

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

EXAMINATION REPORT

OF

FORTVILLE-VERNON TOWNSHIP PUBLIC LIBRARY

HANCOCK COUNTY, INDIANA

January 1, 2007 to December 31, 2008



FILED
12/14/2009

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Richard R. Bell	01-01-07 to 12-31-09
Treasurer	Robert G. Geyer, Jr. Shirley Roeder	01-01-07 to 05-25-09 05-26-09 to 12-31-09
President of the Board	Nancy D. McConnell Lora Halterman Nancy D. McConnell	01-01-07 to 01-28-08 01-29-08 to 01-29-09 01-30-09 to 12-31-09



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE FORTVILLE-VERNON TOWNSHIP
PUBLIC LIBRARY, HANCOCK COUNTY, INDIANA

We have examined the financial information presented herein of the Fortville-Vernon Township 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, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

October 22, 2009

FORTVILLE-VERNON 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, 2007 And 2008

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
General	\$ 147,875	\$ 384,654	\$ 271,187	\$ 261,342
Gift	3,544	1,100	1,327	3,317
Rainy Day	57,115	20,888	15,367	62,636
Library Improvement Reserve	58,233	1,572	48,308	11,497
Endowment Fund Distribution	5,469	3,321	807	7,983
State Technology Grant	5,400	5,400	4,950	5,850
Fiduciary Funds:				
Payroll Withholdings	-	31,199	31,199	-
PLAC	93	150	153	90
Totals	<u>\$ 277,729</u>	<u>\$ 448,284</u>	<u>\$ 373,298</u>	<u>\$ 352,715</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 261,342	\$ 282,671	\$ 278,077	\$ 265,936
Gift	3,317	195	1,363	2,149
Rainy Day	62,636	27,756	30,247	60,145
Library Improvement Reserve	11,497	204	-	11,701
Endowment Fund Distribution	7,983	3,566	6,874	4,675
State Technology Grant	5,850	5,400	5,850	5,400
Fiduciary Funds:				
Payroll Withholdings	-	32,917	32,268	649
PLAC	90	150	180	60
Totals	<u>\$ 352,715</u>	<u>\$ 352,859</u>	<u>\$ 354,859</u>	<u>\$ 350,715</u>

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

FORTVILLE-VERNON TOWNSHIP PUBLIC LIBRARY
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Library was established under the laws of the State of Indiana. The Library provides culture and recreation 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.

FORTVILLE-VERNON TOWNSHIP 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.

FORTVILLE-VERNON TOWNSHIP PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF CAPITAL ASSETS
 For The Year Ended December 31, 2008

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed or donated assets are reported at estimated fair value at the time received.

<u>Primary Government</u>	<u>Ending Balance</u>
Governmental activities:	
Capital assets, not being depreciated:	
Land	\$ -
Buildings	423,480
Improvements other than buildings	11,355
Machinery and equipment	<u>723,463</u>
 Total governmental activities, capital assets not being depreciated	 <u>\$ 1,158,298</u>

FORTVILLE-VERNON TOWNSHIP PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on October 22, 2009, with Richard R. Bell, Director; Shirley Roeder, Treasurer; and Nancy D. McConnell, President of the Board. Our examination disclosed no material items that warrant comment at this time.