



Fremont Area District Library
Fremont Library Board Meeting
Tue, March 20, 2018 4:00 pm-6:00 pm

- I. Call to Order
- II. Approval of Agenda: Note: If there are concerns about the agenda or changes desired, this is the point in the meeting to raise those issues.
- III. Public Comment
 - A. General Public Comment
 - B. Friends Representative Report (if present)
- IV. Consent Agenda
 - A. Correspondence
 - B. Approval of Minutes
 1. February 20, 2018 Board Minutes.docx
 - C. Committee Reports
 - D. Informational Items
- V. Interim Director's Report
 - A. Interim Director's Report March 2018.docx
 - B. 2018 Designated Fund Request.docx
 - C. Endowment Fund Statements 2017.pdf
- VI. Departmental Report - None this month
- VII. Board Education - None this month
- VIII. Financial Report
 - A. Balance Sheet February 2018.xlsx
 - B. P&L Summary February 2018.xlsx
 - C. Profit & Loss By Class February 2018.xlsx
 - D. Budget Summary February 2018.xlsx
- IX. Questions from the Board
- X. Old Business
 - A. Director Search Costs

1. Assumptions and Changes2.pdf

B. New Library Director Reception

C. TFACF Grant Proposal - Non-Profit Resource Center

1. Follow up reports for Non-Profit grants.pdf

D. Energy Audit by Consumers Energy

1. LED Light bids.pdf

XI. New Business

A. Lawn Maintenance/Snowplowing - Authorize waving bid process/approving contract

1. Lawn and Snow Service Agreement.pdf

XII. Public Comment

XIII. Adjournment - Next Regular Meeting April 17, 2018 at 4:00 pm.

**Fremont Area District Library
Board Of Trustees Regular Meeting
February 20, 2018**

I. Call To Order.

President Lorna Hoppa called the meeting to order at 4:00 pm.

Present: Lorna Hoppa, Philip Tuls, Marcia Eib, Beverly Williams, Darrell Lamos, Randy Puff-
via phone.

Also Present: Richard Schneider, Interim Director; Jason Howell, Maintenance Supervisor;
Diane Bunce, Administrative Assistant.

Absent: Terry Hansen.

II. Approval Of Agenda.

Motion by Beverly Williams and seconded by Marcia Eib that the Agenda be approved as
presented. Motion carried unanimously.

III. Public Comment.

None.

IV. Consent Agenda.

Motion by Marcia Eib and seconded by Darrell Lamos that the Consent Agenda be approved as
presented. Motion carried unanimously.

V. Director's Report – February 2018.

Information only.

VI. Departmental Report.

None this month.

VII. Board Education.

None this month.

VIII. Financial Report.

Motion by Marcia Eib and seconded by Philip Tuls that the Financial Report be approved as
presented subject to audit.

IX. Questions From The Board.

None.

X. Old Business.

A. Library Director Search Update.

1. Jan Figa, new Library Director will start Monday, April 2, 2018.

B. TFACF Grant Proposal – Non-Profit Resource Center 2018

1. Two grants have been completed.

C. Energy Audit By Consumers Energy.

Motion by Marcia Eib and seconded by Beverly Williams that the library will purchase LED bulbs to replace the 4 ft. florescent bulbs presently in use. Jason Howell will do the instillation. Richard is to get bids for the bulbs from Consumers Energy Rebate participants. Motion carried unanimously.

XI. New Business.

A. Fax Service

Motion by Philip Tuls and seconded by Beverly Williams that FADL will offer outgoing Fax Service to the public. The cost will be \$1.00 per sheet and only outgoing faxes will be done. Motion carried unanimously.

XII. Public Comment.

None.

XIII. Adjournment.

President Lorna Hoppa adjourned the meeting at 4:55 pm.

The next regular board meeting will be March 20, 2018

Fremont Area District Library
Interim Director's Report
March 2018

The Designated Funds request for 2018 was submitted to the Community Foundation. Attached is my letter to the Foundation and last year's statements for each fund. Due to market conditions last year we were able to request more money.

Our new fax machine is up and running in the Reference Department and we are happy to report many satisfied patrons have been able to fax materials from the library.

We have posted the Library Assistant – Reference position and have received several applications. The deadline is March 20. We will have interviews in early April when Jan is on-board.

The auditors were at the library on March 5 and 6. They got a lot of the work done while they were here. Their work is on-going as they continue to put together all the information. We have no idea when they will be finished.

I spoke with Todd Blake at City Hall about when they expect work to begin on the streets around the library. He said they just received the bids and they came in very high. He was going to go back out again with bidding. They plan now to close the streets by the end of May instead of April. He will keep Jan apprised of what to expect since he knows we will get a lot of questions from patrons.

Carol Dawe, the new Executive Director of Lakeland Cooperative will be at our library for a tour on Friday March 23rd in the morning.

The last two weeks in March I will be spending a lot of time organizing and preparing for Jan to arrive in April. I look forward to helping him get on board with a smooth transition so he can hit the ground running. It has been a great pleasure working at the Fremont Area District Library and getting to know the community better. You have a wonderful staff that is resourceful and creative and loves serving the community. Thank you for this opportunity.

February 23, 2018

Todd Jacobs
Vice-President of Philanthropy
Fremont Area Community Foundation
4424 W. 48th Street
Fremont, MI 49412

Dear Mr. Jacobs:

The Fremont Area District Library would request the following amounts from designated funds dedicated to the library. A brief description of the projected use is included. Should you or the board need further information, I would be happy to answer any questions.

- Dorothy A. Austin fund: \$1,100 for large print library materials.
- Marion A. DeKuiper Library Fund: \$ 39,000 for capital expenses (copier/computers) and operating support (partial support of Director's salary and ebooks).
- Fremont Area District Library Endowment Fund: \$20,400 for the library's periodical budget (magazines) and for an online magazine service (Zinio) and LED lighting for energy efficiency.
- Carl H. Frost fund: \$ 2,200 for large print library materials.
- Dan and Dorothy Gerber Fund: 11,000 for building repairs - LED lighting for energy efficiency.
- Daniel F. and Virginia H. Gerber fund: \$23,000 for partial support of an Adult Services Librarian with a Master's degree.
- Loretta A. Gorsky Memorial Fund: \$ 2,600 for children's library materials.
- James E. King Fund: \$700 for library materials in science and history.
- Jane and Norm Reath Fund: \$ 1,700 for library materials.
- Marion Rumsey fund: \$ 1,400 for audio books for the library collection.

Sincerely,

Richard Schneider
Interim Director



Fund Statement
January 1 - December 31, 2017

Carl H. Frost for the Fremont Area District Library

Net Assets at January 1	53,376.11
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	2,008.64
Other Income	0.00
Total Receipts	<u>2,008.64</u>
Disbursements:	
Grants	2,200.00
Miscellaneous Fund Expense	0.00
Investment Fees	35.92
Administrative Expenses	534.12
Total Disbursements	<u>2,770.04</u>
Realized and Unrealized Gains (Losses) in current value of investments	<u>6,735.03</u>
Total Change in Net Assets	<u>5,973.63</u>
Ending Net Assets	<u><u>59,349.74</u></u>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	<u>59,349.74</u>
Total Assets	59,349.74
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
Total Liabilities	<u>0.00</u>
Ending Net Assets	<u><u>59,349.74</u></u>

Fund Statement
January 1 - December 31, 2017

Carl H. Frost for the Fremont Area District Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	2,200.00
	*** Total Grants:		2,200.00

Fund Statement
January 1 - December 31, 2017

Dan and Dorothy Gerber for Fremont Area District Library

Net Assets at January 1	76,386.52
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	2,667.72
Other Income	0.00
	<hr/>
Total Receipts	2,667.72
Disbursements:	
Grants	9,000.00
Miscellaneous Fund Expense	0.00
Investment Fees	47.80
Administrative Expenses	774.24
	<hr/>
Total Disbursements	9,822.04
Realized and Unrealized Gains (Losses) in current value of investments	9,139.38
	<hr/>
Total Change in Net Assets	1,985.06
	<hr/>
Ending Net Assets	78,371.58
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	78,371.58
	<hr/>
Total Assets	78,371.58
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	78,371.58
	<hr/> <hr/>

Fund Statement
January 1 - December 31, 2017

Dan and Dorothy Gerber for Fremont Area District Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	9,000.00
	*** Total Grants:		9,000.00

Fund Statement
January 1 - December 31, 2017

Daniel F. and Virginia H. Gerber for FADL

Net Assets at January 1	560,648.38
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	21,101.54
Other Income	0.00
	<hr/>
Total Receipts	21,101.54
Disbursements:	
Grants	23,000.00
Miscellaneous Fund Expense	0.00
Investment Fees	377.23
Administrative Expenses	5,628.72
	<hr/>
Total Disbursements	29,005.95
Realized and Unrealized Gains (Losses) in current value of investments	 <hr/> 70,752.57
Total Change in Net Assets	<hr/> 62,848.16
Ending Net Assets	<hr/> <hr/> 623,496.54
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	623,496.54
	<hr/>
Total Assets	623,496.54
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	<hr/> <hr/> 623,496.54



Fund Statement
January 1 - December 31, 2017

Daniel F. and Virginia H. Gerber for FADL

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	23,000.00
	*** Total Grants:		23,000.00



Fund Statement
January 1 - December 31, 2017

Dorothy A. Austin

Net Assets at January 1	26,180.01
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	984.49
Other Income	0.00
	<hr/>
Total Receipts	984.49
Disbursements:	
Grants	1,100.00
Miscellaneous Fund Expense	0.00
Investment Fees	17.58
Administrative Expenses	261.96
	<hr/>
Total Disbursements	1,379.54
Realized and Unrealized Gains (Losses) in current value of investments	<hr/>
	3,301.61
Total Change in Net Assets	<hr/>
	2,906.56
Ending Net Assets	<hr/>
	29,086.57
 DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	29,086.57
	<hr/>
Total Assets	29,086.57
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	<hr/>
	29,086.57
	<hr/>



Fund Statement
January 1 - December 31, 2017

Dorothy A. Austin

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	1,100.00
	*** Total Grants:		1,100.00



Fund Statement
January 1 - December 31, 2017
Doyon and Vyvyan Pollock

Net Assets at January 1	56,351.72
Receipts:	
Interfund Transfers	0.00
Gifts	380.00
Dividends and Interest	2,132.12
Other Income	0.00
	<hr/>
Total Receipts	2,512.12
Disbursements:	
Grants	2,350.00
Miscellaneous Fund Expense	0.00
Investment Fees	38.07
Administrative Expenses	564.36
	<hr/>
Total Disbursements	2,952.43
Realized and Unrealized Gains (Losses) in current value of investments	7,136.50
	<hr/>
Total Change in Net Assets	6,696.19
	<hr/>
Ending Net Assets	63,047.91
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	63,047.91
Other Assets	0.00
	<hr/>
Total Assets	63,047.91
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	63,047.91
	<hr/> <hr/>



Fund Statement
January 1 - December 31, 2017

Doyon and Vyvyan Pollock

Gift and Grant Detail

	Donor	Date	Amount
Gift	Robert and Marcia Pinder	03/29/2017	50.00
Gift	Transfer from Memorial Match	04/01/2017	50.00
Gift	Katherine Tucker Trippi	04/03/2017	100.00
Gift	Transfer from Memorial Match	05/01/2017	100.00
Gift	Nancy Schmidt	05/04/2017	40.00
Gift	Transfer from Memorial Match	06/01/2017	40.00
	*** Total Gifts:		380.00

	Grantee	Date	Amount
Grant	TrueNorth Community Services	03/02/2017	1,200.00
Grant	Fremont Area District Library	03/02/2017	1,150.00
	*** Total Grants:		2,350.00



Fund Statement
January 1 - December 31, 2017

Fremont Area District Library

Net Assets at January 1	262,398.39
Receipts:	
Interfund Transfers	0.00
Gifts	1,600.00
Dividends and Interest	9,922.97
Other Income	0.00
	<hr/>
Total Receipts	11,522.97
Disbursements:	
Grants	10,400.00
Miscellaneous Fund Expense	0.00
Investment Fees	177.17
Administrative Expenses	2,529.24
	<hr/>
Total Disbursements	13,106.41
Realized and Unrealized Gains (Losses) in current value of investments	33,168.89
	<hr/>
Total Change in Net Assets	31,585.45
	<hr/>
Ending Net Assets	293,983.84
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	293,983.84
Other Assets	0.00
	<hr/>
Total Assets	293,983.84
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	293,983.84
	<hr/> <hr/>



Fund Statement
January 1 - December 31, 2017

Fremont Area District Library

Gift and Grant Detail

	Donor	Date	Amount
Gift	Ron Lovasz	07/17/2017	60.00
Gift	Ron Lovasz	07/17/2017	60.00
Gift	Ron Lovasz	07/17/2017	60.00
Gift	Ron Lovasz	07/17/2017	60.00
Gift	Ron Lovasz	07/17/2017	60.00
Gift	Transfer from Memorial Match	08/01/2017	300.00
Gift	Brian and Ashley Folkema	09/07/2017	25.00
Gift	Roger and Becky Tuuk	12/06/2017	500.00
Gift	Mary J. Thomas	12/07/2017	400.00
Gift	Patricia Wheeler	12/14/2017	50.00
Gift	Robert and Selma DeShetler	12/29/2017	25.00
	*** Total Gifts:		1,600.00
	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	10,400.00
	*** Total Grants:		10,400.00



Fund Statement
January 1 - December 31, 2017

Fremont Area District Library Flexible

Net Assets at January 1	21,320.68
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	833.02
Other Income	0.00
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Total Receipts	833.02
Disbursements:	
Grants	0.00
Miscellaneous Fund Expense	0.00
Investment Fees	14.89
Administrative Expenses	227.04
	<hr/>
Total Disbursements	241.93
Realized and Unrealized Gains (Losses) in current value of investments	<hr/>
	2,764.60
Total Change in Net Assets	<hr/>
	3,355.69
Ending Net Assets	<hr/> <hr/>
	24,676.37
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	24,676.37
	<hr/>
Total Assets	24,676.37
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	<hr/> <hr/>
	24,676.37

Fund Statement
January 1 - December 31, 2017

Fremont Area District Library Flexible

Gift and Grant Detail

There were no gifts for this period

There were no grants for this period

Fund Statement
January 1 - December 31, 2017

Fremont Area District Library Writers Live

Net Assets at January 1	33,741.48
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	1,141.14
Other Income	0.00
	<hr/>
Total Receipts	1,141.14
Disbursements:	
Grants	5,000.00
Miscellaneous Fund Expense	0.00
Investment Fees	20.46
Administrative Expenses	383.40
	<hr/>
Total Disbursements	5,403.86
Realized and Unrealized Gains (Losses) in current value of investments	3,947.88
	<hr/>
Total Change in Net Assets	(314.84)
	<hr/>
Ending Net Assets	33,426.64
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	33,426.64
	<hr/>
Total Assets	33,426.64
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	33,426.64
	<hr/> <hr/>



Fund Statement
January 1 - December 31, 2017

Fremont Area District Library Writers Live

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	5,000.00
	*** Total Grants:		5,000.00



Fund Statement
January 1 - December 31, 2017

James E. King Fund for Fremont Area District Library

Net Assets at January 1	17,227.71
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	652.73
Other Income	0.00
	<hr/>
Total Receipts	652.73
Disbursements:	
Grants	600.00
Miscellaneous Fund Expense	0.00
Investment Fees	11.66
Administrative Expenses	152.52
	<hr/>
Total Disbursements	764.18
Realized and Unrealized Gains (Losses) in current value of investments	<hr/>
	2,184.13
Total Change in Net Assets	<hr/>
	2,072.68
Ending Net Assets	<hr/> <hr/>
	19,300.39
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	19,300.39
	<hr/>
Total Assets	19,300.39
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
Ending Net Assets	<hr/> <hr/>
	19,300.39

Fund Statement
January 1 - December 31, 2017

James E. King Fund for Fremont Area District Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	600.00
	*** Total Grants:		600.00



Fund Statement
January 1 - December 31, 2017

Jane and Norm Reath Designated for Fremont Area District Library

Net Assets at January 1	42,030.42
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	1,582.82
Other Income	0.00
	<hr/>
Total Receipts	1,582.82
Disbursements:	
Grants	1,700.00
Miscellaneous Fund Expense	0.00
Investment Fees	28.30
Administrative Expenses	420.60
	<hr/>
Total Disbursements	2,148.90
Realized and Unrealized Gains (Losses) in current value of investments	5,306.19
	<hr/>
Total Change in Net Assets	4,740.11
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Ending Net Assets	46,770.53
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	46,770.53
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Total Assets	46,770.53
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	46,770.53
	<hr/> <hr/>



Fund Statement
January 1 - December 31, 2017

Jane and Norm Reath Designated for Fremont Area District Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	1,700.00
	*** Total Grants:		1,700.00



Fund Statement
January 1 - December 31, 2017

Loretta Gorsky Memorial for Fremont Area District Library

Net Assets at January 1	64,642.12
Receipts:	
Interfund Transfers	0.00
Gifts	1,000.00
Dividends and Interest	2,451.44
Other Income	0.00
	<hr/>
Total Receipts	3,451.44
Disbursements:	
Grants	2,500.00
Miscellaneous Fund Expense	0.00
Investment Fees	43.70
Administrative Expenses	614.40
	<hr/>
Total Disbursements	3,158.10
Realized and Unrealized Gains (Losses) in current value of investments	8,167.43
	<hr/>
Total Change in Net Assets	8,460.77
	<hr/>
Ending Net Assets	73,102.89
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	73,102.89
	<hr/>
Total Assets	73,102.89
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	73,102.89
	<hr/> <hr/>



Fund Statement
January 1 - December 31, 2017

Loretta Gorsky Memorial for Fremont Area District Library

Gift and Grant Detail

	Donor	Date	Amount
Gift	Albert E. Gorsky	12/12/2017	1,000.00
	*** Total Gifts:		1,000.00
	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	2,500.00
	*** Total Grants:		2,500.00



Fund Statement
January 1 - December 31, 2017

Marian Rumsey for Fremont Area District Library

Net Assets at January 1	34,756.84
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	1,309.12
Other Income	0.00
	<hr/>
Total Receipts	1,309.12
Disbursements:	
Grants	1,400.00
Miscellaneous Fund Expense	0.00
Investment Fees	23.41
Administrative Expenses	347.88
	<hr/>
Total Disbursements	1,771.29
Realized and Unrealized Gains (Losses) in current value of investments	4,388.47
	<hr/>
Total Change in Net Assets	3,926.30
	<hr/>
Ending Net Assets	38,683.14
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	38,683.14
	<hr/>
Total Assets	38,683.14
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	38,683.14
	<hr/> <hr/>

Fund Statement
January 1 - December 31, 2017

Marian Rumsey for Fremont Area District Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	1,400.00
	*** Total Grants:		1,400.00



Fund Statement
January 1 - December 31, 2017

Marion A. DeKuiper Library

Net Assets at January 1	941,543.77
Receipts:	
Interfund Transfers	0.00
Gifts	0.00
Dividends and Interest	35,425.33
Other Income	0.00
	<hr/>
Total Receipts	35,425.33
Disbursements:	
Grants	39,000.00
Miscellaneous Fund Expense	0.00
Investment Fees	633.29
Administrative Expenses	9,416.40
	<hr/>
Total Disbursements	49,049.69
Realized and Unrealized Gains (Losses) in current value of investments	118,790.63
	<hr/>
Total Change in Net Assets	105,166.27
	<hr/>
Ending Net Assets	1,046,710.04
	<hr/> <hr/>
DETAILS OF NET ASSETS	
Cash and Investments	0.00
Combined Investment Fund	1,046,710.04
	<hr/>
Total Assets	1,046,710.04
Liabilities	
Grants Payable	0.00
Other Liabilities	0.00
	<hr/>
Total Liabilities	0.00
	<hr/>
Ending Net Assets	1,046,710.04
	<hr/> <hr/>

Fund Statement
January 1 - December 31, 2017
Marion A. DeKuiper Library

Gift and Grant Detail

There were no gifts for this period

	Grantee	Date	Amount
Grant	Fremont Area District Library	03/02/2017	39,000.00
	*** Total Grants:		39,000.00

Fremont Area District Library
Balance Sheet
As of February 28, 2018

	<u>Feb 28, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
101.004 · Petty Cash	120.00
101.007 · Checking - General Choice One	0.84
101.009 · Savings - Money Mkt Choice One	<u>498,734.00</u>
Total Checking/Savings	498,854.84
Accounts Receivable	
101.036 · Accounts Receivable	<u>525.60</u>
Total Accounts Receivable	525.60
Other Current Assets	
1130 · Prepaid Expenses	<u>8,075.50</u>
Total Other Current Assets	<u>8,075.50</u>
Total Current Assets	507,455.94
Fixed Assets	
901.130 · Land	327,893.51
901.136 · Building & Additions	6,226,484.67
901.137 · Building & Additions - A/D	-2,149,633.49
901.138 · Collections	804,135.38
901.139 · Collections - A/D	-723,789.38
901.146 · Equipment & Furniture	745,649.56
901.147 · Equipment & Furniture - A/D	-604,146.36
901.390 · Net Assets - Capital Assets	<u>-4,626,593.89</u>
Total Fixed Assets	0.00
Other Assets	
901.120 · Deferred outflows	<u>67,078.00</u>
Total Other Assets	<u>67,078.00</u>
TOTAL ASSETS	<u><u>574,533.94</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
101.202 · Accounts Payable	<u>18,208.24</u>
Total Accounts Payable	18,208.24
Other Current Liabilities	
Payroll Liabilities	31.72
101.240 · Accrued FICA and FWT	272.88
101.241 · Medical Reimbursement Plan Liab	4,576.30
101.243 · Accrued State Withholding	-5.00
101.257 · Accrued Payroll	12,946.20
101.258 · Accrued Payroll Taxes Liability	580.81
101.339 · Deferred Revenue	-0.03
101.340 · Deferred Property Taxes	<u>44,065.12</u>
Total Other Current Liabilities	<u>62,468.00</u>
Total Current Liabilities	80,676.24

Fremont Area District Library
Balance Sheet
As of February 28, 2018

	<u>Feb 28, 18</u>
Long Term Liabilities	
871.302 · Provision for Vac/Sick Pay	-14,925.49
871.303 · Vacation & Sick CY	3,731.37
871.304 · Vacation & Sick Pay Liability	11,194.12
901.121 · Deferred Outflow - Assumptions	-48,470.00
901.220 · Deferred Inflow - Experience	5,585.00
901.250 · Net Pension Liability	371,656.00
901.251 · Provision for Net Pension Liab	<u>-261,693.00</u>
Total Long Term Liabilities	<u>67,078.00</u>
Total Liabilities	147,754.24
Equity	
101.390 · Fund Balance	247,661.46
3900 · Retained Earnings	-151,682.91
Net Income	<u>330,801.15</u>
Total Equity	<u>426,779.70</u>
TOTAL LIABILITIES & EQUITY	<u><u>574,533.94</u></u>

Fremont Area District Library
Profit & Loss
January through February 2018

	<u>Jan 18</u>	<u>Feb 18</u>	<u>TOTAL</u>
Income			
101.402 · Property Taxes -- Fremont	52,713.00	39,563.00	92,276.00
101.403 · Property Taxes -- Townships	184,573.55	130,779.29	315,352.84
101.427 · State PPT Reimbursement	0.00	54,842.86	54,842.86
101.566 · State Aid	1,523.80	0.00	1,523.80
101.600 · Grant Income	0.00	3,000.00	3,000.00
101.630 · Copy Machine Income	286.10	321.40	607.50
101.651 · Computer Training Income	40.00	10.00	50.00
101.652 · Meeting Room Income	25.00	25.00	50.00
101.653 · Miscellaneous Income	169.00	307.39	476.39
101.658 · Book Fines	612.87	696.85	1,309.72
101.665 · Interest Income	37.98	0.84	38.82
101.675 · Private Contributions	<u>3,030.00</u>	<u>1,210.00</u>	<u>4,240.00</u>
Total Income	<u>243,011.30</u>	<u>230,756.63</u>	<u>473,767.93</u>
Gross Profit	243,011.30	230,756.63	473,767.93
Expense			
101.702 · Salaries & Wages	37,585.13	25,314.05	62,899.18
101.715 · Social Security Taxes	2,829.32	1,905.87	4,735.19
101.717 · Life Insurance	59.00	59.00	118.00
101.718 · Retirement Costs	3,888.24	2,580.56	6,468.80
101.720 · Health Ins. Premiums	3,981.37	4,083.13	8,064.50
101.726 · Office Supplies	106.49	0.00	106.49
101.728 · Copy Machine	429.41	364.33	793.74
101.729 · Processing	0.00	65.95	65.95
101.730 · Supplies - Programs	468.66	107.86	576.52
101.800 · Cooperative Services	4,035.00	0.00	4,035.00
101.801 · Contracted Services - Admin.	15,064.50	450.00	15,514.50
101.805 · Contracted Services - Programs	650.00	200.00	850.00
101.850 · Communications	1,571.41	1,569.10	3,140.51
101.860 · Travel	250.91	287.50	538.41
101.870 · Memberships	250.00	0.00	250.00
101.905 · Advertising	20.25	65.25	85.50
101.920 · Utilities	3,870.69	7,741.73	11,612.42
101.921 · Snow Removal	0.00	935.00	935.00
101.923 · Cleaning	5,674.00	2,887.00	8,561.00
101.924 · Maintenance Supplies	673.35	105.17	778.52
101.925 · HVAC Maintenance	2,239.75	2,239.75	4,479.50
101.926 · Miscellaneous Maintenance	345.00	2,084.72	2,429.72
101.955 · Miscellaneous Expense	114.66	104.57	219.23
101.956 · Software	1,144.66	71.66	1,216.32
101.957 · Print	499.14	1,775.77	2,274.91
101.958 · Periodicals	225.76	1,869.49	2,095.25
101.959 · Microfilm	35.67	0.00	35.67
101.961 · Music	0.00	16.96	16.96
101.962 · Audio Books	<u>0.00</u>	<u>69.99</u>	<u>69.99</u>
Total Expense	<u>86,012.37</u>	<u>56,954.41</u>	<u>142,966.78</u>
Net Income	<u><u>156,998.93</u></u>	<u><u>173,802.22</u></u>	<u><u>330,801.15</u></u>

Fremont Area District Library
Profit & Loss by Class
January through February 2018

	<u>Austin 2018</u>	<u>Carl Frost 2017</u>	<u>Carl Frost 2018</u>	<u>Circulation 2017</u>	<u>Circulation 2018</u>
Income					
101.402 · Property Taxes -- Fremont	0.00	0.00	0.00	0.00	0.00
101.403 · Property Taxes -- Townships	0.00	0.00	0.00	0.00	0.00
101.427 · State PPT Reimbursement	0.00	0.00	0.00	0.00	0.00
101.566 · State Aid	0.00	0.00	0.00	0.00	0.00
101.600 · Grant Income	0.00	0.00	0.00	0.00	0.00
101.630 · Copy Machine Income	0.00	0.00	0.00	0.00	0.00
101.651 · Computer Training Income	0.00	0.00	0.00	0.00	0.00
101.652 · Meeting Room Income	0.00	0.00	0.00	0.00	0.00
101.653 · Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
101.658 · Book Fines	0.00	0.00	0.00	0.00	0.00
101.665 · Interest Income	0.00	0.00	0.00	0.00	0.00
101.675 · Private Contributions	0.00	0.00	0.00	0.00	0.00
Total Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Gross Profit	0.00	0.00	0.00	0.00	0.00
Expense					
101.702 · Salaries & Wages	0.00	0.00	0.00	0.00	0.00
101.715 · Social Security Taxes	0.00	0.00	0.00	0.00	0.00
101.717 · Life Insurance	0.00	0.00	0.00	0.00	0.00
101.718 · Retirement Costs	0.00	0.00	0.00	0.00	0.00
101.720 · Health Ins. Premiums	0.00	0.00	0.00	0.00	0.00
101.726 · Office Supplies	0.00	0.00	0.00	0.00	0.00
101.728 · Copy Machine	0.00	0.00	0.00	0.00	0.00
101.729 · Processing	0.00	0.00	0.00	0.00	0.00
101.730 · Supplies - Programs	0.00	0.00	0.00	0.00	0.00
101.800 · Cooperative Services	0.00	0.00	0.00	0.00	0.00
101.801 · Contracted Services - Admin.	0.00	0.00	0.00	0.00	0.00
101.805 · Contracted Services - Programs	0.00	0.00	0.00	0.00	0.00
101.850 · Communications	0.00	0.00	0.00	0.00	0.00
101.860 · Travel	0.00	0.00	0.00	0.00	0.00
101.870 · Memberships	0.00	0.00	0.00	0.00	0.00
101.905 · Advertising	0.00	0.00	0.00	0.00	0.00
101.920 · Utilities	0.00	0.00	0.00	0.00	0.00
101.921 · Snow Removal	0.00	0.00	0.00	0.00	0.00

Fremont Area District Library
Profit & Loss by Class
 January through February 2018

	<u>Austin 2018</u>	<u>Carl Frost 2017</u>	<u>Carl Frost 2018</u>	<u>Circulation 2017</u>	<u>Circulation 2018</u>
101.923 · Cleaning	0.00	0.00	0.00	0.00	0.00
101.924 · Maintenance Supplies	0.00	0.00	0.00	0.00	0.00
101.925 · HVAC Maintenance	0.00	0.00	0.00	0.00	0.00
101.926 · Miscellaneous Maintenance	0.00	0.00	0.00	0.00	0.00
101.955 · Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00
101.956 · Software	0.00	0.00	0.00	0.00	0.00
101.957 · Print	110.85	26.99	762.92	120.96	908.29
101.958 · Periodicals	0.00	0.00	0.00	0.00	0.00
101.959 · Microfilm	0.00	0.00	0.00	0.00	0.00
101.961 · Music	0.00	0.00	0.00	0.00	16.96
101.962 · Audio Books	0.00	0.00	0.00	0.00	0.00
Total Expense	<u>110.85</u>	<u>26.99</u>	<u>762.92</u>	<u>120.96</u>	<u>925.25</u>
Net Income	<u><u>-110.85</u></u>	<u><u>-26.99</u></u>	<u><u>-762.92</u></u>	<u><u>-120.96</u></u>	<u><u>-925.25</u></u>

Fremont Area District Library
Profit & Loss by Class
January through February 2018

	<u>Deferred Revenue 2017</u>	<u>Director Search</u>	<u>FACF Endowment 2017</u>	<u>FACF Endowment 2018</u>
Income				
101.402 · Property Taxes -- Fremont	-15,876.00	0.00	0.00	0.00
101.403 · Property Taxes -- Townships	-28,189.12	0.00	0.00	0.00
101.427 · State PPT Reimbursement	0.00	0.00	0.00	0.00
101.566 · State Aid	0.00	0.00	0.00	0.00
101.600 · Grant Income	0.00	0.00	0.00	0.00
101.630 · Copy Machine Income	0.00	0.00	0.00	0.00
101.651 · Computer Training Income	0.00	0.00	0.00	0.00
101.652 · Meeting Room Income	0.00	0.00	0.00	0.00
101.653 · Miscellaneous Income	0.00	0.00	0.00	0.00
101.658 · Book Fines	0.00	0.00	0.00	0.00
101.665 · Interest Income	0.00	0.00	0.00	0.00
101.675 · Private Contributions	0.00	0.00	0.00	0.00
Total Income	-44,065.12	0.00	0.00	0.00
Gross Profit	-44,065.12	0.00	0.00	0.00
Expense				
101.702 · Salaries & Wages	0.00	0.00	0.00	0.00
101.715 · Social Security Taxes	0.00	0.00	0.00	0.00
101.717 · Life Insurance	0.00	0.00	0.00	0.00
101.718 · Retirement Costs	0.00	0.00	0.00	0.00
101.720 · Health Ins. Premiums	0.00	0.00	0.00	0.00
101.726 · Office Supplies	0.00	0.00	0.00	0.00
101.728 · Copy Machine	0.00	0.00	0.00	0.00
101.729 · Processing	0.00	0.00	0.00	0.00
101.730 · Supplies - Programs	0.00	0.00	0.00	0.00
101.800 · Cooperative Services	0.00	0.00	0.00	0.00
101.801 · Contracted Services - Admin.	0.00	15,000.00	0.00	0.00
101.805 · Contracted Services - Programs	0.00	0.00	0.00	0.00
101.850 · Communications	0.00	0.00	0.00	0.00
101.860 · Travel	0.00	0.00	0.00	0.00
101.870 · Memberships	0.00	0.00	0.00	0.00
101.905 · Advertising	0.00	0.00	0.00	0.00
101.920 · Utilities	0.00	0.00	0.00	0.00
101.921 · Snow Removal	0.00	0.00	0.00	0.00

Fremont Area District Library
Profit & Loss by Class
 January through February 2018

	<u>Deferred Revenue 2017</u>	<u>Director Search</u>	<u>FACF Endowment 2017</u>	<u>FACF Endowment 2018</u>
101.923 · Cleaning	0.00	0.00	0.00	0.00
101.924 · Maintenance Supplies	0.00	0.00	0.00	0.00
101.925 · HVAC Maintenance	0.00	0.00	0.00	0.00
101.926 · Miscellaneous Maintenance	0.00	0.00	0.00	0.00
101.955 · Miscellaneous Expense	0.00	0.00	0.00	0.00
101.956 · Software	0.00	0.00	0.00	0.00
101.957 · Print	0.00	0.00	0.00	0.00
101.958 · Periodicals	0.00	0.00	24.95	2,070.30
101.959 · Microfilm	0.00	0.00	0.00	0.00
101.961 · Music	0.00	0.00	0.00	0.00
101.962 · Audio Books	0.00	0.00	0.00	0.00
Total Expense	<u>0.00</u>	<u>15,000.00</u>	<u>24.95</u>	<u>2,070.30</u>
Net Income	<u><u>-44,065.12</u></u>	<u><u>-15,000.00</u></u>	<u><u>-24.95</u></u>	<u><u>-2,070.30</u></u>

Fremont Area District Library
Profit & Loss by Class
January through February 2018

	<u>Friends</u>	<u>George & Norma Purvis 2018</u>	<u>Gorsky 2018</u>	<u>James E. King 2018</u>
Income				
101.402 · Property Taxes -- Fremont	0.00	0.00	0.00	0.00
101.403 · Property Taxes -- Townships	0.00	0.00	0.00	0.00
101.427 · State PPT Reimbursement	0.00	0.00	0.00	0.00
101.566 · State Aid	0.00	0.00	0.00	0.00
101.600 · Grant Income	0.00	3,000.00	0.00	0.00
101.630 · Copy Machine Income	0.00	0.00	0.00	0.00
101.651 · Computer Training Income	0.00	0.00	0.00	0.00
101.652 · Meeting Room Income	0.00	0.00	0.00	0.00
101.653 · Miscellaneous Income	0.00	0.00	0.00	0.00
101.658 · Book Fines	0.00	0.00	0.00	0.00
101.665 · Interest Income	0.00	0.00	0.00	0.00
101.675 · Private Contributions	0.00	0.00	0.00	0.00
Total Income	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>	<u>0.00</u>
Gross Profit	0.00	3,000.00	0.00	0.00
Expense				
101.702 · Salaries & Wages	0.00	0.00	0.00	0.00
101.715 · Social Security Taxes	0.00	0.00	0.00	0.00
101.717 · Life Insurance	0.00	0.00	0.00	0.00
101.718 · Retirement Costs	0.00	0.00	0.00	0.00
101.720 · Health Ins. Premiums	0.00	0.00	0.00	0.00
101.726 · Office Supplies	0.00	0.00	0.00	0.00
101.728 · Copy Machine	0.00	0.00	0.00	0.00
101.729 · Processing	0.00	0.00	0.00	0.00
101.730 · Supplies - Programs	0.00	0.00	0.00	0.00
101.800 · Cooperative Services	0.00	0.00	0.00	0.00
101.801 · Contracted Services - Admin.	0.00	0.00	0.00	0.00
101.805 · Contracted Services - Programs	0.00	0.00	0.00	0.00
101.850 · Communications	0.00	0.00	0.00	0.00
101.860 · Travel	0.00	0.00	0.00	0.00
101.870 · Memberships	0.00	0.00	0.00	0.00
101.905 · Advertising	0.00	0.00	0.00	0.00
101.920 · Utilities	0.00	0.00	0.00	0.00
101.921 · Snow Removal	0.00	0.00	0.00	0.00

Fremont Area District Library
Profit & Loss by Class
 January through February 2018

	<u>Friends</u>	<u>George & Norma Purvis 2018</u>	<u>Gorsky 2018</u>	<u>James E. King 2018</u>
101.923 · Cleaning	0.00	0.00	0.00	0.00
101.924 · Maintenance Supplies	0.00	0.00	0.00	0.00
101.925 · HVAC Maintenance	0.00	0.00	0.00	0.00
101.926 · Miscellaneous Maintenance	0.00	0.00	0.00	0.00
101.955 · Miscellaneous Expense	0.00	0.00	0.00	0.00
101.956 · Software	0.00	0.00	0.00	0.00
101.957 · Print	174.75	0.00	61.60	53.45
101.958 · Periodicals	0.00	0.00	0.00	0.00
101.959 · Microfilm	0.00	0.00	0.00	0.00
101.961 · Music	0.00	0.00	0.00	0.00
101.962 · Audio Books	0.00	0.00	0.00	0.00
Total Expense	<u>174.75</u>	<u>0.00</u>	<u>61.60</u>	<u>53.45</u>
Net Income	<u><u>-174.75</u></u>	<u><u>3,000.00</u></u>	<u><u>-61.60</u></u>	<u><u>-53.45</u></u>

Fremont Area District Library
Profit & Loss by Class
January through February 2018

	<u>Jane and Norm Reath 2018</u>	<u>Marion A. DeKuiper 2018</u>	<u>Operational</u>	<u>Pollack 2018</u>
Income				
101.402 · Property Taxes -- Fremont	0.00	0.00	108,152.00	0.00
101.403 · Property Taxes -- Townships	0.00	0.00	343,541.96	0.00
101.427 · State PPT Reimbursement	0.00	0.00	54,842.86	0.00
101.566 · State Aid	0.00	0.00	1,523.80	0.00
101.600 · Grant Income	0.00	0.00	0.00	0.00
101.630 · Copy Machine Income	0.00	0.00	607.50	0.00
101.651 · Computer Training Income	0.00	0.00	50.00	0.00
101.652 · Meeting Room Income	0.00	0.00	25.00	0.00
101.653 · Miscellaneous Income	0.00	0.00	476.39	0.00
101.658 · Book Fines	0.00	0.00	1,309.72	0.00
101.665 · Interest Income	0.00	0.00	38.82	0.00
101.675 · Private Contributions	0.00	0.00	4,240.00	0.00
Total Income	<u>0.00</u>	<u>0.00</u>	<u>514,808.05</u>	<u>0.00</u>
Gross Profit	0.00	0.00	514,808.05	0.00
Expense				
101.702 · Salaries & Wages	0.00	0.00	62,899.18	0.00
101.715 · Social Security Taxes	0.00	0.00	4,735.19	0.00
101.717 · Life Insurance	0.00	0.00	118.00	0.00
101.718 · Retirement Costs	0.00	0.00	6,468.80	0.00
101.720 · Health Ins. Premiums	0.00	0.00	8,059.50	0.00
101.726 · Office Supplies	0.00	0.00	106.49	0.00
101.728 · Copy Machine	0.00	0.00	793.74	0.00
101.729 · Processing	0.00	41.90	24.05	0.00
101.730 · Supplies - Programs	0.00	0.00	576.52	0.00
101.800 · Cooperative Services	0.00	0.00	4,035.00	0.00
101.801 · Contracted Services - Admin.	0.00	0.00	514.50	0.00
101.805 · Contracted Services - Programs	0.00	0.00	150.00	0.00
101.850 · Communications	0.00	0.00	3,140.51	0.00
101.860 · Travel	0.00	0.00	538.41	0.00
101.870 · Memberships	0.00	0.00	250.00	0.00
101.905 · Advertising	0.00	0.00	85.50	0.00
101.920 · Utilities	0.00	0.00	11,612.42	0.00
101.921 · Snow Removal	0.00	0.00	935.00	0.00

Fremont Area District Library
Profit & Loss by Class
 January through February 2018

	<u>Jane and Norm Reath 2018</u>	<u>Marion A. DeKuiper 2018</u>	<u>Operational</u>	<u>Pollack 2018</u>
101.923 · Cleaning	0.00	0.00	8,561.00	0.00
101.924 · Maintenance Supplies	0.00	0.00	778.52	0.00
101.925 · HVAC Maintenance	0.00	0.00	4,479.50	0.00
101.926 · Miscellaneous Maintenance	0.00	0.00	2,429.72	0.00
101.955 · Miscellaneous Expense	0.00	0.00	219.23	0.00
101.956 · Software	0.00	0.00	1,216.32	0.00
101.957 · Print	42.36	0.00	0.00	12.74
101.958 · Periodicals	0.00	0.00	0.00	0.00
101.959 · Microfilm	0.00	0.00	35.67	0.00
101.961 · Music	0.00	0.00	0.00	0.00
101.962 · Audio Books	0.00	69.99	0.00	0.00
Total Expense	<u>42.36</u>	<u>111.89</u>	<u>122,762.77</u>	<u>12.74</u>
Net Income	<u><u>-42.36</u></u>	<u><u>-111.89</u></u>	<u><u>392,045.28</u></u>	<u><u>-12.74</u></u>

Fremont Area District Library
Profit & Loss by Class
January through February 2018

	<u>Summer Reading 2018</u>	<u>Writers Live 2018</u>	<u>Unclassified</u>	<u>TOTAL</u>
Income				
101.402 · Property Taxes -- Fremont	0.00	0.00	0.00	92,276.00
101.403 · Property Taxes -- Townships	0.00	0.00	0.00	315,352.84
101.427 · State PPT Reimbursement	0.00	0.00	0.00	54,842.86
101.566 · State Aid	0.00	0.00	0.00	1,523.80
101.600 · Grant Income	0.00	0.00	0.00	3,000.00
101.630 · Copy Machine Income	0.00	0.00	0.00	607.50
101.651 · Computer Training Income	0.00	0.00	0.00	50.00
101.652 · Meeting Room Income	0.00	0.00	25.00	50.00
101.653 · Miscellaneous Income	0.00	0.00	0.00	476.39
101.658 · Book Fines	0.00	0.00	0.00	1,309.72
101.665 · Interest Income	0.00	0.00	0.00	38.82
101.675 · Private Contributions	0.00	0.00	0.00	4,240.00
Total Income	<u>0.00</u>	<u>0.00</u>	<u>25.00</u>	<u>473,767.93</u>
Gross Profit	0.00	0.00	25.00	473,767.93
Expense				
101.702 · Salaries & Wages	0.00	0.00	0.00	62,899.18
101.715 · Social Security Taxes	0.00	0.00	0.00	4,735.19
101.717 · Life Insurance	0.00	0.00	0.00	118.00
101.718 · Retirement Costs	0.00	0.00	0.00	6,468.80
101.720 · Health Ins. Premiums	0.00	0.00	5.00	8,064.50
101.726 · Office Supplies	0.00	0.00	0.00	106.49
101.728 · Copy Machine	0.00	0.00	0.00	793.74
101.729 · Processing	0.00	0.00	0.00	65.95
101.730 · Supplies - Programs	0.00	0.00	0.00	576.52
101.800 · Cooperative Services	0.00	0.00	0.00	4,035.00
101.801 · Contracted Services - Admin.	0.00	0.00	0.00	15,514.50
101.805 · Contracted Services - Programs	300.00	400.00	0.00	850.00
101.850 · Communications	0.00	0.00	0.00	3,140.51
101.860 · Travel	0.00	0.00	0.00	538.41
101.870 · Memberships	0.00	0.00	0.00	250.00
101.905 · Advertising	0.00	0.00	0.00	85.50
101.920 · Utilities	0.00	0.00	0.00	11,612.42
101.921 · Snow Removal	0.00	0.00	0.00	935.00

Fremont Area District Library
Profit & Loss by Class
 January through February 2018

	<u>Summer Reading 2018</u>	<u>Writers Live 2018</u>	<u>Unclassified</u>	<u>TOTAL</u>
101.923 · Cleaning	0.00	0.00	0.00	8,561.00
101.924 · Maintenance Supplies	0.00	0.00	0.00	778.52
101.925 · HVAC Maintenance	0.00	0.00	0.00	4,479.50
101.926 · Miscellaneous Maintenance	0.00	0.00	0.00	2,429.72
101.955 · Miscellaneous Expense	0.00	0.00	0.00	219.23
101.956 · Software	0.00	0.00	0.00	1,216.32
101.957 · Print	0.00	0.00	0.00	2,274.91
101.958 · Periodicals	0.00	0.00	0.00	2,095.25
101.959 · Microfilm	0.00	0.00	0.00	35.67
101.961 · Music	0.00	0.00	0.00	16.96
101.962 · Audio Books	0.00	0.00	0.00	69.99
Total Expense	<u>300.00</u>	<u>400.00</u>	<u>5.00</u>	<u>142,966.78</u>
Net Income	<u><u>-300.00</u></u>	<u><u>-400.00</u></u>	<u><u>20.00</u></u>	<u><u>330,801.15</u></u>

Fremont Area District Library

BUDGET SUMMARY

For the Current Month and Year to Date Ending February 28, 2018

	Current Month	Current Y-T-D	Previous Y-T-D	Annual Budget	Variance	Current Y-T-D vs Annual Budget
101.402 · Property Taxes -- Fremont	39,563.00	92,276.00	136,773.00	144,200.00	-51,924.00	63.99%
101.403 · Property Taxes -- Townships	130,779.29	315,352.84	357,555.16	396,400.00	-81,047.16	79.55%
101.404 · Industrial Facilities Tax	0	0	0.00	850.00	-850.00	0.00%
101.425 · Agricultural Renaissance Zone	0	0	0.00	19,800.00	-19,800.00	0.00%
101.427 · State PPT Reimbursement	54,842.86	54,842.86	15,998.22	16,000.00	38,842.86	342.77%
101.566 · State Aid	0.00	1,523.80	0.00	9,300.00	-7,776.20	16.38%
101.600 · Grant Income	3000	3000	41,745.17	157,100.00	-154,100.00	1.91%
Est. Deferred Grant Income				-9,000.00		
101.630 · Copy Machine Income	321.40	607.50	441.34	3,500.00	-2,892.50	17.36%
101.651 · Computer Training Income	10.00	50.00	0.00	200.00	-150.00	25.00%
101.652 · Meeting Room Income	25.00	50.00	0.00	700.00	-650.00	7.14%
101.653 · Miscellaneous Income	307.39	476.39	150.80	2,500.00	-2,023.61	19.06%
101.654 · Non-Resident Fees	0.00	0.00	0.00	100.00	-100.00	0.00%
101.658 · Book Fines	696.85	1,309.72	1,499.47	12,000.00	-10,690.28	10.91%
101.659 · Penal Fines	0.00	0.00	0.00	45,000.00	-45,000.00	0.00%
101.665 · Interest Income	0.84	38.82	1.40	250.00	-211.18	15.53%
101.675 · Private Contributions	1,210.00	4,240.00	10,460.00	30,000.00	-25,760.00	14.13%
101.690 · Phone Reimbursement	0.00	0.00	0.00	6,000.00	-6,000.00	0.00%
Total	230,756.63	473,767.93	564,624.56	834,900.00	-361,132.07	56.75%

	Current Month	Current Y-T-D	Previous Y-T-D	Annual Budget	Variance	Current Y-T-D vs Annual Budget
Payroll Expenses						
101.702 · Salaries & Wages	25,314.05	62,899.18	53,183.16	370,000.00	307,100.82	17.00%
101.715 · Social Security Taxes	1,905.87	4,735.19	3,972.92	28,500.00	23,764.81	16.61%
101.717 · Life Insurance	59.00	118.00	141.60	1,000.00	882.00	11.80%
101.718 · Retirement Costs	2,580.56	6,468.80	4,000.00	52,200.00	45,731.20	12.39%
101.719 · Workmans Comp. Ins.	0.00	0.00	0.00	2,200.00	2,200.00	0.00%
101.720 · Health Ins. Premiums	4,083.13	8,064.50	9,928.19	70,000.00	61,935.50	11.52%
Misc. Salary Exp.				125.00		
101.724 · Furniture	0.00	0.00	0.00	0.00	0.00	0.00%
101.725 · Equipment	0.00	0.00	25.00	1,000.00	1,000.00	0.00%
101.726 · Office Supplies	0.00	106.49	462.11	3,000.00	2,893.51	3.55%
101.727 · Postage	0.00	0.00	197.71	3,000.00	3,000.00	0.00%
101.728 · Copy Machine	364.33	793.74	903.93	6,000.00	5,206.26	13.23%
101.729 · Processing	65.95	65.95	473.18	3,000.00	2,934.05	2.20%
101.730 · Supplies - Programs	107.86	576.52	786.35	4,000.00	3,423.48	14.41%
101.800 · Cooperative Services	0.00	4,035.00	4,517.75	17,250.00	13,215.00	23.39%
101.801 · Contracted Services - Admin.	450.00	15,514.50	167.00	28,000.00	12,485.50	55.41%
101.805 · Contracted Services - Programs	200.00	850.00	1,016.57	5,000.00	4,150.00	17.00%
101.850 · Communications	1,569.10	3,140.51	2,440.84	15,000.00	11,859.49	20.94%
101.860 · Travel	287.50	538.41	97.16	8,500.00	7,961.59	6.33%
101.865 · Training	0.00	0.00	565.00	1,000.00	1,000.00	0.00%
101.870 · Memberships	0.00	250.00	630.00	3,000.00	2,750.00	8.33%
101.880 Promotion and Marketing	0.00	0.00	0.00	800.00	800.00	0.00%
101.900 Printing	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
101.905 · Advertising	65.25	85.50	985.25	1,500.00	1,414.50	5.70%
101.910 · Insurance	0.00	0.00	0.00	17,500.00	17,500.00	0.00%
101.920 · Utilities	7,741.73	11,612.42	22,630.14	81,000.00	69,387.58	14.34%
101.921 · Snow Removal	935.00	935.00	320.00	5,000.00	4,065.00	18.70%
101.922 · Lawn Maintenance	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
101.923 · Cleaning	2,887.00	8,561.00	8,361.00	37,000.00	28,439.00	23.14%
101.924 · Maintenance Supplies	105.17	778.52	849.22	6,000.00	5,221.48	12.98%

	Current Month	Current Y-T-D	Previous Y-T-D	Annual Budget	Variance	Current Y-T-D vs Annual Budget
101.925 · HVAC Maintenance	2,239.75	4,479.50	4,349.00	27,000.00	22,520.50	16.59%
101.926 · Miscellaneous Maintenance	2,084.72	2,429.72	2,237.28	7,000.00	4,570.28	34.71%
101.955 · Miscellaneous Expense	104.57	219.23	222.92	4,000.00	3,780.77	5.48%
101.956 · Software	71.66	1,216.32	1,190.00	3,000.00	1,783.68	40.54%
101.957 · Print	1,775.77	2,274.91	5,255.41	31,000.00	28,725.09	7.34%
101.958 · Periodicals	1,869.49	2,095.25	2,039.15	6,000.00	3,904.75	34.92%
101.959 · Microfilm	0.00	35.67	0.00	200.00	164.33	17.84%
101.961 · Music	16.96	16.96	52.20	1,500.00	1,483.04	1.13%
101.962 · Audio Books	69.99	69.99	535.12	4,200.00	4,130.01	1.67%
101.963 · Video	0.00	0.00	72.04	3,000.00	3,000.00	0.00%
101.964 · CD-ROM	0.00	0.00	17.99	0.00	0.00	0.00%
101.965 · On-Line	0.00	0.00	1,010.00	6,200.00	6,200.00	0.00%
101.966 · E-Books	0.00	0.00	0.00	4,000.00	4,000.00	0.00%
101.970 · Capital Improvement	0.00	0.00	0.00	0.00	0.00	0.00%
Total	56,954.41	142,966.78	133,635.19	873,675.00	730,583.22	16.36%
Difference	173,802.22	330,801.15	430,989.37	-38,775.00		

2018 Budget Assumptions and Major Changes

SUMMARY

	2017	2018	Change
Revenue	838,897.00	834,900.00	(3,997.00)
Expenditures	853,965.00	873,675.00	19,710.00
<hr/> Overage (Shortage)	(15,068.00)	(38,775.00)	(23,707.00)

2018 Budget Assumptions and Major Changes

Revenue (3,997.00)

Assumptions Allowable millage rate has been reduced (due to Headlee) from 1.4497 to 1.4476
 Budget assumes maximum millage levied (1.4476)
 Budget assumes additional \$25,000 in requests from designated funds to cover director search costs (Flexible Fund and Library Endowment)

Major changes (2017 to 2018)

(7,200.00)	Taxes - City of Fremont	Tax base has reduced and captures from DDA and LDFA have slightly increased to \$22,724 for DDA and \$4,321 for LDFA
5,400.00	Taxes - Townships	Tax base has increased slightly - but lower millage rate due to Headlee reduction
(10,150.00)	Industrial Fac. Tax	Majority of this is captured by LDFA; 2017 included delinquent Personal Property tax collected from biodigester
(1,000.00)	Agricultural Ren Zone	Assumes full reimbursement by State; amount has decreased greatly due to Personal Property Tax reform; Ren Zone is active until 2024 - Gerber will start paying taxes at 25% in 2021; 50% in 2022; and 75% in 2023. Value is now 13.7 million compared to 67.5 million in 2015
-	State PPT Reimbursement	Assumes same reimbursement as 2017; library does not receive reimbursement for loss in value of Ag Ren Zone
900.00	State Aid	Slight increase to .3639 per capita
9,053.00	Grants*	Increased Designated Fund Requests

2018 Budget Assumptions and Major Changes

Expenditures

Personnel		24,140	
15,000.00	Salaries		Assumes 1% wage increases overall with additional base wage changes for clerks and assistants; Assumes director salary at same rate
7,000.00	Health Insurance		Assumes director's insurance at same rate and a 10 % premium increase in July
Collection		(7,718)	
(4,500.00)	Print (Books)		Lower costs due to decreased Circulating Materials Grant from TFACF
(900.00)	Audio Books		Lower costs due to decreased Circulating Materials Grant from TFACF
(2,000.00)	Ebooks		Assumes continuation of OverDrive; Lower costs for additional titles
Administrative		22,163	
20,000.00	Contracted Services - Admin		Assumes \$20,000 cost for Director Search
4,900.00	Travel		Assumes \$5,000 cost for possible travel expense for Director Search
Building and Grou		50	
750.00	Cleaning		Slight increase in monthly cost
(1,000.00)	Misc. Maintenance		Nothing planned; but some expenses paid by D & D Gerber Fund
Capital		(17,000)	
(17,000.00)	Capital Improvement		No capital improvement planned for 2018 due to budget
Cooperative Servic		(1,925)	
(1,925.00)	Cooperative Services		Lakeland Library Coop Costs expected to decrease due to increased state

2018 Budget Assumptions and Major Changes Options

Option 1 Take funds from current cash [unassigned fund balance]

12/31/2016	74,284.00
projected deficit 2017	(15,086.00)
<hr/>	
12/31/17 projected balance	59,198.00
projected deficit 2018	(38,775.00)
<hr/>	
12/31/18 projected balance	20,423.00

Option 2 Take funds from designated TFACF funds

Library endowment - unused funds from prior years	34,300.00
Flexible Fund - total amount	23,000.00
Planned 2017 "extra" grants for director search	25,000.00
<hr/>	
Available Funds	32,300.00

Option 3 Hybrid Approach

From endowed funds	15,000.00
From current cash	23,775.00
<hr/>	
12/31/18 projected balance	35,423.00

Follow Up

  Public Profile

Non-Profit Resource Center 2016

Process: Fall 2015 Community General Grant Application

Contact Info

Applicant:

Mr. Ray Joseph Arnett Jr.
rarnett@fremontlibrary.net
231-928-0243

104 East Main Street
Fremont, MI 49412 USA


Organization:

Fremont Area District Library
38-3316295
231-924-3480
104 East Main Street
Fremont, MI 49412 USA



Contact Email History




 If your organization information does not appear correct, please click the edit (pencil) icon.

 Application

 Follow Up

 FollowUp Packet

 Question List

 Fields with an asterisk (*) are required.

Grant Detail

Grant

20151712

Project Name*

Name of Project
Non-Profit Resource Center 2016

Interim or Final Report*

Is this an interim or final report?

- Interim
- Final

Beginning Date for this Report*

Indicate the beginning date this report covers.

End Date for this Report*

Indicate the ending date this report covers.

Amount Awarded

Changes to Time Frame or Population

If the time frame or population changed from the original grant application, please explain why (e.g. age group, geographical location).

 250 characters left of 250

∨ Grant Description

Mission or Strategic Direction*

Please give a brief description of how the grant assisted your organization fulfill its mission or strategic direction (one or two sentences).

As part of our mission of lifelong learning, the Fremont Area District Library operated The Fremont Area Community Foundation Non-Profit Resource Center within the library as an informational and training center for area agencies.

 20 characters left of 250

Grant Concept*

Describe the concept in detail, including primary activities.

The library continued operating The Fremont Area Community Foundation Non-Profit Resource Center during 2016. This center provides non-profit information and training in partnership with The Foundation Center in New York. As a Funding Information Network partner, the library offers free access to Foundation Directory Online, Foundation Maps, and Foundation Grants to Individuals Online. In addition, the library receives a number of reference volumes and research reports from The Foundation Center.

To supplement those resources, the library also subscribes to various periodicals and adds appropriate books and resources to the center's collection. This year, our center focused on two specific areas:

- 1) The Funding Information Network Center itself - including the resources and required training for the center director. As part of this, the library took advantage last year of a 2 year membership fee that locked in a lower previous annual rate. Following this year, the membership fee increased to \$1,995

✓ 245 characters left of 2,000

Organizational Strength*

How did the grant impact your organization programmatically and operationally?

In 2012, the Fremont Area District Library engaged in strategic planning which resulted in the following revised mission statement: The Fremont Area District Library serves the community by providing resources and technology that inspire lifelong learning; challenge the imagination; and foster enjoyment. This project helps the Fremont library fulfill its mission by providing both resources and technology to help nonprofit leaders in the area continue their lifelong learning process. Newaygo County is blessed to have an active, engaged community foundation; however, its resources are limited. The resources and training provided by the Non-Profit Resource Center helps to leverage this funding into additional funding for area non-profits from foundations and other funding sources outside the county.

The library was able to offer the following workshops in 2016:
Getting Started with Government Grants (2 part webinar series on Federal Grants) - June 21 and June

✓ 883 characters left of 2,000

Impact with Outcomes*

We seek to partner with and support nonprofit organizations that create long-term solutions to the core causes of social, economic, and educational disparity.

Compare and contrast the original desired results of this project with the actual outcome.

- 1) The Funding Information Network Center itself - including the resources and required training for the center director.

This year, the library director had planned to attend in-person training in New York City; however, due

to the award stipulations that did not include travel to New York, the director utilized the desktop virtual conference instead. The Foundation Center had offered some in-person training in Cleveland in the past; however, this was not offered this year since they desire everyone to attend in person. This coming year (October 2017), the training will be offered in Chicago and the library director plans to attend in person. In addition, the library director took part in a network partner exclusive webinar on June 7 that offered training on the new features in Foundation Directory Online and some upcoming features.

✔ 512 characters left of 2,000

Outcomes-Measures or Benchmarks*

Briefly describe what measures or benchmarks were used to indicate progress toward the desired results.

Explain the measurement outcomes and identify any tools or indexes utilized.

If applicable, upload sample tools used (e.g. survey) and/or data demonstrating desired progress (e.g. aggregated student data).

The library uses a simple survey of attendees asking whether they felt that they learned something and whether they would recommend the training to others. The surveys consistently say yes they learned something useful for their work and yes, they would recommend it to others.

Usage statistics for 2016 indicated:

Foundation Grants to Individuals Online: 8 searches (compared to 1 last year)

Foundation Directory Online: 102 searches (compared to 180 last year)

Foundation Maps Online: unused

✔ 1,405 characters left of 2,000

Award Letter

Please check the award letter and contract as it may list specific requirements that must be submitted with this evaluation.

An option to upload additional files is available below.

✔ 2,000 characters left of 2,000

Impact-Population & Priority*

In the grant detail section, you selected a grant priority and target population. Did the target population selected succeed in the priority area identified? Please explain.

The library focused on adults countywide to help them build non profit capacity. The individuals that attended the training sessions overwhelmingly stated that they were appreciative of the opportunities and would utilize this knowledge in their work.

✔ 1,749 characters left of 2,000

∨ Grant Funding

Grant Funding*

Please Click Here for the evaluation budget template.

Once you have completed the budget, **save** the file to your computer, **then** upload the document.

✔ 100 characters left of 100

2016 NP Center Grant Budget Eval2.pdf [349.7KiB]

Grant Funding

Describe any items listed in the budget that need further clarification.

The library did pay the membership fee for 2017 in advance using 2016 funds that were still available due to the absence of travel expenses and fewer library materials added. As part of last year's grant, the library took advantage of a 2 year membership fee that had locked in a lower previous annual rate. This coming year the membership fee increased to \$1,995 from the previous rate of \$995. The Fremont Library requested and received a subsidy from The Foundation Center to lower that cost to \$1495. As a result, the membership fee for 2017 has been paid using these grant funds plus the

✔ 1,162 characters left of 2,000

Grant Amount*

If applicable, indicate the amount of refund due to the Community Foundation.

\$ 0.00

Collaboration*

With whom did you collaborate to implement, fund, and/or provide these services?

The Fremont Library collaborated with The Fremont Area Community Foundation to promote the resources and ensure that area non-profits are aware of the valuable resources within the Non-Profit Resource Center.

The library continues as a Funding Information Network partner of the Foundation Center based in New York City. Our library has been a network partner since 2007 and utilizes their informational and

✔ 2,529 characters left of 3,000

Collaboration

If you did not collaborate this year, and plan to implement this program next year; what other partners do you plan to collaborate with?

✔ 2,000 characters left of 2,000

Sustainability*

Do you plan to implement this project again in the future? If so, how do you plan to fund and sustain this program?

Be sure to identify what role, if any, the above collaborators will play in the grants activity's sustainability.

As a Funding Information Network Partner since 2007, the library plans to continue this project for our area non-profits. The cost could be sustained within our operating budget, however, other areas would need to be cut in order to make that possible. The valuable partnership we have with the Community Foundation and by extension, the Johnson Center at GVSU has helped to continue the push for non profit capacity building in our area.

✔ 1,562 characters left of 2,000

Supporting Documentation

If you have any photos, articles, or other documentation depicting the program, please upload them below.

Attached is the library's Network Achievement Report summary narrative for 2015 that we received mid 2016. It shows that we are meeting and at times, exceeding the requirements of a Funding Information Network Partner while also giving us possible goals for the future to strengthen our center.

✔ 706 characters left of 1,000

2015 NAR Commentary.pdf [344.1KiB]

Stories

If you have any human-interest stories, please share them here or upload them below.

Two area residents are avid ham radio operators and are involved in the Muskegon Amateur Radio Operators group. They attended our workshops hoping to find and request funding for their outreach and educational activities. After sitting through the workshops; they applied for some funding and received a first-time grant for that group to offer some outreach to children. They were very thankful for the training and credited us with helping them receive those funds.

✔ 1,533 characters left of 2,000

Follow Up

 Public Profile

Non-Profit Resource Center 2017

Process: 2016 Community General Grant-FREMONT AREA COMMUNITY FOUNDATION

Contact Info

Applicant:

Mr. Ray Joseph Arnett Jr.
rarnett@fremontlibrary.net
231-928-0243
104 East Main Street
Fremont, MI 49412 USA




Organization:

Fremont Area District Library
38-3316295
231-924-3480
104 East Main Street
Fremont, MI 49412 USA


Contact Email History





 If your organization information does not appear correct, please click the edit (pencil) icon.

 Application

 Follow Up

 FollowUp Packet

 Question List

 Fields with an asterisk (*) are required.

∨ Important Information

For your convenience and to assist in the completion of this evaluation, some content has been imported from the original grant application and/or award letter. These areas are marked as FROM THE APPLICATION or FROM THE AWARD LETTER.

∨ Grant Detail

Grant Number

The grant number is from the award letter.

20161461

Project Name

The project name is from the application.

Non-Profit Resource Center 2017

Interim or Final Report*

Is this an interim or final report?

- Interim
- Final

Beginning Date for This Report*

What is the beginning date this report covers?

01/01/2017

Ending Date for This Report*

What is the ending date this report covers?

12/31/2017

Amount Awarded

This information is from the award letter.

\$ 3400.00

Time Frame or Population Changes

If the time frame or population changed from the original grant application, please explain why (e.g. age group, geographical location).

None.

495 characters left of 500

∨ Grant Description

Mission or Strategic Direction*

Please give a brief description of how the grant assisted your organization to fulfill its mission or strategic direction (one or two sentences).

As part of our mission as a public library to provide useful and practical information that is not readily available other places in the community, we operate The Fremont Area Community Foundation Non-Profit Resource Center within the library as an informational and training center for area agencies.

✓ 198 characters left of 500

Grant Description

This information is from the application.

The library would continue to operate The Fremont Area Community Foundation Non-Profit Resource Center during 2017. This center provides non-profit information and training in partnership with The Foundation Center in New York. As a Funding Information Network partner, the library offers free access to Foundation Directory Online, Foundation Maps, and Foundation Grants to Individuals Online. In addition, the library receives a number of reference volumes and research reports from The Foundation Center.

To supplement those resources, the library also subscribes to various periodicals and adds appropriate books and resources to the center's collection.

This year, our center would focus on two specific areas:

1) The Funding Information Network Center itself - including the resources and required training for the center director. As part of this, the library had taken advantage of a 2 year membership fee that locked in a lower previous annual rate for 2015-2016. This year, the library applied for and received a \$500 need-based subsidy from The Foundation Center that lowers the cost to \$1495.

✓ 1,242 characters left of 3,000

Organizational Strength*

How did the grant impact your organization programmatically and operationally?

This project helps the Fremont library fulfill its mission by providing both resources and technology to help nonprofit leaders in the area continue their lifelong learning process. The resources and training provided by the Non-Profit Resource Center helps to leverage this funding into additional funding for area non-profits from foundations and other funding sources outside the county.

The library was able to offer the following workshops in 2017:

Introduction to Finding Grants (offered twice) - September 15 and October 3

Introduction to Proposal Writing - September 20

✓ 2,303 characters left of 3,000

Results or Benefits

This information is from the application.

This project will leave a legacy of trained non-profit staff members and volunteers that can effectively write grant proposals, research available funding, and better manage their organizations. As a "technical assistance" provider, it is difficult to see the long-term impact; however, the knowledge that non-profit staff and volunteers receive will help them be more effective and efficient.

The books and online resources made available by this grant will benefit local non-profits by offering them high-quality information sources of grant-funding and other non-profit management topics without tapping their agency budgets.

✓ 1,586 characters left of 2,500

Impact with Outcomes*

Please compare and contrast the original desired results of this project with the actual outcome.

The library was able to offer the following workshops in 2017:

Introduction to Finding Grants (offered twice) - September 15 (four attendees) and October 3 (five attendees)

Introduction to Proposal Writing - September 20 (two attendees)

Introduction to Project Budgets - September 26 (two attendees)

Visual Storytelling Strategies & Design for Nonprofits - September 28 (three attendees)

✓ 2,113 characters left of 2,500

Measures

This information is from the application.

Effectiveness of this grant will be measured by the following outcomes:

- 1) The Fremont Area District Library will continue meeting the standards of a Foundation Center Information Network Partner. This will be measured by the Network Achievement Report submitted to the Foundation Center.
- 2) Additional resources on funding sources and techniques have been purchased and made available.
- 3) Eight free workshops or hosted webinars have been held by the library during the year.
- 4) Participants in all of the training sessions are satisfied or very satisfied with the quality and level of training received.

✓ 1,758 characters left of 2,500

Outcomes-Measures or Benchmarks*

Explain the measurement outcomes and identify any tools or indexes utilized.

If applicable, upload sample tools used (e.g. survey) and/or data demonstrating desired progress (e.g. aggregated student data).

Of the five classes that were offered all of the participants filled out an evaluation at the end. For four of the sessions the responses were high on learning something on the topic and recommending the training to others. One session on Visual Storytelling Strategies did not have as high a rating as the others primarily due to the unique nature of the topic and how it ties into grant writing. Usage statistics for 2017 indicated: Foundation Grants to Individuals Online: zero searches (compared to 8 last year) Foundation Directory Online: 61 searches (compared to 102 last year) Foundation Maps Online:

✓ 1,475 characters left of 2,500

Additional Requirements

This information is from the award letter.

If this grant required reporting of additional information or measures, they are listed below for your convenience. These requirements were also provided in the award letter and/or contract.

Please address these requirements in the next section.

If the grant did not require additional measures or contingencies, this space will be blank.

✓ 10,000 characters left of 10,000

Additional Requirement Reporting

Report additional information or measures. Additional files may be uploaded.

If the space above is blank, move to the next question.

✓ 2,500 characters left of 2,500

✓ Grant Funding

Evaluation Budget*

Please Click Here for the evaluation budget template.

Once you have completed the budget, **save** the file to your computer, **then** upload the document.

As part of the evaluation, a final budget must be submitted.

[Empty text area]

500 characters left of 500

EvalBudget2017.xlsx [13.4KiB]

Budget Clarification

Describe any items listed on the budget that need further clarification.

None

2,496 characters left of 2,500

Refund

If applicable, indicate the amount of refund due to the Community Foundation.

\$ 0

Collaboration

This information is from the application.

The Fremont Library will collaborate with The Fremont Area Community Foundation to promote the resources and ensure that area non-profits are aware of the valuable resources within the Non-Profit Resource Center.

The library is a Funding Information Network partner of the Foundation Center. Our library has been a network partner since 2007 and utilizes their informational and training resources to provide these

2,555 characters left of 3,000

Collaboration

Were there any changes to the above listed collaborators?

✔ 2,500 characters left of 2,500

Future Collaboration

If you did not collaborate this year and plan to implement this program next year, what other partners do you plan to collaborate with?

✔ 2,500 characters left of 2,500

Sustainability*

Do you plan to implement this project again in the future? If so, how do you plan to fund and sustain this program?

Be sure to identify what role, if any, the above collaborators will play in the grant activity's sustainability.

As a Funding Information Network Partner since 2007, the library plans to continue this project for our area non-profits. The cost could be sustained within our operating budget, however, other areas would need to be cut in order to make that possible. The valuable partnership we have with the Community Foundation and by extension, the Johnson Center at Grand Valley State University has helped to continue the push for non profit capacity building in our area. The leadership of the Fremont Area District Library feels this is an important and unique resource for our community that cannot be found

✔ 1,849 characters left of 2,500

Supporting Documentation

If you have any photos, articles, or other documentation depicting the program, please upload them below.

✔ 2,000 characters left of 2,000

Stories

If you have any human interest stories, please share them here or upload them below.

PROPOSAL



Electrical Contracting • Electric Motor Sales and Service

Email nieboerelectric@sbcglobal.net

PROPOSAL SUBMITTED TO:
Fremont Area District Library

PHONE

DATE
March 7, 2018

MAILING ADDRESS

JOB DESCRIPTION
LED lamp pricing

CITY, STATE and ZIP CODE

JOB ADDRESS
Fremont

We hereby submit specifications and estimates for:

Material only for:

Qty 1,275 of Forest Lighting 4-ft. LED ballast/ballast by-pass lamps. These qualify for Consumers Energy Rebate Program.

\$11.25/lamp x 1,275 = **\$14,343.75*** fourteen thousand three hundred forty-three & 75/100

Qty 60 of Satco 3-ft. LED ballast bypass lamp LED lamps. These do NOT qualify for Consumers Energy Rebate Program.

\$12.02/lamp x 60 = **\$721.20*** seven hundred twenty-one & 20/100

*Additional material and/or labor not listed in this price is billed time-and-material

Thank you!

Douglas Nieboer

Total \$15,064.95

Please sign and return one copy of proposal prior to start of work

Terms: Payment due as job progresses. Payments due net 10 days; late fees 2% per month over 30 days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Our Workers are fully covered by Workman's Compensation insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 45 days

Acceptance of Proposal - The above prices, Specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

502 E. Main St., Fremont, MI 49412

**Phone (231) 924-0960
0969**

FAX (231) 924-



[Electrical Supply](#)

[LED Light](#)

[HVAC System](#)

[Tool & Hardware](#)

[Storage & Organization](#)

[Janitorial Supply](#)

[Shop by Brands](#)

[Let's Chat](#)

Shopping cart

YOUR ITEM

UNIT OF MEASURE ITEM PRICE QUANTITY ITEM TOTAL

[Forest Lighting T8 LED Lamp T8U435-15 15W 3500K T8 LED UniV8 Lamp, 4 Ft \(/15w-3500k-t8-led-univ8-lamp-4-ft.fl-l-t8u43515.1.html\)](#)
SKU: FLL-T8U43515
Free Shipping Eligible

Each \$12.99 1275 \$16,562.25



Remove

[BrightStar LED Tube 90736 3500K 12W LED T8 Tube 3 Ft \(/3500k-12w-led-t8-tube-3-ft.pql-90736.1.html\)](#)
SKU: PQL-90736
Free Shipping Eligible

Each \$13.18 60 \$790.80



Remove

[> Continue Shopping](#)

Subtotal: \$17,353.05

Enter Zip Code for Shipping Estimate

Zip Code

[Estimate Shipping](#)

Estimate Shipping:

Estimate Total: \$17,353.05


Checkout

[Checkout out with PayPal](#)

1 Shopping Cart 2 Request for Quote

proceed to checkout


<http://ledt8bulb.com/keystone-kt-led12t8-36gc-835-d-direct-drive-3-foot-12w-t8-led-tube-3500k.html>



Keystone KT-LED12T8-36GC-835-D Direct Drive 3' 12W LED Tube 3500K - 1/Ea (<http://ledt8bulb.com/keystone-kt-led12t8-36gc-835-d-direct-drive-3-foot-12w-t8-led-tube-3500k.html>)

Edit (<http://ledt8bulb.com/checkout/cart/configure/id/13945/>) \$11.95 \$717.00

<http://ledt8bulb.com/forest-lighting-t8u435-15-univ8-15w-3500k-with-ballast-without-ballast-dlc.html>



Forest Lighting UniV8 T8U435-15 LED T8 Lamp 3500K 15W DLC - 1/Ea (<http://ledt8bulb.com/forest-lighting-t8u435-15-univ8-15w-3500k-with-ballast-without-ballast-dlc.html>)

Edit (<http://ledt8bulb.com/checkout/cart/configure/id/13946/>) \$12.50 \$15,937.50

update shopping cart

DISCOUNT CODES

Enter your coupon code if you have one.

Subtotal \$16,654.50

Grand Total \$16,654.50

proceed to checkout

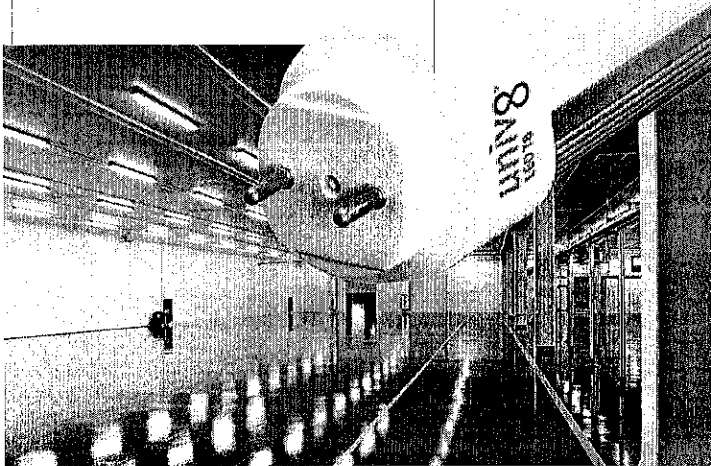
copy to quotation



FOREST LIGHTING

Sustainable illumination

univ8™ LED T8



UniV8™ LED T8 Tube

UniV8™ is the ultimate T8 retrofit solution. This universal lamp can be installed in fixtures with or without a ballast, making it ideal for retrofit applications where the fluorescent systems are being upgraded to save energy and maintenance costs. Customers can elect to utilize the existing ballast with no rewiring, or install directly without ballast.

FEATURES & BENEFITS

- Direct replacement of fluorescent tubes, no electrical modification to fixture is required
- Compatible with instant start electronic ballasts
- Easy and quick to install
- System efficacy over 130lm/W
- Can operate directly from line voltage
- Made of Polycarbonate and Aluminum
- Rated lifetime of 50,000 hrs

UNIV8 LED TUBES MODELS

MODEL NO.	NOMINAL LENGTH	INPUT POWER (W)	CCT	DELIVERED LIGHT OUTPUT (LM)
T8U235-8	2'	8	3500K	1000
T8U241-8	2'	8	4100K	1000
T8U250-8	2'	8	5000K	1000
FL-T8U435-12-BN	4'	12	3500K	1620
FL-T8U441-12-BN	4'	12	4100K	1620
FL-T8U450-12-BN	4'	12	5000K	1620
T8U430-15	4'	15	3000K	2000
T8U435-15	4'	15	3500K	2000
FL-T8U441-15-BN	4'	15	4100K	2000
FL-T8U450-15-BN	4'	15	5000K	2000
T8U460-15	4'	15	6000K	2000

6000K is not DLC

WARRANTY
5 Year Warranty



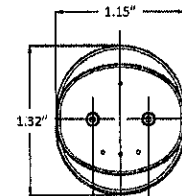
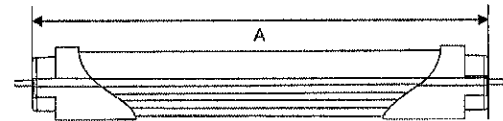
LISTINGS AND CERTIFICATIONS



UniV8 LED T8 Tube

SPECIFICATION INFORMATION

Input Voltage	100-277V, 50/60Hz
Power Factor	> 0.9
Total Harmonic Distortion	<25%
Correlated Color Temperature (CCT)	3000K, 3500K, 4100K, 5000K, 6000K
Color Rendering Index	>80
Beam Angle	120°
Operating Temperature	-20° ~ +45°C
Base	Medium Bi-Pin (G13)



MECHANICAL SPECIFICATIONS

Model Series	Dimensions (A)
T8U2	23.14"
T8U4	47.17"
FL-T8U4	47.17"

ORDERING INFORMATION

Example: T8U250-8

Product	Size	CCT	Input Power
T8U	2 2'	35 3500K	-8 8W
		41 4100K	
		50 5000K	

4 Foot LED Tube Ordering Information- 3000K, 3500K and 6000K Models

Example: T8U460-15

Product	Size	CCT	Input Power
T8U	4 4'	30 3000K	-15 15W
		35 3500K	
		60 6000K	

4 Foot LED Tube Ordering Information- 3500K, 4100K and 5000K Models

Example: FL-T8U441-15-BN

Product	Size	CCT	Input Power	-BN
FL-T8U	4 4'	35 3500K	-12 12W	
		41 4100K	-15 15W	
		50 5000K		



Richard Schneider <rschneider@fremontlibrary.net>

Fwd: The Light Bulb Co. (quote)

1 message

Jason Howell <howelljason@sbcglobal.net>
To: rschneider@fremontlibrary.net

Fri, Mar 16, 2018 at 10:31 AM

Sent from my iPhone

Begin forwarded message:

From: Eric Smies <eric@thelightbulbco.com>
Date: March 15, 2018 at 4:03:26 PM EDT
To: "howelljason@sbcglobal.net" <howelljason@sbcglobal.net>
Subject: The Light Bulb Co. (quote)

Thank you very much for the opportunity to quote this job Jason. I greatly appreciate it sir. Please find below what we talked about.

- | | |
|--|-------------------|
| 1.) DR4FT15W35K (48", T8, 3500K, direct install, LED tube) | \$7.50 PER |
| BULB @ 1,275 BULBS (\$5.00 REBATE PER BULB FROM CONSUMERS ENERGY) | |
| 2.) A10.5T8/36"/35 (36", T8, 3500K, direct install, LED tube) | \$9.25 PER |
| BULB @ 60 BULBS | |

Total cost for job before rebate = \$10,117.50

Total cost for job after rebate = \$3,742.50

The rebate check would come to you in the form of a check directly from Consumers Energy.

Please see below what I would need to fill out the application for you Jason:

- **Copy of your W-9 tax form**
- **Consumers Energy electric account #**
- **The attached form filled out where I have arrowed**

Thank you again for the opportunity Jason and hope to hear back soon sir.

Eric Smies

The Light Bulb Co.

National LED Solutions

12330 James Street
Suite B030
Holland MI 49424

616-405-8871

Invoice

Date	Invoice #
3/15/2018	393

Bill To
Fremont Library 104 E Main Street Fremont MI 49412

Ship To
Fremont Library 104 E Main Street Fremont, MI 49412

P.O. Number	Terms	Ship	Via	Project
	Due on receipt	3/15/2018	NLS delivery	

Quantity	Item Code	Description	Price Each	MPN	Amount
60	3Ft Tube 11W 3...	3 Ft Tube 11 watt 3500K 1450lm Type A	5.75	LT831135	345.00T
1,275	4Ft Tube 15W 3...	4Ft Tube 15 watt 3500K 2100LM	5.75	LT815835AG5	7,331.25T
1	Freight	shipping cost involved sending/receiving product	60.00		60.00

Thank you for your business.

Subtotal	\$7,736.25
Sales Tax (6.0%)	\$460.58
Total	\$8,196.83
Payments/Credits	\$0.00
Balance Due	\$8,196.83

E-mail	Web Site
teresa@nlsleds.com	www.nlsleds.com



SERVICE AGREEMENT

Specially designed for: **Fremont Library**
 4424 W. 48th, PO Box B, Fremont, MI 49412
 Phone: _____ Fax: _____

We appreciate this opportunity to offer you our services. We have listed below a general description of the services we offer, and have indicated with an "X" the items we intend to supply the property mentioned above.

SERVICE PERIOD FROM:

4/1/2018 to 4/1/2019 Property Owner/Agent: Jay

SCHEDULED # TIMES PER SEASON	DESCRIPTION	SCHEDULED # TIMES PER SEASON	DESCRIPTION
X 1. 1	SPRING CLEAN UP: Complete clean-up of lawn and shrub beds. Included	5. X	TRIM & PRUNE SHRUBBERY & SMALL TREES. 2 Times
2. 26**	MOWING & TRIMMING OF LAWN: Lawn will be maintained at approximately 2" to 3 1/2", depending on time of season and weather conditions. Included	6. X	CATCH & REMOVE CLIPPINGS & OTHER DEBRIS FROM LAWN: Blow clippings off sidewalks, driveways, and parking lots upon completion of operations (as needed). Included
3. 12**	EDGE SIDEWALKS, CONCRETE DRIVEWAYS AND CURBS. Included	7. X	WEED PLANTING BEDS. Included - Bi-Weekly
4. 4	LAWN CARE SERVICES: Fertilization and/or weed control applications. Included	8. X	FALL CLEAN-UP: Complete clean-up of lawn and shrub beds. Included, as needed.
OTHER SERVICES: <u>Included - Irrigation Start Up/Winterization, New Bark, Unlimited Snow Removal (see attached)</u>			
Additional Agreements: <u>12 flats of flowers installed</u>			

**Actual number of mowings, edgings and clean-ups during a season may increase or decrease according to weather conditions. However, the season cost shall remain fixed, provided that satisfactory service is maintained. Classic Property Mgt., Inc. shall not be liable for damage to landscape from preexisting conditions, however, we will use best efforts to remedy same. In the event treatment does not remedy such pre-existing damage, we shall not be responsible for further deterioration or loss.

A service charge of 1.5% per month will be added on past due accounts.

Total Annual Cost \$8730.00

Classic Property Mgt., Inc. Guarantees that if you are not completely satisfied with the work performed, we will continue working at no additional cost until you are happy. Any unsatisfactory service must be reported within 15 days of said service or we will not be responsible for the service.

Terms: Payable in 12 monthly payments of \$727.50, due IN ADVANCE, THE 1st OF EACH MONTH. This service agreement may be terminated with 30 days written certified notice by either party.

Classic Property Management, Inc.

LAWN CARE * LANDSCAPING * SNOWPLOWING

Approval: _____ Title: Owner Date: 3/5/18



Library
Jay
4 W. 48th, P.O. Box B
Fremont, Michigan 49412

March 5, 2018

Service Location: Fremont Library

Thank you for considering Classic Property Management, Inc. as your snowplowing service. We look forward to providing you with service for the 2018/2019 winter season.

Under normal conditions we plow snow once a day after accumulations of 2" or more. Our plowing is usually done between the hours of midnight to 7:00am. For "late snow" and heavier accumulations, plowing will take longer. Daytime snow accumulations of 3" or less will be considered "passable" snow and will be plowed the following night. Daytime plowing will be for main parking lot aisles, drives and loading docks.

Please return a signed copy of this proposal **ASAP** to confirm your snowplowing arrangements with us for the winter season.

Service Includes: Drives, Parking lots, Other - see notes.

Season's cost for snow plowing drives & parking lots is:	Included
Season's cost for hand shoveling/snow blowing building walks is:	Included
Season's cost for clearing public sidewalks along the street is:	N/A

Notes:

1. Parking lot salting will be billed additional at \$85.00 per applicaiton of rock salt spread. Sidewalk salt will be billed additional at \$70.00 per application.
Please check one: () At Classic Property Mgt.'s discretion () Only upon customer request
2. When excessive snow conditions exist, Classic Property Mgt., Inc. has a front-end loader or other equipment to move or remove piles or to help clear excessive snow accumulations.
3. Classic Property Management, Inc. does not guarantee a slip free surface.
4. A service charge of 1.5% per month will be added on past due accounts.

Proposal by: David Timmermans
David Timmermans, Owner

March 5, 2018

Signature: _____

_____/_____/2018