



Farmington Community Library
Board of Trustees Meeting
Thursday, January 13, 2022
6:00 p.m.

Contact Trustees

<http://www.farmlib.org/contact-the-library-board/>

Farmington Community Library Board of Trustees
Regular Meeting – 6:00 p.m.
January 13, 2022

- I. Call to Order (6:05)
- II. Approval of Agenda
- III. Minutes
 - Approval of Minutes - Regular Board Meeting - December 9, 2021
- IV. Treasurers Report (6:15-6:30)
 - Operating Bills
 - Approval of December 2021 Bills
- V. Friends Report (6:30-6:40)
- VI. Interim Director's Report (6:40-7:00)
 - Facilities Report
 - Introduction of a staff member
 - Covid -19 updates
- VII. Sub-Committee Updates (7:00-7:20)
 - Strategic Planning Committee
 - Personnel Committee
- VIII. Unfinished Business (7:20-7:30)
 - Space utilization bid
- IX. New Business (7:30-7:40)
- X. Board Trustee Comments and Announcements
- XI. Correspondence
- XII. Public Comment (3 minutes per person)
- XIII. Adjournment

Farmington Community Library Board of Trustees
Virtual Special Board Meeting - 6:00 p.m. – December 9, 2021
Draft

Board Members Present: Kelly, Stryd, Duron-Willner, White, McClellan, Brown
Board Members Absent: Hahn, Murphy
Staff Members Present: Siegrist, Peterson, Wrench, McCormick, Showich-Gallup
Staff Members Absent: None

CALL TO ORDER

The Board Meeting was called to order at 6:03 p.m. by Board President Duron-Willner.

APPROVAL OF AGENDA

MOTION by White to approve the Agenda for the December 9, 2021 Board meeting, was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

APPROVAL OF MINUTES

MOTION by White to approve the Minutes of the Regular Board Meeting on November 11, 2021, was supported by McClellan.

Vote: Aye: All in favor

Opposed: None

Motion passed.

OPERATING BILLS

MOTION by Brown that the Board of Trustees approve expenditures totaling \$597,857 was supported by Kelly.

Vote: Aye: All in favor

Opposed: None

Motion passed.

FINANCIAL REPORT

MOTION by Brown to receive and file the Monthly Budget for November, 2021, was supported by White.

Vote: Aye: All in favor

Opposed: None

Motion passed.

Finance Committee

Brown, Hahn, McClellan met December 1 to discuss FCL Endowment Fund. Fund has lost \$1,400 since January. Committee will explore a planned giving policy.

FRIENDS' REPORT (Delivered by K. Siegrist on behalf of Friends)

- Solicitation Letter is going out to current Friends within two weeks. When it comes, please pay.
- The Oscar Shorts event is scheduled for March 27, 2022.

LIBRARY DIRECTOR'S REPORT

- Candid recognized FCL for 40 years as a Funding Information Network. Fundraising tools provided by FCL include classes on grant writing as well as the databases Foundation Directory Online, Foundation Grants to Individuals, and Foundation Map.
- K. Siegrist participated in FPS' Profile of a Lifelong Learner community session on November 18.
- Several FCL staff members celebrated milestone anniversaries of service.
5 years - Martha Countegan, Judy Bencich-Wloch, Hannah Chow, Jennifer Pon, Beth Anthony, Lynn Cohen, Megan Drozan, Deb Hemmye, Sierra Lane, Mary Ann Gillard
10 years - Mark Flessa, Crystal Corcoran, Sharon Lu
15 years - Dave Durbin, Judy Donlin
20 years - Maria Showich-Gallup, Gloria Finzel
30 years - Kelley Siegrist, Linda Rindt-Franz
40 years - Sherri Vaughn
- Assessment of FCL property was completed by the Michigan Municipal League. Last assessment was in 2012.
- K. Siegrist reviewed Actuarial Valuation Report from Municipal Employees' Retirement System (MERS) with board. Based on demographic assumptions updated in 2020 and economic assumptions updated in 2019, FCL had to increase level of contributions to retirement plan beginning in July, 2021, and contributions are expected to increase through 2028.
- FCL participated in Holly Days in downtown Farmington December 4.
- FCL will serve as a Community Partner with the Holocaust Memorial Center for its event January 27, 2022, based on the book *The Book Smugglers: Partisans, Poets, and the Race to Save Jewish Treasures from the Nazis* by David Fishman.
- New feature: spotlight on a staff member. This month: Crystal Peterson

FACILITIES REPORT

- Donald Wrench has asked for a study to be done for options regarding the fire separation wall at Twelve Mile.
- Two bids were received for a space utilization study.

COMMITTEE REPORTS

Strategic Plan Committee

Kelly, Stryd, and White met on December 8. Discussed proper role of trustees and of director in strategic planning. Director will join committee from now on. Also discussed potential deadline for this work, and proper length of time that strategic plan should cover. Strong desire for a plan that is useful, and that will be used.

Personnel Committee

Personnel Committee (McClellan, chair) looked at issues brought forth by staff Working Conditions and Benefits Committee. With the director, Personnel Committee will look deeper at wage scale and organizational structure in the first quarter of 2022.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Hybrid meeting format, in-person plus online streaming. Public comment may be submitted online before meeting. Chairs are distanced in order to invite safe in-person attendance.

D. Duron-Willner introduced form that could potentially be used by community to give feedback on how resources are being used for wide variety of library services.

M. Stryd: community should be able to give input online, rather than having to print anything and submit.

BOARD TRUSTEE COMMENTS AND ANNOUNCEMENTS

Gift presented D. Duron-Willner to J. White for time served as board president. White thanked board members for the support they have given and highlighted a change in tone for board, for staff, for community.

CORRESPONDENCE

There was no correspondence to the Board Trustees from the public Board Comments form.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

MOTION by Kelly to adjourn the Board Meeting, was supported by Brown.

Vote: Aye: All in favor

Opposed: None

Motion passed.

The Board meeting was adjourned at 7:29 p.m. by President Duron-Willner. The next meeting of the Library Board is scheduled for Thursday, January 13, 2022, at 6:00 pm.

Respectfully Submitted,

Jim White, Secretary
Library Board of Trustees



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January 10, 2022

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

Re: December 2021 Monthly Financial Statements

Enclosed are the following Monthly Financial Statements for your review:

1. Check Register
2. Balance Sheet – General Fund
3. Revenue & Expenditure Report – General Fund
4. Balance Sheet – Endowment Fund
5. Revenue & Expenditure Report – Endowment Fund
6. Balance Sheet – Capital Reserve Fund
7. Revenue & Expenditure Report – Capital Reserve Fund
8. Investment Report

Note: We are unable to obtain online banking access to the Liberty Endowment account located at Fidelity. This account will be updated upon receipt of the paper statement.

Thank you.

Disclaimer: These financial statements have not been subjected to an audit, review or compilation engagement, and no assurance is provided on them.

Farmington Community Library
Comparative Balance Sheet
As of December 31, 2021

General Fund

| | PERIOD ENDED 06/30/2021 | PERIOD ENDED 12/31/2021 | CHANGE | % CHANGE |
|--|----------------------------|----------------------------|----------------|------------|
| Assets | | | | |
| Cash & Cash Equivalents | | | | |
| 000001 - General Checking - Comerica | 419,870.53 | 727,635.13 | 307,764.60 | 73.29 % |
| 000002 - General - J Fund - Comerica | 2,620,772.32 | 0.00 | (2,620,772.32) | (100.00) % |
| 000004 - Petty Cash | 1,260.00 | 1,260.00 | 0.00 | 0.00 % |
| 000007 - Payroll Checking - Comerica | 240,923.08 | 562,087.41 | 321,164.33 | 133.30 % |
| 000010 - Pamphlet Checking | 326.02 | 0.00 | (326.02) | (100.00) % |
| 000011 - Money Market - Comerica | 1,694,500.07 | 5,530,977.62 | 3,836,477.55 | 226.40 % |
| 000012 - Winter Millage - Comerica Bank | 1,781.92 | 0.00 | (1,781.92) | (100.00) % |
| 000013 - Gift Checking - Talmer Bank | 399,061.60 | 0.00 | (399,061.60) | (100.00) % |
| Total Cash & Cash Equivalents | 5,378,495.54 | 6,821,960.16 | 1,443,464.62 | 26.83 % |
| Other Assets | | | | |
| 000018 - Accounts Receivable | 249,956.62 | 0.00 | (249,956.62) | (100.00) % |
| 000040 - Accounts Receivable - Metro Net | 20,914.55 | 34,251.09 | 13,336.54 | 63.76 % |
| 000042 - Accounts Receivable - Friends | 44,303.17 | 48,838.90 | 4,535.73 | 10.23 % |
| 000043 - Accounts Receivable - Interlibrary Loan | 0.00 | 57.01 | 57.01 | 100.00 % |
| 000099 - Bill.com Money Out Clearing | 0.00 | 255.13 | 255.13 | 100.00 % |
| 000123 - Prepaid Expense | 148,617.67 | 1,186.38 | (147,431.29) | (99.20) % |
| Total Other Assets | 463,792.01 | 84,588.51 | (379,203.50) | (81.76) % |
| Total Assets | 5,842,287.55 | 6,906,548.67 | 1,064,261.12 | 18.21 % |
| Liabilities and Equity | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| 000202 - Accounts Payable | 190,193.07 | 63,944.50 | (126,248.57) | (66.37) % |
| 000203 - Manual Accounts Payable | 20,665.73 | 0.00 | (20,665.73) | (100.00) % |
| 000209 - Friends of Library - Book Sale | 133.00 | 0.00 | (133.00) | (100.00) % |
| 000216 - Due to Other Governments | 9,854.10 | 9,854.10 | 0.00 | 0.00 % |
| 000256 - Year End - other Accruals | 59,950.00 | 0.00 | (59,950.00) | (100.00) % |
| 000257 - Accrued Payroll | 67,141.05 | 0.00 | (67,141.05) | (100.00) % |
| 000258 - Section 125- Medical Reimbrsmt | 281.60 | 281.60 | 0.00 | 0.00 % |
| Total Current Liabilities | 348,218.55 | 74,080.20 | (274,138.35) | (78.72) % |
| Long Term Liabilities | | | | |
| 000331 - Unemployment Liability | 401,930.00 | 401,930.00 | 0.00 | 0.00 % |
| 000339 - Unearned Revenues | 52,998.45 | 25,856.98 | (27,141.47) | (51.21) % |
| Total Long Term Liabilities | 454,928.45 | 427,786.98 | (27,141.47) | (5.96) % |
| Total Liabilities | 803,147.00 | 501,867.18 | (301,279.82) | (37.51) % |
| Equity | | | | |
| 000390 - Fund Balance | 3,958,796.83 | 5,054,919.00 | 1,096,122.17 | 27.68 % |
| Total Equity | 3,958,796.83 | 5,054,919.00 | 1,096,122.17 | 27.68 % |

Farmington Community Library
 Comparative Balance Sheet
 As of December 31, 2021

| | PERIOD ENDED 06/30/2021 | PERIOD ENDED 12/31/2021 | CHANGE | % CHANGE |
|------------------------------|----------------------------|----------------------------|---------------------|----------------|
| Net Income Current Period | 1,080,343.72 | 1,349,762.49 | 269,418.77 | 24.93 % |
| Total Liabilities and Equity | <u>5,842,287.55</u> | <u>6,906,548.67</u> | <u>1,064,261.12</u> | <u>18.21 %</u> |

Farmington Community Library Revenue and Expenditure Report As of December 31, 2021

General Fund

| | Year Ending 06/30/2021 | | Year Ending 06/30/2022 | | Year To Date 12/31/2021 | |
|---|---------------------------|---------------------|---------------------------|---------------------|----------------------------|--|
| | END BALANCE | ORIGINAL BUDGET | AMENDED BUDGET | YTD BALANCE | % BUDGET | |
| Revenue | | | | | | |
| 000404 - Summer Tax Revenue - Hills | 3,394,148.18 | 3,536,531.00 | 3,536,531.00 | 3,471,104.85 | 98.15 % | |
| 000405 - Summer Tax Revenue - City | 338,444.05 | 367,945.00 | 367,945.00 | 343,286.67 | 93.30 % | |
| 000406 - Winter Tax Revenue - Hills | 2,042,434.78 | 2,070,545.00 | 2,070,545.00 | 278,052.82 | 13.43 % | |
| 000407 - Winter Tax Revenue - City | 197,199.55 | 215,420.00 | 215,420.00 | 27,462.07 | 12.75 % | |
| 000410 - Delinquent Taxes | 16,245.10 | 6,200.00 | 16,200.00 | 2,885.86 | 17.81 % | |
| 000450 - MI Special Assmt/replaced PPT | 315,943.41 | 318,490.00 | 318,490.00 | 0.00 | 0.00 % | |
| 000539 - State Penal Fine Revenue | 159,114.17 | 185,000.00 | 185,000.00 | 0.00 | 0.00 % | |
| 000540 - State Aid - Farmington Library | 78,154.11 | 60,000.00 | 60,000.00 | 0.00 | 0.00 % | |
| 000541 - Grant Revenue | 783.90 | 1,820.00 | 1,820.00 | 0.00 | 0.00 % | |
| 000602 - Auditorium Fees | (3,350.00) | 0.00 | 15,000.00 | 6,460.00 | 43.07 % | |
| 000603 - Metro Net Agency Fee | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 100.00 % | |
| 000642 - Copy Vending Machine Revenue | 4,196.22 | 2,150.00 | 32,150.00 | 10,811.64 | 33.63 % | |
| 000643 - Snack Vending Machines Revenue | 42.82 | 45.00 | 45.00 | 0.00 | 0.00 % | |
| 000644 - Paver Sales | 400.00 | 0.00 | 125.00 | 125.00 | 100.00 % | |
| 000646 - Memorial & Gifts Revenue | 9,429.21 | 11,700.00 | 11,700.00 | 6,458.50 | 55.20 % | |
| 000655 - Fines, Fees & Lost Book | 5,363.80 | 5,400.00 | 5,400.00 | 3,217.84 | 59.59 % | |
| 000665 - Interest | 2,736.78 | 3,500.00 | 3,500.00 | 1,848.12 | 52.80 % | |
| 000670 - Interest - Gift Fund only | 36.14 | 30.00 | 30.00 | 5.03 | 16.77 % | |
| 000671 - Other Misc Revenue | 37,212.33 | 12,280.00 | 12,280.00 | 16,312.59 | 132.84 % | |
| 000674 - Gifts From Friends of Library | 0.00 | 62,000.00 | 62,000.00 | 35,799.48 | 57.74 % | |
| Total Revenue | 6,608,534.55 | 6,869,056.00 | 6,924,181.00 | 4,213,830.47 | 60.86 % | |
| Expenses | | | | | | |
| Payroll and Related Expenses | | | | | | |
| 000702 - Salaries & Wage Expense | 1,998,609.34 | 2,668,800.00 | 2,668,800.00 | 1,042,144.03 | 39.05 % | |
| 000709 - Employers FICA expense | 143,170.99 | 204,600.00 | 204,600.00 | 80,690.50 | 39.44 % | |
| 000723 - OPEB Expense | 78,425.96 | 116,300.00 | 116,300.00 | 14,512.15 | 12.48 % | |
| 000724 - Retiree Health Ins | 130,662.74 | 150,800.00 | 150,800.00 | 81,646.90 | 54.14 % | |
| 000725 - Dental, Optical, & Hearing | 0.00 | 30,000.00 | 30,000.00 | 4,844.70 | 16.15 % | |
| 000726 - Hospitalization Insurance | 229,782.10 | 307,100.00 | 307,100.00 | 150,093.30 | 48.87 % | |
| 000727 - Group Life - Mutual of Omaha | 12,268.61 | 20,400.00 | 20,400.00 | 8,417.89 | 41.26 % | |
| 000728 - Retirement Fund - Employers | 175,678.50 | 204,780.00 | 252,000.00 | 130,712.23 | 51.87 % | |
| 000729 - Unemployment Compensation | 203,727.05 | 0.00 | 0.00 | 1,261.52 | 0.00 % | |
| Total Payroll and Related Expenses | 2,972,325.29 | 3,702,780.00 | 3,750,000.00 | 1,514,323.22 | 40.38 % | |
| Other Expenses | | | | | | |
| 000750 - Office Supplies | 10,289.34 | 12,050.00 | 20,000.00 | 7,536.14 | 37.68 % | |
| 000752 - Operating Supplies | 14,484.66 | 19,450.00 | 24,450.00 | 13,944.52 | 57.03 % | |
| 000754 - Vending Equipment & Supplies | 14,095.42 | 19,500.00 | 24,500.00 | 11,145.16 | 45.49 % | |
| 000791 - Newspapers & Periodicals | 34,006.10 | 38,000.00 | 38,000.00 | 27,469.40 | 72.29 % | |

Farmington Community Library
Revenue and Expenditure Report
As of December 31, 2021

General Fund

| | Year Ending | Year Ending | Year To Date | % BUDGET | |
|---|--------------|-----------------|----------------|--------------|----------|
| | 06/30/2021 | 06/30/2022 | 12/31/2021 | | |
| | END BALANCE | ORIGINAL BUDGET | AMENDED BUDGET | YTD BALANCE | |
| 000801 - Professional Services | 605,751.28 | 275,000.00 | 275,000.00 | 140,441.29 | 51.07 % |
| 000850 - Telephone | 19,286.59 | 20,460.00 | 20,460.00 | 9,926.12 | 48.51 % |
| 000851 - Postage | 1,725.87 | 7,000.00 | 7,000.00 | 764.26 | 10.92 % |
| 000860 - Transportation | 709.14 | 1,090.00 | 1,090.00 | 404.33 | 37.09 % |
| 000880 - Programming & Publicity | 14,798.16 | 15,000.00 | 15,000.00 | 1,468.33 | 9.79 % |
| 000900 - Processing | 0.00 | 12,000.00 | 36,000.00 | 28,892.00 | 80.26 % |
| 000901 - Gift Fund Purchases | 0.00 | 0.00 | 0.00 | 3,163.90 | 0.00 % |
| 000902 - Friends Gift Purchases | 1,750.00 | 0.00 | 62,000.00 | 3,455.34 | 5.57 % |
| 000911 - Training & Conferences | 12,623.10 | 15,175.00 | 15,175.00 | 8,331.95 | 54.91 % |
| 000915 - Memberships | 6,565.37 | 18,100.00 | 18,100.00 | 4,779.19 | 26.40 % |
| 000918 - Water | 36,732.73 | 37,250.00 | 37,250.00 | 19,983.56 | 53.65 % |
| 000920 - Electricity | 176,371.69 | 188,000.00 | 188,000.00 | 85,480.42 | 45.47 % |
| 000921 - Heat | 22,895.96 | 26,000.00 | 26,000.00 | 2,722.42 | 10.47 % |
| 000925 - Landscaping /Snow Removal | 30,907.16 | 39,500.00 | 39,500.00 | 17,180.25 | 43.49 % |
| 000930 - Maintenance/Repairs | 0.00 | 0.00 | 20,000.00 | 24,965.84 | 124.83 % |
| 000931 - Repairs & Maintenance Supplies | 46,581.73 | 69,000.00 | 69,000.00 | 5,133.03 | 7.44 % |
| 000934 - Maintenance Contracts | 301,711.85 | 300,000.00 | 300,000.00 | 116,049.21 | 38.68 % |
| 000935 - Insurance & Bonds | 69,542.55 | 71,620.00 | 71,620.00 | 75,538.00 | 105.47 % |
| 000949 - Technology Upgrades | 44,282.08 | 155,000.00 | 155,000.00 | 29,404.50 | 18.97 % |
| 000950 - E Library Cataloging (OCLC) | 20,416.26 | 20,420.00 | 21,175.00 | 21,174.80 | 100.00 % |
| 000955 - Miscellaneous | 53,647.06 | 7,000.00 | 7,000.00 | 2,386.06 | 34.09 % |
| 000957 - COVID-19 | 30,187.24 | 55,825.00 | 55,825.00 | 9,828.14 | 17.61 % |
| 000975 - Building & Improvements | 180,574.50 | 300,000.00 | 320,000.00 | 200,247.43 | 62.58 % |
| 000980 - Furniture/Furnishings | 0.00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 % |
| 000981 - Vehicle | 521.95 | 1,050.00 | 1,050.00 | 911.46 | 86.81 % |
| 000982 - Books | 219,858.24 | 245,000.00 | 245,000.00 | 118,510.03 | 48.37 % |
| 000984 - Software | 45,760.19 | 75,000.00 | 75,000.00 | 17,653.81 | 23.54 % |
| 000985 - Equipment | 5,602.52 | 50,525.00 | 50,525.00 | 3,099.04 | 6.13 % |
| 000986 - Computers | 12.99 | 35,000.00 | 35,000.00 | 4,423.98 | 12.64 % |
| 000987 - Integrated Library System | 0.00 | 70,000.00 | 122,000.00 | 107,008.08 | 87.71 % |
| 000988 - Audio Visual | 18,547.35 | 42,000.00 | 42,000.00 | 10,900.33 | 25.95 % |
| 000989 - Information Resources | 191,255.20 | 205,735.00 | 205,735.00 | 147,414.25 | 71.65 % |
| 000990 - Video/ DVD/ Movie Collection | 78,656.12 | 81,600.00 | 81,600.00 | 22,460.96 | 27.53 % |
| 000991 - TLN (formerly Metro Net) | 25,589.14 | 30,000.00 | 30,000.00 | 28,830.86 | 96.10 % |
| Total Other Expenses | 2,335,739.54 | 2,598,350.00 | 2,795,055.00 | 1,333,028.39 | 47.69 % |
| Total Expenses | 5,308,064.83 | 6,301,130.00 | 6,545,055.00 | 2,847,351.61 | 43.50 % |
| Transfers | | | | | |
| 000995 - Transfer out | (220,126.00) | (567,926.00) | (379,126.00) | 0.00 | 0.00 % |
| Total Transfers | (220,126.00) | (567,926.00) | (379,126.00) | 0.00 | 0.00 % |

Farmington Community Library
 Revenue and Expenditure Report
 As of December 31, 2021

| | Year Ending 06/30/2021 | Year Ending 06/30/2022 | Year To Date 12/31/2021 |
|-------------------------------------|---------------------------|---------------------------|----------------------------|
| | END BALANCE | ORIGINAL BUDGET | YTD BALANCE |
| | | AMENDED BUDGET | % BUDGET |
| Total Revenue in Excess of Expenses | 1,080,343.72 | 0.00 | 1,366,478.86 |
| | | 0.00 | 0.00 % |

Farmington Community Library
Comparative Balance Sheet
As of December 31, 2021

Endowment Fund

| | PERIOD ENDED 06/30/2021 | PERIOD ENDED 12/31/2021 | CHANGE | % CHANGE |
|--|----------------------------|----------------------------|------------|------------|
| Assets | | | | |
| Cash & Cash Equivalents | 352,745.48 | 353,042.80 | 297.32 | 0.08 % |
| 000017 - Library Endowment Fund | 352,745.48 | 353,042.80 | 297.32 | 0.08 % |
| Total Cash & Cash Equivalents | 352,745.48 | 353,042.80 | 297.32 | 0.08 % |
| Total Assets | | | | |
| Liabilities and Equity | | | | |
| Equity | | | | |
| 000375 - Fund Balance - Restricted - Farmington Branch | 100,000.00 | 100,000.00 | 0.00 | 0.00 % |
| 000380 - Fund Balance - Committed - future endowments | 254,510.45 | 252,745.48 | (1,764.97) | (0.69) % |
| Total Equity | 354,510.45 | 352,745.48 | (1,764.97) | (0.49) % |
| Net Income Current Period | (1,764.97) | 297.32 | 2,062.29 | (116.84) % |
| Total Liabilities and Equity | 352,745.48 | 353,042.80 | 297.32 | 0.08 % |

Farmington Community Library Revenue and Expenditure Report As of December 31, 2021

Revenue
 000669 - Investment Gain Loss
 Total Revenue
 Total Revenue in Excess of Expenses

| | Year Ending 06/30/2021 | Year To Date 12/31/2021 |
|--|---------------------------|----------------------------|
| | END BALANCE | YTD BALANCE |
| | (1,764.97) | 297.32 |
| | <u>(1,764.97)</u> | <u>297.32</u> |
| | <u>(1,764.97)</u> | <u>297.32</u> |

Farmington Community Library
Comparative Balance Sheet
As of December 31, 2021

Capital Reserve Fund

| | PERIOD ENDED 06/30/2021 | PERIOD ENDED 12/31/2021 | CHANGE | % CHANGE |
|---------------------------------------|----------------------------|----------------------------|----------------|------------|
| Assets | | | | |
| Cash & Cash Equivalents | 1,827.14 | 0.00 | (1,827.14) | (100.00) % |
| 000006 - Capital Reserve Money Market | 0.00 | 2,301,873.80 | 2,301,873.80 | 100.00 % |
| 000011 - Money Market - Comerica | 2,299,542.65 | 0.00 | (2,299,542.65) | (100.00) % |
| 000014 - Capital Reserve Cash | 2,301,369.79 | 2,301,873.80 | 504.01 | 0.02 % |
| Total Cash & Cash Equivalents | 2,301,369.79 | 2,301,873.80 | 504.01 | 0.02 % |
| Liabilities and Equity | | | | |
| Equity | | | | |
| 000390 - Fund Balance | 2,080,794.71 | 2,301,369.79 | 220,575.08 | 10.60 % |
| Total Equity | 2,080,794.71 | 2,301,369.79 | 220,575.08 | 10.60 % |
| Net Income Current Period | 220,575.08 | 504.01 | (220,071.07) | (99.77) % |
| Total Liabilities and Equity | 2,301,369.79 | 2,301,873.80 | 504.01 | 0.02 % |

Farmington Community Library
 Revenue and Expenditure Report
 As of December 31, 2021

| | | |
|-------------------------------------|-------------------|---------------|
| Revenue | | |
| 000665 - Interest | 449.08 | 504.01 |
| Total Revenue | <u>449.08</u> | <u>504.01</u> |
| Transfers | | |
| 000699 - Transfer in | 220,126.00 | 0.00 |
| Total Transfers | <u>220,126.00</u> | <u>0.00</u> |
| Total Revenue in Excess of Expenses | <u>220,575.08</u> | <u>504.01</u> |

| Year Ending | Year To Date |
|-------------|--------------|
| 06/30/2021 | 12/31/2021 |
| END BALANCE | YTD BALANCE |

Farmington Community Library
Investment Report
Month Ending November 30, 2021

| Account Name | Balance | Current Rate | Current Month Interest | YTD Interest Income (by Calendar Year) | Investment Type | GL Acct |
|-------------------------------|---------------------|--------------|------------------------|--|-----------------|---------|
| Comerica Millage Money Market | 8,282,430.84 | 0.06% | 424.21 | 2,917.78 | Money Market | 000011 |
| Fidelity Liberty Endowment | 353,042.80 | 0.00% | 363.49 | (1,087.11) | Investment | 000017 |
| | <u>8,635,473.64</u> | | | <u>1,830.67</u> | | |



Plante & Moran, PLLC
 27400 Northwestern Highway
 P.O. Box 307
 Southfield, MI 48037-0307
 Tel: 248.352.2500
 Fax: 248.352.0018
 plantemoran.com

To: Kelley Siegrist, Interim Library Director
From: Plante Moran, Accounting and Financial Consultants
Date: 1/6/2022
Re: Independent review of manual journal entries

Management is responsible for establishing effective internal controls to safeguard the Farmington Community Library’s assets, and to prevent or detect misstatements in the financial statements. Journal entries, while an essential part of any accounting system, represent an opportunity to enter information into Farmington Community Library’s records in a way that bypasses normal internal controls.

Attached are copies of the manual journal entries posted by Plante Moran for the time period stated below. Accordingly, please review and approve the journal entry report. Documentation is available for each entry upon request. As evidence of your review and approval, please sign and return this memo to our office. There is also a space included for any comments that you may have.

Time Period: 12/01/2021 to 12/31/2021

Journal Entry # 221 - 231
 Range:

To be completed by reviewer:

I have reviewed the journal entries detailed above.

 Signature Date Printed Name

Comments:



**Farmington Community Library
Journal Report
General Journal
For (12/01/2021 to 12/31/2021)**

| Date | Document | Memo | Account no | Account Desc | Department ID | Fund ID | Debit | Credit |
|----------------------------------|----------|--|------------|---|---------------|---------|---------------|---------------|
| 12/02/2021 | 223 | <i>Ann Arbor District Library Interlibrary AR #332</i> | | | | | | |
| | | Ann Arbor District Library Interlibrary AR #332 | 000043 | Accounts Receivable - Interlibrary Loan | | 101 | 10.44 | 0.00 |
| | | Ann Arbor District Library Interlibrary AR #332 | 000671 | Other Misc Revenue | | 101 | 0.00 | 10.44 |
| <i>Total for Transaction 223</i> | | | | | | | <i>10.44</i> | <i>10.44</i> |
| 12/14/2021 | 224 | <i>Cash Register Activity #36</i> | | | | | | |
| | | Cash Register Activity #36 | 000001 | General Checking - Comerica | | 101 | 30.00 | 0.00 |
| | | Girl Scouts Cancelled | 000602 | Auditorium Fees | | 101 | 20.00 | 0.00 |
| | | Cash Register Activity #36 | 000001 | General Checking - Comerica | | 101 | 0.00 | 20.00 |
| | | Cash Register Activity #36 | 000209 | Friends of Library - Book Sale | | 101 | 0.00 | 17.50 |
| | | Cash Register Activity #36 | 000642 | Copy Vending Machine Revenue | | 101 | 0.00 | 12.50 |
| <i>Total for Transaction 224</i> | | | | | | | <i>50.00</i> | <i>50.00</i> |
| 12/14/2021 | 225 | <i>Deposit Correction</i> | | | | | | |
| | | Deposit Correction | 000671 | Other Misc Revenue | | 101 | 50.00 | 0.00 |
| | | Deposit Correction | 000001 | General Checking - Comerica | | 101 | 0.00 | 50.00 |
| <i>Total for Transaction 225</i> | | | | | | | <i>50.00</i> | <i>50.00</i> |
| 12/31/2021 | 226 | <i>Allocate December 2021 Interest</i> | | | | | | |
| | | Allocate December 2021 Interest | 000011 | Money Market - Comerica | | 101 | 298.61 | 0.00 |
| | | Allocate December 2021 Interest | 000011 | Money Market - Comerica | | 401 | 121.97 | 0.00 |
| | | Allocate December 2021 Interest | 000665 | Interest | | 101 | 0.00 | 298.61 |
| | | Allocate December 2021 Interest | 000665 | Interest | | 401 | 0.00 | 121.97 |
| <i>Total for Transaction 226</i> | | | | | | | <i>420.58</i> | <i>420.58</i> |
| 12/22/2021 | 227 | <i>Order new checks from Huntington Bank</i> | | | | | | |
| | | Order new checks | 000810 | Bank Fee | | 702 | 65.73 | 0.00 |

**Farmington Community Library
Journal Report
General Journal
For (12/01/2021 to 12/31/2021)**

| Date | Document | Memo | Account no | Account Desc | Department ID | Fund ID | Debit | Credit |
|--|----------|--|------------|---------------------------------|---------------|---------|-------------------|-------------------|
| | | from Huntington Bank | | | | | | |
| | | Order new checks from Huntington Bank | 000016 | Metro Net Fund cash | | 702 | 0.00 | 65.73 |
| <i>Total for Transaction 227</i> | | | | | | | 65.73 | 65.73 |
| 12/18/2021 | 228 | <i>Record Metro Net AR to FCL</i> | | | | | | |
| | | Record Metro Net AR to FCL | 000298 | Other Liabilities | | 702 | 167,321.94 | 0.00 |
| | | Record Metro Net AR to FCL | 000040 | Accounts Receivable - Metro Net | | 702 | 0.00 | 167,321.94 |
| <i>Total for Transaction 228</i> | | | | | | | 167,321.94 | 167,321.94 |
| 12/13/2021 | 230 | <i>Move T-Mobile invoice to Friends Gift Purchases (Hot Spots)</i> | | | | | | |
| | | Move T-Mobile invoice to Friends Purchases | 000902 | Friends Gift Purchases | | 101 | 1,164.83 | 0.00 |
| | | Move T-Mobile invoice to Friends Purchases | 000850 | Telephone | | 101 | 0.00 | 1,164.83 |
| <i>Total for Transaction 230</i> | | | | | | | 1,164.83 | 1,164.83 |
| 12/31/2021 | 231 | <i>Record Q2 2022 Friends activity</i> | | | | | | |
| | | Record Q2 2022 Friends activity | 000042 | Accounts Receivable - Friends | | 101 | 8,933.97 | 0.00 |
| | | Record Q2 2022 Friends activity | 000209 | Friends of Library - Book Sale | | 101 | 5,164.50 | 0.00 |
| | | Record Q2 2022 Friends activity | 000674 | Gifts From Friends of Library | | 101 | 0.00 | 14,098.47 |
| <i>Total for Transaction 231</i> | | | | | | | 14,098.47 | 14,098.47 |
| Total for Journal General Journal | | | | | | | 183,181.99 | 183,181.99 |

**Farmington Community Library
General Journal**

| <u>Date</u> | <u>Document</u> | <u>Memo</u> | <u>Account no</u> | <u>Account Desc</u> | <u>Department ID</u> | <u>Fund ID</u> | <u>Debit</u> | <u>Credit</u> |
|----------------------------------|-----------------|---|-------------------|---|----------------------|----------------|--------------|---------------|
| 11/12/2021 | 221 | Jackson District Library Interlibrary AR #331 | | | | | | |
| | | Jackson District Library Interlibrary AR #331 | 000043 | Accounts Receivable - Interlibrary Loan | | 101 | 8.34 | 0.00 |
| | | Jackson District Library Interlibrary AR #331 | 000671 | Other Misc Revenue | | 101 | 0.00 | 8.34 |
| <i>Total for Transaction 221</i> | | | | | | | <i>8.34</i> | <i>8.34</i> |

Farmington Community Library
General Journal

| Date | Document | Memo | Account no | Account Desc | Department ID | Fund ID | Debit | Credit |
|----------------------------------|----------|---|------------|---|---------------|---------|-------|--------|
| 11/17/2021 | 222 | Monroe County Library System Interlibrary AR #333 | | | | | | |
| | | Monroe County Li- 000043 | | Accounts Receivable - Interlibrary Loan | | 101 | 54.99 | 0.00 |
| | | Monroe County Li- 000671 | | Other Misc Revenue | | 101 | 0.00 | 54.99 |
| <i>Total for Transaction 222</i> | | | | | | | 54.99 | 54.99 |

Farmington Community Library
General Journal

| Date | Document | Memo | Account no | Account Desc | Department ID | Fund ID | Debit | Credit |
|----------------------------------|----------|---|------------|------------------------|---------------|---------|-----------------|-----------------|
| 11/13/2021 | 229 | Move T-Mobile invoice to Friends Gift Purchases (Hot Spots) | | | | | | |
| | | Move T-Mobile in-voice to Friends Purchases | 000850 | Telephone | | 101 | 0.00 | 1,185.99 |
| | | Move T-Mobile in-voice to Friends Purchases | 000902 | Friends Gift Purchases | | 101 | 1,185.99 | 0.00 |
| Total for Transaction 229 | | | | | | | 1,185.99 | 1,185.99 |

Interim Director's Report January 13, 2022

Dr. Martin Luther King Jr. Day Celebration

Visit farmlib.org/mlk for all the day's activities and to register for events. Other than the march down Twelve Mile, all events will be virtual. Sign-making for the march is ongoing from January 5-14, stop in the Children's Dept. at either library, materials will be available.

Oakland Press Article

Judy Donlin, who oversees the Heritage Room, was contacted by the Oakland Press for old photographs of The Bank Building for an article they were writing on the reconstruction project. The library was credited in regard to the photos. The article can be found here [Investment firm plans its future in historic bank building – The Oakland Press](#)

Patron Comments

Included in your Board packet.

Correspondence

Thank you note from the Goodfellows, included in Board Packet.

Staffing

Gloria Finzel, Circulation Services Coordinator, has submitted her letter of resignation due to health issues effective January 11, 2022. Fallon Pawley, PT Technical Services Page, submitted her resignation effective December 20, 2021. Fallon was offered a FT position with a school system. Sarah Zitter Masindi has accepted the position of Marketing and Community Relations Coordinator, she begins her position on January 17, 2022.

Foster Swift

Price increase effective January 1, 2022, notice in Board Packet.

COVID Update and Masking

With the increase in COVID numbers, we have seen libraries having to close for short periods of time due to lack of staffing available. These have included Northville, Bloomfield Township, and Dearborn Heights. Kalamazoo Public Library has rolled back to curbside only, until further notice. We are currently assessing the minimum number of staff we will need to keep the buildings open in the event we get hit with a round of COVID positive cases.

There has been some misperception from the public that there is a masking policy that can be enforced. There is not. Both the CDC and MDHHS both state that masks are strongly encouraged to prevent the spread of COVID, but neither say they are required. Our masking policy mirrors the CDC and the State's policy. Because there is no mandate requiring masks to be worn, requiring a patron to wear a mask while in the library infringes on the patron's First Amendment Right to access the library and all of its

services. This puts libraries and their staff in an awkward position with patron's expecting that we enforce a masking policy.

ARPA Grant: MI-83 TLC Kit Recipient

FCL was notified by TLN that we will receive 5 Laptops and an Online Programming Kit which includes Programming Laptop, Video Camera, Microphone, Tripod, Greenscreen, Webcam, Kit Container.

Programs

Based on patron comments, starting in January, Storytimes at FH will require masks and FA will strongly recommend masks. We feel that having a masked option will better meet the needs of our patrons.

Operation Goody Bag was held on January 8 – all ages were invited to stop in and decorate a bag and fill it with treats. Bags were distributed to the local police and fire.

Tame Your Sugar Monster – this program was held on January 11. Tony Musallam, health and wellness coach, discussed the energetic qualities of how food might be creating your cravings and how the seven solutions to sugar cravings could stop your sugar cravings for good.

Teen Volunteers

We are using Teen Volunteers to help us with our Stingray Project. This is the new security tag project for DVDs so that we do not have to use the obsolete unlockers. Days for teens to help are January 15 and January 24. Pizza will be served, registration is required.

Submitted by
Kelley Siegrist
Interim Director

SUGGESTIONS

My suggestion is: Set up public
electric vehicle charging station(s)
at FCL. Libraries with EV
charging stations include Novi,
Ferndale, East Lansing, Ann Arbor,
Dearborn, etc.

My suggestion would benefit: _____
Visitors to FCL.
Pave way to clean transportation
Support environmental justice
Get great PR
promote sustainability
Support convenient and affordable EV travel

SUGGESTIONS

My suggestion is: REMOVE AND STORE
THE SALT TUBS, SNOW SHOVELS,
EMPTY BOXES AND OTHER THINGS
FROM THE MAIN LIBRARY
VESTIBULE AND BETWEEN
THE INNER + OUTER ENTRY DOORS

My suggestion would benefit: _____
IMPROVING THE AESTHETICS
AND OVERALL IMPRESSION
WHEN PATRONS ENTER
THE LIBRARY!!

KATHIE BROWN
~~XXXXXXXXXX~~

SUGGESTIONS

My suggestion is: Wider or taller
bookshelves for the Book
on CD section for
Browsing

My suggestion would benefit: _____
Everyone



FARMINGTON COMMUNITY LIBRARY
www.farmlib.org

How are we doing?

Name [redacted] Date Dec 10

Address Ann Arbor / Leeward City _____ Zip _____

Phone _____ Email [redacted]

What made your Library visit special?

Kristel & Lisa were very helpful and extraordinary kind. I had no where to work due to office closure and they allowed me to use private room to do work.

Turn over to leave a suggestion for Library staff.



FARMINGTON COMMUNITY LIBRARY
www.farmlib.org

How are we doing?

Name [redacted] Date 12-21-2021

Address [redacted] City Farmington Zip 48335

Phone _____ Email [redacted]

What made your Library visit special?

Great! Found lots of good books my granddaughter found interesting. Her favorite was Justin Bieber! lol
Also, a softball book of which she plays and is writing a paper on. Desk person was helpful at searching and putting on hold when comes in a play away.

Turn over to leave a suggestion for Library staff.



FARMINGTON COMMUNITY LIBRARY

www.farmlib.org

How are we doing?

Name [Redacted] Date 12/16/2024
 Address [Redacted] City Southfield Zip 48068
 Phone [Redacted] Email [Redacted]

What made your Library visit special?

3 friendly librarians, staff Members
reception desk.

Ben Clarke

Turn over to leave a suggestion for Library staff.


Suggestion:

I like this library.

Thank you for taking the time to fill out this form. Please place it in the Suggestion Box. Our Service Improvement Team reads and reviews all suggestions!

Kelley Siegrist


From: Electronic Reference
Sent: Saturday, December 11, 2021 11:09 AM
To: Kelley Siegrist; Emanuela DeCenso
Cc: Faren Watson
Subject: Wonderful Compliment!

Just received a lovely email about Faren's awesomeness and wanted to share it! 



~ Rebecca

Adult Services Librarian
Liberty Street Location
23500 Liberty Street
Farmington, MI 48335
(248)553-0321 ex. 250

From: WordPress <ebooks@farmlib.org>
Sent: Friday, December 10, 2021 10:13 PM
To: Electronic Reference <Electronic.Reference@FarmLib.org>
Subject: Digital Library Question


Subject: [your-subject]

Message Body:



Message: Today's experience with Faron was wonderful. All my digital problems were my own fault but previous conversations with other staff did not help. Faron immediately identified the problems and talked me through them and helped me fix them. Not once by word or tone did she indicate frustration with my ineptitude. She is a stellar staff person.

--
This e-mail was sent from a contact form on Farmington Community Library
(https://linkprotect.cudasvc.com/url?a=http%3a%2f%2fwww.farmlib.org&c=E,1,adYs0NpeIzFYsB9sKSWMRnIcnZSi8tFDVuvk3YNAgtNGEcSxuO1TZ43ek57t22DkeuigtfulPwqWYUcYvJ0b4bjDp0aoz3hw7qLm_0CICTEto3ixEIWbO0bFw7Q,&typo=1)

RECEIVED JAN 04 2022

FARMINGTON AREA
Goodfellows

"No child or senior without a Christmas!"

31455 W. Eleven Mile Road
Farmington Hills, MI 48336

(248) 986-1111
Fax (248) 986-1010
give@goodfellows.info
www.goodfellows.info

December 20, 2021

Farmington Community Library
Attn. Kelly Siegrist
32737 West 12 Mile Rd.
Farmington Hills, Michigan 48334-3302

Dear Kelly,

On behalf of the Farmington Area Goodfellows, I wanted to thank you for your generous support of books in this 2021 holiday season. For those in our community who are considered at-risk, the holidays can be a challenging time. This December, thanks to support from friends like you, we helped almost 450 of our neighbors who live below the Federal Poverty guideline. These children, families, seniors and developmentally challenged adults in our Holiday Assistance Program received over 28,000 non-perishable food items, over 160 boxes of diapers and baby wipes, and every child received 3 toys and 3 age-appropriate books. Families also received one \$35 voucher for groceries and one \$35 Target gift card for each child. In addition to food, seniors also received a box of personal care and paper items.

The Farmington Area Goodfellows is an all-volunteer organization, and every financial contribution, or food or toy donation goes directly to help those in need. Each year, we find a donated warehouse and set up shop. Local businesses donate trucks, gas cards and moving services, and restaurants donate food for our volunteers. Our schools and local businesses also help us collect almost 30,000 cans and boxes of food and thousands of toys. A staff of more than 60 volunteers work in our warehouse, along with the high school hockey team, the Fire Department and more than 200 neighbors help us make deliveries on the Saturday before Christmas. It is an incredibly gratifying community-wide effort.

Although we are best known for our activities during the holiday season, we also support those less fortunate all year long through the CARES Food Pantry and Clothing Closet, and Neighborhood House where qualified applicants can get assistance for food, utilities or housing. To learn more about the Farmington Area Goodfellows, CARES of Farmington Hills or Farmington-Farmington Hills Neighborhood House, visit us online at www.goodfellows.info.

On behalf of the Goodfellows and the hundreds of residents who received assistance this holiday season, thank you again for your support. Please feel free to reach out to us if you have any questions, or would like to become more involved in our program this coming year.

Sincerely,



Richard Lerner
President

We use a donated building for our warehouse which changes each year. Please check the website for our physical location between Thanksgiving and Christmas. The Farmington Area Goodfellows is a 501(c)(3) non-profit public charity. Donations are tax-deductible to the full extent permitted by IRS code. Please consult with your tax advisor for information regarding your individual tax situation.

FOSTER SWIFT

FOSTER SWIFT COLLINS & SMITH PC | ATTORNEYS

Lausing | Southfield | Grand Rapids | Detroit | Holland | St. Joseph

Anne M. Seuryneck

ASeuryneck@fosterswift.com

P: 616.726.2240 F: 517.367.719

Suite 200

1700 East Beltline, NE

Grand Rapids, MI 49525

December 9, 2021

Kelly Siegrist
 Library Director
 Farmington Community Library
 32737 W. 12 Mile Rd.
 Farmington Hills, MI 48334

Re: Hourly Rate

Dear Kelly:

Foster Swift Collins & Smith PC is grateful for our ongoing relationship with Farmington Community Library and other public sector clients. We continue to be committed to providing excellent legal services for our clients in a prompt and efficient manner at reasonable rates.

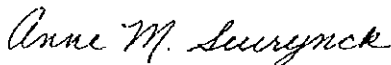
As part of our business plan, we periodically review our billing rates for our clients. Due to increased business expenses, we have found it necessary to adjust our hourly billing rate for Farmington Community Library to \$225 effective February 1, 2022. The hourly billing rate for employee benefit work will remain capped at \$250. These rates will be effective through December 31, 2022. After 2022, there will be a yearly hourly rate increase of not more than 5% unless otherwise agreed to by the Library and the firm. The rate for bond work, if necessary, will be discussed with the Library at the time such work is required; the Library will obviously have the opportunity to discuss and agree to any bond related work. For certain matters, fees will be billed on a flat fee basis as agreed to between the firm and the Library. We would be happy to provide an estimate for any specific project. We believe that the new rate is still very reasonable, especially given our expertise and experience in providing legal services to Farmington Community Library and other libraries throughout Michigan.

We value our client relationship with Farmington Community Library. We will continue to work as efficiently as possible while providing outstanding legal services.

We ask that you present the increased rate to your board and send a signed copy of this letter back to us. If you have any questions, please do not hesitate to contact me.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC



Anne M. Seuryneck

Farmington Community Library

By: _____
*Signature*Title: _____
*Please print title*Name: _____
Please print name

Date: _____, 202__

Farmington Community Library Output Statistics - December 2021

| Circulation Services | Dec 2021 | Dec 2020 | Change | This YTD | Last YTD | Change |
|--|---------------|---------------|---------------|----------------|----------------|----------------|
| Liberty Street | 18,356 | 9,759 | 8,597 | 106,653 | 67,399 | 39,254 |
| 12 Mile | 38,323 | 18,323 | 20,000 | 217,432 | 121,121 | 96,311 |
| eBooks | 9,324 | 7,719 | 1,605 | 53,415 | 48,375 | 5,040 |
| Total Circulation | 66,003 | 35,801 | 30,202 | 377,500 | 236,895 | 140,605 |
| Self-Service Components of Total Library Circulation: | | | | | | |
| Circulation via Website | 1,197 | 719 | 478 | 5,407 | 3,012 | 2,395 |
| Circulation via Self Check | 15,080 | 74 | 15,006 | 93,148 | 30,118 | 63,030 |
| Self-Service % of Total Circs | 24.66% | 2.22% | 22.45% | 26.11% | 13.99% | 12.12% |
| Door Counters | Dec 2021 | Dec 2020 | Change | This YTD | Last YTD | Change |
| Liberty Street | 9,321 | 0 | 9,321 | 43,446 | 9,820 | 33,626 |
| 12 Mile | 15,080 | 0 | 15,080 | 83,153 | 11,534 | 71,619 |
| Total Library Visitors | 24,401 | 0 | 24,401 | 126,599 | 21,354 | 105,245 |

| Information Services | Dec 2021 | Dec 2020 | Change | This YTD | Last YTD | Change |
|-----------------------------|--------------|--------------|--------------|---------------|---------------|---------------|
| Online Chat | 67 | 4 | 63 | 351 | 20 | 331 |
| eMail | 300 | 396 | (96) | 1,991 | 2,706 | (715) |
| Liberty Street Phone | 606 | 632 | (26) | 3,143 | 2,959 | 184 |
| Liberty Street In-Person | 3,592 | 21 | 3,571 | 14,382 | 2,340 | 12,042 |
| Liberty Street Total | 4,198 | 653 | 3,545 | 17,525 | 5,299 | 12,226 |
| 12 Mile Phone | 902 | 1,113 | (211) | 4,480 | 7,153 | (2,673) |
| 12 Mile In-Person | 3,391 | 35 | 3,356 | 17,149 | 2,680 | 14,469 |
| 12 Mile Total | 4,293 | 1,148 | 3,145 | 21,629 | 9,833 | 11,796 |
| Total Library Use | 8,858 | 2,201 | 6,657 | 41,496 | 17,858 | 23,638 |

| Electronic Services | Dec 2021 | Dec 2020 | Change | This YTD | Last YTD | Change |
|---------------------------------|----------------|----------------|---------------|----------------|----------------|------------------|
| PC and Wireless Logins: | | | | | | |
| Liberty Street Public Computers | 1,066 | 0 | 1,066 | 6,742 | 363 | 6,379 |
| 12 Mile Public Computers | 1,288 | 0 | 1,288 | 7,736 | 378 | 7,358 |
| Public Computer Total | 2,354 | 0 | 2,354 | 14,478 | 741 | 13,737 |
| Liberty Street Wireless | 3,469 | 3,276 | 193 | 48,965 | 3,798 | 45,167 |
| 12 Mile Wireless | 22,151 | 4,624 | 17,527 | 101,437 | 5,434 | 96,003 |
| Wireless Total | 25,620 | 7,900 | 17,720 | 150,402 | 9,232 | 141,170 |
| Total Computer Use | 27,974 | 7,900 | 20,074 | 164,880 | 9,973 | 154,907 |
| Web Pages Viewed: | | | | | | |
| Adult, Teen & Children's Pages | 101,871 | 79,364 | 22,507 | 503,491 | 493,615 | 9,876 |
| Catalog Searches | 39,391 | 48,561 | (9,170) | 288,115 | 460,304 | (172,189) |
| Total Web Pages Viewed | 141,262 | 127,925 | 13,337 | 791,606 | 953,919 | (162,313) |

| Programs | Dec 2021 | Dec 2020 | Change | This YTD | Last YTD | Change |
|------------|----------|----------|--------|----------|----------|--------|
| Programs | 27 | 40 | (13) | 343 | 337 | 6 |
| Attendance | 445 | 615 | (170) | 10,779 | 5,705 | 5,074 |