

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

EXAMINATION REPORT
OF
VAN BUREN PUBLIC LIBRARY
GRANT COUNTY, INDIANA
January 1, 2009 to December 31, 2010



FILED
05/09/2011

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report.....	3
Financial Information:	
Schedules of Receipts, Disbursements, and Cash and Investment Balances	4
Notes to Financial Information	5
Examination Result and Comment:	
Capital Asset Records	6
Exit Conference.....	7

OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Stephanie Beck	01-01-09 to 04-27-09
	Vacant	04-28-09 to 05-06-09
	Sue A. Israel (Interim)	05-07-09 to 12-17-09
	Eric C. Hinderliter	12-18-09 to 12-31-11
Treasurer	Nancy E. Cook	01-01-09 to 05-31-09
	Vacant	06-01-09 to 06-21-09
	Linda Bragg	06-22-09 to 12-31-11
President of the Board	Larry D. Beouy	01-01-09 to 12-31-11



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF VAN BUREN PUBLIC LIBRARY, GRANT COUNTY, INDIANA

We have examined the financial information presented herein of Van Buren Public Library (Library), for the period of January 1, 2009 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, 2009 and 2010, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

March 28, 2011

VAN BUREN 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, 2009 And 2010

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 788	\$ 141,581	\$ 115,957	\$ 26,412
Gift	3,263	2,425	569	5,119
State Grant for Internet	2,100	3,600	3,600	2,100
Library Improvement Reserve	64,274	36,959	43,155	58,078
Library Capital Projects	831	10,272	8,008	3,095
Fiduciary Funds:				
Payroll Withholdings	-	8,207	8,207	-
PLAC	-	240	150	90
Totals	<u>\$ 71,256</u>	<u>\$ 203,284</u>	<u>\$ 179,646</u>	<u>\$ 94,894</u>
	Cash and Investments 01-01-10	Receipts	Disbursements	Cash and Investments 12-31-10
Governmental Funds:				
General	\$ 26,412	\$ 114,428	\$ 89,354	\$ 51,486
Gift	5,119	4,455	6,014	3,560
State Grant for Internet	2,100	1,740	2,887	953
Rainy Day	-	8,921	-	8,921
Levy Excess	-	4,551	2,782	1,769
Library Improvement Reserve	58,078	-	24,743	33,335
Library Capital Projects	3,095	1,802	4,897	-
Fiduciary Funds:				
Payroll Withholdings	-	9,215	9,215	-
PLAC	90	-	90	-
Totals	<u>\$ 94,894</u>	<u>\$ 145,112</u>	<u>\$ 139,982</u>	<u>\$ 100,024</u>

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

VAN BUREN PUBLIC LIBRARY
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

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

VAN BUREN PUBLIC LIBRARY
EXAMINATION RESULT AND COMMENT

CAPITAL ASSET RECORDS

The Library did not record capital asset additions or disposals on the Capital Assets Ledger during the period of examination. This comment appeared in prior Report B34611.

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)

VAN BUREN PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on March 28, 2011, with Eric C. Hinderliter, Director; Linda Bragg, Treasurer; and Larry D. Beouy, President of the Board. The officials concurred with our finding.