

B37886

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

EXAMINATION REPORT
OF
OSGOOD-CENTER TOWNSHIP PUBLIC LIBRARY
RIPLEY COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
11/18/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Andrea Ingmire	01-01-08 to 10-16-08
	Patty Asche	10-17-08 to 12-31-08
	Emily Kruse	01-01-09 to 08-16-10
	(Vacant)	08-17-10 to 08-23-10
	Patty Asche (Interim)	08-24-10 to 12-31-10
Treasurer	Richard Parks	01-01-08 to 12-31-10
President of the Board	Eugene Pitts	01-01-08 to 12-31-10



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE OSGOOD-CENTER TOWNSHIP
PUBLIC LIBRARY, RIPLEY COUNTY, INDIANA

We have examined the financial information presented herein of the Osgood-Center 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 Long-Term Debt, 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

September 16, 2010

OSGOOD-CENTER 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	\$ 99,496	\$ 377,129	\$ 284,810	\$ 191,815
Gift	12,675	3,017	5,313	10,379
Rainy Day	57,661	15,939	15,939	57,661
Grant	5,850	100	5,896	54
Bond Grant	228,834	125,000	194,807	159,027
Bond and Interest Redemption	308	37,498	308	37,498
Library Improvement Reserve	58,314	10,000	9,962	58,352
Library Capital Projects	-	59,195	35,202	23,993
ISLIC Grant	5,300	6,360	5,300	6,360
LSTA Grant	-	5,159	5,159	-
Reynolds Foundation Grant	-	7,309	7,309	-
Tartar Grant	-	2,000	-	2,000
Fiduciary Funds:				
Payroll Withholdings	200	36,761	36,961	-
PLAC	31	780	720	91
Totals	\$ 468,669	\$ 686,247	\$ 607,686	\$ 547,230
	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 191,815	\$ 321,306	\$ 309,431	\$ 203,690
Gift	10,379	1,165	1,286	10,258
Rainy Day	57,661	6,586	3,726	60,521
Grant	54	-	-	54
Bond Grant	159,027	-	159,027	-
Bond and Interest Redemption	37,498	92,824	34,986	95,336
Library Improvement Reserve	58,352	5,037	11,828	51,561
Library Capital Projects	23,993	42,319	6,795	59,517
ISLIC Grant	6,360	6,360	5,830	6,890
Rising Sun Regional Foundation Grant	-	50,018	-	50,018
Tartar Grant	2,000	-	2,000	-
Construction	-	979,533	459,419	520,114
Security Deposits	-	10	-	10
Fiduciary Funds:				
Payroll Withholdings	-	42,886	42,613	273
PLAC	91	664	664	91
Totals	\$ 547,230	\$ 1,548,708	\$ 1,037,605	\$ 1,058,333

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

OSGOOD-CENTER 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 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.

OSGOOD-CENTER 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:		
General obligation bonds:		
2005 Library renovations	\$ 870,000	\$ 191,965
2009 Library construction of Milan Branch	945,000	110,082
Total governmental activities debt	\$ 1,815,000	\$ 302,047

Note: The Reynolds Foundation, Inc., makes an annual donation of \$125,000 to the Library to be used towards the principal payment of the 2005 Library renovations bond issue.

OSGOOD-CENTER TOWNSHIP PUBLIC LIBRARY
EXAMINATION RESULT AND COMMENT

CAPITAL ASSET RECORDS

The Library does not maintain accurate capital asset records.

Every governmental unit should have a complete inventory of all capital assets owned which reflects their acquisition value. Such inventory should be recorded in the Capital Assets Ledger. A complete inventory should be taken at least every two years for good internal control and for verifying account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Libraries, Chapter 4)

A similar comment was reported in the prior Report B33730.

OSGOOD-CENTER TOWNSHIP PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on September 16, 2010, with Richard Parks, Treasurer. The official concurred with our finding.