

MICHIGAN LIBRARY ASSOCIATION

REPORT ON FINANCIAL STATEMENTS
(with supplementary information)

YEAR ENDED JUNE 30, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Michigan Library Association
Lansing, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of Michigan Library Association (the Association) (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Michigan Library Association as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplementary information, as identified in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Maney Costeiran PC

October 17, 2019

**MICHIGAN LIBRARY ASSOCIATION
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2019**

ASSETS	
Current assets	
Cash and cash equivalents	\$ 478,555
Investments	420,813
Accounts receivable	5,428
Prepaid expenses	<u>35,777</u>
Total current assets	<u>940,573</u>
Noncurrent assets	
Fixed assets	22,410
Less: accumulated depreciation	<u>(22,147)</u>
Total noncurrent assets	<u>263</u>
TOTAL ASSETS	<u><u>\$ 940,836</u></u>
LIABILITIES	
Current liabilities	
Accounts payable	\$ 6,834
Accrued payroll	10,535
Accrued vacation	17,060
Deferred revenue	<u>309,631</u>
TOTAL LIABILITIES	<u>344,060</u>
NET ASSETS	
Without donor restrictions	514,714
With donor restrictions	
Purpose restricted	57,062
Perpetual in nature	<u>25,000</u>
TOTAL NET ASSETS	<u>596,776</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 940,836</u></u>

See notes to financial statements.

**MICHIGAN LIBRARY ASSOCIATION
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2019**

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT AND REVENUE			
Membership dues	\$ 380,821	\$ -	\$ 380,821
Continuing education	326,939	-	326,939
Miscellaneous	26,641	-	26,641
Contributions	-	1,190	1,190
Net assets released from restrictions	2,190	(2,190)	-
TOTAL SUPPORT AND REVENUE	736,591	(1,000)	735,591
EXPENSES			
Program services	559,915	-	559,915
Supporting services			
Management and general	141,092	-	141,092
Fundraising	3,480	-	3,480
TOTAL EXPENSES	704,487	-	704,487
CHANGE IN NET ASSETS	32,104	(1,000)	31,104
Net assets, beginning of year	482,610	83,062	565,672
Net assets, end of year	\$ 514,714	\$ 82,062	\$ 596,776

See notes to financial statements.

**MICHIGAN LIBRARY ASSOCIATION
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2019**

	Program Services					Supporting services			Total
	Advocacy	Communications and Marketing	Membership	Professional Development	Total Program Services	Management and General	Fundraising	Total Supporting Services	
Expenses									
Salaries	\$ 63,578	\$ 21,193	\$ 27,247	\$ 115,045	\$ 227,063	\$ 72,661	\$ 3,028	\$ 75,689	\$ 302,752
Payroll taxes	5,042	1,681	2,161	9,124	18,008	5,797	240	6,037	24,045
Employee benefits	4,464	1,488	1,913	8,060	15,925	5,101	212	5,313	21,238
Staff development	823	174	814	2,301	4,112	57	-	57	4,169
Travel	139	21	40	287	487	571	-	571	1,058
Occupancy	4,805	1,604	2,074	8,942	17,425	5,502	-	5,502	22,927
Utilities	1,874	625	803	3,506	6,808	2,107	-	2,107	8,915
Office expense	1,370	753	4,060	3,873	10,056	5,037	-	5,037	15,093
Consulting fee	49,084	-	-	-	49,084	-	-	-	49,084
Printing and publications	-	637	817	-	1,454	4,150	-	4,150	5,604
Professional fees	5,325	1,808	2,386	9,958	19,477	8,854	-	8,854	28,331
Insurance	672	232	305	1,292	2,501	759	-	759	3,260
Technology	1,949	1,162	1,246	3,889	8,246	2,494	-	2,494	10,740
Board and committee expenses	-	-	-	1,416	1,416	8,802	-	8,802	10,218
Awards and grants	-	-	1,538	-	1,538	-	-	-	1,538
Annual conference	-	-	-	123,931	123,931	-	-	-	123,931
Workshops	-	-	-	42,138	42,138	-	-	-	42,138
Miscellaneous expense	9,476	-	-	-	9,476	18,957	-	18,957	28,433
Total expenses before depreciation	148,601	31,378	45,404	333,762	559,145	140,849	3,480	144,329	703,474
Depreciation	213	71	91	395	770	243	-	243	1,013
	<u>\$ 148,814</u>	<u>\$ 31,449</u>	<u>\$ 45,495</u>	<u>\$ 334,157</u>	<u>\$ 559,915</u>	<u>\$ 141,092</u>	<u>\$ 3,480</u>	<u>\$ 144,572</u>	<u>\$ 704,487</u>

See notes to financial statements.

**MICHIGAN LIBRARY ASSOCIATION
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2019**

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 31,104
Adjustments to reconcile change in net assets to net cash provided by operating activities	
Depreciation	1,013
Change in	
Accounts receivable	(1,973)
Prepaid expenses	29,555
Accounts payable	(15,621)
Accrued payroll	10,535
Accrued vacation	3,815
Deferred revenue	<u>12,494</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>70,922</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of investments	(420,813)
Maturity of investments	<u>124,804</u>
NET CASH (USED) BY INVESTING ACTIVITIES	<u>(296,009)</u>
NET (DECREASE) IN CASH AND CASH EQUIVALENTS	(225,087)
Cash and cash equivalents, beginning of year	<u>703,642</u>
Cash and cash equivalents, end of year	<u><u>\$ 478,555</u></u>

See notes to financial statements.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation - In accordance with GAAP, the Association is required to report information regarding its financial position and activities according to two (2) classes of net assets (net assets without donor restrictions, net assets with donor restrictions) based upon the existence or absence of donor-imposed restrictions.

In accordance with GAAP, contributions received are recorded as without donor restriction, or with donor restriction support, depending on the existence and/or nature of any donor restrictions.

Basis of Accounting - Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made regardless of the measurement focus applied.

The financial statements of the Association are accounted for using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America for nonprofit organizations.

Cash and Cash Equivalents - Cash consists of a checking account, money market account, and cash on hand. Cash equivalents consist of certificates of deposit with original maturity dates of 90 days or less.

Investments - Investments consist of certificates of deposit with original maturity dates of greater than 90 days. Investments are recorded at fair value. Net investment return or loss is included in the statement of activities and consists of interest and dividend income, realized and unrealized gains and losses, less investment expenses.

Fixed Assets - Equipment and furniture acquired by the Association is stated at cost with items capitalized at a unit cost of \$2,500 or greater. Depreciation is provided using the straight-line method over the useful lives of the respective assets, which range from 3 to 10 years. The cost of normal maintenance that does not add to the value of assets or materially extend the asset lives is not capitalized.

Income Taxes - Michigan Library Association is a nonprofit corporation and has been granted exemption from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Association is not classified as a private foundation.

Deferred Revenue - The annual membership dues are billed in advance to finance operations for the upcoming fiscal year. Those dues collected prior to their due date are recorded as deferred revenue and will be recognized as revenue in the subsequent fiscal year. Annual conference and other miscellaneous revenue collected in advance are also deferred.

Revenue Recognition - Revenue is recognized when earned. Program service fees, membership dues, fees and auxiliary payments received in advance are deferred to the period the related services are performed or expenditures are incurred. Gifts and contributions are recognized when cash, securities or other assets, or an unconditional promise to give is received. Conditional promises to give are recognized when the conditions on which they depend have been substantially met.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Net Assets - Net assets, revenues, gains and losses are classified based on the existence or absence of donor or grantor imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets available for use in general operations and not subject to donor or grantor restrictions. The Association has not designated, from net assets without donor restrictions, net assets for an endowment.

Net assets with donor restrictions - Net assets subject to donor (or grantor) imposed restrictions. Some donor restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor restrictions are perpetual in nature, where the donor stipulates that resources are maintained in perpetuity. Gifts of long-lived assets and gifts of cash restricted for the acquisition of long-lived assets are recognized as revenue when the assets are placed in service. Donor restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, or when the stipulated purpose has been accomplished (See Note 8).

Contributions - All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor for specific purposes are reported as temporarily restricted support that increases those net asset classes. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Contributions with donor-imposed restrictions that are met in the same year as the gifts are received are reported as revenue of the net assets without donor restrictions class.

Functional Allocated of Expenses - The cost of providing program and other activities have been reported in the statement of activities. The statement of functional expenses presents the natural classification of expenses that are allocated to program or supporting functions of the Association. Certain costs of the Association have been allocated to program service and supporting service activities. Payroll and related expenses have been allocated based upon time percentages determined from the Association's time study results. Most other costs are either charged directly or are allocated to program service and supporting service activities based on management's estimation of activity as a result of the time study.

Estimates - The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

Subsequent Events - In preparing these financial statements, the Association has evaluated events and transactions for potential recognition or disclosure through October 17, 2019, the date the financial statements were available to be issued.

Comparative Data - Comparative data for the year has not been presented in the financial statements since the inclusion would make the statements unduly complex and difficult to read.

Reclassification - Certain prior year numbers have been reclassified to be in conformity with the current year presentation.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 – NATURE OF ORGANIZATION, RISKS AND UNCERTAINTIES

Michigan Library Association (the Association) was incorporated in 1968 as a nonprofit corporation dedicated to the support of its members, to the advancement of librarianship, and to the promotion of quality library service for all Michigan citizens. Michigan Library Association's membership is comprised of nearly 1,650 individual and institutional members from public, academic, private, and special libraries. The Association also endeavors to enhance the educational opportunities of the general public by conducting continuing education programs and promoting expansion of library resources and facilities.

Michigan Library Association operates under an elected Board of Directors and an Executive Director. The majority of the Association's revenue is from membership dues and continuing education revenues.

The accounting policies of the Association conform to U.S. generally accepted accounting principles (GAAP) as applicable to nonprofit entities. The Financial Accounting Standards Board (FASB) is the accepted standard-setting body for establishing nonprofit accounting and financial reporting principles.

NOTE 3 - CONCENTRATION OF CREDIT RISK

The Association has cash with financial institutions in the amount of \$82,770 that are not federally insured due to either the type of financial instruments that were purchased or having greater than Federal Deposit Insurance Corporation (FDIC) limits on deposit at a particular bank.

The Association is required by accounting principles generally accepted in the United States of America to disclose significant concentrations of credit risk regardless of the degree of such risk. Financial instruments, which potentially subject the Association to concentrations of credit risk, consist of the cash and investments defined above.

The Association places its cash and investments with high credit-quality financial institutions. Although such investments and cash balances exceeded the federally insured limits at certain times during the year and at year-end, they are, in the opinion of management, subject to minimal risk.

NOTE 4 - LIQUIDITY AND AVAILABILITY

The following reflects the Association's financial assets as of June 30, 2019 and, reduced by amounts not available for general use because of contractual or donor-imposed restrictions within one year of the date of the statement of financial position.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 - LIQUIDITY AND AVAILABILITY (continued)

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the statement of financial position, comprise the following at June 30, 2019:

	2019
Total current assets	\$ 940,573
Less excludable items	
Prepaid expenses	(35,777)
Total financial assets at year-end	904,796
Contractual or donor-imposed restrictions	
Less purpose restricted funds	(57,062)
Less perpetual funds	(5,000)
Less Public Library Endowment perpetual funds	(20,000)
Financial assets available to meet cash needs for general expenditures within one year	\$ 822,734

The Association structures its financial assets to be available as its general expenditures, liabilities and other obligations come due. In addition, the Association invests cash in excess of daily requirements in short-term investments (certificates of deposits). The Association does not maintain any available lines of credit.

NOTE 5 - FIXED ASSETS

The following is a summary of the changes in fixed assets for the year ended June 30, 2019:

	Balance July 1, 2018	Additions	Deletions	Balance June 30, 2019
Equipment and furniture	\$ 122,677	\$ -	\$ (100,267)	\$ 22,410
Less accumulated depreciation	(121,401)	(1,013)	100,267	(22,147)
	\$ 1,276	\$ (1,013)	\$ -	\$ 263

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 6 - NONCANCELABLE OPERATING LEASE

The Association leases office facilities from 3410 Belle Chase Way, L.L.C. under a noncancelable operating lease which expires June 30, 2024. Monthly rent under this lease agreement is \$1,788 until June 30, 2020. Future minimum lease payments at June 30, 2019, under this agreement, are as follows:

Year Ending June 30,		
2020	\$	21,456
2021		22,104
2022		22,764
2023		23,448
2024		24,156
		\$ 113,928

Gross rental expenses for the year ended June 30, 2019, was \$22,104.

NOTE 7 - DEFERRED REVENUE

The following is a summary of deferred revenue for the year ended June 30, 2019:

Advance membership dues	\$	255,720
Advance annual conference		53,911
		\$ 309,631

NOTE 8 - NET ASSETS WITH DONOR RESTRICTIONS

The Association reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends, or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as assets released from restrictions.

Net assets with donor restrictions are available for the following purposes at June 30, 2019:

Public library fund	\$	1,156
MLA temporarily restricted fund		1,000
Education fund		18,600
Advocacy fund		11,802
Intellectual freedom fund		2,567
Michigan Academic Library Council		17,253
W.H. Kaiser Memorial - income		4,684
W.H. Kaiser Memorial endowment		5,000
Public library endowment		20,000
		\$ 82,062

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 8 - NET ASSETS WITH DONOR RESTRICTIONS (continued)

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes as follows:

Education fund	\$ 1,175
Michigan Academic Library Council	<u>1,015</u>
	<u>\$ 2,190</u>

NOTE 9 - ENDOWMENTS

Endowments consist of funds established for a variety of purposes and may include both donor-restricted funds and funds internally designated to function as endowments. Net assets associated with endowment funds, including funds designated by the governing board to function as endowments, are classified and reported based on the existence or absence of these restrictions.

The Association has interpreted the Michigan Uniform Prudent Management of Institutional Funds Act (UPMIFA) as permitting the preservation of the fair value of the original gift as of the date of the donor-restricted endowment funds, unless there are explicit donor stipulations to the contrary. At June 30, 2019 there were no such donor stipulations. As a result of this interpretation, the Association retains in perpetuity (a) the original value of initial and subsequent gift amounts (including promises to give net of discount and allowance for doubtful accounts) donated to the endowment and (b) any accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added. Donor-restricted amounts not retained in perpetuity are subject to appropriation for expenditure by the Association in a manner consistent with the standard of prudence prescribed by the UPMIFA. The Association considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds:

1. The duration and preservation of the fund.
2. The purpose of the Association and the donor-restricted endowment fund.
3. General economic conditions.
4. The possible effect of inflation and deflation.
5. The expected total return from income and the appreciation of investments.
6. Other resources of the Association.
7. The investment policies of the Association.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 9 – ENDOWMENTS (continued)

As of June 30, 2019, the Association has the following endowment net asset composition by type of fund:

	With donor restrictions		Total
	Accumulated investment gains	Original gift in perpetuity by donor	
Donor-restricted endowment funds			
Original donor-restricted gift amount and amounts required to be maintained in perpetuity by donor	\$ -	\$ 25,000	\$ 25,000
Accumulated investment gains	4,684	-	4,684
Endowment net assets, June 30, 2019	\$ 4,684	\$ 25,000	\$ 29,684

Return Objective and Risk Parameters

The Association’s investment and spending practices for the endowment attempt to provide a predictable stream of funding to programs supported while seeking to maintain the purchasing power of the endowment assets. Endowment assets include those assets of donor-restricted funds that the Association must hold in perpetuity or for a donor-specified period(s) as well as board-designated funds. Under the policy, the endowment assets are invested in a manner that is intended to assume a moderate level of acceptable investment risk and in accordance with policy guidelines. These investments consist of certificates of deposit.

NOTE 10 - RETIREMENT PLAN

Description of the Plan

The Association has established a simplified employee pension plan. This plan is a defined contribution retirement plan under IRS Code 403(b) covers substantially all employees over age 21. Employees become eligible for the 403(b) plan after completing six months of service.

Funding Policy

The obligation to contribute to and maintain the plan for employees was established by the Board of Directors. No contribution is required from the employees.

Annual Retirement Expense

For the year ended June 30, 2019, the Association’s contribution rate for plan was 5% of each participating employee’s gross wages. Total retirement expense for the year under the 403(b) plan was \$13,085.

**MICHIGAN LIBRARY ASSOCIATION
NOTES TO FINANCIAL STATEMENTS**

NOTE 11 - NEW ACCOUNTING STANDARD

In August 2016, the FASB issued ASU No. 2016-14, "*Presentation of Financial Statement of Not-for-Profit Entities*" (*Topic 958*). The ASU amends the current reporting model for nonprofit organizations and enhances their required disclosures. The Association adopted ASU No. 2016-14 for the year ending June 30, 2019.

SUPPLEMENTARY INFORMATION

**MICHIGAN LIBRARY ASSOCIATION
BUDGETARY COMPARISON SCHEDULE OF
REVENUES AND EXPENSES
YEAR ENDED JUNE 30, 2019**

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Budget Positive (Negative)</u>
REVENUES			
Membership dues			
Individual and student	\$ 73,460	\$ 82,340	\$ 8,880
Academic libraries	28,405	31,040	2,635
Cooperatives	8,117	9,183	1,066
Public libraries	245,087	254,720	9,633
Special libraries	3,285	3,421	136
School libraries	-	117	117
Total membership dues	<u>358,354</u>	<u>380,821</u>	<u>22,467</u>
Continuing education			
Annual conference	211,278	236,118	24,840
Academic libraries	4,400	3,110	(1,290)
Workshops	10,600	11,185	585
Consulting services	5,000	4,670	(330)
Spring institute	42,000	49,052	7,052
Leadership academy	6,774	6,849	75
New directors academy	-	10,500	10,500
Webinars	700	455	(245)
Grants	5,000	5,000	-
Total continuing education	<u>285,752</u>	<u>326,939</u>	<u>41,187</u>
Miscellaneous			
Interest return, net	(2,500)	6,182	8,682
Advertising	1,537	-	(1,537)
Miscellaneous	1,000	1,847	847
Job target	-	5,430	5,430
Affinity programs	29,000	12,448	(16,552)
Multiview	-	734	734
Donations	1,000	-	(1,000)
Total miscellaneous	<u>30,037</u>	<u>26,641</u>	<u>(3,396)</u>
Net assets released from restrictions	-	2,190	2,190
TOTAL REVENUES	<u>674,143</u>	<u>736,591</u>	<u>62,448</u>
EXPENSES			
Advocacy			
Lobbyist	44,100	46,050	(1,950)
Public relations	6,000	958	5,042
ALA legislative day	2,500	2,076	424
Total advocacy	<u>52,600</u>	<u>49,084</u>	<u>3,516</u>

**MICHIGAN LIBRARY ASSOCIATION
BUDGETARY COMPARISON SCHEDULE OF
REVENUES AND EXPENSES (continued)
YEAR ENDED JUNE 30, 2019**

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Budget Positive (Negative)</u>
EXPENSES (continued)			
Awards and scholarships			
Awards	\$ -	\$ 1,538	\$ (1,538)
Facilities			
Depreciation	3,350	1,013	2,337
Insurance	3,000	3,260	(260)
Rent	24,574	25,285	(711)
Telephone	8,500	6,557	1,943
Technology	10,430	10,740	(310)
Total facilities	<u>49,854</u>	<u>46,855</u>	<u>2,999</u>
Executive board	<u>15,400</u>	<u>10,218</u>	<u>5,182</u>
Publications and promotions			
Affinity programs	3,950	4,150	(200)
Michigan enewsletter	570	637	(67)
Membership publications and promotions	1,000	817	183
Total publications and promotions	<u>5,520</u>	<u>5,604</u>	<u>(84)</u>
Professional development			
Annual conference	118,340	123,931	(5,591)
Academic libraries	3,000	4,135	(1,135)
Workshops	8,600	6,611	1,989
Consulting services	2,500	-	2,500
Spring institute	26,350	21,544	4,806
Leadership academy	6,625	9,384	(2,759)
Webinars	675	464	211
Total professional development	<u>166,090</u>	<u>166,069</u>	<u>21</u>
Support services			
Accounting and payroll services	254	234	20
Audit	6,100	6,200	(100)
Contracted services	500	19,310	(18,810)
Legal fees	3,000	2,578	422
Dues and fees	2,500	2,447	53
Printing	4,200	2,556	1,644
Office supplies	4,000	9,182	(5,182)
Postage	1,000	150	850
Miscellaneous	600	28,433	(27,833)
Total support services	<u>22,154</u>	<u>71,090</u>	<u>(48,936)</u>

**MICHIGAN LIBRARY ASSOCIATION
BUDGETARY COMPARISON SCHEDULE OF
REVENUES AND EXPENSES (continued)
YEAR ENDED JUNE 30, 2018**

	<u>Budget</u>	<u>Actual</u>	<u>Variance with Budget Positive (Negative)</u>
EXPENSES (continued)			
Salaries, benefits and payroll taxes			
Salaries	\$ 304,300	\$ 302,752	\$ 1,548
Employee insurances	8,000	8,153	(153)
Payroll taxes	24,500	24,045	455
Retirement contributions	15,225	13,085	2,140
Staff development	6,500	4,936	1,564
Mileage/travel reimbursement	4,000	1,058	2,942
Total salaries, benefits and payroll taxes	<u>362,525</u>	<u>354,029</u>	<u>8,496</u>
TOTAL EXPENSES	<u>674,143</u>	<u>704,487</u>	<u>(30,344)</u>
CHANGE IN NET ASSETS	<u>\$ -</u>	<u>\$ 32,104</u>	<u>\$ 32,104</u>

**MICHIGAN LIBRARY ASSOCIATION
SCHEDULE OF NET ASSETS
YEAR ENDED JUNE 30, 2019**

	With donor restrictions										
	Public Library	MLA Temporarily Restricted	Education	Advocacy	Intellectual Freedom	Michigan Academic Library Council	W.H. Kaiser Memorial	Public Library Endowment	Total with Donor Restrictions	Without Donor Restrictions	Total
REVENUES											
Contributions	\$ -	\$ -	\$ 995	\$ 165	\$ 30	\$ -	\$ -	\$ -	\$ 1,190	\$ -	\$ 1,190
Other	-	-	-	-	-	-	-	-	-	734,401	734,401
Net assets released from restrictions	-	-	(1,175)	-	-	(1,015)	-	-	(2,190)	2,190	-
TOTAL REVENUES	-	-	(180)	165	30	(1,015)	-	-	(1,000)	736,591	735,591
EXPENSES	-	-	-	-	-	-	-	-	-	704,487	704,487
CHANGE IN NET ASSETS	-	-	(180)	165	30	(1,015)	-	-	(1,000)	32,104	31,104
Net assets, beginning of year	1,156	1,000	18,780	11,637	2,537	18,268	9,684	20,000	83,062	482,610	565,672
Net assets, end of year	<u>\$ 1,156</u>	<u>\$ 1,000</u>	<u>\$ 18,600</u>	<u>\$ 11,802</u>	<u>\$ 2,567</u>	<u>\$ 17,253</u>	<u>\$ 9,684</u>	<u>\$ 20,000</u>	<u>\$ 82,062</u>	<u>\$ 514,714</u>	<u>\$ 596,776</u>