

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

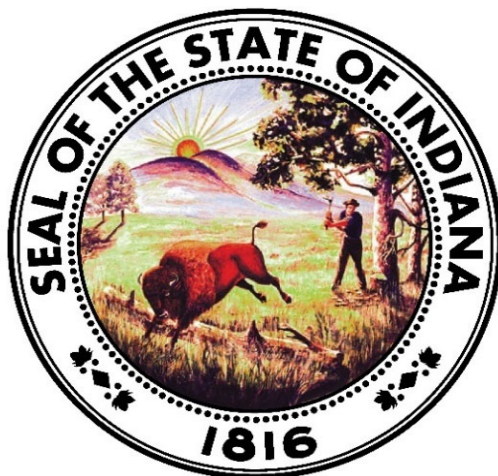
SUPPLEMENTAL COMPLIANCE REPORT

OF

LOOGOOTEE PUBLIC LIBRARY

MARTIN COUNTY, INDIANA

January 1, 2022 to December 31, 2022



**FILED**

08/23/2023



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Darla Wagler	01-01-22 to 12-31-23
Treasurer	M. Susan Harrawood	01-01-22 to 12-31-23
President of the Library Board	Patricia Hale	01-01-22 to 12-31-23



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF THE LOOGOOTEE PUBLIC LIBRARY, MARTIN COUNTY, INDIANA

This report is supplemental to the audit report of the Loogootee Public Library (Library), for the period from January 1, 2022 to December 31, 2022. It has been provided as a separate report so that the reader may easily identify any Audit Results and Comments that pertain to the Library. It should be read in conjunction with the Financial Statement Audit Report of the Library, which provides our opinions on the Library's financial statement. This report may be found at [www.in.gov/sboa/](http://www.in.gov/sboa/).

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Audit Result and Comment contained herein describes the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Any Official Response to the Audit Result and Comment, incorporated within this report, was not verified for accuracy.

A handwritten signature in blue ink that reads "Beth Kelley".

Beth Kelley, CPA, CFE  
Deputy State Examiner

August 15, 2023

LOOGOOTEE PUBLIC LIBRARY  
AUDIT RESULT AND COMMENT

**ANNUAL FINANCIAL REPORT - OTHER INFORMATION**

*Condition and Context*

Financial, supplemental, and other information are required to be entered annually into the Annual Financial Report (AFR) via the Indiana Gateway for Government Units (Gateway) financial reporting system. The Library had not established effective internal controls over the AFR information entered into Gateway. Although the other information was reviewed prior to being entered, the internal control was not effective and did not detect and allow correction of errors prior to submission.

Due to ineffective internal controls, the AFR contained the following errors:

The capital assets entered into Gateway included material errors when compared to the Library's Detailed Listing of Capital Assets. Total capital assets were overstated by \$1,070,118.

Adjustments were proposed, accepted by the Library, and made to the Schedule of Capital Assets presented as Other Information in the Financial Statement Audit Report.

*Criteria*

The Indiana State Board of Accounts (SBOA) is required under Indiana Code 5-11-1-27(e) to define the acceptable minimum level of internal control standards. To provide clarifying guidance, the State Examiner compiled the standards contained in the manual, *Uniform Internal Control Standards for Indiana Political Subdivisions*. All political subdivisions subject to audit by SBOA are expected to adhere to these standards. The standards include adequate control activities. According to this manual:

"Control activities are the actions and tools established through policies and procedures that help to detect, prevent, or reduce the identified risks that interfere with the achievement of objectives. Detection activities are designed to identify unfavorable events in a timely manner whereas prevention activities are designed to deter the occurrence of an unfavorable event. Examples of these activities include reconciliations, authorizations, approval processes, performance reviews, and verification processes.

An integral part of the control activity component is segregation of duties. . . .

There is an expectation of segregation of duties. If compensating controls are necessary, documentation should exist to identify both the areas where segregation of duties are not feasible or practical and the compensating controls implemented to mitigate the risk. . . ."

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every audited entity financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

LOGOOTE PUBLIC LIBRARY  
EXIT CONFERENCE

The contents of this report were discussed on August 15, 2023, with Darla Wagler, Director; M. Susan Harrawood, Treasurer; Michelle Norris, Bookkeeper; Patricia Hale, President of the Library Board; Jennifer Lannan, Library Board member; Betty Huelsman, Library Board member; and Chrystal Goodpaster, Library Board member.