

B36990

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

EXAMINATION REPORT
OF
WALTON & TIPTON TOWNSHIP PUBLIC LIBRARY
CASS COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
05/18/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Gordon T. Southern	01-01-05 to 12-31-10
Treasurer	Christy M. McCloskey	04-09-03 to 12-31-10
President of the Board	Jack Ayers	01-01-06 to 12-31-10



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WALTON & TIPTON TOWNSHIP
PUBLIC LIBRARY, CASS COUNTY, INDIANA

We have examined the financial information presented herein of Walton & Tipton Township Public Library (Library), for the period of January 1, 2008 to December 31, 2009. 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, 2008 and 2009, 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 required parts 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

February 9, 2010

WALTON & TIPTON 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, 2008 And 2009

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 57,207	\$ 127,430	\$ 119,063	\$ 65,574
Gift	14,392	1,867	12,311	3,948
Rainy Day	-	1,892	243	1,649
McTaggart	710	-	230	480
Carl Wilson	3,076	-	2,692	384
E-Rate Grant	4,350	3,600	3,600	4,350
Lease Rental	44,268	104,410	102,154	46,524
Library Improvement Reserve	32,065	16,756	9,991	38,830
Library Capital Projects	3,500	12,146	8,875	6,771
Fiduciary Funds:				
Payroll Withholdings	487	16,053	16,015	525
PLAC	30	60	60	30
Totals	<u>\$ 160,085</u>	<u>\$ 284,214</u>	<u>\$ 275,234</u>	<u>\$ 169,065</u>
	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 65,574	\$ 134,735	\$ 136,118	\$ 64,191
Gift	3,948	1,892	4,423	1,417
Rainy Day	1,649	1,190	-	2,839
McTaggart	480	-	300	180
Carl Wilson	384	-	384	-
E-Rate Grant	4,350	3,600	3,600	4,350
Lease Rental	46,524	87,446	91,000	42,970
Library Improvement Reserve	38,830	7,413	865	45,378
Library Capital Projects	6,771	230	7,001	-
Fiduciary Funds:				
Payroll Withholdings	525	16,993	16,866	652
PLAC	30	120	90	60
Totals	<u>\$ 169,065</u>	<u>\$ 253,619</u>	<u>\$ 260,647</u>	<u>\$ 162,037</u>

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

WALTON & TIPTON 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 the following services: public safety, health and social 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 or highway use taxes are received 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.

WALTON & TIPTON TOWNSHIP PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF CAPITAL ASSETS
 For The Year Ended December 31, 2009

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:	
Buildings	\$ 2,235,000
Machinery and equipment	<u>17,925</u>
 Total governmental activities, capital assets not being depreciated	 <u>\$ 2,252,925</u>

WALTON & TIPTON TOWNSHIP PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF LONG-TERM DEBT
 December 31, 2009

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:		
Walton & Tipton Township Library Leasing Corporation		
Lease Rental	\$ 630,000	\$ 55,000
Total governmental activities debt	<u>\$ 630,000</u>	<u>\$ 55,000</u>

WALTON & TIPTON TOWNSHIP PUBLIC LIBRARY
EXAMINATION RESULT AND COMMENT

APPROPRIATIONS

The following expenditures were in excess of budgeted appropriations:

<u>Fund</u>	<u>Year</u>	<u>Excess Amount Expended</u>
Library Capital Projects	2009	<u>\$ 4,265</u>

IC 6-1.1-18-4 states in part: ". . . the proper officers of a political subdivision shall appropriate funds in such a manner that the expenditures for a year do not exceed its budget for that year as finally determined under this article."

WALTON & TIPTON TOWNSHIP PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on February 9, 2010, with Gordon T. Southern, Director; and Christy M. McCloskey, Treasurer. The officials concurred with our finding.