

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

EXAMINATION REPORT

OF

KIRKLIN PUBLIC LIBRARY

CLINTON COUNTY, INDIANA

January 1, 2003 to December 31, 2005



FILED

7/21/06

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report	3
Schedules of Receipts, Disbursements, and Cash and Investment Balances.....	4
Notes to Schedules	5
Exit Conference.....	6

OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Nancy Rogers Heidi Turner	01-01-03 to 04-19-04 04-20-04 to 12-31-06
Treasurer	Andrea Dale McIntire	01-01-03 to 12-31-06
President of the Board	Tammy Campbell	01-01-03 to 12-31-06



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2765

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE KIRKLIN PUBLIC LIBRARY, CLINTON COUNTY, INDIANA

We have examined the schedules of receipts, disbursements, and cash and investment balances of the Kirklín Public Library (Library), for the period of January 1, 2003 to December 31, 2005. The Library's management is responsible for the schedules. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the schedule of receipts, disbursements, and cash and investment balances and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedules referred to above present fairly, in all material respects, the cash transactions of the Library for the years ended December 31, 2003, 2004, and 2005, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

June 8, 2006

KIRKLIN PUBLIC LIBRARY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2003, 2004, And 2005

	Cash and Investments 01-01-03	Receipts	Disbursements	Cash and Investments 12-31-03
Governmental Funds:				
General	\$ 48,815	\$ 68,599	\$ 79,824	\$ 37,590
Gift	6,837	73	127	6,783
Grant	500	-	230	270
Kirklin High School Restoration	-	1,471	129	1,342
Bond and Interest Redemption	3,772	80,446	52,458	31,760
Library Capital Projects	5,658	736	6,278	116
Library Renovation	1,397	-	1,397	-
Construction	3,825	1,259	3,387	1,697
Totals	<u>\$ 70,804</u>	<u>\$ 152,584</u>	<u>\$ 143,830</u>	<u>\$ 79,558</u>

	Cash and Investments 01-01-04	Receipts	Disbursements	Cash and Investments 12-31-04
Governmental Funds:				
General	\$ 37,590	\$ 175,530	\$ 131,854	\$ 81,266
Gift	6,783	365	138	7,010
Grant	270	-	-	270
Rainy Day	-	15,259	-	15,259
Kirklin High School Restoration	1,342	58	-	1,400
Bond and Interest Redemption	31,760	142,978	150,885	23,853
Library Capital Projects	116	-	-	116
Construction	1,697	741	225	2,213
Totals	<u>\$ 79,558</u>	<u>\$ 334,931</u>	<u>\$ 283,102</u>	<u>\$ 131,387</u>

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
General	\$ 81,266	\$ 104,952	\$ 105,501	\$ 80,717
Gift	7,010	181	144	7,047
Grant	270	-	-	270
Rainy Day	15,259	-	-	15,259
Library Improvement Reserve	-	3,000	-	3,000
Kirklin High School Restoration	1,400	3	-	1,403
Bond and Interest Redemption	23,853	72,687	65,050	31,490
Library Capital Projects	116	-	-	116
Construction	2,213	5	-	2,218
Totals	<u>\$ 131,387</u>	<u>\$ 180,828</u>	<u>\$ 170,695</u>	<u>\$ 141,520</u>

The accompanying notes are an integral part of the schedules.

KIRKLIN PUBLIC LIBRARY
NOTES TO SCHEDULES

Note 1. Introduction

The Library was established under the laws of the State of Indiana. The Library provides the following services: culture and recreation, and general administrative services.

Note 2. Fund Accounting

The Library uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Library in June and December. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. All property taxes collected by the County Treasurer and available for distribution were distributed to the Library on or prior to December 31 of the year collected.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statute (IC 5-13-9) authorizes the Library to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

Note 6. Long-Term Debt

The Library has entered into a capital lease for library renovations and additions. The outstanding principal at December 31, 2005, was \$690,000.

KIRKLIN PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on June 8, 2006, with Heidi Turner, Library Director. Our examination disclosed no material items that warrant comment at this time.