Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

CHESTERFIELD TOWNSHIP LIBRARY

Chesterfield, Michigan

FINANCIAL REPORT

WITH SUPPLEMENTAL INFORMATION

December 31, 2017

BUSS & COMPANY, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
CLINTON TOWNSHIP, MICHIGAN

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Chesterfield, Michigan
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BUSS & COMPANY, P.C.
CERTIFIED PUBLIC ACCOUNTANTS
CLINTON TOWNSHIP, MICHIGAN

INDEPENDENT AUDITOR'S REPORT

June 4, 2018

Board of Trustees
Chesterfield Township Library
Chesterfield, Michigan

Honorable Members:

We have audited the accompanying financial statements of the Chesterfield Township Library, a component unit of the Charter Township of Chesterfield, as of and for the year ended December 31, 2017 and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

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.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Board of Trustees
Chesterfield Township Library
June 4, 2018
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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Chesterfield Township Library, as of December 31, 2017, 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.

Other Matters

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 on pages 3 through 4 and page 20 be presented to supplement the basic financial statements. Such information, 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.

Respectfully,

BUSS & COMPANY, P.C.

Buss & Company, P.C.

Certified Public Accountants

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CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2017

Using this Annual Report

This annual report consists of three parts - *Management's discussion and analysis* (this section), the *basic financial statements*, and *required supplemental information*. The basic financial statements include information that presents two different views of the Library:

The *government-wide financial statements* provide both *long-term* and *short-term* information about the Library's *overall* financial status. The statement of net position and the statement of activities provide information about the activities of the Library as a whole and present a longer-term view of the Library's finances. These statements tell how these services were financed in the short term as well as what remains for future spending.

The governmental fund financial statements include information on the Library under the modified accrual method. These *Fund Financial Statements* focus on current financial resources and provide a more detailed view about the accountability of the Library's sources and uses of funds.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of *required supplemental information* that further explains and supports the information in the financial statements.

Condensed Financial Information

In a condensed format, the table below shows a comparison of key financial information for the current year to the prior year.

	2017	2016
Current assets	$ 3,054,550	$ 2,919,872
Contributions receivable	875,229	900,101
Net pension asset	290,131	202,514
Capital assets	442,069	434,768
Total Assets	$ 4,661,979	$ 4,457,255
Deferred outflows of resources	$ 37,619	$ 88,184
Other liabilities	$ 53,746	$ 78,109
Total Liabilities	$ 53,746	$ 78,109
Deferred Inflows of Resources	$ 1,021,483	$ 971,280
Net Position:		
Invested in capital assets, net of related debt and accrued interest	$ 442,069	$ 434,768
Restricted	875,229	900,101
Unrestricted	2,307,071	2,161,181
Total Net Position	$ 3,624,369	$ 3,496,050
Revenue:		
Property taxes	$ 953,819	$ 971,735
Other	283,877	230,407
Total Revenue	$ 1,237,696	$ 1,202,142
Expenses - Library services	1,084,505	1,159,102
Net Revenue	$ 153,191	$ 43,040
Increase (Decrease) in Restricted Net Position	(24,872)	(11,119)
Change in Net Position	$ 128,319	$ 31,921

(Continued)

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
MANAGEMENT'S DISCUSSION AND ANALYSIS, CONTINUED
December 31, 2017

Condensed Financial Information (Continued)

- The Library's net position increased by $128,319 this year. Library operations contributed $153,191 in net position and ($24,872) resulted from a decrease in restricted assets.
- The Library's primary source of revenue is from property taxes, which represents 77% of total revenue.
- Total expenses were 88% of total revenue for 2017. Salaries amount to approximately 46% of total expenses. Benefits amount to 12% of total expenses.

The Library's Fund

Our analysis of the Library's fund is included on pages 7 and 9. The Library Board has the ability to create separate funds to help manage money for specific purposes, and to maintain accountability for certain activities, such as special property tax millages. All of the Library's activities are reported in a single fund.

The fund balance of the Library increased during the current year by $127,211. Revenues exceeded budgeted amounts by $107,999 due primarily to property taxes, and local community stabilization increasing more than expected. Budgeted expenditures exceeded actual expenditures by $87,202, due primarily to favorable variances in salaries and wages, and benefits.

Library Budgetary Highlights

Over the course of the year, the Library may revise its budget as it attempts to deal with unexpected changes in revenues and expenditures.

Capital Assets

At the end of the fiscal year, the Library had $442,069 invested in building improvements, furniture and fixtures, equipment, and books and materials. The Library added $109,788 in equipment, furniture and new collection items consisting of new books and various audio/visual materials. The total amount of equipment disposed of had a cost basis of $5,250, which had a net book value of $ -0-.

Economic Factors and Considerations for Next Year

The Library's goal is to maintain and enhance the services that are provided to the public utilizing the most efficient and effective methods. The Library has a conservative and financially prudent budget for 2017 that will promote several of the Library's activities and programs.

Contacting the Library's Management

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Library's finances and to show the Library's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Library Director at 50560 Patricia Avenue, Chesterfield Township, Michigan 48051.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 1

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
STATEMENT OF NET POSITION
December 31, 2017

	2017
ASSETS	
Cash and cash equivalents	$ 233,011
Investments	1,919,335
Taxes receivable	874,045
Due from other governmental units	10,375
Prepaids and other assets	17,784
Net pension asset	290,131
Contribution receivable	875,229
Capital assets	442,069
Total Assets	$ 4,661,979
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflow of resources related to pensions	$ 37,619
LIABILITIES	
Accounts payable and accrued liabilities	$ 31,322
Accumulated employee leave benefits	19,582
Unearned revenue	2,842
Total Liabilities	$ 53,746
DEFERRED INFLOWS OF RESOURCES	
Property taxes levied for a subsequent period	$ 970,000
Deferred inflow of resources related to pensions	51,483
Total Deferred Inflows of Resources	$ 1,021,483
NET POSITION	
Invested in capital assets, net of related debt and accrued interest	$ 442,069
Restricted	875,229
Unrestricted	2,307,071
Total Net Position	$ 3,624,369

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 2

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
STATEMENT OF ACTIVITIES
Year Ended December 31, 2017

	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION - GOVERNMENTAL ACTIVITIES
FUNCTION/PROGRAM:				
Governmental Activities:				
Library services/operations	$ 1,084,505	$ 25,924	$ 123,045	$ (935,536)

GENERAL REVENUES:	
Property taxes	$ 953,819
State revenues	119,501
Interest on investments	15,407
Total General Revenues	$ 1,088,727
NET REVENUE - GOVERNMENTAL ACTIVITIES	$ 153,191
INCREASE (DECREASE) IN RESTRICTED NET POSITION	(24,872)
CHANGE IN NET POSITION	$ 128,319
NET POSITION:	
Beginning of year	3,496,050
End of year	$ 3,624,369

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 3

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
COMPARATIVE BALANCE SHEETS
December 31, 2017 and 2016

	2017	2016
ASSETS		
Cash and cash equivalents	$ 233,011	$ 187,346
Investments	1,919,335	1,853,928
Taxes receivable	874,045	856,123
Due from other governmental units	10,375	14,360
Prepaids and other assets	17,784	8,115
Contribution receivable	875,229	900,101
Total Assets	$ 3,929,779	$ 3,819,973
LIABILITIES		
Accounts payable	$ 31,322	$ 42,826
Unearned revenue-Grants/donations	2,842	8,309
Total Liabilities	$ 34,164	$ 51,135
DEFERRED INFLOWS OF RESOURCES		
Property taxes levied for a subsequent period	$ 970,000	$ 945,562
Restricted contributions unavailable until future periods	875,229	900,101
Total Deferred Inflows of Resources	$ 1,845,229	$ 1,845,663
FUND BALANCE		
Nonspendable prepaids	$ 15,515	$ 3,392
Restricted for material purchases	4,852	10,054
Assigned	808,565	799,907
Unassigned	1,221,454	1,109,822
Total Fund Balance	$ 2,050,386	$ 1,923,175
Total Liabilities, Deferred Inflows of Resources and Fund Balance	$ 3,929,779	$ 3,819,973

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 4

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
RECONCILIATION OF FUND BALANCE TO THE STATEMENT OF NET POSITION
For The Year Ended December 31, 2017

TOTAL FUND BALANCE - MODIFIED ACCRUAL BASIS	$ 2,050,386
Amounts reported in the statement of net position are different because:	
Net Pension asset	290,131
Capital assets are not financial resources and are not reported in the funds	442,069
Deferred outflows of resources-pension related to change in assumptions	37,619
Deferred inflows of resources-pension difference between projected and actual investment earnings	(34,796)
Deferred inflows of resources-pension differences related to differences in expected and actual experience	(16,687)
Accumulated employee leave benefits are not due and payable in the current period and therefore are not reported in the funds	(19,582)
Contributions receivable are not available to pay for current period expenditures and therefore are deferred in the funds	875,229
TOTAL NET POSITION - FULL ACCRUAL BASIS	$ 3,624,369

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 5

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
For The Years Ended December 31, 2017 and 2016

	2017	2016
REVENUES:		
Property taxes	$ 953,819	$ 971,735
Penal fines	34,863	38,435
State aid	28,375	28,368
Local Community Stabilization	56,263	-
Charges, fees, and fines	22,605	30,674
Interest and investment earnings	15,407	7,464
Donations	110,659	106,377
Grants and reimbursements	12,386	14,757
Miscellaneous	3,319	4,333
Total Revenues	$ 1,237,696	$ 1,202,143
EXPENDITURES:		
Salaries and wages	$ 499,224	$ 544,944
Benefits	129,715	199,230
Supplies	33,431	43,331
Contractual services	136,648	120,947
Insurance	10,567	10,504
Utilities	28,540	29,949
Maintenance	1,530	3,357
Lease	113,400	113,400
Miscellaneous	7,330	10,037
Capital outlay	150,100	113,124
Total Expenditures	$ 1,110,485	$ 1,188,823
EXCESS OF REVENUES OVER EXPENDITURES	$ 127,211	$ 13,320
FUND BALANCE - JANUARY 1	1,923,175	1,909,855
FUND BALANCE - DECEMBER 31	$ 2,050,386	$ 1,923,175

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Exhibit 6

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
For The Year Ended December 31, 2017

NET CHANGE IN FUND BALANCE - MODIFIED ACCRUAL BASIS		$ 127,211
Amounts reported in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation expense.		
Depreciation expense	$ (102,487)	
Capital outlay - in excess of $2,000	109,788	
Total		7,301
Change in deferred outflows/inflows of resources related to pension		(76,330)
Change in net pension asset		87,617
Revenue reported in the statement of activities that does not provide financial resources and are deferred in the governmental funds.		
Deferred revenue - Beginning	$ (900,101)	
Deferred revenue - Ending	875,229	
Total		(24,872)
Expenses for employee leave benefits are recorded when earned in the statement of activities:		
Reversal of employee leave benefits earned prior to 2016	$ 26,974	
2016 earned employee leave benefits	(19,582)	
Total Effect of Employee Leave Benefits		7,392
CHANGE IN NET POSITION - FULL ACCRUAL BASIS		$ 128,319

See accompanying notes to financial statements.

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
NOTES TO FINANCIAL STATEMENTS
December 31, 2017

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Chesterfield Township Library (the "Library") conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the significant accounting policies:

A. GOVERNMENTAL REPORTING ENTITY

The Library is located in the Charter Township of Chesterfield, Michigan and is governed by an elected six-member board. The Library was formed under P.A. 164 of 1877 and remains a fund of the Township. The accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board and include only the results of operations of the Library.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the statement of net position and the statement of activities) are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

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 - invested in capital assets, net of related debt; restricted; and unrestricted net position.

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 items are not properly included among program revenues, and are reported instead as general revenue.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Library considers revenue to be available if it is 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 and claims and judgments, are recorded only when payment is due.

The Library reports all of its activities in a single fund on the modified accrual basis.

(Continued)

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
NOTES TO FINANCIAL STATEMENTS, CONTINUED
December 31, 2017

C. **ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES, AND FUND BALANCE**

Cash and Investments – Cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value.

Receivables and Payables – Property taxes receivable represent uncollected property taxes levied on December 1, 2017.

Chesterfield Township property tax is levied on each December 1st on the taxable value of property (as defined by state statutes) located in the Township.

Although the Library's 2017 property tax is levied and collectible on December 1, 2017, it is the Library's policy to recognize revenue from the current tax levy in the subsequent year when the proceeds of this levy are budgeted and made available for the financing of operations. "Available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period (60 days).

The 2017 taxable valuation of the Township totals approximately $1.5 billion, on which ad valorem taxes levied consisted of .6270 mills for Library operations, raising $970,000 for Library operating purposes. This amount is recognized in the financial statements as taxes receivable with an offsetting credit to deferred inflows of resources. Taxes receivable has been reduced for amounts received during 2017.

Capital Assets – Capital assets are defined by the Library as assets with an initial cost of more than $2,000 and an estimated useful life in excess of two years. Due to the significance of the Library's annual acquisition of Library books and materials and the shelf life on most materials extended beyond two years, annual acquisitions of books and materials are treated as capitalized assets in order to spread their cost over their estimated useful life. Donated assets are reported at estimated fair market 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:

Furniture and equipment	5-20 years
Improvements	25 years
Library books and materials	5-7 years

Deferred Outflows of Resources – In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred outflows of resources are reported in the government-wide financial statements for pension related items.

Unearned Revenue – Governmental funds defer the recognition of revenue in connection with resources that have been received but not yet earned. At the end of the fiscal year, all unearned revenue of the Library related entirely to grants and donations.

Compensated Absences – Employees of the Library earn leave benefits on an annual basis. Employees are required to use a portion of the leave each year and are allowed to carryover amounts with some restrictions. A liability for annual leave benefits has been accrued in the government-wide financial statements.

Deferred Inflows of Resources – In addition to liabilities, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds report unavailable revenues, which arise only under a modified accrual basis of accounting from property taxes levied for a subsequent period and for restricted contributions which are unavailable until future periods. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available. In addition, deferred inflows of resources are reported in the government-wide financial statements for property taxes levied during the year that were intended to finance future periods. Deferred inflows of resources are reported in the government-wide financial statements for pension related items.

(Continued)

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
NOTES TO FINANCIAL STATEMENTS, CONTINUED
December 31, 2017

C. **ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES, AND FUND BALANCE (Continued)**

Pensions – For purposes of measuring the Net Pension Liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Fund Balance – In the fund financial statements, governmental funds report restrictions of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represents tentative management plans that are subjective to change. Management's authority to create these assignments are established by the Board. When an expense is incurred for purposes for which both restricted and unrestricted fund balance are available, the Library's policy is to first apply unrestricted resources. When an expense is incurred for which restricted, assigned, and unassigned fund balances are available, the Library's policy is to use unassigned fund balance first.

Assigned fund balance is intended for the following purpose:

General Fund	$762,914	Provide funding for building or future expansion
	45,651	Subsequent year budget
	$808,565	

II. **STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

A. **BUDGETS**

An annual operating budget on the modified accrual basis of accounting consistent with generally accepted accounting principles is formally adopted for the Library. The budget can be amended by approval of the majority of the Board of Trustees. Amendments are presented to the Board at their regular meetings. All annual appropriations lapse at fiscal year end.

B. **EXCESS OF EXPENDITURES OVER APPROPRIATIONS**

During the year ended December 31, 2017, the Library incurred expenditures in excess of the amounts appropriated as follows:

	BUDGET APPROPRIATIONS	EXPENDITURES	BUDGET VARIANCE
GENERAL FUND:			
Capital Outlay	$ 149,050	$ 150,100	$ 1,050

(Continued)

III. DETAILED NOTES

A. DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Library to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The local unit is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The investment policy adopted by the Library in accordance with Public Act 20 of 1943 (as amended) authorizes investments in U.S. Treasuries, U.S. Agencies, instrumentalities, certificates of deposit, commercial paper (meeting certain rating and maturity requirements), investment pools and mutual funds.

At year-end the Library's deposits and investments were reported in the basic financial statements in the following categories:

Cash and cash equivalents	$ 233,011
Investments	1,919,335
Total	$ 2,152,346

The breakdown between deposits and investments is as follows:

Bank deposits (checking and savings accounts, certificates of deposit)	$ 212,581
Investments in securities, mutual funds and similar vehicles	1,919,335
Cash on hand	20,430
Total	$ 2,152,346

The Library's cash and investments are subject to several types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits - Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. The Library does not have a deposit policy for custodial credit risk.

At year end, bank deposits reflected in the accounts of the bank at $239,396 were covered by federal depository insurance up to $250,000. The Library believes that due to dollar amounts of cash deposits and the limits of FDIC insurance, it is not always practical to insure all bank deposits. As a result, the Library evaluates each financial institution it deposits Library funds with and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

Credit Risk - Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. State law limits investments in commercial paper to the top two ratings. The Library's investment policy does not place additional limitations relating to credit risk.

Fair Value Measurement – The Library categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

(Continued)

At year end the Library held the following investments:

	FAIR VALUE	CLASSIFICATION	RATING
Comerica Investment Fund	$ 1,919,335	Level 1	Not Rated

B. CAPITAL ASSETS

A summary of changes in capital assets for the year ended December 31, 2017 follows:

	BEGINNING BALANCE	ADDITIONS	DELETIONS	ENDING BALANCE
CAPITAL ASSETS BEING DEPRECIATED:				
Improvements	$ 211,789	$ -	$ -	$ 211,789
Equipment	71,260	24,528	5,250	90,538
Furniture and fixtures	65,658	2,045	-	67,703
Library books and material	656,905	83,215	-	740,120
	$ 1,005,612	$ 109,788	$ 5,250	$ 1,110,150
Accumulated depreciation	(570,844)	(102,487)	(5,250)	(668,081)
Net Book Value	$ 434,768	$ 7,301	$ -	$ 442,069

C. LEASES

The Library leases its current facility under an operating lease dated April 23, 2005 which has been extended through August 15, 2020. Monthly rent payments vary from $9,450 to $9,900. The Library is also responsible for insurance and utilities. Rent expense for the year ended December 31, 2017 was $113,400.

The future minimum annual lease expense under this agreement is as follows:

2018	$ 115,650
2019	118,800
2020	96,300
2021	-
2022	-
Total	$ 330,750

IV. RISK MANAGEMENT

The Library is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical and workers' compensation benefits provided to employees. The Library has purchased commercial insurance to cover potential claims.

(Continued)

V. DEFERRED COMPENSATION PLAN

The Library has adopted a deferred compensation plan created in accordance with Internal Revenue Code, Section 457. The plan permits employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or financial hardship.

The assets of the plan are held in trust as described in IRC Section 457(g) for the exclusive benefit of the participants (employees) and their beneficiaries and may not be diverted to any other use. In accordance with generally accepted accounting principles, the plan assets and activities are not reflected in the Library's financial statements.

VI. DEFINED BENEFIT PENSION PLAN

Plan Description – The Library's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The Library participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at *www.mersofmich.com*.

Benefits Provided – Retirement benefits for employees are calculated as 2.25 percent of the employee's final five-year average salary times the employee's years of service. Normal retirement age is 60 with early retirement at 55 with 15 years of service. Vesting period is six years.

Employees Covered by Benefit Terms – At the December 31, 2016 valuation date, the following employees were covered by benefit terms:

Inactive employees or beneficiaries currently receiving benefits	3
Inactive employees entitled to but not yet receiving benefits	2
Active employees	4
	9

Contributions – The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

Net Pension Asset – The employer's net pension asset was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an annual actuarial valuation as of December 31, 2016 and rolled forward to December 31, 2017.

Actuarial Assumptions – The total pension liability in the December 31, 2016 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.5%
Salary increases: 3.75% in the long-term.
Investment rate of return: 7.75%, net of investment expense, including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 2.5% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%.

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and 50% Female blend.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study of 2009-2013.

(Continued)

VI. DEFINED BENEFIT PENSION PLAN (Continued)

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

ASSET CLASS	TARGET ALLOCATION	LONG-TERM EXPECTED REAL RATE OF RETURN
Global Equity	57.5%	5.02%
Global Fixed Income	20.0%	2.18%
Real Assets	12.5%	4.23%
Diversifying Strategies	10.0%	6.56%

Discount Rate – The discount rate used to measure the total pension liability is 8%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the net pension liability (asset) during the measurement year were as follows:

	INCREASE (DECREASE)		
CHANGES IN NET PENSION LIABILITY (ASSET)	TOTAL PENSION LIABILITY	PLAN NET POSITION	NET PENSION LIABILITY (ASSET)
BALANCE AT DECEMBER 31, 2016	$ 1,210,871	$ 1,413,385	$ (202,514)
Service cost	$ 20,968	$ -	$ 20,968
Interest	94,426	-	94,426
Difference between expected and actual experience	4,859	-	4,859
Changes in assumptions	-	-	-
Contributions - Employer	-	25,388	(25,388)
Contributions - Employee	-	8,614	(8,614)
Net investment income	-	185,496	(185,496)
Benefit payments, including refunds	(82,063)	(82,063)	-
Administrative expenses and other	8,688	(2,940)	11,628
NET CHANGES	$ 46,878	$ 134,495	$ (87,617)
BALANCE AT DECEMBER 31, 2017	$ 1,257,749	$ 1,547,880	$ (290,131)

(Continued)

VI. DEFINED BENEFIT PENSION PLAN (Continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate – The following presents the net pension liability of the employer, calculated using the discount rate of 8 percent, as well as what the employer's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (7 percent) or 1 percentage point higher (9 percent) than the current rate:

	1% DECREASE (7%)	CURRENT DISCOUNT RATE (8%)	1% INCREASE (9%)
Net Pension Liability (Asset) of the Library	$ (138,736)	$ (290,131)	$ (417,807)

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – For the year ended 12/31/17 the employer recognized pension expense of $14,101. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	DEFERRED OUTFLOWS OF RESOURCES	DEFERRED INFLOWS OF RESOURCES
Excess (deficit) investment returns	$ -	$ 34,796
Differences in assumptions	37,619	-
Differences in experience	-	16,687
Total	$ 37,619	$ 51,483

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

2018	$ 6,724
2019	6,724
2020	(17,652)
2021	(9,660)
2022	-
Thereafter	-
Total	$ (13,864)

(Continued)

VII. RISK MANAGEMENT

The Library is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The Library has purchased commercial insurance for these claims. Settled claims have not exceeded the amount of insurance coverage in any of the past three fiscal years.

VIII. POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

The Library has created the Chesterfield Township Library Retiree Welfare Benefits Plan. The Plan is administered by ICMA Retirement Corporation and is a defined contribution plan. The Plan has been established to reimburse the eligible retirees of the employer for medical and dental expenses incurred by them, their spouses and dependents. All full-time employees are required to contribute 2% of gross wages to the Plan. Employer contributions are discretionary and will be determined each Plan year. For the year ended December 31, 2017, employer contributions totaled $6,450 and employee contributions totaled $4,891.

The Library has also entered into a "Retirement Payment Agreement" with a former Executive Director of the Library. The Agreement calls for monthly payments representing reimbursement of certain health care insurance costs. The payments will continue for the life of the former Executive Director. An actuarial analysis of the present value of these benefits has not been conducted. For the year ended December 31, 2017, the Library incurred $6,129 in expenditures related to this Agreement.

IX. RESTRICTED CONTRIBUTION

During 2007, the Library received a bequest from Betty Lou Tobin. The approximate value of the contribution was $1.2 million. Each year the Library is entitled to use the income from the Trust and up to 10% of the Trust principal. The funds are restricted for the acquisition of books of all types, including large print books, books on audio tape or similar devices, computers, including software and hardware as well as for furnishings within the Library building. The funds cannot be used for wages, employee benefits or the construction of a library building. $90,142 was received by the Library during 2017. The approximate value of the assets held in trust at December 31, 2017 was $875,229.

X. SUBSEQUENT EVENTS

Subsequent events have been evaluated by management through June 4, 2018, which is the date the financial statements were available to be issued.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

REQUIRED SUPPLEMENTAL INFORMATION

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Schedule No. 1

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
BUDGETARY COMPARISON SCHEDULE
For The Year Ended December 31, 2017

	BUDGETED AMOUNTS ORIGINAL	BUDGETED AMOUNTS FINAL	ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
REVENUES:				
Property taxes	$ 917,847	$ 896,437	$ 953,819	$ 57,382
Penal fines	35,000	35,000	34,863	(137)
State aid	28,000	28,000	28,375	375
Local Community Stabilization	-	21,410	56,263	34,853
Charges, fees and fines	31,800	31,800	22,605	(9,195)
Interest and investment earnings	500	500	15,407	14,907
Donations	100,000	100,000	110,659	10,659
Grants and reimbursements	-	-	12,386	12,386
Miscellaneous	16,550	16,550	3,319	(13,231)
Total Revenues	$ 1,129,697	$ 1,129,697	$ 1,237,696	$ 107,999
EXPENDITURES:				
Salaries and wages	$ 525,000	$ 525,000	$ 499,224	$ 25,776
Benefits	172,510	170,406	129,715	40,691
Supplies	44,000	44,000	33,431	10,569
Contractual services	135,130	141,131	136,648	4,483
Insurance	10,500	10,600	10,567	33
Utilities	37,500	31,500	28,540	2,960
Maintenance	4,000	4,000	1,530	2,470
Lease	113,400	113,400	113,400	-
Miscellaneous	8,600	8,600	7,330	1,270
Capital outlay	116,050	149,050	150,100	(1,050)
Total Expenditures	$ 1,166,690	$ 1,197,687	$ 1,110,485	$ 87,202
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	$ (36,993)	$ (67,990)	$ 127,211	$ 195,201

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Schedule No. 2

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
SCHEDULE OF CHANGES IN THE EMPLOYER'S NET PENSION LIABILITY AND RELATED RATIOS

	12/31/17	12/31/16	12/31/15
TOTAL PENSION LIABILITY:			
Service cost	$ 20,968	$ 36,876	$ 30,646
Interest	94,426	91,317	83,939
Difference between actual and expected experience	4,859	(30,862)	-
Changes in assumptions	-	56,429	-
Benefit payments including employee refunds	(82,063)	(21,403)	(21,403)
Other	8,688	(20,622)	(6,872)
NET CHANGE IN TOTAL PENSION LIABILITY	$ 46,878	$ 111,735	$ 86,310
TOTAL PENSION LIABILITY - BEGINNING	1,210,871	1,099,136	1,012,826
TOTAL PENSION LIABILITY - ENDING	$ 1,257,749	$ 1,210,871	$ 1,099,136
PLAN FIDUCIARY NET POSITION:			
Contributions - Employer	$ 25,388	$ 41,520	$ 40,493
Contributions - Employee	8,614	10,404	9,797
Net investment income	185,496	143,584	(18,932)
Benefit payments including employee refunds	(82,063)	(21,403)	(21,403)
Administrative expense	(2,940)	(2,832)	(2,747)
NET CHANGE IN PLAN FIDUCIARY NET POSITION	$ 134,495	$ 171,273	$ 7,208
PLAN FIDUCIARY NET POSITION - BEGINNING	1,413,385	1,242,112	1,234,904
PLAN FIDUCIARY NET POSITION - ENDING	$ 1,547,880	$ 1,413,385	$ 1,242,112
EMPLOYER NET PENSION LIABILITY (ASSET)	$ (290,131)	$ (202,514)	$ (142,976)
PLAN FIDUCIARY NET POSITION AS A PERCENTAGE OF THE TOTAL PENSION LIABILITY	123%	117%	113%
COVERED EMPLOYEE PAYROLL (FROM GASB 68 ACTUARIAL PAGE)	$ 181,097	$ 326,921	$ 282,640
EMPLOYER'S NET PENSION LIABILITY AS A PERCENTAGE OF COVERED EMPLOYEE PAYROLL	(160%)	(62%)	(50%)

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10 year trend is compiled, the Library presents information for those years for which information is available.

See accompanying notes to financial statements.

Buss & Company, P.C.
Certified Public Accountants
Clinton Township, Michigan

Schedule No. 3

CHESTERFIELD TOWNSHIP LIBRARY
Chesterfield, Michigan
SCHEDULE OF EMPLOYER'S CONTRIBUTIONS

	12/31/17	12/31/16	12/31/15
ACTUARIAL DETERMINED CONTRIBUTIONS	$ -	$ -	$ -
CONTRIBUTIONS IN RELATION TO THE ACTUARIALLY DETERMINED CONTRIBUTION	25,388	41,520	40,493
CONTRIBUTION DEFICIENCY (EXCESS)	$ (25,388)	$ (41,520)	$ (40,493)
COVERED EMPLOYEE PAYROLL	$ 181,097	$ 326,921	$ 282,640
CONTRIBUTIONS AS A PERCENTAGE OF COVERED EMPLOYEE PAYROLL	14%	13%	14%

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10 year trend is compiled, the Library presents information for those years for which information is available.

See accompanying notes to financial statements.