

**EATON COUNTY, MICHIGAN  
ANNUAL FINANCIAL REPORT  
YEAR ENDED JUNE 30, 2025**

## TABLE OF CONTENTS

	<u>Page</u>
<b>INDEPENDENT AUDITOR'S REPORT</b>	1
<b>MANAGEMENT'S DISCUSSION AND ANALYSIS</b>	5
<b>BASIC FINANCIAL STATEMENTS</b>	
<hr/>	
<b>Government-wide Financial Statements</b>	
Statement of Net Position	12
Statement of Activities	13
<b>Fund Financial Statements</b>	
<b>Governmental Funds</b>	
Balance Sheet	14
Reconciliation of Governmental Fund Balance Sheet to the Statement of Net Position	15
Statement of Revenues, Expenditures, and Changes in Fund Balance	16
Reconciliation of Statement of Revenues, Expenditures, and Changes in Fund Balance with Statement of Activities	17
<b>Notes to the Financial Statements</b>	19
<b>REQUIRED SUPPLEMENTARY INFORMATION</b>	
<hr/>	
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual - General Fund	28

## INDEPENDENT AUDITOR'S REPORT

To the Library Board  
Eaton Rapids Area District Library  
Eaton Rapids, Michigan

### ***Opinions***

We have audited the accompanying financial statements of the governmental activities and the major fund of the Eaton Rapids Area District Library, Michigan (the "Library"), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Library, as of June 30, 2025, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Basis for Opinions***

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

### ***Emphasis of Matter – Implementation of New Accounting Standard***

As discussed in Note 8 to the financial statements, the Library implemented Governmental Accounting Standards Board Statement No. 101, *Compensated Absences*, during the year ended June 30, 2025. Our opinion is not modified with respect to this matter.

### ***Responsibilities of Management for the Financial Statements***

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

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

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

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

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

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

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

### ***Required Supplementary Information***

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

A handwritten signature in dark ink that reads "Gabridge & Company". The script is cursive and fluid, with the ampersand being particularly stylized.

Gabridge & Company, PLC  
Grand Rapids, Michigan  
November 28, 2025

## **MANAGEMENT’S DISCUSSION AND ANALYSIS**

**Eaton Rapids Area District Library  
Management's Discussion and Analysis  
June 30, 2025**

As management of the Eaton Rapids Area District Library (the "Library" or "government"), we offer readers of the Library's financial statements this narrative overview and analysis of the financial activities of the Library for the fiscal year ended June 30, 2025. We encourage readers to consider the information presented here in conjunction with the financial statements as a whole.

**Financial Highlights**

- The assets of the Library exceeded its liabilities at the close of this fiscal year by \$1,246,626 (shown as *net position*). Of this amount, \$856,460 (*unrestricted net position*), may be used to meet the government's ongoing obligations to citizens and creditors.
- During the year, the Library received \$540,431 in revenues and had \$440,034 in expenses resulting in an increase in net position of \$100,397.
- The general fund increased its fund balance by \$94,955 during the year for an ending fund balance of \$878,381.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$877,202, or 197% of the general fund's expenditures.

**Overview of the Financial Statements**

The Library's financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements.** The *government-wide financial statements* are designed to provide a broad overview of the Library's financial position. They are presented using a method of accounting that is similar to a private sector business.

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

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

**Fund Financial Statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Each fund is operated similar to a completely separate entity, with its own set of balancing accounts. The Library uses fund accounting to ensure compliance with finance-related legal requirements.

**Governmental Funds.** The Library's basic services are reported in the governmental funds. Governmental funds account for essentially the same functions as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. This is known as the modified accrual system of accounting. Under this reporting system, capital items, debt payments, and certain other items are treated differently than on the government-wide statements. These items are recorded in the government fund balance as expenditures. No depreciation is recorded on capital items. The balance sheet for governmental funds does not include any capital items or long-term debt. The general fund of the Library is reported as a governmental fund.

The Library adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with its budget.

**Notes to the Financial Statements.** The notes to the financial statements provide additional information that is essential to a complete understanding of the information provided in both the government-wide and the fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report includes Required Supplementary Information (RSI) - specifically, the budgetary comparison schedule used to demonstrate the Library's compliance with its legally adopted budget. This RSI is presented immediately following the notes to the financial statements.



## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of overall financial position. In the case of the Library, assets exceeded liabilities by \$1,246,626 at the close of the most recent fiscal year. The following table illustrates the varying results of the governmental activities that combine to capture the Library's total net position for each of the two past years:

### Eaton Rapids Area District Library's Net Position

	2025	2024
<b>ASSETS</b>		
<i>Current Assets</i>		
Cash and Cash Equivalents	\$ 870,924	\$ 771,658
Due from Other Governments	26,993	27,343
Prepays	1,179	2,593
<b>Total Current Assets</b>	<b>899,096</b>	<b>801,594</b>
<i>Noncurrent Assets</i>		
Capital Assets not Being Depreciated	155,000	155,000
Capital Assets Being Depreciated, net	233,987	225,190
<b>Total Assets</b>	<b>1,288,083</b>	<b>1,181,784</b>
<b>LIABILITIES</b>		
<i>Current Liabilities</i>		
Accounts Payable	10,147	8,724
Payroll Liabilities	10,568	9,444
Compensated Absences, Current	5,186	4,347
<b>Total Current Liabilities</b>	<b>25,901</b>	<b>22,515</b>
<i>Noncurrent Liabilities</i>		
Compensated Absences	15,556	13,040
<b>Total Liabilities</b>	<b>41,457</b>	<b>35,555</b>
<b>NET POSITION</b>		
Investment in Capital Assets	388,987	380,190
Unrestricted	857,639	766,039
<b>Total Net Position</b>	<b>\$ 1,246,626</b>	<b>\$ 1,146,229</b>

A significant portion of the Library's net position (\$388,987, or 31%) reflects its investment in capital assets (e.g., land, buildings and improvements, equipment and furniture, and library books). The Library uses these capital assets to provide a variety of services to its patrons. Accordingly, these assets are not available for future spending.

The remaining balance of \$857,639 is unrestricted and may be used to meet the Library's ongoing obligations to its patrons and creditors.

Cash and cash equivalents increased \$99,266. This change closely follows the change in fund balance for the current year. Capital assets being depreciated increased by \$8,797 due to additions exceeding depreciation expense for the year.

The Library's overall net position increased \$100,397 from the prior fiscal year. The reasons for this overall increase are discussed in the following section for governmental activities.

**Governmental Activities.** During the current fiscal year, net position for governmental activities increased \$100,397 from the prior fiscal year for an ending balance of \$1,246,626.

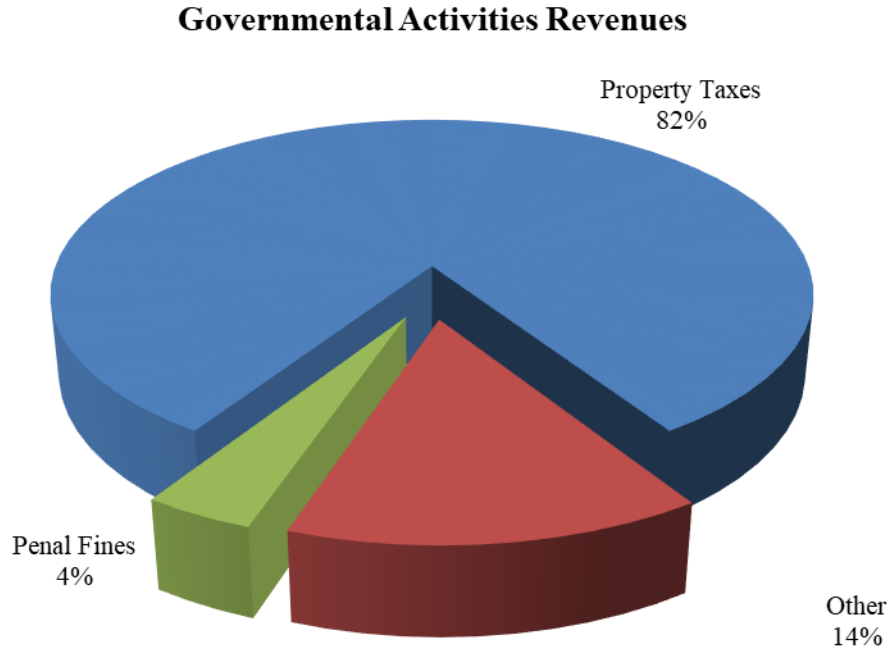
### **Eaton Rapids Area District Library's Changes in Net Position**

	<b>2025</b>	<b>2024</b>
<b>Program Revenues</b>		
Charges for Services	\$ 8,724	\$ 8,385
Operating Grants and Contributions	27,968	31,876
<b><i>Total Program Revenues</i></b>	<b>36,692</b>	<b>40,261</b>
<b>General Revenues</b>		
Property Taxes	442,430	417,107
Intergovernmental	13,795	12,676
Penal Fines	20,023	19,880
Interest	27,491	20,924
<b><i>Total General Revenues</i></b>	<b>503,739</b>	<b>470,587</b>
<b>Total Revenues</b>	<b>540,431</b>	<b>510,848</b>
<b>Expenses</b>		
Recreation and Culture	440,034	424,203
<b>Total Expenses</b>	<b>440,034</b>	<b>424,203</b>
<b><i>Net Change in Net Position</i></b>	<b>100,397</b>	<b>86,645</b>
Net Position at Beginning of Period	1,146,229	1,059,584
<b><i>Net Position at End of Period</i></b>	<b>\$ 1,246,626</b>	<b>\$ 1,146,229</b>

Property taxes increased by \$25,323 due to an increase in taxable value of 7.9% within the Library's district. Recreation and culture expenses increased \$15,831, largely due to increased repairs and maintenance expenses as well as salaries and wages.

## Governmental Activities

The following chart details the revenue sources for the governmental activities of the Library for the most recent fiscal year-end:



Salary and wage expenses were the largest expenses for the Library. The Library spent \$258,526 on salaries and wages, or 59% of the Library's expenses. Depreciation expense of \$44,698 represented 10% of the total expenses within the Library.

## Financial Analysis of the Government's Funds

The Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**General Fund.** The general fund is the operating fund of the Library. The general fund increased its balance in this fiscal year by \$94,955, bringing the fund balance to \$878,381. The increase in fund balance of the general fund is the result of revenues exceeding expenditures during the current year of operation. Property taxes increased by \$25,323 due to a yearly increase in taxable value. Expenditures were increased due to increased repairs and maintenance and salaries and wages.

## **General Fund Budgetary Highlights**

***Original budget compared to final budget.*** The Library amended its budget during the year to reflect higher projected revenues, most notably increases in property tax collections and interest earnings. Total budgeted revenues increased from \$418,200 to \$500,100, largely due to a \$39,000 increase in property tax projections and a \$14,900 increase in budgeted interest income.

***Final budget compared to actual results.*** Actual revenues exceeded the final budget by \$40,331, driven primarily by stronger-than-anticipated property taxes and investment income. Expenditures were generally consistent with the amended budget; however, payroll costs exceeded appropriations by \$3,198, resulting in a budget overage.

Overall, the general fund ended the year with revenues exceeding expenditures by \$94,955, contributing to the continued growth of fund balance.

## **Capital Asset Administration**

### **Capital Assets**

The Library's investment in capital assets at year-end amounted to \$388,987 (net of accumulated depreciation). Capital assets of the Library include any items purchased that have an expected useful life of over three years and have an initial individual cost of \$5,000 or more. The Library has invested in a broad range of capital assets. More information about the Library's capital assets can be found in the Notes to the Financial Statements section of this document.

## **Economic Factors and Next Year's Budgets and Rates**

The Library plans to monitor expenditures carefully to ensure that it can continue to provide a high level of service to its patrons given the above factors which will impact revenues. The Library plans to monitor expenditures in these areas carefully.

## **Contacting the Library's Management**

This Financial report is designed to provide the wide variety of users of this document with a general overview of the Library's finances and demonstrate the Library's accountability for the money entrusted to it. If you have any questions regarding this report or need additional financial information, please direct your requests to:

Eaton Rapids Area District Library  
220 S. Main Street  
Eaton Rapids, MI 48827

Ph: (517) 663-0950

## **BASIC FINANCIAL STATEMENTS**

**Eaton Rapids Area District Library**  
**Statement of Net Position**  
**June 30, 2025**

**ASSETS**

*Current Assets*

Cash and Investments	\$ 870,924
Due from Other Governments	26,993
Prepays	1,179
<b>Total Current Assets</b>	<b>899,096</b>

*Noncurrent Assets*

Capital Assets Not Being Depreciated	155,000
Capital Assets Being Depreciated, net	233,987
<b>Total Assets</b>	<b>1,288,083</b>

**LIABILITIES**

*Current Liabilities*

Accounts Payable	10,147
Payroll Liabilities	10,568
Compensated Absences, Current	5,186
<b>Total Current Liabilities</b>	<b>25,901</b>

*Noncurrent Liabilities*

Compensated Absences	15,556
<b>Total Liabilities</b>	<b>41,457</b>

**NET POSITION**

Investment in Capital Assets	388,987
<i>Unrestricted</i>	857,639
<b>Total Net Position</b>	<b>\$ 1,246,626</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**Eaton Rapids Area District Library  
Statement of Activities  
For the Year Ended June 30, 2025**

<b>Functions/Programs</b>		<b>Program Revenues</b>			<b>Net (Expense) Revenue</b>
		<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>	
	<b>Expenses</b>				
Recreation and Culture	\$ 440,034	\$ 8,724	\$ 27,968	\$ --	\$ (403,342)
<b>Total</b>	<b>\$ 440,034</b>	<b>\$ 8,724</b>	<b>\$ 27,968</b>	<b>\$ --</b>	<b>\$ (403,342)</b>
<b>General Purpose Revenues:</b>					
					13,795
					20,023
					27,491
					442,430
					<b>503,739</b>
					<b>100,397</b>
					1,146,229
					<b>\$ 1,246,626</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**Eaton Rapids Area District Library**  
**Balance Sheet**  
**Governmental Fund**  
**June 30, 2025**

	<u>General</u>
<b>ASSETS</b>	
Cash and Investments	\$ 870,924
Due from Other Governments	26,993
Prepays	1,179
<i><b>Total Assets</b></i>	<u><b>\$ 899,096</b></u>
<b>LIABILITIES</b>	
Accounts Payable	\$ 10,147
Payroll Liabilities	10,568
<i><b>Total Liabilities</b></i>	<u><b>20,715</b></u>
<b>FUND BALANCE</b>	
Nonspendable	1,179
Unassigned	877,202
<i><b>Total Fund Balance</b></i>	<u><b>878,381</b></u>
<i><b>Total Liabilities and Fund Balance</b></i>	<u><b>\$ 899,096</b></u>

The Notes to the Financial Statements are an integral part of these Financial Statements



**Eaton Rapids Area District Library**  
**Reconciliation of Governmental Fund Balance Sheet to the Statement of Net Position**  
**June 30, 2025**

Total Fund Balance - Governmental Fund	\$ 878,381
Some expenses reported in the statement of activities, such as compensated absences, do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	(20,742)
General government capital assets of \$772,903, net of accumulated depreciation of \$383,916, are not financial resources and, accordingly, are not reported in the funds.	388,987
<b>Total Net Position - Governmental Activities</b>	<b>\$ <u>1,246,626</u></b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**Eaton Rapids Area District Library**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Fund**  
**For the Year Ended June 30, 2025**

	<u>General</u>
<b>Revenues</b>	
Property Taxes	\$ 442,430
Intergovernmental	37,795
Penal Fines	20,023
Fines and Fees	6,605
Interest	27,491
Other	6,087
<b><i>Total Revenues</i></b>	<u>540,431</u>
<b>Expenditures</b>	
Payroll Expenses	255,171
Bookkeeper	4,997
Building Maintenance	29,946
Collection Development	45,488
Office	89,855
Square Fees	80
Technology	19,467
Other	472
<b><i>Total Expenditures</i></b>	<u>445,476</u>
<b><i>Excess of Revenues Over</i></b>	
<b><i>(Under) Expenditures</i></b>	<u>94,955</u>
<b><i>Net Change in Fund Balance</i></b>	<b>94,955</b>
<i>Fund Balance at Beginning of Period</i>	783,426
<b><i>Fund Balance at End of Period</i></b>	<u><b>\$ 878,381</b></u>

The Notes to the Financial Statements are an integral part of these Financial Statements

**Eaton Rapids Area District Library**  
**Reconciliation of Governmental Fund Statement of Revenues, Expenditures, and**  
**Changes in Fund Balance with Statement of Activities**  
**For the Year Ended June 30, 2025**

Total Net Change in Fund Balances - Governmental Fund	\$	94,955
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Governmental funds report capital outlay as expenditures; however, in the statement of activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense. This is the amount by which capital outlay additions of \$53,495 exceeds depreciation expense of \$44,698 in the current period.		8,797
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Change in Compensated Absences		(3,355)
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<b>Changes in Net Position - Governmental Activities</b>	<b>\$</b>	<b><u>100,397</u></b>
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The Notes to the Financial Statements are an integral part of these Financial Statements

## **NOTES TO FINANCIAL STATEMENTS**

## Eaton Rapids Area District Library

### Notes to the Financial Statements

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#### **Note 1 - Summary of Significant Accounting Policies**

The accounting policies of the Eaton Rapids Area District Library (the “Library” or “government”) conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the Library’s significant accounting policies.

##### ***Reporting Entity***

Eaton Rapids Area District Library was established under a District Library Agreement with Eaton Rapids Township, Hamlin Township, and the City of Eaton Rapids pursuant to the District Library Establishment Act, 1989 PA 24, MCL 397.171 on July 24, 2018. The Library is located in the City of Eaton Rapids, Michigan and is governed by a seven-member appointed board. The City of Eaton Rapids, Eaton Rapids Township, and Hamlin Township each appoint two members to the Board with one additional rotating Board member. The Library is funded through tax levies, fines, state aid, and contributions.

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 61, *"The Financial Reporting Entity,"* these financial statements present the Library. The criteria established by GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. There are no other units that should be included in the financial statements.

##### ***Government-wide and Fund Financial Statements***

The government-wide financial statements (e.g., the statement of position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. *Government activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. The Library only has governmental activities.

The statement of activities demonstrates the degree to which the direct expense of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenue includes: 1) charges to Library patrons who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meet the operational or capital requirements of a particular function or segment. Taxes and other unrestricted items are reported instead as general revenue.

The statement of net position includes and recognizes all long-term assets and receivables as well as long-term debt and obligations. The Library’s net position is reported in three parts: 1) investment in capital assets, 2) restricted net position, and 3) unrestricted net position.

## Eaton Rapids Area District Library

### Notes to the Financial Statements

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#### ***Measurement Focus, Basis of Accounting, and Financial Statement Presentation***

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds.

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

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

The Library reports the following major governmental funds:

The ***General Fund*** is the Library's primary operating fund. It accounts for all financial resources of the Library, except those required to be accounted for in another fund.

#### ***Financial Statement Amounts***

##### ***Cash and Cash Equivalents***

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of 90 days or less when acquired.

The Library's investment policy, and state statutes, authorize the following investments:

- The Eaton County Investment Pool, and investment pool organized under the Local Government Investment Pool act, 1985 PA 121, MCL 129.141 et seq.

## Eaton Rapids Area District Library

### Notes to the Financial Statements

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- Bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States.
- Certificates of deposit, savings accounts, deposit accounts or depository receipts of a financial institution as defined in MCL 129.91(4) provided that the financial institution is eligible to be a depository of funds belonging to the state under a law or rule of the State of Michigan or the United States.
- Repurchase agreements consisting of instruments listed in b., above.

#### ***Receivables***

All trade and property tax receivables are shown as net of allowance for uncollectible amounts.

The Library tax is levied on property in the Library's district on December 1. The Library's ad valorem tax is levied based on the taxable valuation of property as of the preceding December 31. The Library levied .9840 mills and the taxable valuation within the district was \$463,724,973 on the 2024 tax roll (generating 2025's tax revenues).

#### ***Capital Assets***

Capital assets are defined by the Library as assets acquired for use in the operation of the Library with an estimated useful life in excess of three years and an individual cost of greater than \$5,000. Such assets are recorded at historical cost. Donated assets are reported at acquisition value at the date of donation. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

<b>Description</b>	<b>Years</b>
Building	40
Building Improvements	7 - 20
Books, Audio, and Video	5

#### ***Compensated Absences***

The Library's policy allows employees to accumulate earned, unused paid time off and compensation time. Employees are granted paid time off based on service length and position. Upon termination or at year-end, employees are compensated for accumulated leave at their base rate of pay. A liability for compensated absences is recognized, reflecting amounts owed for earned leave that has not been used by the year-end. The liability is based on the total accumulated hours at the employee's current pay rate. The Library recognizes an expense for

## Eaton Rapids Area District Library

### Notes to the Financial Statements

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compensated absences when the leave is taken or at year-end as appropriate, consistent with GASB Statement No. 101, *Compensated Absences*.

#### ***Net Position Flow Assumption***

Sometimes the Library will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Library's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

#### ***Fund Balance Flow Assumption***

Sometimes the Library will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Library's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

#### ***Fund Balance Policies***

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. Governmental funds report *nonspendable fund balance* for amounts that cannot be spent because they are either: a) not in spendable form or b) legally or contractually required to be maintained intact. *Restricted fund balance* is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws or regulations of other governments. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The *committed fund balance* classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision making authority. The Library Board is the highest level of decision-making authority for the government that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.



## Eaton Rapids Area District Library

### Notes to the Financial Statements

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Amounts in the *assigned fund balance* classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The Library Director can assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

*Unassigned fund balance* is the residual classification for the Library's general fund and includes all spendable amounts not contained in the other classifications and is therefore available to be spent as determined by the Library Board.

The Library Board has designated a minimum unassigned fund balance for the Library's general fund of 15-20 percent of the subsequent year's budget. This minimum fund balance is to protect against cash flow shortfalls related to timing of projected revenue receipts and to maintain a budget stabilization commitment. The Library Director will provide a report of the fund balance as part of the setting the annual budget, approving budget amendments, or as requested.

#### ***Use of Estimates***

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### ***Subsequent Events***

Management has evaluated subsequent events through November 28, 2025, the date on which these financial statements were available to be issued.

### **Note 2 - Stewardship, Compliance, and Accountability**

#### ***Budgetary Information***

The general fund is under formal budgetary control. The budget shown in the financial statements for this fund was prepared on the basis not significantly different from the modified accrual basis used to reflect actual results and consists only of those amounts contained in the formal budget approved and amended by the Board.

The Library employs the following procedures in establishing the budgetary data reflected in the financial statements:

- a) The Library Director prepares the proposed operating budget for the fiscal year commencing July 1 and presents it to the Library Board at its annual work session in

## Eaton Rapids Area District Library

### Notes to the Financial Statements

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April. The operating budget includes proposed expenditures and resources to finance them.

- b) The budget is adopted annually by the Board at the May Board meeting.
- c) The budget is legally adopted at the department level.
- d) Budget amendments are to be presented by the Director to the Board, as needed, to keep the budget accurate.
- e) All annual appropriations lapse at fiscal year-end.

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated. During the year ended June 30, 2025, the Library had the following expenditures in excess of the amount appropriated:

<u>General Fund</u>	<u>Final</u>	<u>Actual</u>	<u>Variance</u>
Payroll Expenses	\$ 251,973	\$ 255,171	\$ (3,198)

#### **Note 3 - Deposits and Investments**

The Library reported \$870,924 of cash and cash equivalents, all of which was held within checking, savings, and money market accounts.

#### ***Custodial Credit Risk - Deposits***

Custodial credit risk is the risk that, in the event of a financial institution failure, the Library's deposits may not be returned. State law does not require, and the Library has not adopted, a formal policy specifically addressing custodial credit risk.

At June 30, 2025, the Library's bank balance of \$896,098 was fully insured through a combination of FDIC coverage and the financial institutions' participation in programs that provide deposit insurance in excess of FDIC limits. As a result, none of the Library's deposits were exposed to custodial credit risk at year-end.

The Library monitors the financial condition of its depository institutions and maintains deposits only with banks that meet its internal creditworthiness and regulatory standards.

## Eaton Rapids Area District Library

### Notes to the Financial Statements

#### Note 4 - Capital Assets

A summary of the changes in capital assets is as follows:

	July 1, 2024	Additions	Reductions	June 30, 2025
Capital assets not being depreciated				
Land	\$ 155,000	\$ -	\$ -	\$ 155,000
Capital assets being depreciated				
Building and improvements	388,697	29,053	-	417,750
Library collection	208,756	24,442	33,045	200,153
Total capital assets being depreciated	597,453	53,495	33,045	617,903
Less accumulated depreciation				
Building and improvements	277,002	7,307	-	284,309
Library collection	95,261	37,391	33,045	99,607
Total accumulated depreciation	372,263	44,698	33,045	383,916
Capital Assets being Depreciated, Net	225,190	8,797	-	233,987
<b>Total capital assets (net)</b>	<b>\$ 380,190</b>	<b>\$ 8,797</b>	<b>\$ -</b>	<b>\$ 388,987</b>

Depreciation expense was \$44,698 for the year ended June 30, 2025, and was entirely charged to the recreation and culture function of the Library.

#### Note 5 - Compensated Absences

The Library provides compensated absences to eligible employees in the form of paid time off. In accordance with GASB Statement No. 101, *Compensated Absences*, a liability is recognized for leave that has been earned and is expected to be paid.

A summary of compensated absences activity for the year ended June 30, 2025, is as follows:

	July 1, 2024	Net Increase	June 30, 2025	Current Portion
Compensated absences	\$ 17,387	\$ 3,355	\$ 20,742	\$ 5,186

#### Note 6 - Deferred Compensation

The Library provides benefits to all of its employees who are at least 21 years of age through a deferred contribution plan with MERS. In a deferred contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate immediately upon employment. The library does not contribute any amount on behalf of the employee. The library employee contributions to the plan related to the fiscal year ended June 30, 2025 were \$3,330.

## **Eaton Rapids Area District Library**

### **Notes to the Financial Statements**

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#### **Note 7 - Risk Management**

The Library is exposed to various risks of loss related to property damage, theft, torts, errors and omissions, employee injuries (workers' compensation), and claims arising from employee medical benefits. The Library purchases commercial insurance coverage for these risks, including workers' compensation, general liability, property, and employee health benefits.

Settled claims have not exceeded commercial insurance coverage in any of the past three fiscal years, and there have been no significant reductions in insurance coverage from the prior year.

The Library does not participate in any shared-risk pools and does not retain material risk of loss for any of the categories described above. Management is not aware of any asserted or unasserted claims that would require accrual or disclosure under GASB standards.

#### **Note 8 - New Accounting Pronouncement**

The Library implemented GASB Statement No. 101, *Compensated Absences*, during the fiscal year ended June 30, 2025. GASB 101 establishes revised recognition and measurement criteria for compensated absences, including vacation, sick leave, and similar leave benefits.

The Library evaluated all compensated absence arrangements in accordance with the new guidance. Implementation of GASB 101 did not have a material effect on the Library's financial statements, as the recognition and measurement of compensated absences under the new standard were consistent with the Library's existing practices.

## **REQUIRED SUPPLEMENTARY INFORMATION**

**Eaton Rapids Area District Library**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual**  
**General Fund**  
**For the Year Ended June 30, 2025**

	<b>Budgeted Amounts</b>			<b>Variance Positive (Negative) Final to Actual</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>Revenues</b>				
Property Taxes	\$ 380,000	\$ 419,000	\$ 442,430	\$ 23,430
Intergovernmental	9,500	37,000	37,795	795
Penal Fines	18,500	19,000	20,023	1,023
Fines and Fees	4,100	4,100	6,605	2,505
Interest	100	15,000	27,491	12,491
Other	6,000	6,000	6,087	87
<b>Total Revenues</b>	<b>418,200</b>	<b>500,100</b>	<b>540,431</b>	<b>40,331</b>
<b>Expenditures</b>				
Payroll Expenses	261,369	251,973	255,171	(3,198)
Bookkeeper	--	6,000	4,997	1,003
Building Maintenance	11,000	32,131	29,946	2,185
Collection Development	63,500	61,000	45,488	15,512
Office	58,100	99,450	89,855	9,595
Square Fees	--	100	80	20
Technology	21,700	23,700	19,467	4,233
Other	--	500	472	28
<b>Total Expenditures</b>	<b>415,669</b>	<b>474,854</b>	<b>445,476</b>	<b>29,378</b>
<b>Excess (Deficiency) of Revenues and Other Expenditures</b>	<b>2,531</b>	<b>25,246</b>	<b>94,955</b>	<b>69,709</b>
<b>Net Change in Fund Balance</b>	<b>2,531</b>	<b>25,246</b>	<b>94,955</b>	<b>69,709</b>
<b>Fund Balance at Beginning of Period</b>	<b>783,426</b>	<b>783,426</b>	<b>783,426</b>	<b>--</b>
<b>Fund Balance at End of Period</b>	<b>\$ 785,957</b>	<b>\$ 808,672</b>	<b>\$ 878,381</b>	<b>\$ 69,709</b>

November 28, 2025

To the Members of the Library Board  
Eaton Rapids Area District Library  
Eaton Rapids, Michigan

We have audited the financial statements of the governmental activities and the major fund of the Eaton Rapids Area District Library (the "Library") for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 21, 2025. Professional standards also require that we communicate to you the following information related to our audit.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Library are described in Note 1 to the financial statements.

During the fiscal year, the Library implemented GASB Statement No. 101, *Compensated Absences*, as disclosed in Note 8 to the financial statements. Management evaluated the impact of the new standard and determined that its adoption did not have a material effect on the financial statements.

We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

- Management's estimate of the current year capital asset depreciation expense is based on the estimated useful lives of the Library's capital assets.
- Management's estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.

We evaluated the key factors and assumptions used to develop these estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

### ***Difficulties Encountered in Performing the Audit***

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

### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

### ***Disagreements with Management***

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

### ***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated November 28, 2025.

### ***Management Consultations with Other Independent Accountants***

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

### ***Other Audit Findings or Issues***

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



### ***Other Matters***

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

### ***Restrictions on Use***

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

A handwritten signature in dark ink that reads "Gabridge & Company". The script is cursive and fluid, with the ampersand being a simple loop.

Gabridge & Company, PLC  
Grand Rapids, MI