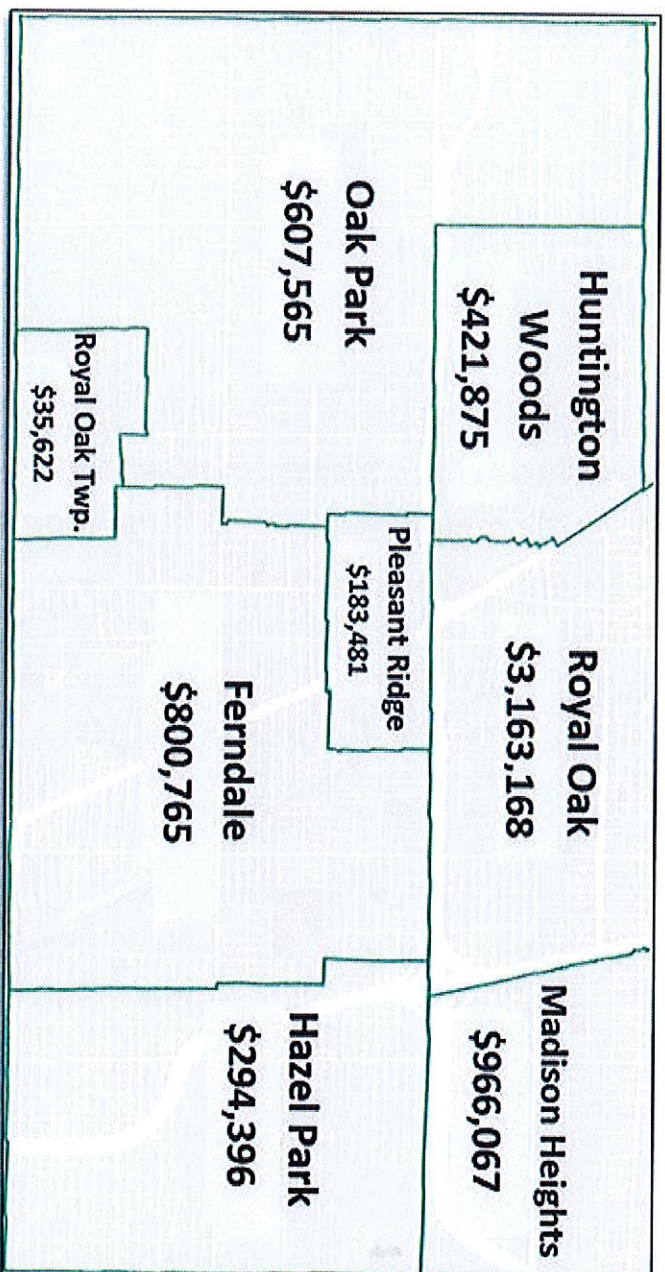
## How Much Did a Mill Raise in 2022?

The taxing power cities use to levy taxes is done with a Millage. A Millage or Mill is a certain amount of funding levied based on the following definition:

\$1 for every \$1,000 of taxable value.

For example, if a home has a taxable value of \$100,000 the amount 1Mill would raise is \$100 in taxes.

What this means is that each community has vast differences in what it means to levy 1Mill. The chart to the right illustrates the different amounts 1Mill raised in neighboring communities in 2022.



Source: City of Ferndale Triennial Adopted Budget 2024-2026



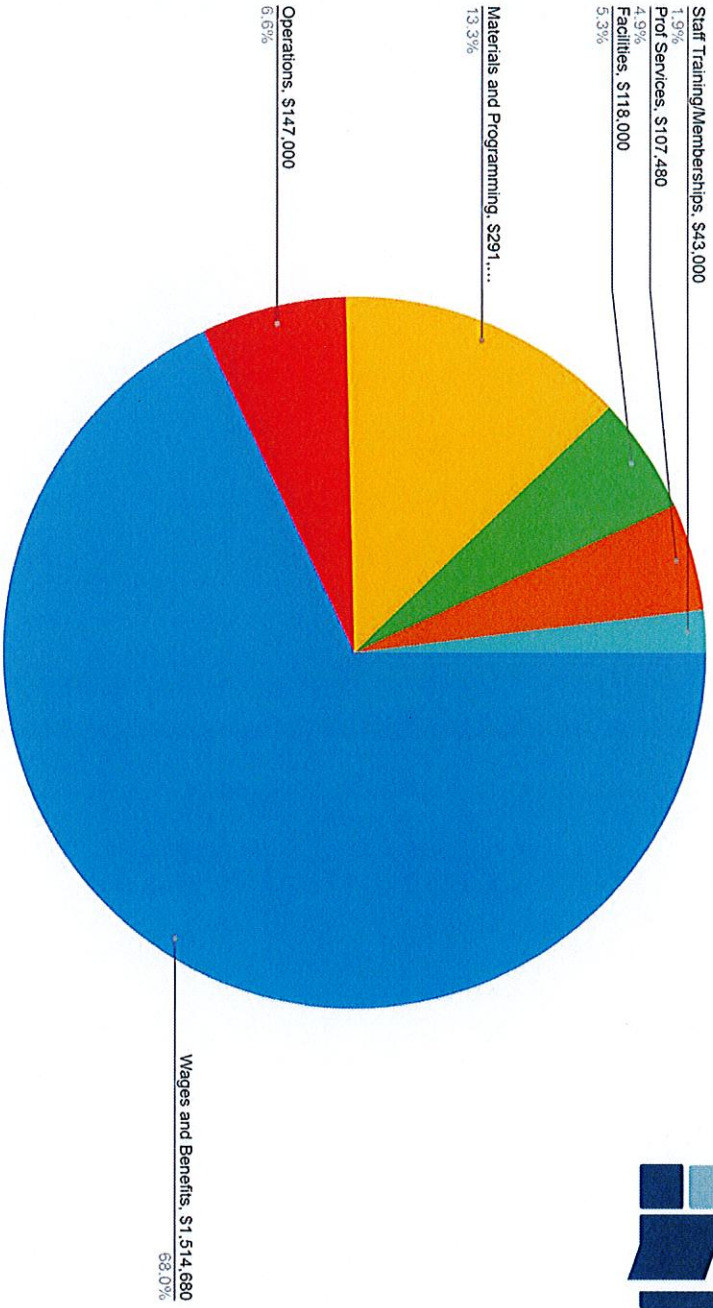
# MILL LEVY HISTORY

Voted Millage	Maximum allowable millage due to Headlee Rollback	Approved by the Library Board of Directors
3.5		
FY 2017-18	3.3974	3.2
FY 2018-19	3.3087	3.2
FY 2019-20	3.2167	3.1
FY 2020-21 (curbside/delivery only)	3.1230	2.8
FY 2021-22	3.0327	3.0
FY 2022-23	2.9286	2.9
FY 2023-24	2.9201	2.85
FY 2024-25 (proposed)	2.8646	2.85



# FY 2025 OPERATING EXPENSES

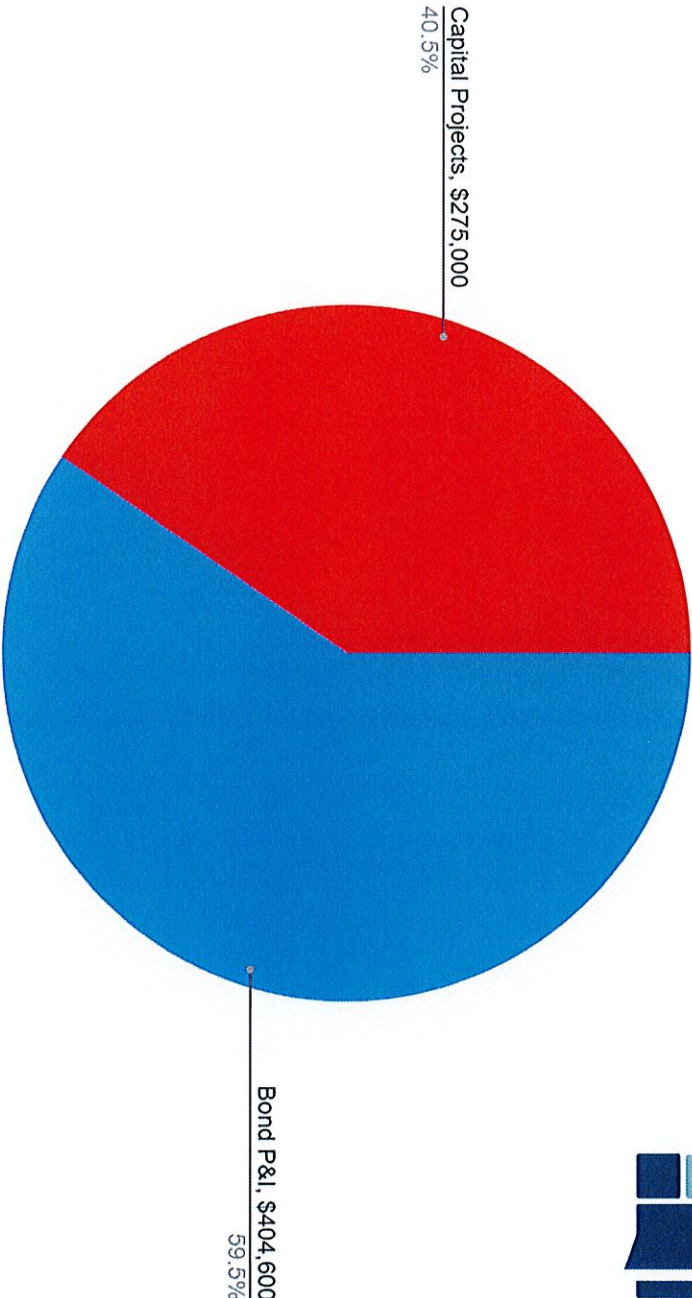
## Operating Expenses FY 25





# FY 2025 CAPITAL EXPENSES

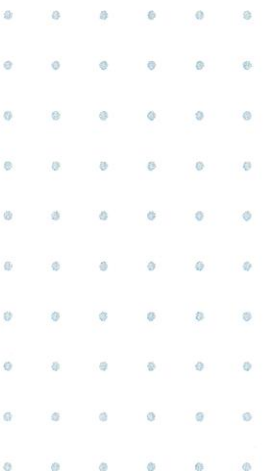
Capital Expenses FY 25



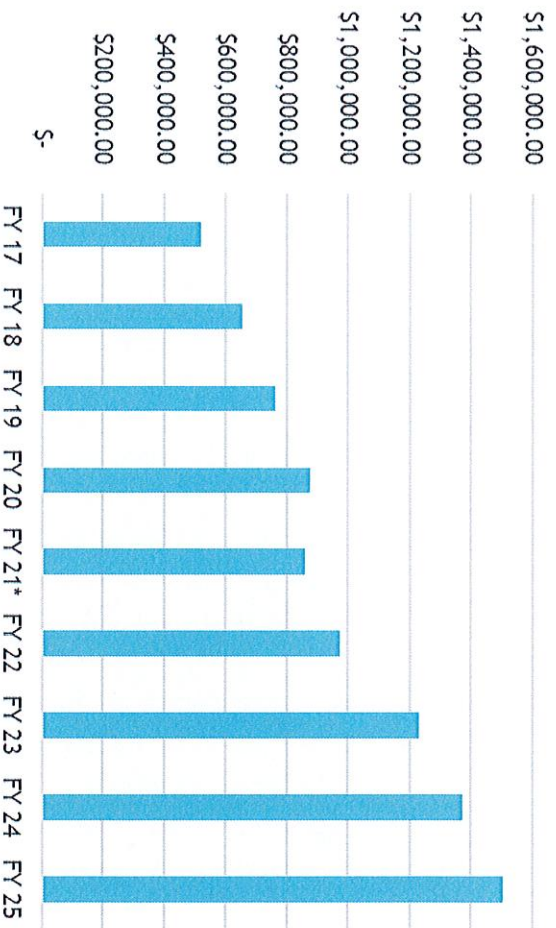
Capital Projects, \$275,000  
40.5%

Bond P&I, \$404,600  
59.5%

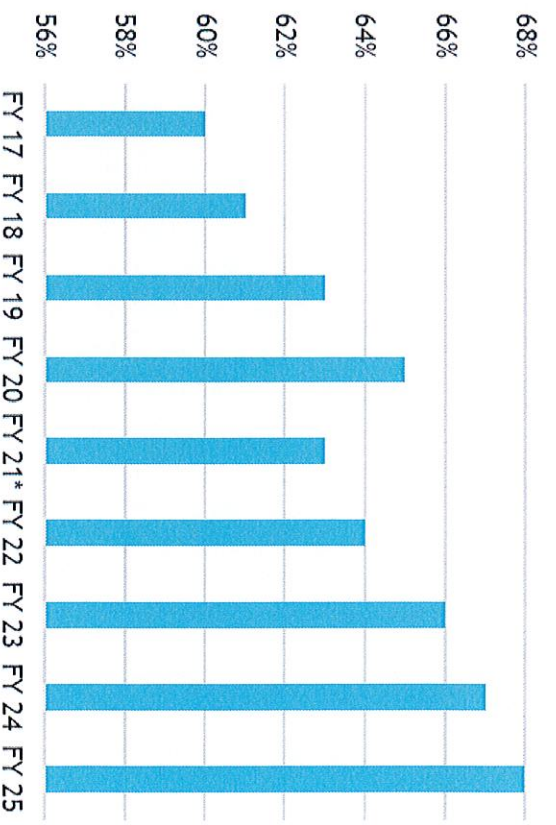
# WAGES & BENEFITS



## WAGES & BENEFITS



## PERCENTAGE OF OPERATING EXPENSES



# STAFFING

As promised of the voted millage, FADL increased open hours to 7 days a week, which occurred in September 2017

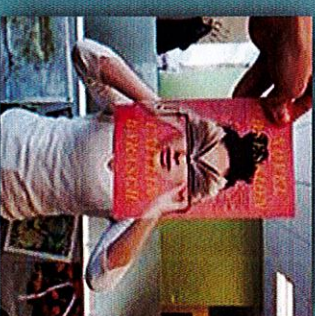
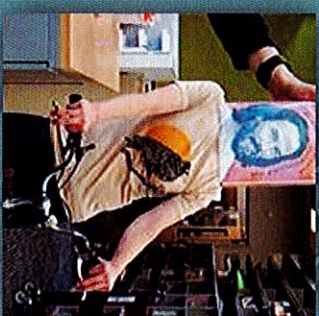
Staffing Levels in June 2017

- 8 Full-Time
- 7 Part-Time

Staffing Levels in May 2024

- 16 Full-Time
- 17 Part-Time

FADL uses substitute staff to fill in as needed.

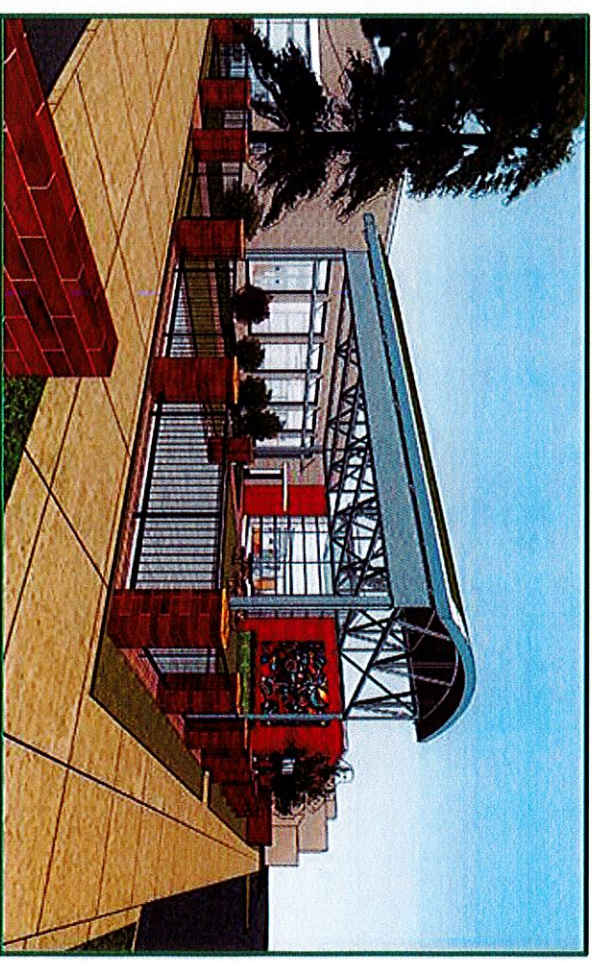


# CAPITAL PROJECTS FUND



## UPCOMING PROJECTS FY 25

- Gender Neutral Bathrooms
- Friend's Bookstore Relocation
- Staffroom Reconfiguration

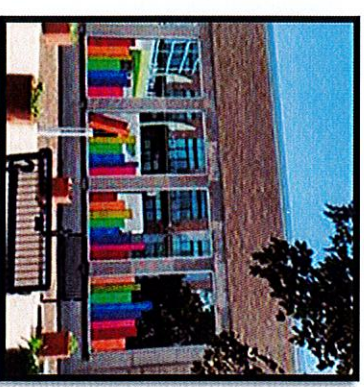


On the horizon: Courtyard Pavillion



# BOOKS AND MEDIA

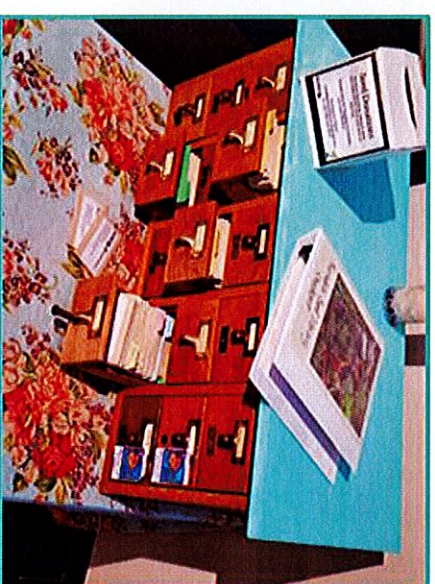
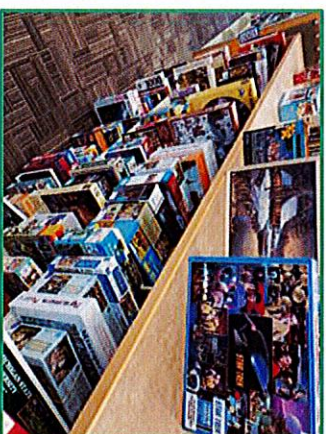
- The library offers print books, audiobooks, magazines, newspapers, graphic novels, DVDs/Blu-Rays, Video Games, and music CDs
- We select a wide variety of Fiction and Non-fiction for all interests
- The Library Board of Directors has approved an updated Material Selection Policy and challenge procedure in order to be prepared to handle any book challenges



# OTHER NON-BOOK



- Library of Things
- Youth STEM Kits
- WiFi Hot Spots
- Puzzles and Board games
- Zines
- Seeds



# E-LIBRARY

Download an app and take your library on the go!

- **Overdrive/Libby**
  - books, audiobooks, magazines, and videos
- **Hoopla:**
  - books, audiobooks, comics, music, movies and television
- **Kanopy:**
  - movies ranging from classics to newer releases, and independent films



# DATABASES

The library subscribes to some great resources for Ferndale Cardholders

- **Creativebug**
  - video tutorials and instructions for crafts/ hobbies
- **Mango Languages:**
  - Download the app and learn a new language, over 70 available
- **Consumer Reports:**
  - Access to all articles and product reviews
- **Cypress Resume Builder**
  - Cover letter and resume templates and tips





# LIBRARY MAILER

The PageTurner is FADL's newsletter that is mailed out to every household and business in Ferndale

After each issue that goes out, we see an increase in library card sign-ups and program registrations intended to reach residents who aren't following us online as well as connect with our current patrons

We currently publish 4 issues per year and are including a back to school postcard in FY 25.



# LIBRARY PROGRAMS

- Programming for all ages and interests
- Annual Summer Reading for all ages
- Concerts, storytimes, lectures, self improvement, crafts
- Follow us on Facebook or Instagram to see what's coming up!
- You can also find us doing programming at local businesses like Ferndale Project, 215 West, Treat Dreams, Drifter, and the WAB



**MONTHLY STORYTIMES**

**BABY STORYTIME**  
 MONDAY @ 10:30 AM  
 JUNE 9, 16, 23

**FAMILY STORYTIME**  
 WEDNESDAY @ 10:30 AM  
 JUNE 17, 24

First Come, First Served  
 Limited Seating Available  
 All Ages Welcome  
 Free Will Contribution

**Middle grade Tabletop RPG Group**  
 Every 1st & 3rd Thursday

Grades 6-8 • South Study Room • 6-7pm

Interested in solving puzzles, slaying monsters, and becoming mythical creatures? Join us for an adventure on tabletop RPGs!

Register at [www.fald.org/rpg](http://www.fald.org/rpg)  
 Open to all! Open to all!

**Teen Paint & Pour**

Leading the world in fun, fast, & easy to do! You'll get to paint and pour your own paint. It's a fun and creative activity that's perfect for teens and young adults. Come prepared to get a little messy!

March 28th @ 2pm  
 in the Program Room

April 13 & 20

Register at [fald.org/paint](http://fald.org/paint)

**TUESDAY, APRIL 30 | 6:30 PM**

**FERNDALE PROJECT BOOK CLUB**

In partnership with the Ferndale Library  
 Reading Discussion: *Between Two Kingdoms*  
 A Memoir by Shikha Anand  
 Author: Shikha Anand  
 Hosted by: Jennifer Smith

**BETWEEN TWO KINGDOMS**  
 A MEMOIR BY SHIKHA ANAND

**Ferndale Drifter GRAPHIC NOVEL BOOK CLUB**

**Tuesday, April 16 @ 6:30 pm**

Ferndale Library's Graphic Novel Book Club will be hosted at Drifter Office

Discussion: *Impossible People* by John Wark

Sign up: [fald.org/paint](http://fald.org/paint)

Cost: Free  
 Co-sponsored by the Library

PHOTOGRAPH BY: [Image]

QUESTION? CONTACT US AT: [Image]

MEETING LOCATION: FERNDALE LIBRARY 725 WINDHAMMS HWY.



FY 2025 Budget								
Fenndale Area District Library								
Voted Millage: 3.5 mills		FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
		Activity	Approved Budget	Projected Activity	Proposed Budget	Forecast Budget	Forecast Budget	
		Actual	Amended 1/18/2024					
General Fund - 101		2.9 mills	2.85 mills	2.85 mills	2.85 mills	2.77 mills	2.7 Mills	
Revenue								
101-271-404.000 - Voted Property Taxes	\$2,176,837.35	\$	2,384,162.00	\$2,384,162.00	\$2,598,385.00	\$2,654,118.00	\$2,719,139.00	
101-271-404.001 - Voted Property Taxes - Personal	\$39,974.46	\$	41,350.00	\$41,374.00	\$41,500.00	\$42,000.00	\$42,000.00	
101-271-567.000 - Library State Aid	\$19,157.84	\$	19,323.00	\$19,323.00	\$19,500.00	\$19,750.00	\$20,000.00	
101-271-581.000 - Grants								
101-271-607.000 - Fees for Services	\$1,683.75	\$	750.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
101-271-627.000 - Charge for Services	\$13,253.55	\$	7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	
101-271-645.000 - Print Sales & Copies	\$2,386.56	\$	7,600.00	\$7,600.00	\$8,500.00	\$8,500.00	\$8,500.00	
101-271-656.000 - Other Fees & Fines	\$28,674.98	\$	25,700.00	\$25,740.00	\$24,000.00	\$23,000.00	\$22,000.00	
101-271-660.000 - Fines & Forfeitures	\$1,647.02	\$	1,800.00	\$2,000.00	\$1,500.00	\$1,500.00	\$1,500.00	
101-271-675.001 - Individual Donations & Honorariums	\$4,901.70	\$	2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
101-271-675.002 - Contributions from Library Friends	\$3,890.00	\$	4,500.00	\$3,796.00	\$3,000.00	\$3,000.00	\$3,000.00	
101-271-675.003 - Special Event Proceeds								
101-271-675.004 - Library Board Fundraising	\$311.05	\$	300.00	\$300.00	\$300.00	\$300.00	\$300.00	
101-271-693.000 - Sale of Property	\$3,381.96	\$	3,500.00	\$3,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
101-271-695.000 - Miscellaneous Income	\$5,799.81	\$	7,100.00	\$7,918.00	\$5,500.00	\$5,500.00	\$5,500.00	
101-271-699.401 - Contributions from Capital Fund				\$125,000.00	\$225,000.00			
101-271-930.101 - Contribution from General Fund								
<b>Total Revenue</b>	<b>\$2,301,900.03</b>		<b>\$2,505,085.00</b>	<b>\$2,630,713.00</b>	<b>\$2,938,685.00</b>	<b>\$2,769,168.00</b>	<b>\$2,833,439.00</b>	

Max levy due to rollback is 2.8546

(estimated max tax rate due to Headlee)

(estimated max tax rate due to Headlee)

FY 2025 Budget	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Femdale Area District Library	Activity	Approved Budget	Projected Activity	Proposed Budget	Forecast Budget	Forecast Budget
	Actual	Amended 1/18/2024				
General Fund - 101 Expenses	2.9 mills	2.85 mills	2.85 mills	2.85 mills	2.77 mills	2.7 mills
101-271-706.001 - Salaries - Full-time	(\$589,856.50)	\$ (694,550.00)	(\$667,000.00)	(\$720,000.00)	(\$741,600.00)	(\$760,140.00)
101-271-706.002 - Salaries - Part-time	(\$181,016.44)	\$ (210,000.00)	(\$193,000.00)	(\$220,000.00)	(\$226,050.00)	(\$231,701.25)
101-271-706.003 - Salaries - Subs	(\$17,412.55)	\$ (19,000.00)	(\$22,000.00)	(\$26,000.00)	(\$26,715.00)	(\$27,382.88)
101-271-715.001 - Social Security - Employee	(\$66,133.25)	\$ (70,000.00)	(\$72,500.00)	(\$75,000.00)	(\$77,062.50)	(\$79,181.72)
101-271-715.002 - Social Security - Employer	(\$61,105.07)	\$ (70,000.00)	(\$72,500.00)	(\$75,000.00)	(\$77,062.50)	(\$79,181.72)
101-271-716.100 - Health Insurance	(\$91,590.86)	\$ (120,000.00)	(\$120,000.00)	(\$125,000.00)	(\$130,000.00)	(\$135,000.00)
101-271-717.000 - Life Insurance - EE	(\$7,252.56)	\$ (8,500.00)	(\$8,500.00)	(\$8,500.00)	(\$8,712.50)	(\$8,930.31)
101-271-718.000 - Pension-ICMA-RC 401	(\$44,864.97)	\$ (55,000.00)	(\$48,000.00)	(\$70,000.00)	(\$71,750.00)	(\$73,543.75)
101-271-720.001 - Medicare - Employee	(\$15,466.71)	\$ (16,000.00)	(\$17,000.00)	(\$17,000.00)	(\$17,425.00)	(\$17,860.63)
101-271-720.002 - Medicare - Employer	(\$14,291.12)	\$ (16,000.00)	(\$17,000.00)	(\$17,000.00)	(\$17,425.00)	(\$17,860.63)
101-271-721.001 - Federal Income Tax - Employee	(\$84,432.82)	\$ (90,000.00)	(\$90,000.00)	(\$90,000.00)	(\$107,625.00)	(\$110,315.63)
101-271-722.001 - Mill Income Tax - Employee	(\$38,642.39)	\$ (43,380.00)	(\$42,500.00)	(\$43,380.00)	(\$44,464.50)	(\$45,576.11)
101-271-722.002 - Mill Unemployment - Employer	\$ 0.00	\$ (1,980.00)	(\$1,980.00)			
101-271-723.001 - Local Income Tax - Employee	(\$1,216.11)	\$ (1,300.00)	(\$1,300.00)	(\$1,300.00)	(\$1,332.50)	(\$1,365.81)
101-271-725.000 - Workers Compensation	(\$1,161.00)	\$ (1,200.00)	(\$1,200.00)	(\$1,500.00)	(\$1,537.50)	(\$1,575.94)
101-271-730.000 - Postage, Mail Processing	(\$7.00)	\$ (8,000.00)	(\$9,300.00)	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)
101-271-740.000 - Operating Supplies	(\$35,998.55)	\$ (34,000.00)	(\$35,000.00)	(\$35,000.00)	(\$36,750.00)	(\$38,587.50)
101-271-742.000 - Books	(\$92,485.42)	\$ (95,600.00)	(\$95,600.00)	(\$100,000.00)	(\$102,500.00)	(\$105,000.00)
101-271-743.000 - Periodicals	(\$10,837.87)	\$ (10,000.00)	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)	(\$10,000.00)
101-271-745.000 - Audio-Visual Video	(\$35,408.39)	\$ (33,495.00)	(\$33,500.00)	(\$33,000.00)	(\$36,050.00)	(\$37,131.50)
101-271-746.000 - Other Non Book	(\$97,652.47)	\$ (105,000.00)	(\$105,000.00)	(\$105,000.00)	(\$107,500.00)	(\$110,000.00)
101-271-748.000 - Materials Processing Supplies	(\$9,311.45)	\$ (8,000.00)	(\$6,000.00)	(\$8,000.00)	(\$8,240.00)	(\$8,446.00)
101-271-775.000 - Repair & Maintenance	(\$29,756.24)	\$ (32,000.00)	(\$30,000.00)	(\$32,000.00)	(\$33,280.00)	(\$34,112.00)
101-271-802.000 - Audit/Actuarial Fees	(\$4,900.00)	\$ (6,825.00)	(\$6,852.00)	(\$7,480.00)	(\$7,600.00)	(\$7,750.00)
101-271-803.000 - The Library Network	(\$53,856.71)	\$ (55,000.00)	(\$56,078.50)	(\$57,500.00)	(\$60,000.00)	(\$62,500.00)

	FY 2025 Budget	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
	Ferrdale Area District Library	Activity	Approved Budget	Projected Activity	Proposed Budget	Forecast Budget	Forecast Budget
		Actual	Amended 1/18/2024				
	General Fund - 101 Expenses	2.9 mills	2.85 mills	2.85 mills	2.85 mills	2.77 mills	2.7 mills
101-271-818.000 - Contractual Services		(\$99,166.42)	\$ (80,000.00)	(\$105,000.00)	(\$85,000.00)	(\$87,125.00)	(\$89,303.13)
101-271-853.000 - Phone/Communications		(\$6,500.84)	\$ (7,000.00)	(\$6,500.00)	(\$7,000.00)	(\$7,210.00)	(\$7,426.30)
101-271-885.000 - Special Programs		(\$34,374.85)	\$ (35,000.00)	(\$35,000.00)	(\$36,000.00)	(\$36,500.00)	(\$37,000.00)
101-271-900.000 - Printing & Publishing		(\$24,973.09)	\$ (24,000.00)	(\$23,200.00)	(\$26,000.00)	(\$26,780.00)	(\$27,583.40)
101-271-914.000 - Liability Insurance		(\$13,776.00)	\$ (14,600.00)	(\$14,631.00)	(\$15,000.00)	(\$15,500.00)	(\$16,000.00)
101-271-920.000 - Utilities		(\$39,526.47)	\$ (44,000.00)	(\$44,000.00)	(\$46,000.00)	(\$47,380.00)	(\$48,801.40)
101-271-931.000 - Facilities Maintenance		(\$36,005.24)	\$ (40,000.00)	(\$38,000.00)	(\$40,000.00)	(\$42,000.00)	(\$44,000.00)
101-271-943.000 - Equipment Rental		(\$6,976.30)	\$ (8,400.00)	(\$9,000.00)	(\$9,000.00)	(\$9,000.00)	(\$9,000.00)
101-271-956.000 - Miscellaneous		(\$2,325.60)	\$ (1,500.00)	(\$1,600.00)	(\$2,000.00)	(\$2,000.00)	(\$2,000.00)
101-271-957.000 - Training/Education		(\$18,168.80)	\$ (28,000.00)	(\$26,000.00)	(\$30,000.00)	(\$31,000.00)	(\$32,000.00)
101-271-958.000 - Memberships & Dues		(\$5,151.62)	\$ (9,000.00)	(\$12,000.00)	(\$13,000.00)	(\$13,390.00)	(\$13,791.70)
101-271-960.000 - County Delinquent Tax Chargeback			\$ (950.00)	(\$850.00)			
101-271-965.401 - Contributions to Capital Fund						(\$25,000.00)	(\$25,000.00)
101-271-977.000 - Capital Outlay		(\$148,235.47)		(\$150,000.00)		(\$50,000.00)	(\$50,000.00)
101-271-992.000 - Debt Svc- Principal		(\$325,000.00)	\$ (345,000.00)	(\$345,000.00)	(\$360,000.00)	(\$375,000.00)	(\$380,000.00)
101-271-994.000 - Interest Expense		(\$64,700.00)	\$ (54,950.00)	(\$54,950.00)	(\$44,600.00)	(\$30,200.00)	(\$15,200.00)
<b>Total Expenses</b>		<b>(\$2,409,537.15)</b>	<b>(\$2,497,230.00)</b>	<b>(\$2,627,541.50)</b>	<b>(\$2,918,260.00)</b>	<b>(\$2,758,767.00)</b>	<b>(\$2,810,249.29)</b>

	FY 2025 Budget	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Ferrdale Area District Library		Activity Actual	Approved Budget Amended 1/18/2024	Projected Activity	Proposed Budget	Forecast Budget	Forecast Budget
General Fund - 101		2.9 mills	2.85 mills	2.85 mills	2.85 mills	2.77 mills	2.7 mills
General Fund Balance Change:		-\$107,637.12	\$7,855.00	\$3,171.50	\$20,425.00	\$10,401.00	\$23,189.71
General Fund Balance at the Beginning of the FY:		\$416,116.94	\$ 365,825.00	\$ 365,825.00 *	\$368,996.50	\$389,421.50	\$399,822.50
General Fund Balance at the End of the FY:		\$365,825.00	\$373,680.00	\$368,996.50	\$389,421.50	\$399,822.50	\$423,012.21
				*post-audit fund balance			

**DIRECTOR**  
Jordan Wright  
**ASST. DIRECTOR**  
Kricket Hoekstra  
**BOARD**  
Judeen Bartos  
Meghan Evoy  
Kelly Farrah  
Adrienne Fazzolara  
Amanda Hanlin  
Erin Hooper  
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

### Proposed Minutes

April 18, 2024 - 6:30 PM

#### Board Meeting

1. Call to order: Meeting called to order by Judeen Bartos at 6:30 p.m.
2. Roll call: Judeen Bartos, Adrienne Fazzolara, Erin Hooper, Meghan Evoy, Kevin Yezbick. Amanda Hanlin and Kelly Farrah absent with notice.  
Director Jordan Wright and Assistant Director/Recording Secretary Kricket Hoekstra also present.
3. Approval of agenda  
**A MOTION BY Evoy and seconded by Hooper to approve the agenda as presented;** passed unanimously.
4. Minutes: Approve March 21, 2024 regular meeting  
**A MOTION BY Yezbick and seconded by Fazzolara to approve the March 21, 2024 regular meeting minutes as presented;** passed unanimously.
5. Public comment – *Total time not to exceed 30 minutes, 3 minutes per speaker*  
Quinn Zeagler, chair of Ferndale’s resident-led Finance Committee, shared information on the city’s potential Headlee override millage renewal.
6. Presentation – Everett Pine, youth librarian department head  
Pine presented an overview of the Youth Services Department and Kid’s Corner at the library, including seasonal scavenger hunts, sensory accessibility kits, and 1000 books before kindergarten. He also summarized the different collections available and the vast array of programs provided.
7. Director’s report: Jordan Wright  
Wright presented the Director’s Report and shared updates on staffing, facilities, and upcoming programs.
8. Millenium Business Systems – New copier contract  
Wright gave an overview of a new contract prepared by Millenium, featuring easier to use equipment that supports a higher number of monthly prints.  
**A MOTION by Evoy and seconded by Hooper approving the Director to negotiate and sign the new copier contract;** passed unanimously.
9. FY25 Budget draft - discussion
10. Financial Audit Bid – recommendation and motion  
Two companies submitted bids for the library’s auditing services. The Financial Committee has already met to discuss them and recommends that the library appoint Gabridge & Company.  
**A MOTION by Yezbick and seconded by Evoy to approve the appointment of Gabridge & Company as our Financial Auditor for the next three years;** passed unanimously.
11. Policy Committee – recommendation to add a “Manipulating Library Property” section to the Patron Behavior Policy.  
**A MOTION by Hooper and seconded by Fazzolara to approve edits to the Patron Behavior policy;** passed unanimously.
12. Acceptance of expenditures and finance reports for the month of March

**A MOTION by Yezbick and seconded by Fazzolara to accept the finance reports for the month of March;** passed unanimously .

**13. Bid review, interior remodel project**

The library received bids separating the interior remodeling from the courtyard project. The Financial Committee met to review the bids, and recommended the library employ the Alan Group for the interior renovations.

**A MOTION by Evoy and seconded by Hooper to approve the Alan Group's bid for the interior remodel;** passed unanimously.

**14. Board Calendar of Events**

**15. Committee reports**

**A. Art & Exhibitions** – Hooper reported that the Spring art show opens on Sunday April 21st- there are 15 artists featured in this show. Shows are booked through November of this year.

**B. Friends of the FPL** – Wright attended this week's Friends meeting and updated them on the upcoming renovations which will affect their store. The Friends bought lunch for library staff to celebrate National Library Workers Day last Tuesday.

**C. Equity, Diversity and Inclusion** - no report

**D. Finance** – Bartos and Yezbick- no additional information other than what was already discussed

**E. Personnel** – Fazzolara- the Director's review will be in November 2024.

**F. Schools** – Evoy, nothing to add as Pine covered this in his presentation.

**16. Committee membership appointments as needed- none.**

**17. Review action items**

**18. Announcements/comments from board members:** Hooper wished the library a belated "Happy National Library Week" and remarked that she is grateful to be here. Yezbick thanked Quinn Zeagler for the financial committee work and information, which was echoed by Fazzolara. Yezbick went to the Ferndale Garden Club meeting and they had nothing but good things to say about the library. Bartos mentioned that there is a place in the Friend's store to recycle eclipse glasses. Fazzolara thanked Wright for all of the hiring he has been doing to fill personnel gaps.

**19. Adjourn**

**A MOTION by Bartos and seconded by Evoy to adjourn at 8:03 pm;** 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.)



**DIRECTOR**  
Jordan Wright

**ASST. DIRECTOR**  
Kricket Hoekstra

**BOARD**

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



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

## Director's Report – 5/16/2024

### Staff Updates

**New Circulation Specialists:** Our new Circulation Specialist is Ashley. Ashley will mostly be working weekends for us, as she works during the week at the Charles H. Wright Museum of African American History. She is currently enrolled in the MLIS program at Wayne State.

**New Pages:** We've hired two new pages: Grace and Allison. Grace is a college student with experience working in libraries. Allison is a Ferndale resident and high school student who currently volunteers at our Friend's bookstore. They began their training this week.

**Representation at KDL:** Librarians Simon and Damon presented their *How to Support Trans Staff* presentation at the Kent District Library's all-staff in-service. KDL reimbursed FADL for the majority of the expenses incurred.

### Building/Library Updates

**Interior Remodel:** Building Permit has been submitted; the plans are being reviewed but we expect approval shortly. Once approved, The Alan Group is ready to mobilize immediately.

**Staff Workroom Reconfiguration:** As a refresher, when we created 2 full-time Technical Services positions last May, the plan was to redesign the staff area to accommodate those positions. Last week, Asst Director Hoekstra and myself met with the designers and the staff that this reconfiguration will affect and have a suitable plan going forward that will require only a minimal quantity of new materials.

**Summer Reading 2024:** This year's Summer Reading theme is *The Adventure Begins at your Library*. Our annual Summer Reading kickoff event will take place on Saturday, June 8<sup>th</sup> from 12-4 PM in the library's courtyard. After signing up for Summer Reading, attendees can help themselves to ice cream and coffee from Treat Dreams and Milieu, respectively, and there will be a number of fun yard games and activities for children.



## April 2024 Statistics

### ***New Items Added***

Adult Books: 279  
 CDs: 48  
 DVDs/Blu-rays: 45  
 Audiobooks: 11  
 Children's Books: 247  
 Teen Books: 35  
 Magazines: 86  
 Puzzles/Board Games: 8  
 Video Games: 6  
 Library of Things: 0  
**Total: 765**  
 Overdrive Advantage Titles  
 added: 64

### ***Library Usage***

Library Visits: 10,307  
 Home Delivery: 3  
 New Users Added: 141  
 Public Computer Sessions: 1,449  
 Web Sessions: 10,641  
 Page views: 15,323

### **Total questions/requests**

Reference desk: 1,594  
 Youth desk: 416  
 Circulation desk: 1,415

### **Circulation by Media Type**

Print Books	6,657
Audio Music	707
Audiobooks	94
Visual Media	1,924
Magazine	113
Board games/puzzles	359
Video games	199
Library of Things	57
Other	44

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

#### ***Desks***

**Total earnings (does not include Friends):** \$1,153.64  
 Fees: \$109.00  
 Fax: \$96.00  
 Ref Desk – Misc.: \$557.45  
 Computer Passes: \$171.95  
 Printing & Copier: \$7.75  
 Lost Items: \$60.00  
 Non-Resident Cards: \$75.00  
 Donations: \$131.00  
 Earbuds/Flash drives: \$2.00

#### **Total Friends earnings**

Book Store: \$682.89  
 Shirts and Bags: \$30.00  
 Amazon Sales: \$265.78

**Total Programs Offered: 39**

**Total Program Attendance: 1,014**

Total Library Checkouts: 13,761

Total Digital Checkouts: 5,336

Items Loaned through ILL: 2,037

Items Loaned through MelCat: 156

Items Borrowed through ILL: 2,908

Items Borrowed through MelCat: 72

## Digital Circulation

### Overdrive:

Total Downloads: 3,558

Total Users: 864

New Users: 58

### Hoopla:

Total Downloads: 1,195

Total Users: 368

New Users: 33

### Kanopy:

Video Plays: 583

Total User Accounts: 250

### Social Media – December

Insights from our social media...

**Podcast** – 201 downloads

### Main Facebook Page

New Page Likes: 20

New Page Followers: 42

Post Engagement: 1,700

Overall Reach: 28,000

Page/Profile Visits: 1,590

Video Content (minutes viewed): 23

Post Reach: 20,000

### Tik Tok

Followers: 5,306

Total Likes: 210,790

Monthly Video Views: 19,900

Monthly Likes: 2,000

Monthly Profile Visits: 135

Monthly Shares: 70

### Instagram:

Post engagement: 3,400

Story Reach: 1,000

Overall Reach: 8,300

Interactions: 800

IG Profile Visits: 400

New Followers/Growth Rate: 37 (1%)

Post Reach: 4,000

### Teen Instagram:

Post Engagement: 265

Overall Reach: 900

Interactions: 100

Profile Visits: 25

New Followers/Growth Rate: 10 (1.1%)

Post Reach: 260

Story Reach: 115

**April 2024 Adult Programs**

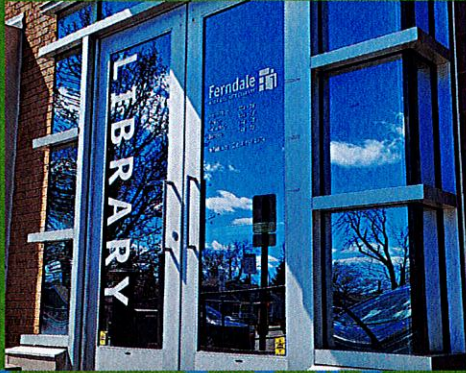
DATE	PROGRAM	ADULTS	KIDS	ZOOM	TOTAL
4/1/2024	Chess Club	6	2		8
4/7/2024	yoga	20			20 FULL
4/8/2024	musical trivia	37			37 FULL
4/9/2024	Film Club	6			6
4/10/2024	Sci Fi Book Club	16		2	18
4/14/2024	Concert	45			45
4/16/2024	Graphic Novel Book Club	16			16
4/20/2024	Beeswax craft	14			14 FULL
4/21/2024	Art Reception	110			110
4/30/2024	Ferndale Project Book Club	42			42 FULL- also one dog
<b>Total</b>	<b>Programs</b>	<b>312</b>		<b>2</b>	<b>316</b>

**April 2024 Youth Programs**

DATE	PROGRAM	ADULTS	KIDS	TOTAL
4/1/2024	April Take-home Kit (Ladybug)		24	24
4/1/2024	Spring Scavenger Hunt (4/1-4/6)		17	17
4/3/2024	Family Storytime	10	15	25
4/4/2024	Outreach: Drayton		46	46
4/4/2024	Middle Grade Tabletop RPG		5	5
4/5/2024	Baby Storytime	6	7	13
4/7/2024	Spring Scavenger Hunt (4/7-4/13)		12	12
4/8/2024	Outreach: FLEL STEAM	1	12	13
4/10/2024	Outreach: FECC Preschool	23	144	167
4/10/2024	Family Storytime	11	14	25
4/11/2024	Outreach: Drayton		46	46
4/11/2024	Middle School Board Game Club		3	3
4/12/2024	Baby Storytime	8	9	17
4/13/2024	Unicorn Party	19	23	42
4/14/2024	Spring Scavenger Hunt (4/14-4/20)		15	15
4/15/2024	Outreach: FMS Rainbow Club	1	15	16
4/17/2024	Family Storytime	7	7	14
4/17/2024	Pokemon Club		17	17
4/18/2024	Outreach: Drayton		46	46
4/18/2024	Middle Grade Tabletop RPG		5	5
4/19/2024	Baby Storytime	4	4	8
4/21/2024	Spring Scavenger Hunt (4/21-4/27)		10	10
4/22/2024	Family Zine Workshop	9	12	21
4/25/2024	Outreach: Drayton		46	46
4/25/2024	Outreach: FMS class tours \	4	9	13
4/28/2024	Spring Scavenger Hunt (4/28-4/30)		5	5
4/30/2024	Outreach: UHS Library Tour	2	19	21
4/30/2024	Reading Rainbow		6	6
4/30/2024	Rainbow Caregiver Club	0		0



# MAY YOUTH EVENTS



## Storytimes

### Family Storytime:

*\*Wednesdays at 10:30 am*  
\*May 1 & May 15 (Ages 2-6)  
First come, first served.  
Learn more at [fadl.org/family](http://fadl.org/family)

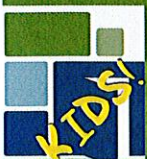
### Baby Storytime:

*Fridays @ 10:30 am*  
May 3, 10  
(Under 2-years-old)  
First come, first served.  
Learn more at [fadl.org/baby](http://fadl.org/baby)

### Sensory Friendly Storytime:

*Tues., May 14 @ 10:30 am*  
Join us for stories, play, and activities geared toward children with sensory sensitivities or needing sensory accommodations.

**FYI: Memorial Day Holiday Hours:**  
The library will be closed on Sun., May 26 & Mon., May 27.  
Info at: [fadl.org](http://fadl.org)



### May 1 - Lower Elementary Book Club - 6:30 pm:

Kids in grades K-2 can join us to discuss 'The Good Hair Day' by Christian Trimmer. Find more info at: [fadl.org/lebc](http://fadl.org/lebc)



### May 2 & May 16 - Middle Grade Tabletop RPG Group - 6:30 pm:

Explore tabletop games similar to Dungeons & Dragons. Grades 6-8 can be signed up at: [fadl.org/rpg](http://fadl.org/rpg)



### May 8 - Upper Elementary Book Club - 6:30 pm:

Kids in Grades 6-8 can join us to discuss The Turtle of Oman by Naomi Shihab Nye. Find more info at: [fadl.org/uebc](http://fadl.org/uebc)



### May 9 - Middle School Board Game Club - 6:00 pm

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



### May 15 - Pokemon Club - 6:00 pm

Kids, ages 7-11, can gather, learn, and have fun talking about Pokémon. Bringing cards is optional. Sign up at: [fadl.org/pokemon](http://fadl.org/pokemon)



### May 22 - Teatime Storytime - 4:00 pm

Kids ages 7-12 can join youth librarians in the program room, sampling three types of tea while also enjoying snacks and fun, engaging stories! Sign up at: [fadl.org/teatime](http://fadl.org/teatime)



### May 23 - Ice Cream & Stories at Treat Dreams - 6:30 pm:

Join us inside Treat Dreams for ice cream and stories to celebrate the premiere of a new FADL-themed ice cream flavor, "Goodnight Blue Moon," or, you can also try Meillie's special hot chocolate!



### May 28 - Reading Rainbow - 6:00 pm:

Co-hosted with Affirmations: Social hour with a book discussion included, for kids in grades 4-8; drop-ins welcome. Sign up at: [fadl.org/reading-rainbow](http://fadl.org/reading-rainbow)



### NEW TEEN SPACE:

On weekdays, from 2:00 pm - 6:00 pm,  
this space will be reserved for teen patrons!



# Balance Sheet

Ferndale Area District Library  
As of April 30, 2024

APR 30, 2024

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## Assets

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### Current Assets

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#### Cash and Cash Equivalents

Capital Projects Account	449,205.16
General Account	757,294.09
<b>Total Cash and Cash Equivalents</b>	<b>1,206,499.25</b>

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<b>Total Current Assets</b>	<b>1,206,499.25</b>
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<b>Total Assets</b>	<b>1,206,499.25</b>
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## Liabilities and Equity

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### Equity

Current Year Earnings	271,336.37
Retained Earnings	935,162.88
<b>Total Equity</b>	<b>1,206,499.25</b>

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<b>Total Liabilities and Equity</b>	<b>1,206,499.25</b>
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**FY 2024 Budget**  
**Ferndale Area District Library**

**General Fund - 101**

**Revenue**

	<b>April 2024</b>	<b>FY 2024 YTD as of 4/30/2024</b>	<b>FY 2024 Budget Amended 1/18/2024</b>
101-271-404.000 - Voted Property Taxes	\$ 58.12	\$ 2,345,388.85	\$ 2,384,162.00
101-271-404.001 - Voted Property Taxes - Personal	\$ -	\$ 41,374.24	\$ 41,350.00
101-271-567.000 - Library State Aid	\$ -	\$ 19,460.02	\$ 19,323.00
101-271-581.000 - Grants	\$ -	\$ -	\$ -
101-271-607.000 - Fees for Services	\$ 25.00	\$ 975.00	\$ 750.00
101-271-627.000 - Charge for Services	\$ 587.52	\$ 6,868.86	\$ 7,000.00
101-271-645.000 - Print Sales & Copies	\$ 396.50	\$ 7,469.60	\$ 7,600.00
101-271-656.000 - Other Fees & Fines	\$ -	\$ 25,740.81	\$ 25,700.00
101-271-660.000 - Fines & Forfeitures	\$ 99.00	\$ 1,994.00	\$ 1,800.00
101-271-675.001 - Individual Donations & Honorariums	\$ 44.00	\$ 1,930.36	\$ 2,000.00
101-271-675.002 - Contributions from Library Friends	\$ -	\$ 1,546.52	\$ 4,500.00
101-271-675.003 - Special Event Proceeds	\$ -	\$ -	\$ -
101-271-675.004 - Library Board Fundraising	\$ -	\$ 174.00	\$ 300.00
101-271-693.000 - Sale of Property	\$ 17.00	\$ 2,921.02	\$ 3,500.00
101-271-695.000 - Miscellaneous Income	\$ -	\$ 7,177.21	\$ 7,100.00
101-271-699.401 - Contributions from Capital Fund	\$ -	\$ -	\$ -
101-271-930.101 - Contributions from General Fund	\$ -	\$ (108,000.84)	\$ -
<b>Total Revenue</b>	<b>\$ 1,227.14</b>	<b>\$ 2,355,019.65</b>	<b>\$ 2,505,085.00</b>

**General Fund - 101**

**Expenses**

	<b>April 2024</b>	<b>FY 2024 YTD as of 4/30/2024</b>	<b>FY 2024 Budget Amended</b>
101-271-706.001 - Salaries - Full-time	\$ (47,747.93)	\$ (533,371.99)	\$ (694,550.00)
101-271-706.002 - Salaries - Part-time	\$ (13,638.48)	\$ (151,880.27)	\$ (210,000.00)
101-271-706.003 - Salaries - Subs	\$ (1,588.65)	\$ (15,827.98)	\$ (19,000.00)
101-271-715.001 - Social Security - Employee	\$ (5,175.66)	\$ (57,380.15)	\$ (70,000.00)
101-271-715.002 - Social Security - Employer	\$ (5,175.65)	\$ (57,379.60)	\$ (70,000.00)
101-271-716.100 - Health Insurance	\$ (6,770.30)	\$ (87,646.59)	\$ (120,000.00)
101-271-717.000 - Life Insurance - EE	\$ -	\$ (5,745.00)	\$ (8,500.00)
101-271-718.000 - Pension- ICMA-RC 401	\$ (5,045.22)	\$ (43,005.04)	\$ (55,000.00)
101-271-720.001 - Medicare - Employee	\$ (1,210.41)	\$ (13,419.57)	\$ (16,000.00)
101-271-720.002 - Medicare - Employer	\$ (1,210.47)	\$ (13,419.63)	\$ (16,000.00)
101-271-721.001 - Federal Income Tax - Employee	\$ (5,741.17)	\$ (75,694.71)	\$ (90,000.00)
101-271-722.001 - MI Income Tax - Employee	\$ (3,124.62)	\$ (33,910.87)	\$ (43,380.00)
101-271-722.002 - MI Unemployment - Employer	\$ -	\$ (1,980.00)	\$ (1,980.00)
101-271-723.001 - Local Income Tax - Employee	\$ (99.84)	\$ (1,064.61)	\$ (1,300.00)
101-271-725.000 - Workers Compensation	\$ (1,486.00)	\$ (2,471.00)	\$ (1,200.00)
101-271-730.000 - Postage, Mail Processing	\$ -	\$ (7,095.12)	\$ (8,000.00)
101-271-740.000 - Operating Supplies	\$ (2,055.15)	\$ (27,849.61)	\$ (34,000.00)
101-271-742.000 - Books	\$ (7,671.12)	\$ (66,247.81)	\$ (95,600.00)
101-271-743.000 - Periodicals	\$ (390.03)	\$ (8,906.70)	\$ (10,000.00)
101-271-745.000 - Audio-Visual, Video	\$ (2,481.26)	\$ (23,957.70)	\$ (33,495.00)
101-271-746.000 - Other Non Book	\$ (5,510.16)	\$ (80,578.71)	\$ (105,000.00)

General Fund - 101	April 2024	FY 2024 YTD as of 4/30/2024	FY 2024 Budget Amended 1/18/2024
101-271-748.000 - Materials Processing Supplies	\$ (355.22)	\$ (3,912.26)	\$ (8,000.00)
101-271-775.000 - Repair & Maintenance	\$ (3,621.93)	\$ (20,218.20)	\$ (32,000.00)
101-271-802.000 - Audit/Actuarial Fees	\$ -	\$ (6,825.00)	\$ (6,825.00)
101-271-803.000 - The Library Network	\$ (12,181.88)	\$ (58,242.52)	\$ (55,000.00)
101-271-818.000 - Contractual Services	\$ (9,951.15)	\$ (96,134.73)	\$ (80,000.00)
101-271-853.000 - Phone/Communications	\$ (541.56)	\$ (5,399.57)	\$ (7,000.00)
101-271-885.000 - Special Programs	\$ (1,536.77)	\$ (19,150.10)	\$ (35,000.00)
101-271-900.000 - Printing & Publishing	\$ (286.00)	\$ (16,668.60)	\$ (24,000.00)
101-271-914.000 - Liability Insurance	\$ -	\$ (14,631.00)	\$ (14,600.00)
101-271-920.000 - Utilities	\$ (3,622.72)	\$ (34,957.63)	\$ (44,000.00)
101-271-931.000 - Facilities Maintenance	\$ (3,075.50)	\$ (28,578.34)	\$ (40,000.00)
101-271-943.000 - Equipment Rental	\$ (622.52)	\$ (7,158.68)	\$ (8,400.00)
101-271-956.000 - Miscellaneous	\$ (73.25)	\$ (1,065.00)	\$ (1,500.00)
101-271-957.000 - Training/Education	\$ (663.51)	\$ (18,314.82)	\$ (28,000.00)
101-271-958.000 - Memberships & Dues	\$ (2,150.72)	\$ (7,554.52)	\$ (9,000.00)
101-271-960.000 - County Delinquent Tax Chargeback	\$ -	\$ (950.00)	\$ (950.00)
101-271-965.401 - Contributions to Capital Fund	\$ -	\$ 108,000.84	\$ -
101-271-977.000 - Capital Outlay	\$ (35,139.65)	\$ (143,140.49)	\$ -
101-271-992.000 - Debt Svc- Principal	\$ -	\$ (345,000.00)	\$ (345,000.00)
101-271-994.000 - Interest Expense	\$ -	\$ (54,950.00)	\$ (54,950.00)
<b>Total Expenses</b>	<b>\$ (189,944.50)</b>	<b>\$ (2,083,683.28)</b>	<b>\$ (2,497,230.00)</b>
<b>Net Income / (Loss):</b>	<b>\$ (188,717.36)</b>	<b>\$ 271,336.37</b>	<b>\$ 7,855.00</b>
<b>Fund Balance Change:</b>			<b>\$ 7,855.00</b>
<b>Fund Balance at the Beginning of the FY:</b>			<b>\$ 365,825.00</b>
<b>Fund Balance at the End of the FY:</b>			<b>\$ 373,680.00</b>



# Income Statement (Profit and Loss)

Ferndale Area District Library  
For the month ended April 30, 2024

	APR 2024	APR 2023	APR 2022
<b>Income</b>			
404.000 - Voted Property Taxes	58	1,292	39
567.000 - Library State Aid	-	9,662	-
607.000 - Fees for Services	25	50	25
627.000 - Charge for Services	588	1,048	1,167
645.000 - Print Sales & Copies	397	75	234
660.000 - Fines & Forfeitures	99	78	75
673.000 - Sale of Property (pre-FYE2022)	-	-	117
675.001 - Individual Donations & Honorariums	44	3	46
675.002 - Contributions from Library Friends	-	3,000	-
693.000 - Sale of Property	17	94	-
695.000 - Miscellaneous Income	-	(7)	2
<b>Total Income</b>	<b>1,227</b>	<b>15,295</b>	<b>1,704</b>
<b>Gross Profit</b>	<b>1,227</b>	<b>15,295</b>	<b>1,704</b>
<b>Operating Expenses</b>			
706.001 - Salaries - Full-time	47,748	44,494	35,750
706.002 - Salaries - Part-time	13,638	14,393	9,974
706.003 - Salaries - Subs	1,589	1,153	762
715.001 - Social Security - Employee	5,176	4,884	3,800
715.002 - Social Security - Employer	5,176	4,884	3,800
716.100 - Health Insurance	6,770	7,385	9,386
717.000 - Life Insurance - EE	-	648	446
718.000 - Pension- ICMA-RC 401	5,045	3,815	4,122
720.001 - Medicare - Employee	1,210	1,142	889
720.002 - Medicare - Employer	1,210	1,142	889
721.001 - Federal Income Tax - Employee	5,741	6,646	4,733
722.001 - MI Income Tax - Employee	3,125	2,869	2,228
723.001 - Local Income Tax - Employee	100	95	-
725.000 - Workers Compensation	1,486	-	-
740.000 - Operating Supplies	2,055	2,776	2,052
742.000 - Books	7,671	6,657	5,740
743.000 - Periodicals	390	-	465
745.000 - Audio-Visual, Video	2,481	3,441	3,126
746.000 - Other Non Book	5,510	5,571	4,115
748.000 - Materials Processing Supplies	355	911	329
775.000 - Repair & Maintenance	3,622	1,266	-
803.000 - The Library Network	12,182	-	8,813

Income Statement (Profit and Loss)

	APR 2024	APR 2023	APR 2022
818.000 - Contractual Services	9,951	15,817	8,112
853.000 - Phone/Communications	542	540	965
873.000 - Training/Education (pre-FYE2022)	-	-	528
885.000 - Special Programs	1,537	1,483	2,650
900.000 - Printing & Publishing	286	-	113
920.000 - Utilities	3,623	3,409	1,386
931.000 - Facilities Maintenance	3,076	5,247	5,186
943.000 - Equipment Rental Alloc.- General Fund Motor Pool	623	594	569
956.000 - Miscellaneous	73	214	70
957.000 - Training/Education	664	810	-
958.000 - Memberships & Dues	2,151	-	180
977.000 - Capital Outlay	35,140	8,361	4,340
992.000 - Debt Svc- Principal	-	325,000	-
996.000 - Interest Expense	-	32,350	-
<b>Total Operating Expenses</b>	<b>189,945</b>	<b>508,001</b>	<b>125,517</b>
<b>Operating Income</b>	<b>(188,717)</b>	<b>(492,706)</b>	<b>(123,813)</b>
<b>Net Income</b>	<b>(188,717)</b>	<b>(492,706)</b>	<b>(123,813)</b>

# Income Statement (Profit and Loss)

## Ferndale Area District Library

For the month ended April 30, 2024

	APR 2024	MAR 2024	FEB 2024	JAN 2024	DEC 2023	NOV 2023	OCT 2023	YEAR TO DATE
<b>Income</b>								
404.000 - Voted Property Taxes	58	35,316	58,764	56,807	92,090	42,037	26,845	2,345,389
404.001 - Voted Property Taxes - Personal	-	-	-	-	-	-	41,374	41,374
567.000 - Library State Aid	-	9,662	-	-	-	-	-	19,460
607.000 - Fees for Services	25	50	225	50	225	225	-	975
627.000 - Charge for Services	588	1,053	574	1,241	459	348	900	6,869
645.000 - Print Sales & Copies	397	982	1,257	1,386	11	443	1,389	7,470
656.000 - Other Fees & Fines	-	-	-	-	-	25,741	-	25,741
660.000 - Fines & Forfeitures	99	209	339	347	281	321	146	1,994
675.001 - Individual Donations & Honorariums	44	270	4	14	4	1,352	131	1,930
675.002 - Contributions from Library Friends	-	-	-	-	547	-	-	1,547
675.004 - Library Board Fundraising	-	-	-	-	174	-	-	174
693.000 - Sale of Property	17	69	878	89	801	805	103	2,921
695.000 - Miscellaneous Income	-	-	-	-	7,173	-	-	7,177
930.101 - Contributions from General Fund	-	-	(450)	(107,551)	-	-	-	(108,001)
<b>Total Income</b>	<b>1,227</b>	<b>47,610</b>	<b>61,591</b>	<b>(47,618)</b>	<b>101,764</b>	<b>71,272</b>	<b>70,889</b>	<b>2,355,020</b>
<b>Gross Profit</b>	<b>1,227</b>	<b>47,610</b>	<b>61,591</b>	<b>(47,618)</b>	<b>101,764</b>	<b>71,272</b>	<b>70,889</b>	<b>2,355,020</b>
<b>Operating Expenses</b>								
706.001 - Salaries - Full-time	47,748	47,701	46,947	67,841	63,320	76,831	49,739	533,372
706.002 - Salaries - Part-time	13,638	15,643	15,162	16,216	25,495	18,795	13,490	151,880
706.003 - Salaries - Subs	1,589	1,931	1,741	1,441	1,242	1,877	1,694	15,828
715.001 - Social Security - Employee	5,176	5,332	5,251	7,315	7,530	10,437	2,567	57,380
715.002 - Social Security - Employer	5,176	5,332	5,251	7,315	7,530	10,437	2,567	57,380
716.100 - Health Insurance	6,770	7,542	7,196	8,860	8,860	7,975	7,975	87,647

Income Statement (Profit and Loss)

	APR 2024	MAR 2024	FEB 2024	JAN 2024	DEC 2023	NOV 2023	OCT 2023	YEAR TO DATE
717.000 - Life Insurance - EE	-	584	719	719	484	648	648	5,745
718.000 - Pension- ICMA-RC 401	5,045	2,572	8,979	4,733	2,056	1,487	6,115	43,005
720.001 - Medicare - Employee	1,210	1,247	1,228	1,711	1,761	2,441	600	13,420
720.002 - Medicare - Employer	1,210	1,247	1,228	1,711	1,761	2,441	600	13,420
721.001 - Federal Income Tax - Employee	5,741	5,947	5,690	13,441	12,330	12,562	3,031	75,695
722.001 - MI Income Tax - Employee	3,125	3,199	3,147	4,555	4,494	6,010	1,475	33,911
722.002 - MI Unemployment - Employer	-	-	-	-	-	-	1,980	1,980
723.001 - Local Income Tax - Employee	100	100	100	100	148	196	49	1,065
725.000 - Workers Compensation	1,486	-	-	-	-	-	-	2,471
730.000 - Postage, Mail Processing	-	2,102	660	-	2,167	-	-	7,095
740.000 - Operating Supplies	2,055	2,778	3,585	2,397	2,167	2,227	2,830	27,850
742.000 - Books	7,671	7,275	8,833	5,157	6,789	8,547	7,120	66,248
743.000 - Periodicals	390	56	-	516	56	6,462	911	8,907
745.000 - Audio-Visual, Video	2,481	2,513	2,441	2,009	3,232	3,508	2,295	23,958
746.000 - Other Non Book	5,510	7,356	6,286	11,154	9,360	6,315	7,780	80,579
748.000 - Materials Processing Supplies	355	227	460	145	-	540	1,119	3,912
775.000 - Repair & Maintenance	3,622	-	948	4,157	704	3,046	3,322	20,218
802.000 - Audit/Actuarial Fees	-	-	-	6,825	-	-	-	6,825
803.000 - The Library Network	12,182	2,159	9,388	2,209	-	-	19,456	58,243
818.000 - Contractual Services	9,951	10,136	8,244	7,576	16,909	7,018	17,578	96,135
853.000 - Phone/Communications	542	542	542	542	542	542	538	5,400
885.000 - Special Programs	1,537	1,314	2,362	1,324	606	2,666	1,420	19,150
900.000 - Printing & Publishing	286	6,138	20	3,838	36	136	361	16,669
914.000 - Liability Insurance	-	38	-	-	-	-	(1,320)	14,631
920.000 - Utilities	3,623	4,675	4,344	3,882	4,818	2,575	2,274	34,958
931.000 - Facilities Maintenance	3,076	2,636	3,132	2,830	2,450	2,968	2,511	28,578
943.000 - Equipment Rental Alloc.- General Fund Motor Pool	623	944	623	623	999	594	624	7,159
956.000 - Miscellaneous	73	87	87	101	73	337	87	1,065

Income Statement (Profit and Loss)

	APR 2024	MAR 2024	FEB 2024	JAN 2024	DEC 2023	NOV 2023	OCT 2023	YEAR TO DATE
957.000 - Training/Education	664	(298)	2,335	2,811	194	3,964	6,900	18,315
958.000 - Memberships & Dues	2,151	711	1,056	1,505	261	70	368	7,555
965.401 - Contributions to Capital Fund	-	-	(450)	(107,551)	-	-	-	(108,001)
970.000 - County Delinquent Tax Chargeback	-	-	-	-	-	-	950	950
977.000 - Capital Outlay	35,140	-	450	950	32,016	43,358	17,997	143,140
992.000 - Debt Svc- Principal	-	345,000	-	-	-	-	-	345,000
996.000 - Interest Expense	-	27,475	-	-	-	-	27,475	54,950
<b>Total Operating Expenses</b>	<b>189,945</b>	<b>522,240</b>	<b>157,985</b>	<b>88,959</b>	<b>220,391</b>	<b>247,010</b>	<b>215,125</b>	<b>2,083,683</b>
<b>Operating Income</b>	<b>(188,717)</b>	<b>(474,630)</b>	<b>(96,394)</b>	<b>(136,576)</b>	<b>(118,627)</b>	<b>(175,738)</b>	<b>(144,236)</b>	<b>271,336</b>
<b>Net Income</b>	<b>(188,717)</b>	<b>(474,630)</b>	<b>(96,394)</b>	<b>(136,576)</b>	<b>(118,627)</b>	<b>(175,738)</b>	<b>(144,236)</b>	<b>271,336</b>

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

Capital Projects Fund - 401	April 2024	FY 2024 YTD as of 04/30/2024	FY 2024 Budget
<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>

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Capital Projects Fund - 401	April 2024	FY 2024 YTD as of 4/30/2024	FY 2024 Budget
<b>Expenses</b>			
401-271-965.101 - Contributions to General Fund	\$0.00	(\$108,000.84)	\$0.00
401-271-977- Capital Outlay	\$0.00	\$0.00	(\$300,000.00)
<b>Total Expenses</b>	<b>\$0.00</b>	<b>(\$108,000.84)</b>	<b>(\$300,000.00)</b>
<b>Capital Fund Balance Change:</b>	<b>\$0.00</b>	<b>-\$108,000.84</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>\$449,205.16</b>	<b>\$257,206.00</b>



4/18/2024

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

**From:** Jordan

**Subject:** Board Calendar of Events 2024 – Updated May 2024

**Summary:**

Here are some recurring annual events and deadlines for the Board calendar in 2024:

**January:**

\*Mid-Year Budget Amendments (complete)

**February:**

\*Due: Feb. 1<sup>st</sup>, Annual State Library Survey (complete)

\*Send of RFP for Audit Services (complete)

**March:**

\*Board Offices and Committee Chairs (complete)

**April:**

\*FY 2025 draft budget presented to board (complete)

\*Publish May Budget Hearing notice in Newspaper (complete)

\*Select audit services for FY 25-27 (complete)

\*Select bid for interior remodel work (complete)

\*Staff presentation: Everett Pine, Head of Youth Services

**May:**

\*FY 2025 Budget Hearing

\*Staff Presentation: Jeff Milo, Marketing Coordinator

**June:**

\*Due: L-4029 signed millage tax rate form to Oakland County & City of Ferndale

\*Final budget amendments for FY 2024

\*Strategic Planning Quarterly Review

\*Approve renewal of Library General Property & Liability Insurance policy for FY 2024

\*Staff Presentation: TBD

**July:**

\*Begin new FY 2023

\*Staff Presentation: TBD

**August:**

- \*Library Board meeting August 8, 2024 due to Dream Cruise
- \* Due: Petition Filing Deadline for Board of Directors: August 13, 2022 by 4:00 p.m.
- \* Staff Presentation: Erin Luetz, Youth Services Librarian

**September:**

- \*Strategic Plan Quarterly Review

**October:**

- \*Conduct the annual library financial audit
- \*MLA Annual Conference (Traverse City) October 16-18

**November:**

- \*Library Director Personnel Review – Director submits self-evaluation
- \*November 5 – General Election

**December:**

- \*Presentation of library audit
- \*Due: Audit must be filed with the State of Michigan by December 31 (auditor files, Director Wright verifies)
- \*Due: Annual continuing disclosure paperwork for the library bond must be filed by December 31 (Director Wright works with PFM Financial to file)

**Recommended Action:**

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