Questions in Chat for State Board of Accounts Presentation on Legislation
Presentation on May 31, 2017 and June 6, 2017

Tyler Michael

We do not have an audit committee, do we need to form one or will the Library Board of Trustees suffice for this? It’s (the statute) talking about the audit committee that has already been established and its oversight is for the State Board of Accounts.

Why do we need the Corrective Action Plan? Statute requires for repeated findings

What are we correcting? Audit exceptions such as letting fund balance go below zero. Whenever there is a non-compliance issue with Indiana Statutes or the Uniform Compliance Manual.

Libraries that receive federal funding audit threshold is $750,000. Not going to have federal findings but only ones that relate to Indiana statutes and Compliance Manual.

Timeline: start sometime after January 1. And it will be based on when audit was at your unit.

When State Board of Accounts puts out guideline for Corrective Action Plan can you put out good directions? State Board of Accounts will do their best.

30% of the findings are repeat findings statewide. What were the ones for public libraries? Overdrawn cash balances is one; overspending appropriations; and lack of supporting documentations for expenditures, bank reconcilements.

If the auditor said that the financial report was not acceptable and the library needs to purchase a payroll program which is more than $3,000.00 for just 7 employees. Our library is questioning this. Is that a corrective plan? Do you want to communicate with them offline? Please email question to libraries@sboa.in.gov.

Why would the required forms not be put on line for us to access? There is no good answer. The forms we’re talking about are warrants, ledgers. It is on page 1 of chapter 1 if State Board of Accounts Manual for Public Libraries that you can buy from commercial vendor. You can create an exact replica of the form. Or you can get a form approved by our office. A lot of the forms can be found in the appendix of the Manual.

The Contractor’s Bid needs to be used for projects over a certain amount? If you are doing a Public Works for over $150,000 you use the form 96.

Are we allowed to take the purchased form and turn it into a digital version or form fill? And who do we send to for approval? Yes. Form approval process has changed in the last couple of years. If you want to use an approved form, basically come up with it and start using it. Keep a log of those forms that you are going to use and present it to the examiners. Please reference Chapter 1 of the Manual at http://www.in.gov/sboa/files/All%20Manuals%20-%20Chapter%201%20(2017).pdf. Once it passes through examiners engagement it is an approved form.

Susan Gordon and Todd Caldwell
HEA 1295 Sale of real property. Selling property to an abutting landowner. Can negotiate if value is less than $15,000. If greater, now the board can increase threshold by resolution. Libraries have more flexibility if they want to sell property. There is no change on the threshold.

HEA 1470 Government information. Legislative Services Agency can require you to submit certain information that they request.

Sylvia Watson will be coming out with a Legislative Bulletin covering other bills in the next six weeks.

We have not been audited since 2011. When might we expect to be audited again? Soon. Suppose to be auditing every four years. If you have federal grant of $750,000 or bonding that has requirements, please contact State Board of Accounts.

New email address is libraries@sboa.in.gov

If the SBOA does a review instead of an audit, does that act the same as an audit for the purpose of destroying old documents? Yes, the review engagement is the same for the destruction of public records.

It is the treasurer that submits the Annual Financial Report.