

**STATE BOARD OF ACCOUNTS**  
**302 West Washington Street**  
**Room E418**  
**INDIANAPOLIS, INDIANA 46204-2769**

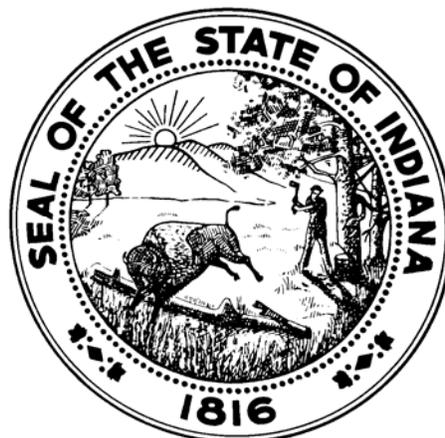
EXAMINATION REPORT

OF

CLINTON/CLINTON TOWNSHIP PUBLIC LIBRARY

VERMILLION COUNTY, INDIANA

January 1, 2004 to December 31, 2005



**FILED**  
12/27/2006



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Karen Walker	01-01-04 to 12-31-06
Treasurer	Richard Auer	01-01-04 to 12-31-06
President of the Board	Laura Savage	01-01-04 to 12-31-06



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE CLINTON/CLINTON TOWNSHIP  
PUBLIC LIBRARY, VERMILLION COUNTY, INDIANA

We have examined the schedules of receipts, disbursements, and cash and investment balances of the Clinton/Clinton Township Public Library (Library), for the period of January 1, 2004 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, 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

November 9, 2006

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

	Cash and Investments 01-01-04	Receipts	Disbursements	Cash and Investments 12-31-04
<b>Governmental Funds:</b>				
General	\$ 6,068	\$ 636,433	\$ 642,466	\$ 35
Gift	37,498	25,310	62,652	156
Children's Programming	-	250	248	2
Young Adult Programming	321	250	568	3
Adult Programming	59	-	57	2
BPW/CODA	9	-	-	9
Stevenson	10,068	125	143	10,050
Faith and Values	200	100	10	290
Large Print	44	400	314	130
Genealogy	69	59	93	35
Grants	-	650	650	-
Debt Service	356	278,004	276,402	1,958
Brastaukas	90,683	1,915	3,191	89,407
Improvement Reserve	1,874	1,000	2,844	30
<b>Fiduciary Funds:</b>				
Crawford	1,599	14	67	1,546
Newport	51,962	501	1,922	50,541
PLAC	-	52	52	-
Payroll Withholdings	7,522	49,687	49,301	7,908
<b>Totals</b>	<u>\$ 208,332</u>	<u>\$ 994,750</u>	<u>\$ 1,040,980</u>	<u>\$ 162,102</u>

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
<b>Governmental Funds:</b>				
General	\$ 35	\$ 480,969	\$ 479,209	\$ 1,795
Gift	156	48,670	18,136	30,690
Children's Programming	2	375	376	1
Young Adult Programming	3	325	327	1
Adult Programming	2	-	-	2
BPW/CODA	9	-	-	9
Stevenson	10,050	200	121	10,129
Faith and Values	290	-	73	217
Large Print	130	400	404	126
Genealogy	35	62	67	30
Grants	-	1,200	1,200	-
Debt Service	1,958	328,746	273,011	57,693
Brastaukas	89,407	1,725	1,226	89,906
Excess Levy	-	19,189	-	19,189
Improvement Reserve	30	-	-	30
<b>Fiduciary Funds:</b>				
Crawford	1,546	26	-	1,572
Newport	50,541	1,016	1,379	50,178
PLAC	-	28	28	-
Payroll Withholdings	7,908	48,755	49,725	6,938
<b>Totals</b>	<u>\$ 162,102</u>	<u>\$ 931,686</u>	<u>\$ 825,282</u>	<u>\$ 268,506</u>

The accompanying notes are an integral part of the schedules.

CLINTON/CLINTON TOWNSHIP 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.

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.

CLINTON/CLINTON TOWNSHIP PUBLIC LIBRARY  
NOTES TO SCHEDULES  
(Continued)

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Library contributes to the Indiana Public Employees' Retirement Fund (PERF), a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the PERF Board, most requirements of the system, and give the Library authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3% of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

PERF administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Public Employees' Retirement Fund  
Harrison Building, Room 800  
143 West Market Street  
Indianapolis, IN 46204  
Ph. (317) 233-4162

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of PERF.

Note 7. Long-Term Debt

The Library has entered into a capital lease for building improvements and additions. The outstanding principal at December 31, 2005, was \$1,325,256.

CLINTON/CLINTON TOWNSHIP PUBLIC LIBRARY  
EXAMINATION RESULT AND COMMENT

DEPOSITS

Desk collection receipts were deposited later than the next business day.

Indiana Code 5-13-6-1 (c) states, in part: ". . . all local officers . . . who collect public funds of their respective political subdivisions, shall deposit funds not later than the business day following the receipt of funds on business days of the depository in the depository or depositories selected by the several local boards of finance that have jurisdiction of the funds. Public funds deposited under this subsection shall be deposited in the same form in which they were received."

CLINTON/CLINTON TOWNSHIP PUBLIC LIBRARY  
EXIT CONFERENCE

The contents of this report were discussed on November 9, 2006, with Richard Auer, Treasurer; and Karen Walker, Director. The officials concurred with our finding.