

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

COMPLIANCE ENGAGEMENT REPORT

OF

WHITING PUBLIC LIBRARY

LAKE COUNTY, INDIANA

January 1, 2019 to December 31, 2023



**FILED**

04/10/2024



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Rachael DeLuna Montserrat Inglada	01-01-19 to 01-31-19 02-01-19 to 12-31-24
Treasurer	Amy Holmes	01-01-19 to 12-31-24
President of the Library Board	Stephanie Strabavy Walter Wachel	01-01-19 to 12-31-21 01-01-22 to 12-31-24



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF THE WHITING PUBLIC LIBRARY, LAKE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of the Whiting Public Library (Library), for the period of January 1, 2019 to December 31, 2023. The objective of this engagement was to determine compliance with applicable Indiana laws, regulations, and uniform compliance guidelines (Guidelines) established by the Indiana State Board of Accounts pursuant to Indiana Code 5-11-1-24. The objective of this engagement is not to opine on compliance or financial activity of the Library as this engagement was not conducted in accordance with any standards established by an authoritative standard setting body and, as such, we do not provide any opinions on compliance or financial activity.

Management is responsible for preparing and maintaining its accounting records and related documents in accordance with applicable Indiana laws, regulations, and Guidelines. Management's responsibility also includes, but is not limited to, complying with other applicable Indiana laws, regulations, and Guidelines concerning how it operates: authorized sources and uses of funds; what reports are required to be prepared and filed; and what depositories and investment types are allowable.

We fulfilled our responsibility as detailed in the first paragraph, using procedures that verified the appropriate accounting for and reporting of cash, receipts, and disbursements; and the appropriate sources and uses of funds in accordance with applicable Indiana laws, regulations, and Guidelines. Expanding the scope and nature of these procedures can and does occur in specific circumstances.

The Comments contained herein, if any, describe the identified reportable instances of non-compliance found during our engagement. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified. Any Official Response to the Comments incorporated within this report was not verified for accuracy.

The Schedule of Officials and Statements of Receipts, Disbursements, and Cash and Investment Balances - Regulatory Basis (Statements) are informational only. The Statements had not been subjected to any procedures designed to express an opinion or provide any assurance on them, and, accordingly, we do not express an opinion or provide any assurance on them.

This report is intended solely for the information and use of management, governance, and others within the organization. This restriction is not intended to limit the distribution of this report, which is a matter of public record. Reports can be found on the Indiana State Board of Accounts' website: <http://www.in.gov/sboa/>, and the Library's Annual Financial Reports filed by management can be found on the Indiana Gateway for Government Units financial reporting system website: <http://www.gateway.ifionline.org>.

The contents of this report were communicated to Monserrat Inglada, Director; Amy Holmes, Treasurer; and Walter Wachel, President of the Library Board, on March 18, 2024.



Beth Kelley, CPA, CFE  
Deputy State Examiner

March 12, 2024

WHITING PUBLIC LIBRARY  
COMMENTS

No reportable instances of noncompliance.

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STATEMENTS OF RECEIPTS, DISBURSEMENTS, AND CASH  
AND INVESTMENT BALANCES - REGULATORY BASIS

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WHITING PUBLIC LIBRARY  
STATEMENT OF RECEIPTS, DISBURSEMENTS,  
AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For the Years Ended December 31, 2019 and 2020

Fund	Cash and Investments 01-01-19	Receipts	Disbursements	Cash and Investments 12-31-19	Receipts	Disbursements	Cash and Investments 12-31-20
Operating	\$ 2,450,481	\$ 911,558	\$ 1,072,132	\$ 2,289,907	\$ 876,850	\$ 1,080,698	\$ 2,086,059
County tax	-	6,426	6,426	-	6,339	6,339	-
Rainy Day Fund	781,039	120,081	-	901,120	124,484	-	1,025,604
Library Improvement Reserve Fund (LIRF)	138,119	325	79,469	58,975	133	-	59,108
AT&T Refund 2015	2,525	-	2,525	-	-	-	-
Pass-Thru-Evergreen	-	14	-	14	-	14	-
Grant Fund	2	-	-	2	6,000	-	6,002
State Technology Fund Grant	-	4,608	4,224	384	8,368	4,608	4,144
Gift Fund	190,825	14,228	21,734	183,319	18,190	12,037	189,472
Gift-Flower Fund	51	-	51	-	-	-	-
Withholding-403(B)	-	20,750	20,750	-	8,400	8,400	-
Withholding-Perf	-	13,021	13,021	-	12,373	12,373	-
Federal Tax	-	47,694	47,694	-	41,162	41,162	-
Withholding-State Tax	-	15,372	15,372	-	15,211	15,211	-
Withholding-Credit Union	-	68,396	68,396	-	64,285	64,285	-
Withholding-Insurance	-	10	10	-	10	10	-
Withholding-Fica & Medicare	-	35,915	35,915	-	34,289	34,289	-
Totals	<u>\$ 3,563,042</u>	<u>\$ 1,258,398</u>	<u>\$ 1,387,719</u>	<u>\$ 3,433,721</u>	<u>\$ 1,216,094</u>	<u>\$ 1,279,426</u>	<u>\$ 3,370,389</u>

WHITING PUBLIC LIBRARY  
STATEMENT OF RECEIPTS, DISBURSEMENTS,  
AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For the Years Ended December 31, 2021 and 2022

Fund	Cash and Investments			Cash and Investments			Cash and Investments
	01-01-21	Receipts	Disbursements	12-31-21	Receipts	Disbursements	
Operating	\$ 2,086,059	\$ 1,119,325	\$ 1,218,234	\$ 1,987,150	\$ 1,124,247	\$ 1,263,618	\$ 1,847,779
County tax	-	6,763	6,763	-	6,731	6,731	-
Rainy Day Fund	1,025,604	191,981	-	1,217,585	207,486	-	1,425,071
Library Improvement Reserve Fund (LIRF)	59,108	31,043	12,775	77,376	35,209	35,275	77,310
Grant Fund	6,002	8,000	14,002	-	500	-	500
State Technology Fund Grant	4,144	4,020	4,144	4,020	-	4,020	-
Gift Fund	189,470	13,569	13,557	189,482	8,321	13,590	184,213
Withholding-403(B)	-	8,400	8,400	-	8,400	8,400	-
Withholding-Perf	-	12,210	12,210	-	12,836	12,836	-
Federal Tax	-	51,849	51,849	-	44,938	44,938	-
Withholding-State Tax	-	16,172	16,172	-	16,283	16,283	-
Withholding-Credit Union	-	66,814	66,814	-	59,913	59,913	-
Withholding-Insurance	-	11	11	-	9	9	-
Withholding-Fica & Medicare	-	37,174	37,174	-	37,846	37,846	-
Totals	<u>\$ 3,370,387</u>	<u>\$ 1,567,331</u>	<u>\$ 1,462,105</u>	<u>\$ 3,475,613</u>	<u>\$ 1,562,719</u>	<u>\$ 1,503,459</u>	<u>\$ 3,534,873</u>

WHITING PUBLIC LIBRARY  
STATEMENT OF RECEIPTS, DISBURSEMENTS,  
AND CASH AND INVESTMENT BALANCES -  
REGULATORY BASIS  
For the Year Ended December 31, 2023

Fund	Cash and Investments 01-01-23	Receipts	Disbursements	Cash and Investments 12-31-23
Operating	\$ 1,847,779	\$ 1,198,938	\$ 1,365,450	\$ 1,681,267
County tax	-	7,890	7,890	-
Rainy Day Fund	1,425,071	255,583	-	1,680,654
Library Improvement Reserve Fund (LIRF)	77,310	1,288	31,860	46,738
Grant Fund	500	2,000	2,285	215
State Technology Fund Grant	-	3,935	3,935	-
Gift Fund	184,213	11,578	14,325	181,466
Withholding-403(B)	-	10,400	10,400	-
Withholding-Perf	-	14,819	14,819	-
Federal Tax	-	49,104	49,104	-
Withholding-State Tax	-	17,810	17,810	-
Withholding-Credit Union	-	57,898	57,898	-
Withholding-Insurance	-	9	9	-
Withholding-Fica & Medicare	-	41,615	41,615	-
Totals	<u>\$ 3,534,873</u>	<u>\$ 1,672,867</u>	<u>\$ 1,617,400</u>	<u>\$ 3,590,340</u>