FORM 10-Q
[X] QUARTERLY REPORT UNDER SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934

For the quarterly period ended July 2, 1995
OR
[ ] TRANSITION REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934

Commission File Number 0-1088

KELLY SERVICES, INC.
(Exact name of Registrant as specified in its charter)

DELAWARE
(State or other jurisdiction
of incorporation or organization)

38-1510762
(I.R.S. Employer Identification No.)

999 WEST BIG BEAVER ROAD, TROY, MICHIGAN 48084
(Address of principal executive offices) (Zip Code)
(810) 362-4444
(Registrant's telephone number, including area code)
Indicate by check mark whether the Registrant (1) has filed all reports required to be filed by Section 13 or 15(d) of the Securities Exchange Act of 1934 during the preceding 12 months (or for such shorter period that the Registrant was required to file such reports), and (2) has been subject to such filing requirements for the past 90 days. Yes $X \quad$ No
---- ---
At August 7, 1995, 34,398,359 shares of Class A and $3,598,657$ shares of Class B common stock of the Registrant were outstanding.
Page
Number
PART I. FINANCIAL INFORMATION
Statements of Earnings ..... 3
Balance Sheets ..... 4
Statements of Stockholders' Equity ..... 5
Statements of Cash Flows ..... 6
Management's Discussion and Analysis of Results of Operations and Financial Condition ..... 7
PART II. OTHER INFORMATION ..... 10
Signature ..... 12
Index to Exhibits Required by Item 601, Regulation S-K ..... 13

## KELLY SERVICES, INC. AND SUBSIDIARIES

STATEMENTS OF EARNINGS
(UNAUDITED)
(In thousands of dollars except per share items)

|  | 13 Weeks Ended |  | 26 Weeks Ended |  |
| :---: | :---: | :---: | :---: | :---: |
|  | July 2, 1995 | July 3, 1994 | July 2, 1995 | July 3, 1994 |
| Sales of services | \$652, 417 | \$570, 813 | \$1, 273, 102 | \$1, 101, 004 |
| Cost of services | 519,739 | 461, 093 | 1,018,406 | 889,467 |
| Gross profit | 132,678 | 109,720 | 254,696 | 211,537 |
| Selling, general and administrative expenses | 107,789 | 88,111 | 212, 094 | 176,535 |
| Earnings from operations | 24,889 | 21,609 | 42,602 | 35,002 |
| Interest income | 2,321 | 1,666 | 4,710 | 3,171 |
| Earnings before income taxes | 27,210 | 23,275 | 47,312 | 38,173 |
| Income taxes: |  |  |  |  |
| Federal | 8,505 | 7,000 | 14,895 | 11,520 |
| State and other | 2,045 | 1,855 | 3,495 | 3,000 |
| Total income taxes | 10,550 | 8,855 | 18,390 | 14,520 |
| Net earnings | \$ 16,660 | \$ 14, 420 | \$ 28,922 | \$ 23,653 |
| Earnings per share | \$. 44 | \$. 38 | \$. 76 | \$. 62 |
| Dividends per share | \$. 20 | \$. 18 | \$. 38 | \$. 34 |
| Average shares outstanding (thousands) | 37,987 | 37,955 | 37,977 | 37,951 |

KELLY SERVICES, INC. AND SUBSIDIARIES
BALANCE SHEETS AS OF JULY 2, 1995 AND JANUARY 1, 1995
(UNAUDITED)
(In thousands of dollars)

ASSETS
CURRENT ASSETS:
Cash and equivalents
Short-term investments
Accounts receivable, less allowances of $\$ 8,065$ and \$5,660, respectively
Prepaid expenses and other current assets

Total current assets
PROPERTY AND EQUIPMENT:
Land and buildings
Equipment, furniture and
leasehold improvements
Accumulated depreciation
Total property and equipment
INTANGIBLES AND OTHER ASSETS

TOTAL ASSETS

LIABILITIES \& STOCKHOLDERS' EQUITY
-----------------1
CURRENT LIABILITIES:
Accounts payable
Payroll and related taxes
Accrued insurance
Income and other taxes
Total current liabilities
STOCKHOLDERS' EQUITY:
Capital stock, \$1 par value
Treasury stock, 2,121 shares in 1995 and 2,153 shares in 1994, respectively, at cost
Paid-in capital
Earnings invested in the business
Total stockholders' equity
TOTAL LIABILITIES \&
STOCKHOLDERS' EQUITY

1995

| 1995 | 1994 |
| :---: | :---: |
| \$ 50,963 | \$ 49,207 |
| 114,388 | 142,723 |
| 347,114 | 307,478 |
| 26,231 | 27,018 |
| 538,696 | 526,426 |
| 35,026 | 34, 044 |
| 105,883 | 90, 868 |
| $(64,639)$ | $(54,731)$ |
| 76,270 | 70,181 |
| 61,539 | 45,491 |
| \$676,505 | \$642, 098 |


| \$ 35, 291 | \$ 33,716 |
| :---: | :---: |
| 121, 724 | 102,911 |
| 55,650 | 57,390 |
| 12,227 | 16,565 |
| 224,892 | 210,582 |
| 40,116 | 40,116 |
| $(6,181)$ | $(6,186)$ |
| 6,638 | 5,868 |
| 411, 040 | 391,718 |
| 451, 613 | 431, 516 |
| \$676,505 | \$642, 098 |

# STATEMENTS OF STOCKHOLDERS' EQUITY <br> (UNAUDITED) 

(In thousands of dollars)
13 Weeks Ended
July 2, $1995 \quad$ July 3, 1994

| $\$ 36,510$ | $\$ 36,507$ |
| ---: | :---: |
| 1 | -- |
| ------------ |  |
| 36,511 | 36,507 |

Class B common stock Balance at beginning of period Conversions to Class A

Balance at end of period
Treasury Stock
Balance at beginning of period
Restricted stock awards
Exercise of stock options
Treasury stock issued for acquisition
Balance at end of period
Paid-in Capital
Balance at beginning of period
Restricted stock awards
Exercise of stock options
Treasury stock issued for acquisition
Balance at end of period

Earnings Invested in the Business
Balance at beginning of period
Net earnings
Cash dividends
Equity adjustment for foreign currency translation (cumulative credit of $\$ 3,425$ in 1995 and charge of $\$ 4,512$ in 1994)

Balance at end of period
Stockholders' Equity at end of period

26 Weeks Ended
July 2, 1995 July 3, 1994

| \$ 36,507 | \$ 36,507 |
| :---: | :---: |
| 4 | - - |
| 36,511 | 36,507 |
| 3,609 | 3,609 |
| (4) | - - |
| 3,605 | 3,609 |


| $(6,186)$ | $(6,702)$ |
| ---: | ---: |
| 35 | -- |
| $(30)$ | 35 |
| -- | 529 |
| ---------- |  |
| $(6,181)$ | $(6,138)$ |


| 5,868 | 679 |
| ---: | ---: |
| 297 | -- |
| 473 | 254 |
| -- | 4,803 |
| $-\cdots---\cdots$ |  |
| 6,638 | 5,736 |
|  |  |
| 391,718 | 352,126 |
| 28,922 | 23,653 |
| $(14,433)$ | $(12,904)$ |

4,833
411, 040
2,001
364, 876
\$451, 613
\$404, 590

FOR THE 26 WEEKS ENDED JULY 2, 1995 AND JULY 3, 1994
(In thousands of dollars)

|  | 1995 | 1994 |
| :---: | :---: | :---: |
| Cash flows from operating activities: |  |  |
| Net earnings | \$28,922 | \$23, 653 |
| Noncash adjustments: |  |  |
| Depreciation | 9,908 | 8,603 |
| Changes in certain working capital components | $(21,891)$ | $(4,018)$ |
| Net cash from operating activities | 16,939 | 28,238 |
| Cash flows from investing activities: |  |  |
| Capital expenditures | $(15,260)$ | $(7,759)$ |
| Short-term investments | 28,335 | 201 |
| Increase in intangibles and other assets | $(14,600)$ | $(1,294)$ |
| Net cash from investing activities | $(1,525)$ | $(8,852)$ |
| Cash flows from financing activities: |  |  |
| Dividend payments | $(14,433)$ | $(12,904)$ |
| Exercise of stock options and restricted stock awards | 775 | 289 |
| Net cash from financing activities | $(13,658)$ | $(12,615)$ |
| Net change in cash and equivalents | 1,756 | 6,771 |
| Cash and equivalents at beginning |  |  |
| Cash and equivalents at end of period | \$50,963 | \$42, 791 |

## MANAGEMENT'S DISCUSSION AND

## ANALYSIS OF RESULTS OF OPERATIONS

## AND FINANCIAL CONDITION

Results of Operations:
Second Quarter
Sales of services in the second quarter of 1995 totaled $\$ 652,417,000$, an increase of $14.3 \%$ from the same period in 1994. Modest growth in domestic sales, at less than $10 \%$ over the same period in 1994, reflected slowed economic conditions in the United States economy and management's continued challenging of low yielding, higher risk light industrial business. International sales continued to grow at double digit rates and benefited from the inclusion of OK Personnel Service Holding SA in Switzerland, purchased in July, 1994.

Cost of services, consisting of payroll and related costs of employees assigned to customers, increased $12.7 \%$ in the second quarter as compared to the same period in 1994. Average hourly wages and related costs increased over 6.0\% from 1994 due to inflation and a shift in business mix toward higher margin service lines.

Gross profit of $\$ 132,678,000$ was $20.9 \%$ higher than 1994 due to both increased volume and gross profit rates which, combined, averaged 20.3\% compared to $19.2 \%$ in 1994. This increased rate of gross profit was related principally to a greater mix of sales in higher margin service lines, such as office and technical. Strong growth of international sales carrying higher gross profit rates also contributed to the overall increase in margins.

Selling, general and administrative expenses were \$107,789,000 in the second quarter, an increase of $22.3 \%$ over the same period in 1994. This increase resulted largely from expected growth in business activity, inclusion of newly acquired operations, and continued aggressive investments in new service lines and programs, which promote and improve service quality and customer satisfaction.

Earnings before income taxes were $\$ 27,210,000$, an increase of $16.9 \%$, compared to pretax earnings of $\$ 23,275,000$ for the same period in 1994. The pretax margin was $4.2 \%$, a . 1 percentage point gain over the second quarter of 1994. The increased gross profit rate on sales and volume increases were the principal reasons for the improvement in pretax earnings when compared to the second quarter of 1994.

Income taxes were $38.8 \%$ of pretax income, which was a . 8 percentage point increase over the applicable tax rate for the second quarter of 1994, due to reduced credits available from the U.S. targeted jobs tax credit program. The program was discontinued effective January 1, 1995.

Net earnings were $\$ 16,660,000$ in the second quarter of 1995 , an increase of $15.5 \%$ over the second quarter of 1994. Earnings per share were $\$ .44$ compared to the $\$ .38$ in the same period last year.

The quarter included the results of operations of The Wallace Law Registry, Inc., acquired on April 28, 1995. The transaction was accounted for as a purchase and was not material.

Year-to-Date

Sales of services totaled $\$ 1,273,102,000$ during the first six months of 1995, an increase of $15.6 \%$ over 1994 . This increase reflects continued growth in the volume of domestic and especially international sales, particularly in Europe. Sales of OK Personnel Service Holding SA in Switzerland (completed July, 1994) and The Wallace Law Registry, Inc. (purchased as of April, 1995) are included with 1995 sales.

Cost of services of $\$ 1,018,406,000$ was $14.5 \%$ higher than last year, reflecting volume growth, acquisitions, modest inflationary increases in hourly payroll costs and a shift towards higher margin service lines.

The gross profit increased $20.4 \%$ in 1995 due to increased sales volume, acquisitions, and a rate of gross profit that averaged $20.0 \%$ for the first half of 1995 compared to the $19.2 \%$ rate of 1994 . This change reflects the increased mix of business in higher margin service lines such as office and technical, plus strong first half sales growth in international operations.

Selling, general and administrative expenses of \$212,094,000 were 20.1\% higher than last year, reflecting higher business activity, the acquisition of new businesses and investments in new programs.

Earnings before taxes were \$47,312,000, an increase of $23.9 \%$ over 1994. These earnings averaged a pretax margin of $3.7 \%$, or . 2 percentage point improvement over 1994. Income taxes were $38.9 \%$ of pretax earnings and were . 9 percentage point higher than last year's first half income tax rate. As explained above, the elimination of the U.S. targeted jobs tax credit, effective January 1, 1995, is the principal reason for this rate increase.

Net earnings were $\$ 28,922,000$, or $22.3 \%$ higher than the first six months of 1994. Earnings per share were $\$ .76$ compared to $\$ .62$ last year.

Assets totaled $\$ 676,505,000$ at July 2,1995 , an increase of $5 \%$ over the $\$ 642,098,000$ at January 1, 1995. Working capital decreased \$2,040,000 during the half-year period. The current ratio was 2.4 at July 2, 1995, a decline of .1 percentage point since January 1. Increased business activity and capital expenditures, including the acquisition during the second quarter of 1995 described above, accounted for the change. Enhancements to automated systems in all branches continue to be made and were a major element of capital spending.

The quarterly dividend rate applicable to Class A and Class B common shares outstanding was increased to $\$ .20$ per share in the second quarter of 1995. This compares to a dividend rate of $\$ .18$ per share in the second quarter of 1994.

Management believes the financial condition of the Company continues to be exceptionally strong, which enables it to fund working capital requirements and longer-term growth opportunities from internal resources.

Companies for which this report is filed are: Kelly Services, Inc. and its subsidiaries, Kelly Assisted Living Services, Inc., Kelly Properties, Inc., Kelly Professional and Technical Services, Inc., Kelly Services (Canada), Ltd., Les Services Kelly (Quebec) Inc., Lenore Simpson Personnel, Ltd., Societe Services Kelly, Kelly Professional Services (France), Inc., Kelly Services (UK), Ltd., Kelly Services (Ireland), Ltd., Kelly Services (Australia), Ltd., Kelly Services (New Zealand), Ltd., Kelly Services (Nederland), B.V., Kelly Services of Denmark, Inc., OK Personnel Service Holding SA, Kelly de Mexico, S.A. de C.V., Kelly Services Norge A.S., KSI Acquisition Corp., Kelly Pinpoint, Inc., Your Staff, Inc. and The Wallace Law Registry, Inc.

The information furnished reflects all adjustments which are, in the opinion of management, necessary for a fair presentation of the results of operations for the period in this filing.

## PART II. OTHER INFORMATION

Item 4. Submission of Matters to a Vote of Security Holders.
(a) The annual meeting of stockholders of registrant was held May 17, 1995.
(b) The nominees for director, as listed in the Company's proxy statement dated April 13, 1995, were elected. The directors whose terms of office continued after the meeting are also listed in the proxy statement.
(c) A brief description and the results of the matters voted upon at the meeting follow.
(1) Election of the following directors:

| Shares Voted <br> "For" | Shares Voted <br> "Withheld" |
| :---: | :---: |
| $--------------------------~$ |  |


| T. E. Adderley | $3,529,373$ | 38 |
| :--- | :--- | :--- |
| H. E. Guenther | $3,529,373$ | 38 |
| B. J. White | $3,529,373$ | 38 |

(2) Ratification of Non-employee Director Stock Award Plan:

| Shares voted "For" | $3,479,367$ |
| :--- | ---: |
| Shares voted "Against" | 49,327 |
| Shares voted "Withheld" | 717 |

(3) Approval of standards for performance based, annual incentive awards for certain executive officers under the Company's Short-Term Incentive Plan:

| Shares voted "For" | $3,475,953$ |
| :--- | ---: |
| Shares voted "Against" | 46,434 |
| Shares voted "Withheld" | 7,024 |

(4) Ratification of the selection of Price Waterhouse LLP as the Company's independent auditors:

```
Shares voted "For"
3,529,410
Shares voted "Against"
1
```

(a) See Index to Exhibits required by Item 601,

Regulation S-K, set forth on page 13 of this filing.
(b) No reports on Form 8-K were filed during the quarter for which this report is filed.

## SIGNATURE

Pursuant to the requirements of the Securities Exchange Act of 1934, the registrant has duly caused this report to be signed on its behalf by the undersigned, thereunto duly authorized.

KELLY SERVICES, INC.

Date: August 15, 1995
/s/ P. K. Geiger
P. K. Geiger

Senior Vice President and Chief Financial Officer
(Principal Financial Officer and
Principal Accounting Officer)

INDEX TO EXHIBITS
REQUIRED BY ITEM 601,
REGULATION S-K

## Exhibit

 No.Description
Document

4 Rights of security holders are defined in Articles Fourth, Fifth, Seventh, Eighth, Ninth, Tenth, Eleventh, Twelfth, Thirteenth, Fourteenth and Fifteenth of the Certificate of Incorporation. (Reference is made to Exhibit 3.2 to the Form 10-Q for the quarterly period ended October 3, 1993, filed with the Commission in November, 1993, which is incorporated herein by reference.)

Financial Data Schedule

THIS SCHEDULE CONTAINS SUMMARY FINANCIAL INFORMATION EXTRACTED FROM THE BALANCE SHEET AND STATEMENT OF EARNINGS AND IS QUALIFIED IN ITS ENTIRETY BY REFERENCE TO SUCH FINANCIAL STATEMENTS.

6-MOS
DEC-31-1995
JUL-02-1995
50,963
114,388
355, 179
8,065
538, 696 140, 909
64,639
676,505
224, 892

$$
0
$$

40, 116
0
0
411, 497
676,505
0
1,273,102
1,018,406
0
0
0
47,312
18,390
28,922
$0^{0}$
0
28,922
0.76

