

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

EXAMINATION REPORT  
OF  
OHIO TOWNSHIP PUBLIC LIBRARY  
WARRICK COUNTY, INDIANA  
January 1, 2007 to December 31, 2010



**FILED**  
04/12/2011



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Stephen Thomas	01-01-07 to 12-31-11
Treasurer	Evangeline Herr	01-01-07 to 12-31-11
President of the Board	Sherry Taber Michael Pyfferoen	01-01-07 to 12-31-08 01-01-09 to 12-31-11



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE OHIO TOWNSHIP PUBLIC LIBRARY, WARRICK COUNTY, INDIANA

We have examined the financial information presented herein of the Ohio Township Public Library (Library), for the period of January 1, 2007 to December 31, 2010. 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, 2008, 2009, and 2010, 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 28, 2011

OHIO 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, 2008, 2009, And 2010

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
General	\$ 239,805	\$ 2,439,884	\$ 2,348,803	\$ 330,886
Gift	69,717	11,909	12,954	68,672
Rainy Day	28,253	16,676	9,383	35,546
Levy Excess	7,388	12,020	19,408	-
Bond and Interest Redemption	86,768	1,872	84,420	4,220
Library Improvement Reserve	3,394	2,300	5,694	-
Library Capital Projects	137,171	209,120	251,276	95,015
Construction	91,468	87,941	91,467	87,942
Lease Rental	600,916	1,381,844	1,558,030	424,730
State Tech Grant	6,217	4,500	4,125	6,592
Fiduciary Fund:				
PLAC	124	210	334	-
Totals	<u>\$ 1,271,221</u>	<u>\$ 4,168,276</u>	<u>\$ 4,385,894</u>	<u>\$ 1,053,603</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 330,886	\$ 2,504,766	\$ 2,745,287	\$ 90,365
Gift	68,672	15,645	12,182	72,135
Rainy Day	35,546	16,603	-	52,149
Bond and Interest Redemption	4,220	-	4,220	-
Library Capital Projects	95,015	243,534	122,309	216,240
Construction	87,942	-	87,942	-
Lease Rental	424,730	1,570,511	1,529,000	466,241
State Tech Grant	6,592	9,989	4,875	11,706
Fiduciary Fund:				
PLAC	-	120	90	30
Totals	<u>\$ 1,053,603</u>	<u>\$ 4,361,168</u>	<u>\$ 4,505,905</u>	<u>\$ 908,866</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 90,365	\$ 2,926,295	\$ 2,892,866	\$ 123,794
Gift	72,135	17,646	16,288	73,493
Rainy Day	52,149	64,919	55,547	61,521
Levy Excess	-	189,679	189,679	-
Library Capital Projects	216,240	164,918	218,611	162,547
Lease Rental	466,241	1,476,755	1,615,096	327,900
State Tech Grant	11,706	12,646	10,313	14,039
Fiduciary Fund:				
PLAC	30	120	120	30
Totals	<u>\$ 908,866</u>	<u>\$ 4,852,978</u>	<u>\$ 4,998,520</u>	<u>\$ 763,324</u>

	Cash and Investments 01-01-10	Receipts	Disbursements	Cash and Investments 12-31-10
Governmental Funds:				
General	\$ 123,794	\$ 2,310,317	\$ 2,251,071	\$ 183,040
Gift	73,493	17,363	20,388	70,468
Rainy Day	61,521	20,000	4,670	76,851
Levy Excess	-	61,904	55,165	6,739
Library Capital Projects	162,547	179,635	220,199	121,983
Lease Rental	327,900	883,689	837,528	374,061
State Tech Grant	14,039	8,147	8,521	13,665
Fiduciary Fund:				
PLAC	30	200	130	100
Totals	<u>\$ 763,324</u>	<u>\$ 3,481,255</u>	<u>\$ 3,397,672</u>	<u>\$ 846,907</u>

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

OHIO 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: 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 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.

OHIO 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.

OHIO TOWNSHIP PUBLIC LIBRARY  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF CAPITAL ASSETS  
 December 31, 2010

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	\$ 675,000
Buildings	969,623
Improvements other than buildings	20,416
Machinery and equipment	<u>12,566,510</u>
 Total governmental activities, capital assets not being depreciated	 <u>\$ 14,231,549</u>

OHIO TOWNSHIP PUBLIC LIBRARY  
 SUPPLEMENTARY INFORMATION  
 SCHEDULE OF LONG-TERM DEBT  
 December 31, 2010

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 building - Central Branch	\$ 9,862,000	\$ 815,000

OHIO TOWNSHIP PUBLIC LIBRARY  
EXIT CONFERENCE

The contents of this report were discussed on February 28, 2011, with Evangeline Herr, Treasurer; Stephen Thomas, Director; and Colette McNeely, Administrative Assistant. Our examination disclosed no material items that warrant comment at this time.