

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

EXAMINATION REPORT  
OF  
NORTH MADISON COUNTY PUBLIC LIBRARY  
MADISON COUNTY, INDIANA  
January 1, 2007 to December 31, 2008



**FILED**  
10/29/2009



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## OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Jamie Scott	01-01-07 to 12-31-09
Treasurer	Pamela L. Bohlander Beverly Austin	01-01-07 to 12-31-08 01-01-09 to 12-31-09
President of the Board	Kevin Sipe Michael Robertson	01-01-05 to 12-31-08 01-01-09 to 12-31-09



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE NORTH MADISON COUNTY  
PUBLIC LIBRARY, MADISON COUNTY, INDIANA

We have examined the financial information presented herein of the North Madison County Public Library (Library), for the period of January 1, 2007 to December 31, 2008. The Library's management is responsible for the financial information presented herein. 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 financial information presented herein 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 financial information referred to above presents fairly, in all material respects, the financial information of the Library for the years ended December 31, 2007 and 2008, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Capital Assets and Schedule of Long-Term Debt, as listed in the Table of Contents, are presented for additional analysis and are not a required part of the basic financial information. They have not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on them.

STATE BOARD OF ACCOUNTS

September 24, 2009

NORTH MADISON COUNTY 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, 2007 And 2008

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
<b>Governmental Funds:</b>				
General	\$ 599,835	\$ 817,062	\$ 1,256,477	\$ 160,420
Gift	11,711	11,670	10,416	12,965
Rainy Day	153,315	-	50,898	102,417
Library Improvement Reserve	27,371	-	-	27,371
Frankton Building Project Gift	17,819	-	11,647	6,172
Frankton Building Project Grant	1,099	-	1,099	-
State Technology Fund Grant	7,733	8,700	7,733	8,700
Levy Excess	-	37,413	35,757	1,656
Construction (Debt Service)	136,848	162,673	252,566	46,955
<b>Fiduciary Funds:</b>				
Payroll Withholdings	-	172,155	172,155	-
PLAC	186	750	726	210
<b>Totals</b>	<b><u>\$ 955,917</u></b>	<b><u>\$ 1,210,423</u></b>	<b><u>\$ 1,799,474</u></b>	<b><u>\$ 366,866</u></b>
	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
<b>Governmental Funds:</b>				
General	\$ 160,420	\$ 1,110,971	\$ 1,000,050	\$ 271,341
Gift	12,965	3,048	5,133	10,880
Rainy Day	102,417	-	21,630	80,787
Library Improvement Reserve	27,371	-	-	27,371
Frankton Building Project Gift	6,172	-	842	5,330
Frankton Building Project Grant	-	-	-	-
State Technology Fund Grant	8,700	10,260	8,700	10,260
Levy Excess	1,656	-	-	1,656
Construction (Debt Service)	46,955	320,093	364,000	3,048
<b>Fiduciary Funds:</b>				
Payroll Withholdings	-	169,489	169,489	-
PLAC	210	782	841	151
<b>Totals</b>	<b><u>\$ 366,866</u></b>	<b><u>\$ 1,614,643</u></b>	<b><u>\$ 1,570,685</u></b>	<b><u>\$ 410,824</u></b>

The accompanying notes are an integral part of the financial information.

NORTH MADISON COUNTY PUBLIC LIBRARY  
NOTES TO FINANCIAL INFORMATION

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).

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.

NORTH MADISON COUNTY PUBLIC LIBRARY  
NOTES TO FINANCIAL INFORMATION  
(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.

NORTH MADISON COUNTY PUBLIC LIBRARY  
SUPPLEMENTARY INFORMATION  
SCHEDULE OF CAPITAL ASSETS

For The Year Ended December 31, 2008

<u>Primary Government</u>	<u>Ending Balance</u>
Governmental activities:	\$ 5,820,530
Capital assets, not being depreciated:	
Land	-
Buildings	-
Improvements other than buildings	-
Machinery and equipment	7,283
Construction in progress	<u>-</u>
Total governmental activities, capital assets not being depreciated	<u>\$ 5,827,813</u>

NORTH MADISON COUNTY PUBLIC LIBRARY  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF LONG-TERM DEBT  
 December 31, 2008

The Library has entered into the following debt:

Description of Debt	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental Activities:		
Capital leases:		
Library Buildings	\$ 1,185,000	\$ 242,000

NORTH MADISON COUNTY PUBLIC LIBRARY  
EXIT CONFERENCE

The contents of this report were discussed on September 24, 2009, with Jamie Scott, Director; Diana Shepard, Administrative Assistant; and Beverly Austin, Treasurer. Our examination disclosed no material items that warrant comment at this time.