

**Spring Lake District Library
Board Meeting Agenda**

**Wednesday, April 16, 2025
Spring Lake District Library
2pm**

1. Call to order
2. Approve the agenda
3. Public comment
4. Approve the minutes – March 19, 2025
5. Financial report and approval of bills – March 2025
6. 2024 Audit Presentation – Doug Vredevelde
7. Director's Report
8. Old business
 - a. Capital Projects – Future Planning
 - b.
10. New business
 - a. IMLS funding
 - b.
11. Public Comment
12. Adjourn the meeting

Spring Lake District Library Board Minutes

March 19, 2025

Present and voting: Laurie Draeger, Mary Eagin, Mark Powers, Sheri Boon, Skylar Garrison, Gordon Gallagher

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager

Absent: Maria Boersma

The meeting was held in person at the Spring Lake District Library

The meeting was called to order at 2:04 p.m. by Mary Eagin

Motion to approve the agenda, made by Mark Powers and supported by Gordon Gallagher. The motion was approved unanimously.

Public Comment: The Friends of the Library were low on books, but now they are inundated with them due to Spring cleaning.

Motion to approve the minutes of February 19, 2025, made by Laurie Draeger and supported by Sheri Boon. The motion was approved unanimously.

Motion to approve financial report from February 2025 and approve payment of bills made by Skylar Garrison and supported by Laurie Draeger. The motion was approved unanimously.

Director's Report

Maggie reviewed her report as printed in the Board Packet - noting that parking has been an issue, specifically on Sundays from 12-12:30 pm because Harvest Bible Church is in session until 12:15 pm. Maggie is also in the process of hiring a reference paraprofessional to help assist with programming.

Old Business:

Capital Projects- Future Planning

- Maggie, Amanda, and Mary are meeting with Architektura every two weeks.
- Press release about the project will tentatively be April 20, 2025.

435 Children & Vulnerable Adults Policy

- **Motion to approve the proposed changes made to the 435 Children & Vulnerable Adults policy as amended** made by Gordon Gallagher and supported by Laurie Draeger. The motion was approved unanimously.

New Business:

Community Foundation Endowment Grant Request

- **Motion** made by Gordon Gallagher and supported by Laurie Draeger **to approve the Recommendation for Grant Distribution from the Grand Haven Area Community Foundation - Spring Lake District Library Endowment Fund in the amount of \$136,050 to the Spring Lake District Library.** The motion was approved unanimously.

Public Comment:

- Friends of the Library are looking forward to doing more community outreach this year.

Meeting was adjourned at 3:00 p.m.

Respectfully submitted,
Skylar Garrison, Secretary

Spring Lake District Library

Balance Sheet

As of March 31, 2025

| | TOTAL |
|--|-----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 0001 Huntington Checking | 297,380.86 |
| 0003 Petty Cash | 230.91 |
| 0014 Michigan Class Investments | 2,112,577.39 |
| Total Bank Accounts | \$2,410,189.16 |
| Accounts Receivable | \$0.00 |
| Other Current Assets | |
| 0030 Credit Card Payment Receivable | -205.57 |
| 0258 Accrued Interest | 0.00 |
| 12000 Undeposited Funds | 0.00 |
| Total Other Current Assets | \$ -205.57 |
| Total Current Assets | \$2,409,983.59 |
| Other Assets | \$0.00 |
| TOTAL ASSETS | \$2,409,983.59 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | \$0.00 |
| Other Current Liabilities | |
| 0216 Due to Friends of the Library | 621.20 |
| 0251 Withheld Payroll Taxes | 196.18 |
| 0257 Accrued Payroll | 0.00 |
| 0260 Accrued Deductions MERS DB | 537.96 |
| 0261 Health Savings Plan 115 Trust | 150.00 |
| 0262 EE Portion Health Insurance | 0.00 |
| 0263 MERS 457 | 1,315.32 |
| 0264 MERS Roth 457 | 695.00 |
| 0265 MERS DC EE Portion | 0.01 |
| 0266 EE Garnishment | 195.86 |
| 0290 Taxes for Future Period | 0.00 |
| 0340 Deferred Revenue | 0.00 |
| Total Other Current Liabilities | \$3,711.53 |
| Total Current Liabilities | \$3,711.53 |
| Total Liabilities | \$3,711.53 |
| Equity | \$2,406,272.06 |
| TOTAL LIABILITIES AND EQUITY | \$2,409,983.59 |

Spring Lake District Library

Budget vs. Actuals

March 2025

| | March | Budget | % of Budget |
|---------------------------------|------------------------|------------------------|-------------|
| Income | | | |
| Budgetary Fund Balance Income | 0.00 | 5,262.00 | 0% |
| Current Property Taxes .60 mil | 536,656.69 | 559,241.00 | 96% |
| Current Property Taxes 1.12 mil | 987,729.64 | 1,030,609.00 | 96% |
| Grants,Gifts and Contributions | 30,543.21 | 155,000.00 | 20% |
| Investment Fluctuation of MVs | 16,884.08 | 60,000.00 | 28% |
| Investment Income | 265.65 | 0.00 | |
| Library Fines | 584.73 | 2,000.00 | 29% |
| Local Government Revenue | 147,195.15 | 185,000.00 | 80% |
| Other Income | 2,691.80 | 5,850.00 | 46% |
| PILOT | 0.00 | 3,000.00 | 0% |
| State Revenue | 0.00 | 16,000.00 | 0% |
| Total Income | \$ 1,722,550.95 | \$ 2,021,962.00 | 85% |
| Expenses | | | |
| Capital Outlay | 816.11 | 25,000.00 | 3% |
| Materials | 56,914.16 | 196,200.00 | 29% |
| Operations | 102,005.81 | 360,400.00 | 28% |
| Personnel | 320,240.93 | 1,353,362.00 | 24% |
| Programming | 9,394.77 | 50,000.00 | 19% |
| Technology | 11,255.74 | 37,000.00 | 30% |
| Total Expenses | \$ 500,627.52 | \$ 2,021,962.00 | 25% |

**Spring Lake District Library
Bank Accounts and Investments Summary
as of February 2025**

| General Fund - Money Market | Avg Yield | Market Value |
|--|------------------|-----------------------|
| GF - Michigan Class Investments - 0001 | 4.41% | \$2,112,577.39 |

| Capital Fund - Money Market | Avg Yield | Market Value |
|--|------------------|---------------------|
| CF - Michigan Class Investments - 0002 | 4.41% | \$253,758.27 |

| Bank Accounts | Balance |
|--|---------------------|
| Huntington Checking - General Fund | \$297,380.86 |
| Huntington Checking - Capital Projects | <u>\$19,870.66</u> |
| | \$317,251.52 |

Spring Lake District Library

0001 Huntington Checking, Period Ending 03/31/2025

RECONCILIATION REPORT

Reconciled on: 04/06/2025

Reconciled by: Amanda Rantanen

APR 4/06/25

Any changes made to transactions after this date aren't included in this report.

Summary

USD

| | |
|---|-------------|
| Statement beginning balance | 794,215.46 |
| Service charge | -189.00 |
| Interest earned | 117.06 |
| Checks and payments cleared (54) | -635,780.37 |
| Deposits and other credits cleared (5) | 146,320.73 |
| Statement ending balance | 304,683.88 |
| Uncleared transactions as of 03/31/2025 | -7,303.02 |
| Register balance as of 03/31/2025 | 297,380.86 |
| Cleared transactions after 03/31/2025 | 0.00 |
| Uncleared transactions after 03/31/2025 | -7,596.12 |
| Register balance as of 04/06/2025 | 289,784.74 |

Details

Checks and payments cleared (54)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|-----------------------|--------------------------------|--------------|
| 02/19/2025 | Bill Payment | 22048 | Thomas Klise/Crimson Multim... | -136.14 |
| 02/19/2025 | Bill Payment | 22023 | Christine Hornby | -250.00 |
| 02/19/2025 | Bill Payment | 22013 | Aimee Wilson | -26.48 |
| 02/19/2025 | Bill Payment | 22039 | Loutit District Library | -65.95 |
| 02/19/2025 | Bill Payment | 22045 | Stephanie Rau | -160.00 |
| 02/19/2025 | Bill Payment | 22014 | Allendale Township Library | -34.98 |
| 02/26/2025 | Bill Payment | 22054 | Christine Hornby | -300.00 |
| 03/07/2025 | Journal | 0032 - ADP Fees | | -187.17 |
| 03/10/2025 | Journal | 0035 - Electricity | | -5,533.51 |
| 03/12/2025 | Journal | 0042 - MERS 457 | | -954.93 |
| 03/12/2025 | Journal | 0044 - MERS DB | | -7,226.61 |
| 03/12/2025 | Journal | 0043 - MERS DC | | -930.57 |
| 03/12/2025 | Journal | 0042 - MERS 457 | | -954.93 |
| 03/12/2025 | Journal | 0043 - MERS DC | | -930.57 |
| 03/12/2025 | Journal | 0027 - Payroll | | -28,486.69 |
| 03/12/2025 | Journal | 0027 - Payroll | | -9,928.84 |
| 03/12/2025 | Journal | 0027 - Payroll | | -139.08 |
| 03/12/2025 | Journal | 0027 - Payroll | | -11.24 |
| 03/12/2025 | Journal | 0036 - MI Gas | | -2,287.27 |
| 03/12/2025 | Journal | 0042 - 115 Trust | | -134.00 |
| 03/14/2025 | Journal | 0060 - WMHIP | | -15,622.30 |
| 03/17/2025 | Journal | 0054 - Trnsf to MClas | | -500,000.00 |
| 03/19/2025 | Bill Payment | 22056 | Unique Management Services | -9.85 |
| 03/19/2025 | Bill Payment | 22055 | Salem Township Library | -6.99 |
| 03/19/2025 | Bill Payment | 22057 | Hackley Public Library | -11.99 |
| 03/19/2025 | Bill Payment | 22058 | TH Brands | -1,436.50 |
| 03/19/2025 | Bill Payment | 22059 | Tech Logic Corporation | -15.00 |
| 03/19/2025 | Bill Payment | 22060 | Ace Hardware | -132.44 |
| 03/19/2025 | Bill Payment | 22061 | The Chamber | -780.00 |
| 03/19/2025 | Bill Payment | 22062 | Alison Anderson | -42.84 |
| 03/19/2025 | Bill Payment | 22063 | Maggie McKeithan | -42.84 |
| 03/19/2025 | Bill Payment | 22067 | Foster Swift | -892.50 |
| 03/19/2025 | Bill Payment | 22068 | Thomas Klise/Crimson Multim... | -145.46 |
| 03/19/2025 | Bill Payment | 22069 | Center Point Publishing | -148.62 |
| 03/19/2025 | Bill Payment | 22070 | Cengage Learning, Inc. - Gale | -163.95 |
| 03/19/2025 | Bill Payment | 22071 | Quill.com | -177.35 |
| 03/19/2025 | Bill Payment | 22072 | Ecolab | -222.29 |
| 03/19/2025 | Bill Payment | 22073 | Baker & Taylor Books | -1,430.33 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|-----------------|------------------------------------|--------------|
| 03/19/2025 | Bill Payment | 22074 | TMobile | -305.08 |
| 03/19/2025 | Bill Payment | 22075 | Kanopy, Inc | -317.90 |
| 03/19/2025 | Bill Payment | 22076 | Demco, Inc. | -369.35 |
| 03/19/2025 | Bill Payment | 22078 | Friends of Spring Lake District... | -536.35 |
| 03/19/2025 | Bill Payment | 22079 | Schindler Elevator Corporation | -609.90 |
| 03/19/2025 | Bill Payment | 22080 | The Standard Insurance Com... | -646.52 |
| 03/19/2025 | Bill Payment | 22083 | Hurst Mechanical | -1,594.77 |
| 03/19/2025 | Bill Payment | 22084 | The City Farmer | -2,555.00 |
| 03/19/2025 | Bill Payment | 22085 | Chase Card Services | -3,181.05 |
| 03/19/2025 | Bill Payment | 22086 | Midwest Tape | -3,499.92 |
| 03/19/2025 | Bill Payment | 22087 | OverDrive, Inc. | -4,045.95 |
| 03/21/2025 | Journal | 0055 - ADP Fees | | -179.22 |
| 03/26/2025 | Journal | 0061 - Payroll | | -9.93 |
| 03/26/2025 | Journal | 0061 - Payroll | | -139.08 |
| 03/26/2025 | Journal | 0061 - Payroll | | -9,745.03 |
| 03/26/2025 | Journal | 0061 - Payroll | | -28,085.11 |
| Total | | | | -635,780.37 |

Deposits and other credits cleared (5)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|---------|-----------------------|-------|--------------|
| 03/17/2025 | Journal | 0039 - Tax Deposit | | 79,280.75 |
| 03/31/2025 | Journal | 0051 - Cash Deposit | | 1,275.80 |
| 03/31/2025 | Journal | 0052 - GF Deposit | | 26,952.00 |
| 03/31/2025 | Journal | 0053 - GF Deposit | | 38,281.26 |
| 03/31/2025 | Journal | 0057 - square deposit | | 530.92 |
| Total | | | | 146,320.73 |

Additional Information

Uncleared checks and payments as of 03/31/2025

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|-----------------------------|--------------|
| 01/15/2025 | Bill Payment | 21969 | 4Imprint | -3,259.87 |
| 01/15/2025 | Bill Payment | 21981 | Claire Sheridan | -50.00 |
| 02/19/2025 | Bill Payment | 22018 | Ben Kolk | -700.00 |
| 02/19/2025 | Bill Payment | 22016 | Athenaeum | -252.00 |
| 02/19/2025 | Bill Payment | 22032 | Heather Smoes | -100.00 |
| 03/19/2025 | Bill Payment | 22082 | Applied Innovation | -1,115.21 |
| 03/19/2025 | Bill Payment | 22064 | The Sherwin Williams Co. | -49.19 |
| 03/19/2025 | Bill Payment | 22065 | Eastern Michigan University | -60.00 |
| 03/19/2025 | Bill Payment | 22066 | Heather Smoes | -100.00 |
| 03/19/2025 | Bill Payment | 22077 | Anna Marck | -372.00 |
| 03/19/2025 | Bill Payment | 22081 | Zoobean | -1,044.75 |
| 03/31/2025 | Bill Payment | 22088 | Bob Phillips | -200.00 |
| Total | | | | -7,303.02 |

Uncleared checks and payments after 03/31/2025

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|---------|--------------------|-------|--------------|
| 04/04/2025 | Journal | 0056 - ADP Fees | | -184.22 |
| 04/10/2025 | Journal | 0058 - Gas | | -1,663.55 |
| 04/10/2025 | Journal | 0059 - Electricity | | -5,748.35 |
| Total | | | | -7,596.12 |

SLDL Capital Projects Fund
Balance Sheet
As of March 31, 2025

| | <u>Mar 31, 25</u> |
|--|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 4001 · HNB Capital Fund Checking | 19,870.66 |
| 4002 · Petty Cash | 2.68 |
| 4005 · Michigan Class Investments | <u>253,758.27</u> |
| Total Checking/Savings | <u>273,631.61</u> |
| Total Current Assets | <u>273,631.61</u> |
| TOTAL ASSETS | <u><u>273,631.61</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 4200 · Accounts payable | <u>-6,690.80</u> |
| Total Accounts Payable | <u>-6,690.80</u> |
| Total Current Liabilities | <u>-6,690.80</u> |
| Total Liabilities | <u>-6,690.80</u> |
| Equity | |
| 4403 · Retained Earnings(Fund Balance) | 328,676.51 |
| Net Income | <u>-48,354.10</u> |
| Total Equity | <u>280,322.41</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>273,631.61</u></u> |

SLDL Capital Projects Fund
Profit & Loss YTD Comparison

March 2025

| | <u>Mar 25</u> | <u>Jan - Mar 25</u> |
|---------------------------------------|--------------------------|--------------------------|
| Income | | |
| 4601 · Interest Income | 9.25 | 24.43 |
| 4602 · Investment Fluctuation of MV's | <u>1,032.02</u> | <u>3,149.00</u> |
| Total Income | <u>1,041.27</u> | <u>3,173.43</u> |
| Gross Profit | 1,041.27 | 3,173.43 |
| Expense | | |
| 4907 · Capital outlay | 31,325.53 | 31,325.53 |
| 4908 · Construction expense | <u>20,202.00</u> | <u>20,202.00</u> |
| Total Expense | <u>51,527.53</u> | <u>51,527.53</u> |
| Net Income | <u><u>-50,486.26</u></u> | <u><u>-48,354.10</u></u> |

11:24 AM

04/07/25

SLDL Capital Projects Fund
Reconciliation Summary
4001 · HNB Capital Fund Checking, Period Ending 03/31/2025

| | | |
|-----------------------------------|------------|------------------|
| | Mar 31, 25 | |
| Beginning Balance | | 38,079.74 |
| Cleared Transactions | | |
| Checks and Payments - 3 items | -58,218.33 | |
| Deposits and Credits - 2 items | 40,009.25 | |
| Total Cleared Transactions | -18,209.08 | |
| Cleared Balance | | <u>19,870.66</u> |
| Register Balance as of 03/31/2025 | | 19,870.66 |
| Ending Balance | | 19,870.66 |



11:24 AM

04/07/25

SLDL Capital Projects Fund

Reconciliation Detail

4001 · HNB Capital Fund Checking, Period Ending 03/31/2025

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|-----------|------------------------|-----|------------|------------|
| Beginning Balance | | | | | | 38,079.74 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 3 items | | | | | | |
| Bill Pmt -Check | 03/19/2025 | 1171 | Town & Country Gro... | X | -29,142.00 | -29,142.00 |
| Bill Pmt -Check | 03/19/2025 | 1172 | Tridonn Constructio... | X | -20,202.00 | -49,344.00 |
| Bill Pmt -Check | 03/19/2025 | 1170 | LiveSpace | X | -8,874.33 | -58,218.33 |
| Total Checks and Payments | | | | | -58,218.33 | -58,218.33 |
| Deposits and Credits - 2 items | | | | | | |
| General Journal | 03/14/2025 | 002 - ... | | X | 40,000.00 | 40,000.00 |
| Deposit | 03/31/2025 | | | X | 9.25 | 40,009.25 |
| Total Deposits and Credits | | | | | 40,009.25 | 40,009.25 |
| Total Cleared Transactions | | | | | -18,209.08 | -18,209.08 |
| Cleared Balance | | | | | -18,209.08 | 19,870.66 |
| Register Balance as of 03/31/2025 | | | | | -18,209.08 | 19,870.66 |
| Ending Balance | | | | | -18,209.08 | 19,870.66 |

Library Director's Report

Maggie McKeithan, Library Director

April 16, 2025

For the last year, I've been participating in a Library Management class offered through the Library of Michigan. The class has been centered around communication in many forms, including how to effectively share our story, how to communicate new information and collaborate with new partners, and how to respond or react in tough situations. One of the most effective classes was a one-on-one with a crisis communication expert who took me through a mock interview about a tough topic. This month is the end of the class and the final project is a presentation to fellow library directors to share a collaborative initiative from our library. I'll be presenting about our Show Us Your Card campaign, where we partner with the Loutit Library and local businesses to offer discounts every September.

Along with several staff, I'm headed to Library Advocacy Day in Lansing at the end of April. We have a meeting scheduled with Greg VanWoerkem's office and this is another great opportunity to share our story. One of the main topics that we'll focus on is the importance of MeL resources for state-wide sharing.

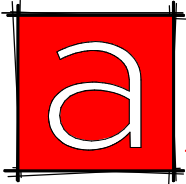
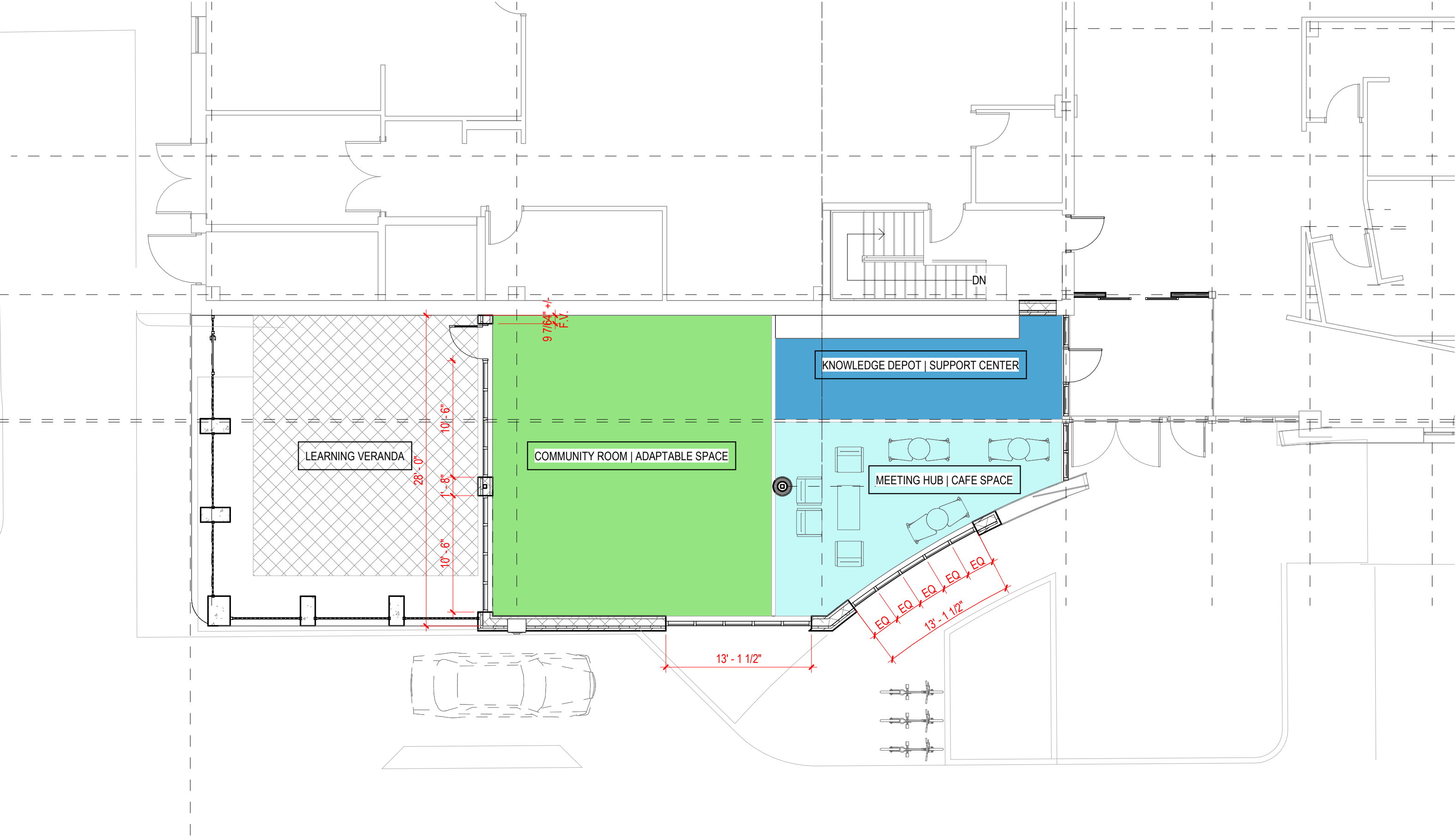
Context for the agenda and packet –

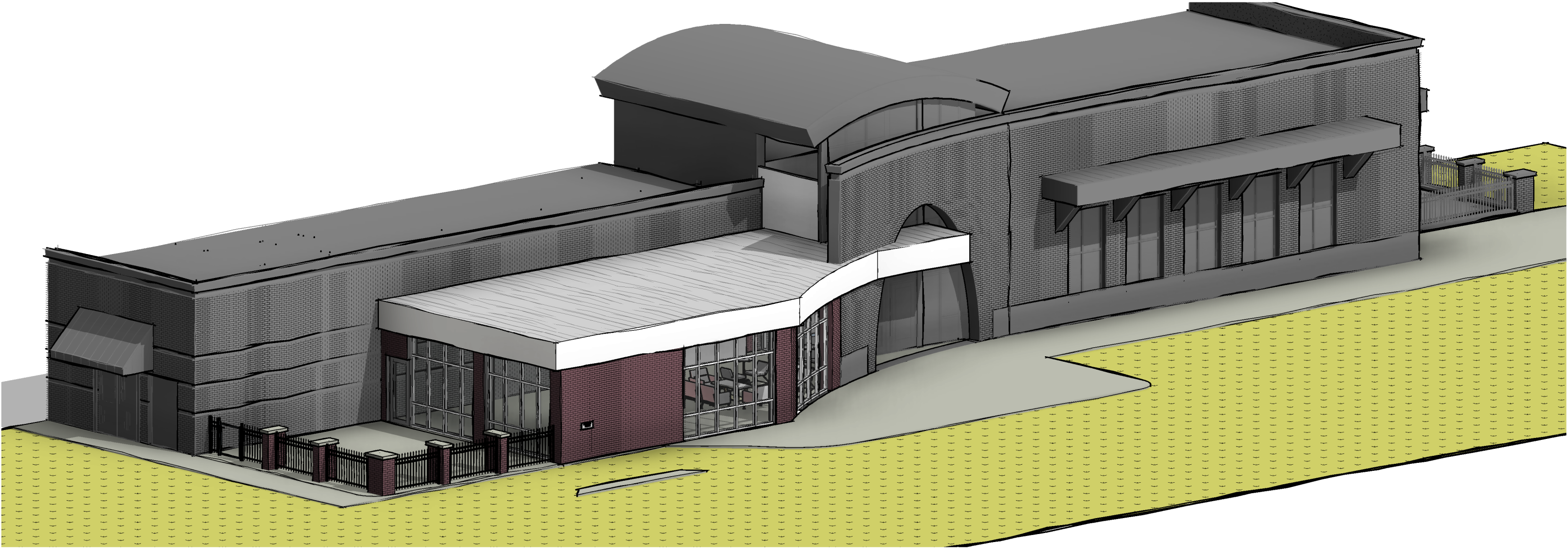
Audit Presentation – Doug Vredevelde will present the 2024 audit draft and answer any questions. Because it is so lengthy, the audit is at the very end of the packet instead of in order of the agenda.

Capital Projects – Future Planning We continue to meet with Architektura every two weeks. I'll be meeting with the donor and Chris Riker on April 14 to confirm the press release is ready to go and the Community Foundation agreement is in place. We're still planning on an April 20 announcement. I've included the latest floorplan and rendering, but I should have more visuals to show at the Board meeting.

IMLS Funding – Several weeks ago, Donald Trump signed an Executive Order that seeks to eliminate the Institute of Museum and Library Services. I've included the Library of Michigan Fact Sheet that describes how IMLS funding is used in Michigan.

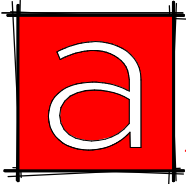
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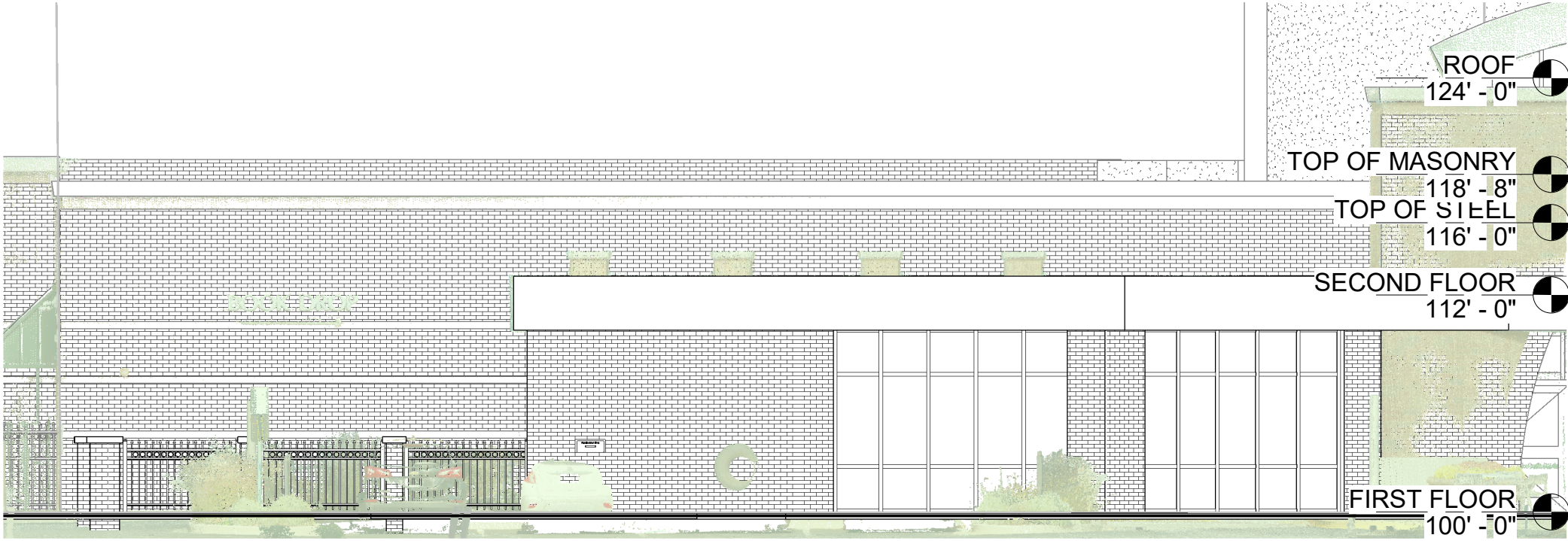
SPRING LAKE DISTRICT LIBRARY | Project Name
1340 | 26 MARCH 2025

CONCEPT - 3D VIEW
Scale

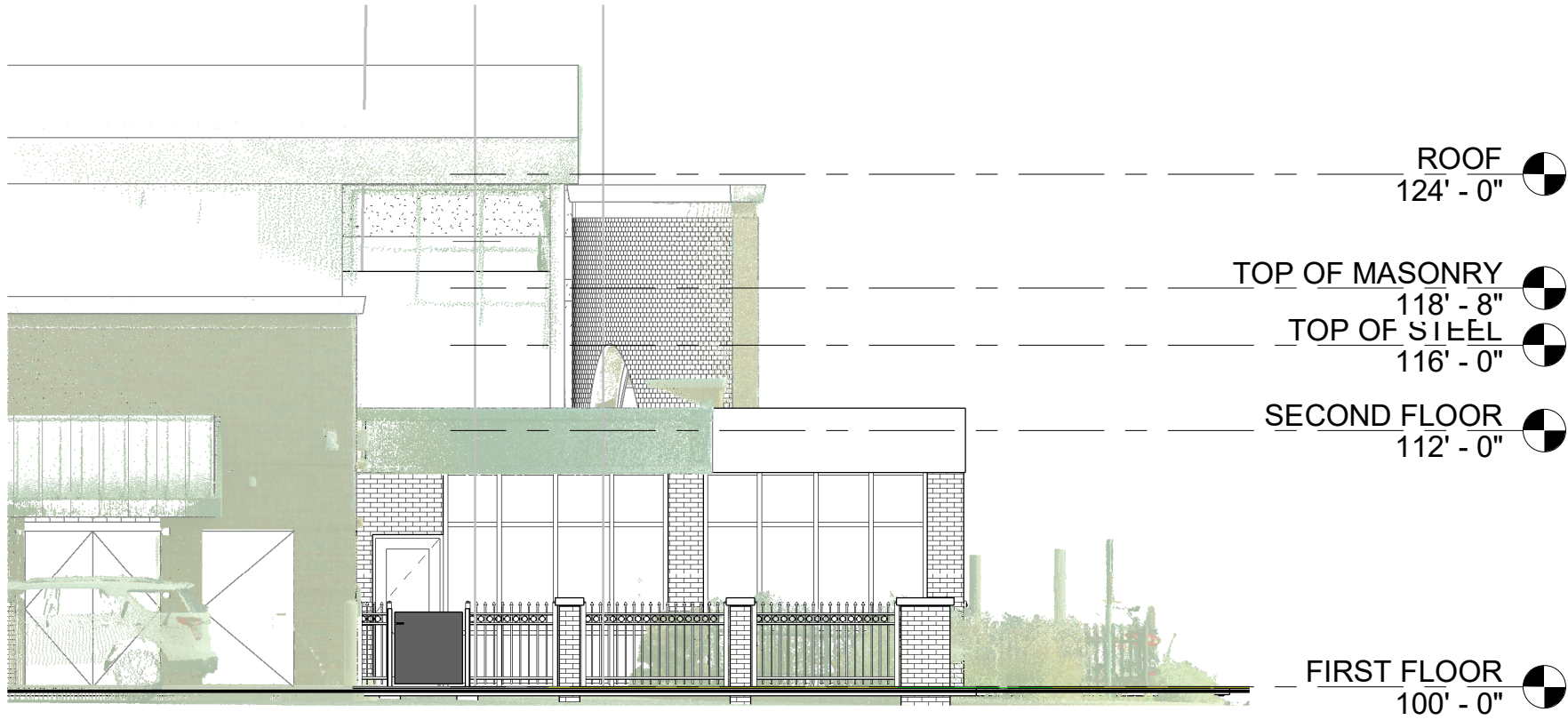


architektura^{PLC}
PO Box 971 | Grand Haven, MI 49417
p: 616.843.1002 | www.architekturapl.com

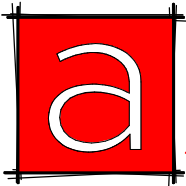
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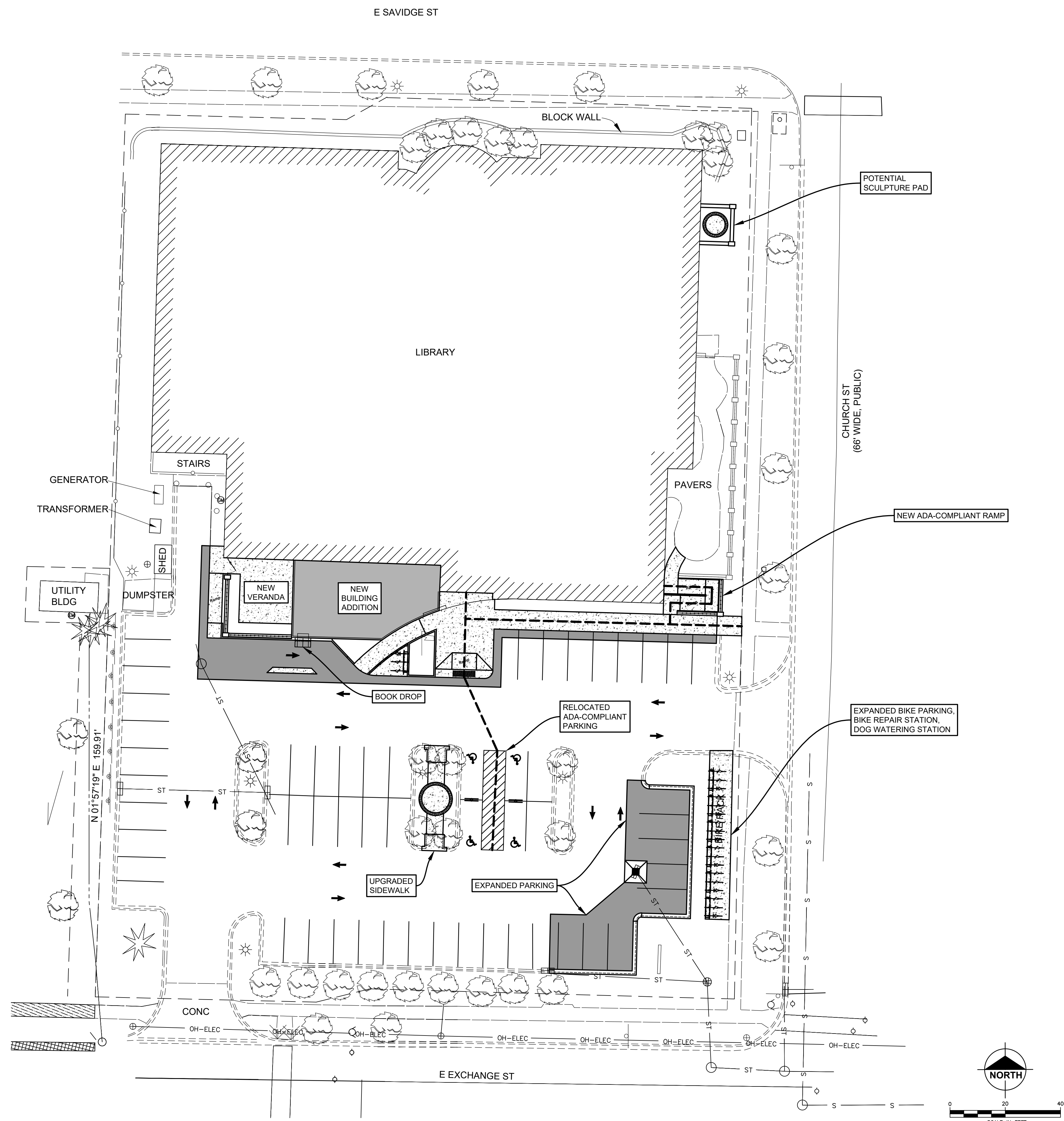


1 SOUTH ELEVATION
1/8" = 1'-0"

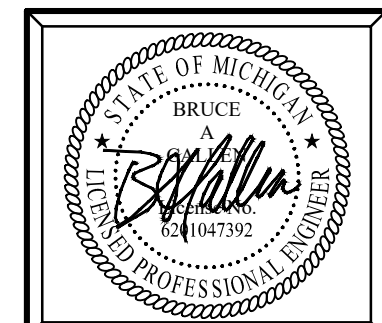


2 WEST ELEVATION
1/8" = 1'-0"





- PROPOSED FEATURES LEGEND**
- NEW LIGHT DUTY CONCRETE SIDEWALK AREA
 - NEW HMA PAVEMENT AREA
 - ACCESSIBLE ROUTE



Plan Prepared By:
 Bruce A. Callen, PE
 Callen Engineering, Inc.
 108 E. Savidge St.
 Spring Lake, Michigan 49456
 Tel: 616-414-5260
 email: bcallen@callenengineering.com

For protection of underground utilities, the CONTRACTOR shall dial 1-800-482-7171 OR 811 a minimum of three working days, excluding Saturdays, Sundays and holidays, prior to excavation in the vicinity of utility lines. All "MISS DIG" participating members will thus be routinely notified. This does not relieve the CONTRACTOR of the responsibility of notifying the utility owners who may not be part of the "MISS DIG" alert system.

DATE OF PLAN: 05-28-25

Callen Engineering, Inc.
 108 East Savidge Street
 Spring Lake, MI 49456
 T. 616.414.5260
 www.callenengineering.com



SPRING LAKE DISTRICT LIBRARY
 123 E. EXCHANGE STREET
 SPRING LAKE, MI 49456
 OTTAWA COUNTY, MICHIGAN

| NO. | ISSUANCE / REVISION | BY | DATE |
|-----|--|-----|----------|
| 1. | CLIENT REVIEW - SCHEMATIC SITE LAYOUT PLAN | BAC | 03-28-25 |
| | | | |
| | | | |
| | | | |

REVISED IN ACCORDANCE WITH CONSTRUCTION RECORDS

SPRING LAKE DISTRICT LIBRARY
 123 E. EXCHANGE STREET
 SPRING LAKE, MI 49456
 OTTAWA COUNTY, MICHIGAN

| | | | |
|-----------|----------|--------------|---------|
| DRAWN BY | J.W.C. | DATE | MAR '25 |
| ENGINEER | B.A.C. | DATE | MAR '25 |
| EDIT | | DATE | |
| DRAWING | AS NOTED | SCALE | 1:1 |
| PROJECT | Q25 | ARCHITECTURE | |
| SHEET NO. | | | |

C1.0



Michigan LSTA Fact Sheet 2024

LSTA Federal Funds in Michigan Serving All Michigan Residents

State Fiscal Year 2024/Federal Fiscal Year 2023
(10/1/2023 – 9/30/2024)

The Institute of Museum and Library Services (IMLS) provides funds through the Museum and Library Services Act of 2018, including the Library Services & Technology subchapter (LSTA) to the states. In Michigan, the Library of Michigan receives the funds to improve library services to state residents. LM funds projects based on the goals of the LSTA legislation and the goals of Michigan's IMLS approved Five-Year Plan. The LSTA legislation and the current Five-Year Plan are at www.michigan.gov/lsta.

How are LSTA funds used?

LM uses our annual allotment of LSTA funds primarily for statewide resources and programs that benefit school, public, and academic libraries and library users, and Michigan residents directly. The federal FY 2023 allotment was \$4,831,975. The premier statewide program is the Michigan eLibrary (MeL), a virtual library available anytime, anywhere to all Michigan residents. MeL, other major statewide programs, and grants include the following:

Michigan eLibrary (MeL)

Databases – The MeL databases contain hundreds of thousands of subscription magazine and newspaper articles, reference book articles, art images, eBooks, historical documents and images, and other full-text materials. Content ranges from PreK-12 levels to professional and research levels in science, medicine, education, technology, humanities, arts, social sciences, law, and genealogy. Spanish language materials are available for PreK-12 students and translation is available in magazine and newspaper databases to support learners who are learning or speak other languages. State funds also support early literacy resources. Users can search the databases at www.MeL.org.

MeLCat – The statewide library catalog and resource-sharing network. Users can search the catalog from www.MeL.org/melcat or directly from their participating local library catalog. Michigan residents are using MeLCat to easily identify and request convenient, quick, and free delivery of materials from other participating Michigan libraries to their own library for pick up. The program currently loans well over a million items a year.

eBooks – A collection of thousands of non-fiction and reference electronic books for K-12 students and teachers, college-level academics, and professionals. Topics include science, computers, business, education, and humanities among others. Users can find titles at www.MeL.org.

Tests, Tutorials & Workforce Development – A comprehensive, interactive site with occupational, licensing, and academic practice tests and tutorials for K-16 and job seekers, from the GED to the GRE. Users can do practice tests at www.MeL.org in LearningExpress.

Training and Support - A robust collection of materials designed to support easier independent use of MeL eResources in two ways. First, engagement specialists connect with Public Library Staff and Educators for training sessions. Second, content is created to support self-directed learning, practical applications, and promotion of eResources.

Other Major Statewide Programs

Continuing Education for Librarians & Trustees – LM supports training both by LM staff and partner organizations, such as conferences, workshops, topical learning cohorts, and webinars. LM provides a range of online continuing education resources for librarians and trustees, as well as continuing education stipends, giving library staff the opportunity to learn new techniques and methods to reach underserved residents. LM maintains a Library Science collection for use by the Michigan library community and provides law, trustee, and financial manuals for library staff.

Early Literacy Support – High-quality, resource-filled summer reading manuals from the Collaborative Summer Library Program are provided to public libraries, saving the libraries both staff time and money as well as an online reading support platform. Support for the Ready to Read early literacy program also helped provide quality early literacy programming and training to children’s librarians as they work with families in their communities.

Digitization Support – LM participates in statewide digitization efforts such as the Michigan Digital Preservation Network, Michigan newspaper digitization work at CMU’s Clarke Historical Library, support for Making of Modern Michigan and Michigan Memories projects, and grants funding local history and special collections work.

Grants – LSTA funds several grant programs. The Public Library Services grants are small summer programming grants for public libraries in the areas of technology, children & teen programs, and literacy. The Improving Access to Information grants are one-year grants for public and academic libraries to increase capacity to provide access to library collections and information. For federal FY 23, the Improving Access to Information grant was offered. 18 academic and public libraries received approximately \$346,00 for various projects.

Technology Support – Michigan participates in Ploud, a nation-wide collaborative to provide high quality, easy to use web sites for public libraries, giving their communities online access to statewide resources. LM also provides consulting support for public libraries to participate in the federal E-Rate program.

How does Michigan receive LSTA funds?

Congress funds the Library Services & Technology Act annually through an appropriation to the Institute of Museum and Library Services. IMLS then allocates the funds through a formula with a base amount per state plus a per capita amount. To receive LSTA funds, the State of Michigan must both match the federal funds and maintain a level of effort through state or private funds.

Matching funds may be state or private and must equal approximately 50% of the federal allotment. States must meet the matching requirement to receive the allotment.

Maintenance of effort is determined by a three-year average of state funds appropriated to the State Library. These funds must be spent on libraries in a way that supports the purpose of the LSTA Act. In Michigan, that funding is primarily state aid to public libraries. If the three-year average of funding eligible as maintenance of effort falls, the LSTA allotment amount falls by the same percentage.

April XX, 2025

Members of the Library Board
Spring Lake District Library
Grand Haven, Michigan

We have audited the financial statements of the governmental activities and each major fund of Spring Lake District Library (the "Library") for the year ended December 31, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 3, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Library are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Library during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Library's financial statements was the useful lives of capital assets:

Management's estimate of the useful lives of capital assets is based on historical actual usefulness and expected future usefulness of these assets. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We proposed audit adjustments to record taxes receivable and related deferred revenues as well an entry from prior year for accounts payable for construction activity. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April XX, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to Library’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Library’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management’s discussion and analysis and budgetary comparison information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the use of the Library Board and management of Spring Lake District Library and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

SPRING LAKE DISTRICT LIBRARY
SPRING LAKE, MICHIGAN

AUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

SPRING LAKE DISTRICT LIBRARY

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INDEPENDENT AUDITOR'S REPORT

April XX, 2025

Members of the Library Board
Spring Lake District Library
Spring Lake, Michigan

Opinions

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Spring Lake District Library (the Library), as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Library, as of December 31, 2024, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards we:

- exercise professional judgement and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged in governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 7 and other information on pages 33 through 37 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management and the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management's Discussion and Analysis

About the Library

As management of the Spring Lake District Library ("the Library"), we offer readers of the Spring Lake District Library financial statements this narrative review and analysis of the financial activities for the year ended December 31, 2024. We encourage readers to consider the information presented here in conjunction with additional information that is furnished in the financial statements and notes to the financial statements.

Financial Highlights

- The assets and deferred outflows of resources of the Library's general fund exceeded its liabilities and deferred inflows of resources at year end by \$1,147,250 (fund balance of the general fund).
- The Library's total general fund fund balance increased by \$96,345.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: 1) Government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

Government-wide financial statements

The *Government-wide financial statements* are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Library's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The *statement of activities* presents information showing how the Library's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (accrued interest on debt).

Both of the government-wide financial statements distinguish functions of the Library that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The Library currently has no business-type activities.

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Library utilizes governmental and fiduciary funds.

Governmental funds are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a Library's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the Statement of Net Position with the Governmental Funds Balance Sheet, and the Statement of Activities with the Governmental Funds Statement of Revenues, Expenditures

and Changes in Fund Balance. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Reconciliations of fund financial statements with government-wide financial statements are provided to facilitate this comparison.

The Library maintains two governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General Fund and the Capital Projects Fund, which are both considered to be major funds.

The Library adopts an annual appropriations budget for its general fund as required by state law. A budgetary comparison statement for the General Fund has been provided as required supplementary information to demonstrate legal compliance with the budget. Budgets are also adopted for other funds and used as a management control device throughout the year.

A *Fiduciary fund* is used to account for the Library's Other Post-Employment Benefits Plan (OPEB). The fiduciary fund is *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Library's own programs.

Notes to the financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information*. This includes this discussion and analysis, budgetary comparison schedule for the General Fund, and historical pension and OPEB information.

Government-wide Financial Analysis

The following table presents condensed information about the Library's financial position for the past two fiscal years. Total net position includes the investment in capital assets. Capital assets represent the capital assets held by the Library, net of related accumulated depreciation. As of the year ended December 31, 2024, the library's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$8,521,006.

| | <u>2024</u> | <u>2023</u> |
|----------------------------------|--------------------|--------------------|
| Current and other assets | \$4,173,418 | \$5,120,338 |
| Capital assets, net | 6,253,675 | 5,266,851 |
| Total assets | 10,427,093 | 10,387,189 |
| Deferred outflows of resources | 316,825 | 475,025 |
| Current and other liabilities | 70,617 | 386,103 |
| Long-term liabilities | 587,972 | 659,065 |
| Total liabilities | 658,589 | 1,045,168 |
| Deferred inflows of resources | 1,564,323 | 1,444,512 |
| Net position | | |
| Net investment in capital assets | 6,253,675 | 5,266,851 |
| Restricted | 328,677 | 1,238,166 |
| Unrestricted | 1,938,654 | 1,867,517 |
| Total net position | \$8,521,006 | \$8,372,534 |

A portion of the Library's net position reflects its investment in capital assets net of related debt (e.g., land, buildings, vehicles, and equipment, less any related debt used to acquire those assets that is still outstanding). The library uses these capital assets to provide services to the patrons it serves; consequently, these assets are not available for future spending. Although the Library's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the Library's net position represents resources that are subject to other external restrictions on how they may be used. The remaining balance of *unrestricted net position* may be used to meet the Library's ongoing obligations and its general programs.

Revenues and Expenses

The Library's net position increased \$148,472 during the year ended December 31, 2024. Current year revenues exceeded current year expenses primarily due to increases in grant revenue and property taxable values. A summary of revenues and expenses for the past two fiscal years is presented below.

| | 2024 | 2023 |
|-----------------------------------|--------------------|--------------------|
| Program revenues | | |
| Charges for services | \$ 129,547 | \$ 110,297 |
| Grants and contributions | 467,332 | 346,522 |
| General revenues | | |
| Property taxes | 1,491,509 | 1,378,202 |
| Penal fines | 53,590 | 59,738 |
| State revenue | 23,289 | 31,996 |
| Unrestricted investment earnings | 122,690 | 140,870 |
| Total revenues | 2,287,957 | 2,067,625 |
| Functions/program expenses | | |
| Library | 2,139,485 | 1,797,406 |
| Total expenses | 2,139,485 | 1,797,406 |
| Change in net position | 148,472 | 270,219 |
| Net position, beginning of year | 8,372,534 | 8,102,315 |
| Net position, end of year | \$8,521,006 | \$8,372,534 |

Financial Analysis of the Library's Funds

As noted earlier, the Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The focus of the Library's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing the Library's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. As of the end of the current fiscal year, the Library's governmental funds reported combined ending fund balances of \$1,475,927, a decrease of \$813,144 from the prior year primarily due to the library renovation paid for by the capital fund.

The general fund is the chief operating fund of the Library. At the end of the current fiscal year, fund balance of the general fund was made up of non-spendable amounts of \$37,773, assigned amounts of \$5,262, and unassigned fund balance of \$1,104,215. As a measure of the general fund's liquidity, it may be useful to compare unassigned fund balance to total fund expenditures. Unassigned fund balance represents 59% of total general fund expenditures and transfers.

The Library's revenues in the general fund were \$1,956,888, an increase from the prior year of \$130,752. Property tax revenues, which make up 76% of general fund revenues, increased 1% from the previous year due to an increase in taxable values. Total general fund revenues increased by 7.2% overall compared to the previous year.

General fund expenditures amounted to \$1,845,543, an increase of \$183,027 from the prior year or 10%. General fund expenditures increased in the current year due to increased building maintenance and re-opening of the library.

The Library's balance of the capital projects fund decreased by \$909,489 primarily due to the completion of the refresh project.

General Fund Budgetary Highlights

Grants and Gifts – Several grants and donations were received in 2024:

- \$12,000 was received from The Friends of SLDL to go towards summer and winter reading challenge prizes and expenses
- \$135,090 was received from the GHACF Library Endowment – the full amount that was allowed was taken in 2024.
- \$17,486.50 was received from the GHACF Zukowski Fund
- \$8,348 was received from the GHACF Library Restricted Endowment
- \$1,096 was received from the GHACF Outdoor Beautification Fund
- \$2,200 was received from State of MI Grants for Staff In-Service
- \$8,304.40 was received from State of MI LSTA Access Grant
- \$8,780.50 was received as donations in the General Fund

Capital Assets and Long-Term Debt Activity

Capital assets The Library's investment in capital assets for its governmental activities as of December 31, 2024, amounted to \$6,253,675 (net of accumulated depreciation). This investment in capital assets includes land, buildings, equipment, decor, and books.

Current year additions included completion of the refresh project, computers and other equipment, and typical additions to the Library's collection of materials.

Additional information on the Library's capital assets can be found in Note 4 to the financial statements.

Debt The Library had no outstanding debt at year end.

Economic Factors and Next Year's Budget

The following were considered in preparing the Library's budget for the year ending December 31, 2025:

- The board approved a 3.1% COLA increase on wages for all staff effective January 1, 2024, due to the results from State of Michigan Department of Treasury Inflation Rate Multiplier.
- The library board has voted to modify its existing PTO accrual to include all employees as of February 21, 2025 due to the State of Michigan Earned Sick Time Act. The existing policy already offered the equivalent of at least two weeks paid time off for staff who worked 20 hours or more per week. The policy now includes all staff.

- The library board voted to amend the entry level line in the Salary Step schedule to adjust for The State of Michigan minimum wage increase on February 21, 2025. The new minimum wage is \$12.48 per hour.

Contacting the Library Management

This management discussion and analysis provides an overview of the current and prospective financial condition of the Library's operations and financial position. Requests for additional information on this report can be addressed to the Library Director, Spring Lake District Library, 123 E. Exchange St., Spring Lake, MI 49546.

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SPRING LAKE DISTRICT LIBRARY

STATEMENT OF NET POSITION

DECEMBER 31, 2024

| | <u>Primary Government Governmental Activities</u> |
|---|---|
| Assets | |
| Cash and pooled investments | \$ 1,596,948 |
| Receivables | 1,432,916 |
| Prepays | 37,773 |
| Net other post-employment benefit asset | 1,105,781 |
| Capital assets, net | |
| Land | 599,210 |
| Construction in progress | 26,763 |
| Buildings and equipment | <u>5,627,702</u> |
| Total assets | <u>10,427,093</u> |
| Deferred outflows of resources | |
| Pension related | 278,075 |
| Other post-employment benefits related | <u>38,750</u> |
| Total deferred outflows of resources | <u>316,825</u> |
| Liabilities | |
| Accounts payable and accrued expenses | 32,852 |
| Compensated absences | 37,765 |
| Noncurrent liabilities | |
| Net pension liability | <u>587,972</u> |
| Total liabilities | <u>658,589</u> |
| Deferred inflows of resources | |
| Taxes levied for subsequent period | 1,558,858 |
| Pension related | <u>5,465</u> |
| Total deferred inflows of resources | <u>1,564,323</u> |
| Net Position | |
| Net investment in capital assets | 6,253,675 |
| Restricted for capital projects | 328,677 |
| Unrestricted | <u>1,938,654</u> |
| Total net position | <u>\$ 8,521,006</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2024

| <u>Functions/Programs</u> | <u>Expenses</u> | <u>Program Revenues</u> | | <u>Net (Expense) Revenue</u> |
|----------------------------------|---------------------|---------------------------------|---|----------------------------------|
| | | <u>Charges for Services</u> | <u>Operating Grants and Contributions</u> | |
| Primary government | | | | |
| Governmental activities | | | | |
| Library | \$ 2,139,485 | \$ 129,547 | \$ 175,757 | \$ 291,575 |
| | | | | \$ (1,542,606) |
| Total primary government | <u>\$ 2,139,485</u> | <u>\$ 129,547</u> | <u>\$ 175,757</u> | <u>\$ 291,575</u> |
| | | | | (1,542,606) |
| General revenues | | | | |
| Property taxes | | | | |
| General operating | | | | 1,491,509 |
| County penal fines | | | | 53,590 |
| State revenues | | | | 23,289 |
| Interest earnings | | | | <u>122,690</u> |
| Total general revenues | | | | <u>1,691,078</u> |
| Change in net position | | | | 148,472 |
| Net position, beginning of year | | | | <u>8,372,534</u> |
| Net position, end of year | | | | <u>\$ 8,521,006</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

GOVERNMENTAL FUNDS BALANCE SHEET

DECEMBER 31, 2024

| | <u>General</u> | <u>Capital Projects</u> | <u>Total</u> |
|--|---------------------|-----------------------------|---------------------|
| Assets | | | |
| Cash and pooled investments | \$ 1,283,271 | \$ 313,677 | \$ 1,596,948 |
| Accounts receivable | 1,432,916 | - | 1,432,916 |
| Due from other funds | - | 15,000 | 15,000 |
| Prepays | 37,773 | - | 37,773 |
| Total assets | <u>\$ 2,753,960</u> | <u>\$ 328,677</u> | <u>\$ 3,082,637</u> |
| Liabilities, deferred inflows, and fund balance | | | |
| Liabilities | | | |
| Accounts payable and accrued liabilities | \$ 32,852 | \$ - | \$ 32,852 |
| Due to other funds | 15,000 | - | 15,000 |
| Total liabilities | <u>47,852</u> | <u>-</u> | <u>47,852</u> |
| Deferred inflows of resources | | | |
| Taxes levied for subsequent period | 1,558,858 | - | 1,558,858 |
| Fund balances | | | |
| Non-spendable | | | |
| Prepaid items | 37,773 | - | 37,773 |
| Committed | | | |
| Capital projects | - | 328,677 | 328,677 |
| Assigned | | | |
| Subsequent year expenditures | 5,262 | - | 5,262 |
| Unassigned | 1,104,215 | - | 1,104,215 |
| Total fund balances | <u>1,147,250</u> | <u>328,677</u> | <u>1,475,927</u> |
| Total liabilities, deferred inflows, and fund balance | <u>\$ 2,753,960</u> | <u>\$ 328,677</u> | <u>\$ 3,082,637</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

RECONCILIATION OF FUND BALANCE ON THE BALANCE SHEET FOR GOVERNMENTAL FUNDS TO NET POSITION OF GOVERNMENTAL ACTIVITIES ON THE STATEMENT OF NET POSITION

DECEMBER 31, 2024

| | |
|---|----------------------------|
| Fund balances - total governmental funds | \$ 1,475,927 |
| Amounts reported for <i>governmental activities</i> in the statement of net position are different because | |
| Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. | |
| Add - capital assets (net) | 6,253,675 |
| Certain pension and other post-employment benefits related amounts, such as the net other post-employment benefits asset, net pension liability and deferred amounts, are not due and payable in the current period and therefore are not reflected in the funds. | |
| Add - other post-employment benefits asset | 1,105,781 |
| Deduct - net pension liability | (587,972) |
| Add - deferred outflows related to other post-employment benefits | 38,750 |
| Deduct - deferred inflows related to pension | (5,465) |
| Add - deferred outflows related to pension | 278,075 |
| Certain long-term liabilities are not due and payable in the current period and therefore are not reported in the funds. | |
| Deduct - compensated absences payable | <u>(37,765)</u> |
| Net position of governmental activities | <u>\$ 8,521,006</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2024

| | <u>General</u> | <u>Capital Projects</u> | <u>Total</u> |
|---|---------------------|-----------------------------|---------------------|
| Revenues | | | |
| Taxes | \$ 1,491,509 | \$ - | \$ 1,491,509 |
| Intergovernmental | | | |
| State revenues | 23,289 | - | 23,289 |
| Local revenues | 116,363 | - | 116,363 |
| County penal fees | 53,590 | - | 53,590 |
| Contributions | 175,757 | 291,575 | 467,332 |
| Fees and charges | 11,788 | - | 11,788 |
| Interest | 83,196 | 39,494 | 122,690 |
| Miscellaneous | 1,396 | - | 1,396 |
| Total revenues | <u>1,956,888</u> | <u>331,069</u> | <u>2,287,957</u> |
| Expenditures | | | |
| Current | | | |
| Library | | | |
| Personnel | 1,277,080 | - | 1,277,080 |
| Materials | 176,864 | - | 176,864 |
| Programming | 35,085 | - | 35,085 |
| Technology | 35,035 | - | 35,035 |
| Operations | 302,977 | 86,035 | 389,012 |
| Capital outlay | 18,502 | 1,169,523 | 1,188,025 |
| Total expenditures | <u>1,845,543</u> | <u>1,255,558</u> | <u>3,101,101</u> |
| Revenues over (under) expenditures | <u>111,345</u> | <u>(924,489)</u> | <u>(813,144)</u> |
| Other financing sources (uses) | | | |
| Transfers in | - | 15,000 | 15,000 |
| Transfers out | (15,000) | - | (15,000) |
| Total other financing sources (uses) | <u>(15,000)</u> | <u>15,000</u> | <u>-</u> |
| Net changes in fund balances | 96,345 | (909,489) | (813,144) |
| Fund balances, beginning of year | <u>1,050,905</u> | <u>1,238,166</u> | <u>2,289,071</u> |
| Fund balances, end of year | <u>\$ 1,147,250</u> | <u>\$ 328,677</u> | <u>\$ 1,475,927</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2024

| | |
|--|--------------------------|
| Net changes in fund balances - total governmental funds | \$ (813,144) |
| Amounts reported for <i>governmental activities</i> in the statement of activities are different because | |
| Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense. | |
| Add - capital outlay | 1,335,386 |
| Deduct - depreciation expense | (348,562) |
| Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds. | |
| Deduct - increase in compensated absences | (18,551) |
| Add - decrease in net pension liability | 71,093 |
| Add - increase in other post-employment benefits asset | 82,608 |
| Deduct - decrease in deferred outflows related to pensions | (138,756) |
| Deduct - increase in deferred inflows related to pensions | (2,158) |
| Deduct - decrease in deferred outflows related to other post-employment benefits | <u>(19,444)</u> |
| Change in net position of governmental activities | <u>\$ 148,472</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

**FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION**

DECEMBER 31, 2024

| | Retiree Healthcare Trust Fund |
|-------------------------------------|--|
| Assets | |
| Investments | \$ 1,238,900 |
| Liabilities | |
| Accounts payable | - |
| Net position | |
| Net position held in trust for OPEB | <u>\$ 1,238,900</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

FIDUCIARY FUNDS STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FOR THE YEAR ENDED DECEMBER 31, 2024

| | <u>Retiree Healthcare Trust Fund</u> |
|--|--|
| Additions | |
| Investment earnings | |
| Investment gain (loss) | \$ 88,967 |
| Deductions | |
| Participant benefits | 3,245 |
| Other expenses | 1,525 |
| Administrative expenses | <u>2,563</u> |
| Total deductions | <u>7,333</u> |
| Changes in net position | 81,634 |
| Net position, beginning of year | <u>1,157,266</u> |
| Net position, end of year | <u>\$ 1,238,900</u> |

The accompanying notes are an integral part of these financial statements.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Spring Lake District Library, Spring Lake, Michigan (the "Library") conform to generally accepted accounting principles as applicable to governments. The following is a summary of the significant policies.

Reporting Entity

As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the Spring Lake District Library. There are no component units to be included. The criteria for including a component unit include significant operational or financial relationships with the Library.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the activities of the Library which is considered to be a special purpose government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues are reported in total. The Library has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for the governmental funds. Library resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Measurement Focus and Basis of Accounting

The government-wide financial statements and the fiduciary fund are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. County penal fines are recognized when received. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period except grant revenues which are recognized when grant requirements are met, County penal fines and other revenues are recognized when received, and interest revenue which is recorded when earned. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service and compensated absences expenditures, as well as expenditures related to claims and judgments, are recorded only when payment is due. Property taxes,

SPRING LAKE DISTRICT LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

state revenue, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Library.

All individual governmental funds are reported as separate columns in the fund financial statements.

The Library reports the following major governmental funds:

The *General Fund* is the general operating fund of the Library. It is used to account for all financial resources, except those required to be accounted for in another fund.

The *Capital Projects Fund* accounts for resources that are committed to expenditure for improvements to the library's facility. Revenues were from an initial capital campaign when the Library's current facility was constructed. The unspent balance at completion of construction was released from restriction by a donor (whose contribution exceeded the remaining balance). However, the Board has determined that these resources will continue to be set aside for this purpose.

Additionally, the Library reports the following fund type:

The *Other Post-Employment Benefits Trust Fund* is used to account for the operations of the Library's other post-employment benefits plan.

Budgets and Budgetary Accounting

Comparisons to budget are presented for the General Fund. The Library follows these procedures in establishing the budgetary data reflected in the financial statements:

1. In September of each year, the Library Director submits to the Library Board a proposed operating budget for the fiscal year commencing the following January 1.
2. A public hearing is conducted to obtain taxpayer comments.
3. Prior to January 1, the budget is legally enacted through passage of a resolution.
4. Formal budgetary integration is employed as a management control device during the year for the general fund.
5. The budget for the general fund is adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. Adoption and amendments of all budgets used by the Library are governed by Michigan Law. The appropriations ordinances are based on the projected expenditures budget of the various objects of the Library. Any amendment to the original budget must meet the requirements of Michigan Law. The Library did amend its budget for the current year. Any revisions that alter the expenditures at the object level within the general fund must be approved by the Library Board.

SPRING LAKE DISTRICT LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

Deposits and Investments

State statutes and Library policy authorize the Library to invest in:

- a. Bonds, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution.
- c. Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- d. Bankers acceptances of United States banks.
- e. Obligations of the State of Michigan and its political subdivisions that, at the time of purchase are rated as investment grade by at least one standard rating service.
- f. Mutual funds registered under the Investment Company Act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- g. External investment pools as authorized by Public Act 20 as amended.
- h. The Library OPEB plan is also allowed to invest in corporate debt and equity securities.

Prepaid Items

Certain payments to vendors represent costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. Prepaid items are accounted for following the consumption method of accounting.

Capital Assets

Capital assets, which include property and equipment, are reported in the governmental activities column in the government-wide financial statements.

Capital assets are defined by the Library as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Such assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated capital assets are valued at acquisition value (the price that would be paid to acquire an asset with equivalent service potential in an orderly market transaction) on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Depreciation on capital assets (including infrastructure), is computed using the straight-line method over the following estimated useful lives:

| | <u>Years</u> |
|------------------------------------|--------------|
| Buildings and improvements | 15-50 |
| Collections | 7 |
| Furniture, fixtures, and equipment | 5-20 |

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities statement of net position.

Compensated Absences

Library employees can earn paid time off (PTO) in varying amounts based on length of service. Unused PTO may be accumulated up to 160 hours for part-time employees or 320 hours for full-time employees. Carryover in excess of these amounts must be approved by management or the Board of Trustees. Compensated absences accrued at year-end, which are subject to payment upon termination, have been included as a liability on the statement of net position and not on the governmental funds balance sheet, as no amount has matured from resignations or retirements.

Deferred outflows/inflows of resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/ expenditure) until then. The Library reports deferred outflows related to its pension and other post-employment benefits plans in the governmental activities.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds and governmental activities report deferred inflows from property taxes levied for the following year. In addition, the Library reports deferred inflows related to its pension in the governmental activities.

Property Taxes

Property taxes are levied and attach as an enforceable lien on property on December 1. Property taxes are payable through February 14. The property taxes are billed and collected by Spring Lake Township, which then remits the Library's designated portion on a semi-monthly basis. During March of each year, uncollected real property taxes are transferred to Ottawa County which pays the Library for those balances and accepts responsibility for collections. Responsibility for the collection of unpaid personal property taxes remains with Spring Lake Township.

SPRING LAKE DISTRICT LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

Interfund Transactions

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other interfund transactions are reported as transfers.

Transfers are used to move unrestricted revenues collected in the general fund to the capital projects fund for future capital needs.

Net Position and Fund Balance Reporting

Governmental funds report fund balance in the following five categories:

1. Non-spendable – the related asset's form does not allow expenditure of the balance. The assets are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. Nonspendable fund balance would be equal to inventory, prepaid items, non-current financial assets, and the nonspendable portion of endowments.
2. Restricted – the related assets can only be spent for the specific purposes stipulated by constitution, external resource providers, or as identified in enabling legislation.
3. Committed – the related assets can only be spent for a specific purpose identified by formal resolution of the governing board.
4. Assigned – the related assets can only be spent for a specific purpose identified by management as authorized by the governing board.
5. Unassigned – is the residual classification and includes all spendable amounts not contained in the other classifications.

Fund balance can only be committed or assigned by formal resolution of the Library Board.

Restricted net position represents those portions of net position legally segregated for a specific future use.

Net Position and Fund Balance Flow Assumptions

Sometimes the Library will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position/fund balance and unrestricted – net position/fund balance, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Library's policy to use restricted resources first, then unrestricted resources as they are needed. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Pensions and Other Post-employment Benefits (OPEB)

For purposes of measuring the net pension liability and net OPEB asset, deferred outflows of resources and deferred inflows of resources related to pensions/OPEB, and pension/OPEB expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

2. EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

PA. 621 of 1978, as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Library's actual and budgeted expenditures for the general fund have been shown at the object level, the level at which the budgets of the Library were adopted. During the year ended December 31, 2024, the Library had expenditures in excess of the amounts appropriated as follows:

| | <u>Amended budget</u> | <u>Actual</u> | <u>Amount over budget</u> |
|--------------|---------------------------|---------------|-----------------------------------|
| General fund | | | |
| Programming | \$35,000 | \$35,085 | \$85 |

3. CASH AND INVESTMENTS

The captions on the financial statements relating to cash and Pooled investments and investments are as follows:

| | |
|-----------------------------|--------------------|
| Cash and Pooled investments | \$1,596,948 |
| Investments | <u>1,238,900</u> |
| | <u>\$2,835,848</u> |

The cash and investments making up the above balances are as follows:

| | |
|----------------------------------|--------------------|
| Petty cash | \$ 234 |
| Deposits | 210,412 |
| Michigan Class investment pool | 1,386,302 |
| MERS total market portfolio fund | <u>1,238,900</u> |
| Total | <u>\$2,835,848</u> |

The deposits are in financial institutions located in Michigan in varying amounts. All accounts are in the name of the Library and a specific fund or common account. They are recorded in Library records at fair value. Interest is recorded when earned. Certificates of deposit with maturity dates over 90 days are classified as investments in the financial statements, but are classified as deposits for risk reporting purposes.

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned. State law does not require, and the Library does not have, a policy for deposit custodial credit risk. As of year-end, none of the Library's bank balance of \$221,857 was exposed to custodial credit risk due to being uninsured or uncollateralized.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Investments

The Library categorizes its fair value measurements of investments within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. As of December 31, 2024, the Library's investments in the MI Class investment pool and in the MERS Total Market Portfolio fund are classified as level 2.

At December 31, 2024 the balance of the MERS Total Market Portfolio fund consisted of the following:

| <u>Investment</u> | <u>Percentage of pool total</u> | <u>Maturity in years</u> |
|---------------------|-------------------------------------|------------------------------|
| Global equity | 49% | Not applicable |
| Global fixed income | 26% | Not applicable |
| Private markets | 25% | Not applicable |

Investment and deposit risk

Interest Rate Risk. State law and Library policy limit the allowable investments and the maturities of some of the allowable investments as identified in Note 1, the summary of significant accounting policies. The Library's investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. There is no stated maturity date for the Library's investments identified above.

Credit Risk. State law limits investments to specific government securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools as identified in Note 1, the summary of significant accounting policies. The investment policy does not have specific limits in excess of state law on investment credit risk. There is no risk rating for the MERS fund noted above. Michigan Class listed above is rate AAAM by S&P.

Custodial Credit Risk - Investments. For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require and the Library does not have a policy for investment custodial credit risk. For the above funds on deposit with MERS and MI Class investments, the Library's custodial credit risk exposure cannot be determined because the Library's participation in the pools/funds do not consist of specifically identifiable securities.

Concentration of Credit Risk. State law limits allowable investments but does not limit concentration of credit risk as identified in Note 1, the summary of significant accounting policies. The Library's investment policy does not have specific limits in excess of state law on concentration of credit risk. All investments held at year-end are reported above.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

4. CAPITAL ASSETS

Capital asset activity for the year was as follows:

| | Balance January 1, 2024 | Additions | Deletions | Balance December 31, 2024 |
|--|-------------------------------|--------------------|------------------|---------------------------------|
| Governmental activities | | | | |
| Capital assets, not being depreciated | | | | |
| Land | \$ 599,210 | \$ - | \$ - | \$ 599,210 |
| Construction in progress | 520,971 | 26,763 | 520,971 | 26,763 |
| Capital assets, not being depreciated | 1,120,181 | 26,763 | 520,971 | 625,973 |
| Capital assets, being depreciated | | | | |
| Buildings and improvements | 6,018,079 | 1,545,763 | - | 7,563,842 |
| Equipment | 1,032,321 | 133,052 | - | 1,165,373 |
| Library collection | 821,170 | 150,779 | 109,577 | 862,372 |
| Total capital assets, being depreciated | 7,871,570 | 1,829,594 | 109,577 | 9,591,587 |
| Less accumulated depreciation for | | | | |
| Building and improvements | 2,408,188 | 186,905 | - | 2,595,093 |
| Equipment | 928,123 | 41,405 | - | 969,528 |
| Library collection | 388,589 | 120,252 | 109,577 | 399,264 |
| Total accumulated depreciation | 3,724,900 | 348,562 | 109,577 | 3,963,885 |
| Net capital assets, being depreciated | 4,146,670 | 1,481,032 | - | 5,627,702 |
| Governmental activities capital assets, net | \$5,266,851 | \$1,507,795 | \$520,971 | \$6,253,675 |

Depreciation expense of \$348,562 was charged to the Library functions/programs.

5. COMPENSATED ABSENCES

The following is a summary of the compensated absences of the Library:

| | Balance January 1, 2024 | Additions | Deletions | Balance December 31, 2024 | Due Within One Year |
|--------------------------------|-------------------------------|-----------|-----------|---------------------------------|------------------------------|
| Governmental Activities | | | | | |
| Accrued compensated absences | \$19,214 | \$18,551 | \$ - | \$37,765 | \$ - |
| | \$19,214 | \$18,551 | \$ - | \$37,765 | \$ - |

SPRING LAKE DISTRICT LIBRARY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2024

6. PENSION PLANS

Defined Benefit Plan

Plan Description

The Library participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at www.mersofmich.com.

Benefits Provided

Pension benefits approved by the Library Board are provided to all full-time employees. Benefits provided include a multiplier of 2.5 times final average compensation for those hired prior to December 1, 2018 and a multiplier of 1.75 for those hired after December 1, 2018. The vesting period for benefits is 10 years. Normal retirement age is 60 with early retirement at age 50 with 25 years of service or age 55 with 15. Final average compensation is calculated based on a 3 year average.

Membership of the defined benefit plan consisted of the following at the date of the latest actuarial valuation (December 31, 2023):

| | |
|--|-------|
| Active plan members | 3 |
| Inactive employees or beneficiaries currently receiving benefits | 7 |
| Inactive employees entitled but not yet receiving benefits | 11 |
| | <hr/> |
| Total | 21 |

The defined benefit plan was closed to new entrants effective January 1, 2023.

Contributions

The Library is required to contribute at an actuarially determined rate, which for the current year was approximately \$6,800 per month. Contributions are determined based on position and classification of participating employees. Participating employees are required to contribute from 3% to 5% of gross wages to the Plan based on position and classification. The contribution requirements of the Library are established and may be amended by the MERS Retirement Board. The contribution requirements of employees are established and may be amended by labor agreements.

Net Pension Liability

The Library's net pension liability was measured as of December 31, 2024, and the total pension liability used to calculate the net pension liability at December 31, 2024 was determined by an annual actuarial valuation as of December 31, 2023 (which included roll forward procedures to December 31, 2024).

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

The total pension liability in the December 31, 2023 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

- Inflation: 2.5%
- Salary Increases: base wage inflation of 3.85% in the long-term (plus merit and longevity from 0 to 11% based on age)
- Investment rate of return: 6.93%, net of investment expense, including inflation
- Mortality rates used for non-disabled plan member were based on a weighted blend of Pub-2014 mortality tables.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Long-Term Expected Real Rate of Return</u> | <u>Expected Money Weighted Rate of Return*</u> |
|-----------------------------|--------------------------|---|--|
| Global Equity | 60.0% | 4.50% | 2.70% |
| Global Fixed Income | 20.0% | 2.00% | 0.40% |
| Private investments | 20.0% | 7.00% | 1.40% |
| MERS dedicated gains policy | | | (0.07)% |
| Inflation | | | 2.50% |
| Administrative fee | | | 0.25% |
| Discount rate | | | <u>7.18%</u> |

Discount rate. The discount rate used to measure the total pension liability is 6.93%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

| Changes in the Net Pension Liability | | | |
|--|-----------------------------|---------------------------------|-------------------------------|
| | Increase (Decrease) | | |
| | Total Pension Liability (a) | Plan Fiduciary Net Position (b) | Net Pension Liability (a)-(b) |
| Balance at December 31, 2023 | \$3,018,478 | \$2,359,413 | \$659,065 |
| Changes for the Year: | | | |
| Service cost | 16,849 | - | 16,849 |
| Interest | 202,147 | - | 202,147 |
| Change in benefits | - | - | - |
| Differences between expected and actual experience | (10,930) | - | (10,930) |
| Change in assumptions | 17,926 | - | 17,926 |
| Contributions: employer | - | 81,240 | (81,240) |
| Contributions: employee | - | 8,295 | (8,295) |
| Net investment income | - | 174,362 | (174,362) |
| Benefit payments, including refunds | (219,842) | (219,842) | - |
| Administrative expense | - | (5,144) | 5,144 |
| Other changes | (38,332) | - | (38,332) |
| Net changes | (32,182) | 38,911 | (71,093) |
| Balance at December 31, 2024 | \$2,986,296 | \$2,398,324 | \$587,972 |

Sensitivity of the Net Pension Liability to Changes in the Discount Rate.

The following presents the net pension liability of the employer, calculated using the discount rate of 7.18%, as well as what the employer's net pension liability would be using a discount rate that is 1 percentage point lower (6.18%) or higher (8.18%) than the current rate.

| | 1% Decrease | Current Discount rate | 1% Increase |
|-------------------------|-------------|-----------------------|-------------|
| Total Pension Liability | \$3,264,587 | \$2,986,296 | \$2,747,739 |
| Fiduciary Net Position | 2,398,324 | 2,398,324 | 2,398,324 |
| Net Pension Liability | \$ 866,263 | \$ 587,972 | \$ 349,415 |

Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended December 31, 2024 the Library recognized pension expense of \$151,061. The Library reported deferred outflows and inflows of resources related to pensions from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|-------------------------------------|--------------------------------|-------------------------------|
| Differences in experience | \$ 38,969 | \$5,465 |
| Differences in assumptions | 49,944 | - |
| Excess (deficit) investment returns | 189,162 | - |
| Total | \$278,075 | \$5,465 |

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Amounts reported as deferred outflows and inflows of resources related to Library pensions will be recognized in pension expense as follows:

| | |
|------------|------------------|
| 2025 | \$117,128 |
| 2026 | 144,845 |
| 2027 | 13,746 |
| 2028 | (3,109) |
| Thereafter | - |
| Total | <u>\$272,610</u> |

Defined Contribution Pension Plan

The Library maintains a defined contribution pension plan administered by the Municipal Employees Retirement System (MERS) of Michigan, that covers substantially all full-time employees. Participants contribute a percent of their salaries to the plan which the Library matches at 100% up to 6% of employee compensation. Plan provisions and contribution requirements are established and may be amended by the Board. The Library's contribution for 2024 was \$19,584.

Deferred Compensation Plan

The Library offers employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all Library employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. All assets of the plan are held in trust for employees and the related assets and liabilities are not included in this report.

7. OTHER POST-EMPLOYMENT BENEFITS

Plan Description

The Library maintains a single-employer defined benefit healthcare plan (the "Plan"). The Plan provides health, dental, and vision insurance benefits to certain retirees and their beneficiaries and is closed to new hires. The Plan is included as an other post-employment benefits trust fund in the Library's financial statements; a stand-alone financial report of the Plan has not been issued. Management has utilized the alternative method using actuarial calculations in the valuation of the other post-employment benefits plan,

Benefits provided

The plan provides eligible retirees, their spouses and eligible dependents healthcare benefits matching those received at the time of retirement until they are eligible for Medicare at no incremental cost, at which time the healthcare coverage will become a supplemental insurance.

Membership of the Plan consisted of the following at the date of the latest valuation (December 31, 2024):

| | |
|---|----------|
| Active plan members | 0 |
| Retirees and beneficiaries receiving benefits | <u>2</u> |
| Total | <u>2</u> |

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Contributions

The Plan was established and is being funded under the authority of the Library Board of Trustees. The Plan's funding policy is that the employer will contribute any required amounts as determined by an annual actuarial valuation. There are no long-term contracts for contributions to the Plan. The plan has no legally required reserves.

Net OPEB Liability

The total OPEB liability in the December 31, 2024 annual valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

- Salary Increases: 3.25%
- Investment rate of return: 6.90%
- Healthcare cost trend rate: 7.25% per year adjusted downward .25% per year to 4.5%
- 20-year Aa Municipal bond yield: 3.9%
- Mortality rates used IRS 2017 annuitant/non-annuitant mortality

The actuarial assumptions used in the valuation were determined by management using the best information available and utilizing the State of Michigan mandatory assumptions.

The long-term expected rate of return on OPEB plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

| <u>Asset Class</u> | <u>Target Allocation</u> | <u>Expected Rate of Return</u> |
|-----------------------------|--------------------------|------------------------------------|
| MERS Total Market Portfolio | 100% | 6.90% |

The sum of each target benefit times its long-term expected real rate is 6.90%.

Discount rate. The discount rate used to measure the total OPEB liability is 6.90%. For projected benefits that are expected to be covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the total OPEB liability.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

Changes in the Net OPEB Liability

| | Increase (Decrease) | | |
|--|--------------------------------|--|---|
| | Total OPEB Liability (a) | Plan Fiduciary Net Position (b) | Net OPEB Liability (Asset) (a)-(b) |
| Balance at December 31, 2023 | \$134,093 | \$1,157,266 | \$(1,023,173) |
| Changes for the Year: | | | |
| Service cost | - | - | - |
| Interest | 9,087 | - | 9,087 |
| Change in benefits | - | - | - |
| Differences between expected and actual experience | (5,291) | - | (5,291) |
| Change in assumptions | - | - | - |
| Contributions: employer | - | - | - |
| Contributions: employee | - | - | - |
| Net investment Income | - | 88,967 | (88,967) |
| Benefit payments, including refunds | (4,770) | (4,770) | - |
| Administrative expense | - | (2,563) | 2,563 |
| Other changes | - | - | - |
| Net changes | (974) | 81,634 | (82,608) |
| Balance at December 31, 2024 | \$133,119 | \$1,238,900 | \$(1,105,781) |

Sensitivity of the Net OPEB Liability to changes in the discount rate.

The following presents the net OPEB liability of the employer, calculated using the discount rate of 6.90%, as well as what the employer's net OPEB liability would be using a discount rate that is 1 percentage point lower or higher than the current rate.

| | 1% Decrease | Current Discount rate | 1% Increase |
|----------------------------|---------------|--------------------------|---------------|
| Net OPEB liability (asset) | (\$1,084,793) | (\$1,105,781) | (\$1,123,743) |

Sensitivity of the Net OPEB Liability to changes in the healthcare cost trend rates.

The following presents the net OPEB liability of the employer, calculated using the healthcare cost trend rate of 7.25%, as well as what the employer's net OPEB liability would be using a healthcare cost trend rate that is 1 percentage point lower or higher than the current rate.

| | 1% Decrease | Current healthcare cost trend rate | 1% Increase |
|----------------------------|---------------|---|---------------|
| Net OBEB liability (asset) | (\$1,116,063) | (\$1,105,781) | (\$1,094,502) |

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB Plan

For the year ended December 31, 2024 the employer recognized OPEB expense of (\$59,103). The employer reported deferred outflows and inflows of resources related to OPEBs from the following sources:

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|-------------------------------------|--------------------------------------|-------------------------------------|
| Differences in experience | \$ - | \$ - |
| Changes in assumptions | - | - |
| (Excess) deficit investment returns | 38,750 | - |
| Total | \$38,750 | \$ - |

Amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

| | |
|-------|----------|
| 2025 | \$20,947 |
| 2026 | 31,565 |
| 2027 | (11,888) |
| 2028 | (1,874) |
| Total | \$38,750 |

8. RISK MANAGEMENT

The library is exposed to various risks of loss related to property loss, torts, errors, and omissions and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Library has purchased commercial insurance for claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in the past three fiscal years. There were no significant reductions in insurance coverage during the past year.

9. FUNDS HELD BY COMMUNITY FOUNDATION

Endowment Fund Agreement

The Library entered into an agreement with the Grand Haven Area Community Foundation on September 25, 2001, the purpose of which was to establish an endowment fund and a restricted fund to provide funding for the support of the Spring Lake District Library. Distributions may be made only from net appreciation of the endowment at the request of the Library Board, subject to Foundation approval and certain conditions. The Board may also request that a portion or all of the investment return be re-invested in the endowment fund. At December 31, 2024, balances of the endowment and restricted funds held by the Grand Haven Area Community Foundation were \$3,848,038 and \$234,068 respectively.

Renovation Fund Agreement

The Library entered into an agreement with the Grand Haven Area Community Foundation, the purpose of which was to establish an investment fund to pay for the future renovation of the Library. The Library can request distribution of these funds at any time and must use them for the renovation of the Library. At December 31, 2024 the balance of the renovation fund was \$22,497.

SPRING LAKE DISTRICT LIBRARY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2024

10. TAX ABATEMENTS

The District receives reduced property tax revenues as a result of Industrial Facilities Tax exemptions granted by cities, villages, and townships within the District. Industrial facility exemptions are intended to promote construction of new industrial facilities and to rehabilitate existing facilities.

Industrial property tax abatements are granted in the State of Michigan under Public Act 198. By State law, the exemption must be applied for no later than six months after commencement of the project, and must be accompanied by a written agreement between the tax payer and the local unit. An exemption allows for taxation on IFT property at 50% of the local property tax millage for a period of 1 to 12 years. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended December 31, 2024, the District's property tax revenues were reduced by approximately \$6,900 under this program.

SPRING LAKE DISTRICT LIBRARY

GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2024

| | <u>Budget Amounts</u> | | <u>Actual Amount</u> | <u>Variance Positive (Negative)</u> |
|--|-----------------------|---------------------|----------------------|-------------------------------------|
| | <u>Original</u> | <u>Final</u> | | |
| Revenues | | | | |
| Taxes | \$ 1,685,779 | \$ 1,645,134 | \$ 1,491,509 | \$ (153,625) |
| Intergovernmental | | | | |
| State revenues | 16,000 | 23,289 | 23,289 | - |
| Local revenues | - | - | 116,363 | 116,363 |
| County penal fees | - | - | 53,590 | 53,590 |
| Contributions | 155,000 | 175,742 | 175,757 | 15 |
| Fees and charges | 1,800 | 3,220 | 11,788 | 8,568 |
| Interest | 37,560 | 78,715 | 83,196 | 4,481 |
| Miscellaneous | 5,950 | 17,278 | 1,396 | (15,882) |
| Total revenues | <u>1,902,089</u> | <u>1,943,378</u> | <u>1,956,888</u> | <u>13,510</u> |
| Expenditures | | | | |
| Current | | | | |
| Library | | | | |
| Personnel | 1,246,789 | 1,283,078 | 1,277,080 | 5,998 |
| Materials | 196,200 | 196,200 | 176,864 | 19,336 |
| Programming | 30,000 | 35,000 | 35,085 | (85) |
| Technology | 37,000 | 37,000 | 35,035 | 1,965 |
| Operations | 367,100 | 352,100 | 302,977 | 49,123 |
| Capital outlay | 25,000 | 25,000 | 18,502 | 6,498 |
| Total expenditures | <u>1,902,089</u> | <u>1,928,378</u> | <u>1,845,543</u> | <u>82,835</u> |
| Revenues over (under) expenditures | - | 15,000 | 111,345 | 96,345 |
| Other financing sources (uses) | | | | |
| Transfers out | - | (15,000) | (15,000) | - |
| Net changes in fund balance | - | - | 96,345 | 96,345 |
| Fund balance, beginning of year | <u>1,050,905</u> | <u>1,050,905</u> | <u>1,050,905</u> | <u>-</u> |
| Fund balance, end of year | <u>\$ 1,050,905</u> | <u>\$ 1,050,905</u> | <u>\$ 1,147,250</u> | <u>\$ 96,345</u> |

SPRING LAKE DISTRICT LIBRARY
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF CHANGES IN EMPLOYERS NET PENSION
LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED DECEMBER 31, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Total pension liability | | | | | | | | | | |
| Service cost | \$ 16,849 | \$ 39,466 | \$ 38,276 | \$ 39,249 | \$ 49,214 | \$ 38,208 | \$ 49,622 | \$ 59,095 | \$ 54,586 | \$ 51,541 |
| Interest | 202,147 | 209,661 | 189,068 | 189,362 | 161,195 | 165,853 | 161,162 | 152,421 | 133,343 | 121,509 |
| Changes in benefit terms | - | - | - | - | - | - | - | - | - | - |
| Difference between expected and actual experience | (10,930) | 43,516 | 43,029 | (13,226) | 248,102 | (71,382) | (36,173) | (36,192) | (7,563) | - |
| Changes in assumptions | 17,926 | - | 102,454 | 162,155 | 70,261 | - | - | - | 141,015 | - |
| Benefit payments including employee refunds | (219,842) | (214,959) | (206,224) | (172,206) | (151,046) | (116,738) | (62,206) | (12,077) | (11,820) | (11,563) |
| Other | (38,332) | (17,435) | 23,699 | 4,505 | 8,449 | 43,540 | (20,787) | (24,190) | (22,702) | (19,440) |
| Net change in total pension liability | (32,182) | 60,249 | 190,302 | 209,839 | 386,175 | 59,481 | 91,618 | 139,057 | 286,859 | 142,047 |
| Total pension liability, beginning of year | 3,018,478 | 2,958,229 | 2,767,927 | 2,558,088 | 2,171,913 | 2,112,432 | 2,020,814 | 1,881,757 | 1,594,898 | 1,452,851 |
| Total pension liability, end of year | \$ 2,986,296 | \$ 3,018,478 | \$ 2,958,229 | \$ 2,767,927 | \$ 2,558,088 | \$ 2,171,913 | \$ 2,112,432 | \$ 2,020,814 | \$ 1,881,757 | \$ 1,594,898 |
| Plan Fiduciary Net Position | | | | | | | | | | |
| Contributions-employer | \$ 81,240 | \$ 67,308 | \$ 80,340 | \$ 66,088 | \$ 25,396 | \$ 38,898 | \$ 58,556 | \$ 45,549 | \$ 101,483 | \$ 23,263 |
| Contributions-employee | 8,295 | 13,146 | 18,722 | 17,007 | 16,766 | 14,859 | 11,428 | 12,325 | 12,601 | 12,119 |
| Net investment income (loss) | 174,362 | 244,243 | (273,525) | 334,841 | 275,618 | 274,693 | (83,759) | 246,364 | 183,882 | (23,859) |
| Benefit payments including employee refunds | (219,842) | (214,959) | (206,224) | (172,206) | (151,046) | (116,738) | (62,206) | (12,077) | (11,820) | (11,563) |
| Administrative expense | (5,144) | (5,195) | (4,802) | (3,841) | (4,438) | (4,733) | (4,117) | (3,889) | (3,611) | (3,438) |
| Net change in plan fiduciary net position | 38,911 | 104,543 | (385,489) | 241,889 | 162,296 | 206,979 | (80,098) | 288,272 | 282,535 | (3,478) |
| Plan fiduciary net position, beginning of year | 2,359,413 | 2,254,870 | 2,640,359 | 2,398,470 | 2,236,174 | 2,029,195 | 2,109,293 | 1,821,021 | 1,538,486 | 1,541,964 |
| Plan fiduciary net position, end of year | \$ 2,398,324 | \$ 2,359,413 | \$ 2,254,870 | \$ 2,640,359 | \$ 2,398,470 | \$ 2,236,174 | \$ 2,029,195 | \$ 2,109,293 | \$ 1,821,021 | \$ 1,538,486 |
| Total net pension liability (asset) | \$ 587,972 | \$ 659,065 | \$ 703,359 | \$ 127,568 | \$ 159,618 | \$ (64,261) | \$ 83,237 | \$ (88,479) | \$ 60,736 | \$ 56,412 |
| Plan fiduciary net position as a percentage of the total pension liability | 80.3% | 78.2% | 76.2% | 95.4% | 93.8% | 103.0% | 96.1% | 104.4% | 96.8% | 96.5% |
| Covered employee payroll | \$ 174,391 | \$ 437,315 | \$ 399,489 | \$ 363,468 | \$ 411,164 | \$ 307,946 | \$ 348,345 | \$ 410,759 | \$ 420,050 | \$ 386,322 |
| Employer's net pension liability as a percentage of covered employee payroll | 337.2% | 150.7% | 176.1% | 35.1% | 38.8% | -20.9% | 23.9% | -21.5% | 14.5% | 14.6% |

SPRING LAKE DISTRICT LIBRARY
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF EMPLOYER CONTRIBUTIONS
FOR THE YEAR ENDED DECEMBER 31, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 | 2017 | 2016 | 2015 |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|------------------|---------------|
| Actuarially determined contributions | \$ 81,240 | \$ 67,308 | \$ 80,340 | \$ 66,088 | \$ 25,396 | \$ 38,898 | \$ 58,556 | \$ 45,549 | \$ 45,483 | \$ 23,263 |
| Contributions in relation to the actuarially determined contributions | <u>81,240</u> | <u>67,308</u> | <u>80,340</u> | <u>66,088</u> | <u>25,396</u> | <u>38,898</u> | <u>58,556</u> | <u>45,549</u> | <u>101,483</u> | <u>23,263</u> |
| Contribution excess (deficiency) | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 56,000</u> | <u>\$ -</u> |
| Covered employee payroll | \$ 174,391 | \$ 437,315 | \$ 399,489 | \$ 363,468 | \$ 411,164 | \$ 307,946 | \$ 348,345 | \$ 410,759 | \$ 420,050 | \$ 386,322 |
| Contributions as a percentage of covered employee payroll | 47% | 15% | 20% | 18% | 6% | 13% | 17% | 11% | 24% | 6% |

Notes to schedule

| | |
|-------------------------------|--|
| Actuarial cost method | Entry Age |
| Amortization method | Level percentage of payroll, open |
| Remaining amortization period | 15 years |
| Asset valuation method | 5 year smoothed |
| Inflation | 2.50% |
| Salary increases | 3.85 2022, 3.0% (2.0% for 2020; 3.75% for 2015 through 2019) |
| Investment rate of return | 7.0% (7.35% for 2020; 7.75% for 2015 through 2019) |
| Retirement age | Varies depending on plan adoption |
| Mortality | Pub-2010 mortality tables |

SPRING LAKE DISTRICT LIBRARY

OTHER POST-EMPLOYMENT BENEFITS PLAN SCHEDULE OF CHANGES IN EMPLOYERS NET OPEB LIABILITY AND RELATED RATIOS

FOR THE YEAR ENDED DECEMBER 31, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 |
|--|-----------------------|-----------------------|---------------------|-----------------------|---------------------|---------------------|---------------------|
| Total OPEB liability | | | | | | | |
| Service cost | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 9,040 |
| Interest | 9,087 | 9,921 | 9,418 | 18,624 | 19,410 | 18,899 | 24,126 |
| Changes in benefit terms | - | - | - | - | - | - | - |
| Difference between expected and actual experience | (5,291) | 2,348 | 6,272 | (137,267) | (13,598) | (75,565) | (31,086) |
| Changes in assumptions | - | (19,163) | - | - | - | - | - |
| Benefit payments including employee refunds | (4,770) | (7,680) | (9,006) | (10,874) | (23,198) | (15,698) | (9,622) |
| Other | - | - | - | - | - | - | - |
| Net change in total OPEB liability | (974) | (14,574) | 6,684 | (129,517) | (17,386) | (72,364) | (7,542) |
| Total OPEB liability, beginning of year | 134,093 | 148,667 | 141,983 | 271,500 | 288,886 | 361,250 | 368,792 |
| Total OPEB liability, end of year | \$ 133,119 | \$ 134,093 | \$ 148,667 | \$ 141,983 | \$ 271,500 | \$ 288,886 | \$ 361,250 |
| Plan Fiduciary Net Position | | | | | | | |
| Contributions-employer | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contributions-employee | - | - | - | - | - | - | - |
| Net investment income | 88,967 | 121,367 | (135,938) | 128,067 | 122,111 | 117,767 | (32,933) |
| Benefit payments including employee refunds | (4,770) | (7,680) | (9,006) | (10,874) | (23,198) | (15,698) | (9,622) |
| Administrative expense | (2,563) | (2,184) | (1,942) | (2,078) | (1,739) | (1,677) | (2,241) |
| Other | - | - | - | - | - | - | - |
| Net change in plan fiduciary net position | 81,634 | 111,503 | (146,886) | 115,115 | 97,174 | 100,392 | (44,796) |
| Plan fiduciary net position, beginning of year | 1,157,266 | 1,045,763 | 1,192,649 | 1,077,534 | 980,360 | 879,968 | 924,764 |
| Plan fiduciary net position, end of year | \$ 1,238,900 | \$ 1,157,266 | \$ 1,045,763 | \$ 1,192,649 | \$ 1,077,534 | \$ 980,360 | \$ 879,968 |
| Employer net OPEB liability (asset) | \$ (1,105,781) | \$ (1,023,173) | \$ (897,096) | \$ (1,050,666) | \$ (806,034) | \$ (691,474) | \$ (518,718) |
| Plan fiduciary net position as a percentage of the total OPEB liability | 931% | 863% | 703% | 840% | 397% | 339% | 244% |
| Covered employee payroll | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 48,900 | \$ 87,672 |
| Employer's net OPEB liability as a percentage of covered employee payroll | n/a | n/a | n/a | n/a | n/a | -1414% | -592% |

SPRING LAKE DISTRICT LIBRARY

OTHER POST-EMPLOYMENT BENEFITS PLAN SCHEDULE OF EMPLOYER CONTRIBUTIONS

FOR THE YEAR ENDED DECEMBER 31, 2024

| | 2024 | 2023 | 2022 | 2021 | 2020 | 2019 | 2018 |
|---|------|------|------|------|------|-----------|-----------|
| Actuarially determined contributions | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contributions in relation to the actuarially determined contributions | - | - | - | - | - | - | - |
| Contribution excess (deficiency) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Covered employee payroll | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 48,900 | \$ 87,672 |
| Contributions as a percentage of covered employee payroll | n/a | n/a | n/a | n/a | n/a | 0.0% | 0.0% |

SCHEDULE OF INVESTMENT RATE OF RETURN

| | | | | | | | |
|---------------------------|------|-------|--------|-------|------|-------|-------|
| Investment rate of return | 7.7% | 11.6% | -10.4% | 11.9% | 8.1% | 13.5% | -4.9% |
|---------------------------|------|-------|--------|-------|------|-------|-------|

Notes to schedule

| | |
|---------------------------------|--|
| Actuarial cost method | Entry Age Normal (level percent) |
| Amortization method | Level percent, closed |
| Remaining amortization period | 10 years (average future service) |
| Asset valuation method | Market value |
| Inflation | 2.0% |
| Salary increases | 3.0% (2.5 for 2019-2021, 2.0% for 2018) |
| Investment rate of return | 6.90% (3.0% for 2018-2021, 3.1% for 2017) |
| 20-year Aa Municipal bond yield | 3.9% (3.0% for 2019) |
| Healthcare cost trend rates | 7.25% graded .25% per year to 4.5% ultimate rate |
| | Medicare - 5.5% graded .25% per year |
| Retirement age | Closed plan |
| Mortality | IRS 2017 annuitant/non-annuitant mortality |

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION

Basis of Accounting

Budget for the General Fund is adopted on a basis consistent with generally accepted accounting principles (GAAP).

Pension and OPEB data

The data presented on the schedule of changes in employers net pension liability schedule is based on a December 31 measurement date.

The data presented on the schedule of changes in employers net OPEB liability schedule is based on a December 31 measurement date.

The pension and OPEB schedules are being accumulated prospectively until 10 years of information is presented.