

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

COMPLIANCE ENGAGEMENT REPORT

OF

SHOALS PUBLIC LIBRARY

MARTIN COUNTY, INDIANA

January 1, 2019 to December 31, 2023



**FILED**

02/27/2024



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Sylvia Albaugh	01-01-19 to 12-31-24
Treasurer	Marilyn S. Read	01-01-19 to 12-31-24
President of the Library Board	Kenneth Macy Jenell Hoffman	01-01-19 to 12-31-19 01-01-20 to 12-31-24



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of the Shoals 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.

Comments contained herein, if any, describe the identified reportable instances of noncompliance 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 have 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 Sylvia Albaugh, Director; Jenell Hoffman, President of the Library Board; and Barbara Loomis, Library Board member, on February 19, 2024.



Beth Kelley, CPA, CFE  
Deputy State Examiner

February 15, 2024

SHOALS 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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SHOALS 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
Rainy Day	\$ 1,087	\$ -	\$ -	\$ 1,087	\$ -	\$ -	\$ 1,087
Levy Excess	1,053	-	-	1,053	-	-	1,053
Evergreen PassThru	2	3	6	(1)	1	1	(1)
Cash Change	40	-	-	40	-	-	40
Library Operating Fund	51,628	58,726	53,611	56,743	64,265	66,188	54,820
Gift	27,410	78,707	29,534	76,583	52,912	24,687	104,808
Library Improvement Reserve Fund	1,000	-	-	1,000	-	-	1,000
Payroll	451	5,836	5,813	474	6,193	6,148	519
Totals	<u>\$ 82,671</u>	<u>\$ 143,272</u>	<u>\$ 88,964</u>	<u>\$ 136,979</u>	<u>\$ 123,371</u>	<u>\$ 97,024</u>	<u>\$ 163,326</u>

SHOALS 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 01-01-21	Receipts	Disbursements	Cash and Investments 12-31-21	Receipts	Disbursements	Cash and Investments 12-31-22
Rainy Day	\$ 1,087	\$ -	\$ -	\$ 1,087	\$ -	\$ -	\$ 1,087
Levy Excess	1,053	-	-	1,053	-	-	1,053
Evergreen PassThru	-	2	2	-	27	27	-
Cash Change	40	-	-	40	-	-	40
Library Operating Fund	54,819	57,003	55,926	55,896	56,786	61,848	50,834
Gift	104,809	13,521	30,446	87,884	12,609	11,230	89,263
Library Improvement Reserve Fund	1,000	-	-	1,000	-	-	1,000
Payroll	518	6,681	6,639	560	7,010	6,979	591
Totals	<u>\$ 163,326</u>	<u>\$ 77,207</u>	<u>\$ 93,013</u>	<u>\$ 147,520</u>	<u>\$ 76,432</u>	<u>\$ 80,084</u>	<u>\$ 143,868</u>

SHOALS 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
Rainy Day	\$ 1,087	\$ -	\$ -	\$ 1,087
Levy Excess	1,053	-	-	1,053
Evergreen PassThru	-	2	2	-
Cash Change	40	-	-	40
Library Operating Fund	52,822	168,806	92,668	128,960
Gift	89,264	22,304	6,199	105,369
Library Improvement Reserve Fund	1,000	-	-	1,000
Payroll	591	9,318	9,126	783
Totals	<u>\$ 145,857</u>	<u>\$ 200,430</u>	<u>\$ 107,995</u>	<u>\$ 238,292</u>