

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

**Paul D. Joyce, CPA
State Examiner**

COMPLIANCE ENGAGEMENT REPORT

OF

LAKE COUNTY PUBLIC LIBRARY

LAKE COUNTY, INDIANA

January 1, 2020 to December 31, 2024



FILED

04/16/2025

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Ingrid Norris Carol Daumer Gutjahr	01-01-20 to 03-15-23 03-16-23 to 12-31-25
Treasurer	John T. Brock	01-01-20 to 12-31-25
President of the Library Board	Alice Hunt-Lounges Martha Ross Lawrence Acheff Sean Conley	01-01-20 to 12-31-20 01-01-21 to 12-31-22 01-01-23 to 12-31-24 01-01-25 to 12-31-25



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TO: THE OFFICIALS OF THE LAKE COUNTY 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 Lake County Public Library (Library), for the period of January 1, 2020 to December 31, 2024. 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 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 John T. Brock, Treasurer; Carol Daumer Gutjahr, Director; Lawrence Acheff, Library Board member; and Roddretta Waxton, Deputy Director, on April 9, 2025.



Beth Kelley, CPA, CFE
Deputy State Examiner

April 1, 2025

LAKE COUNTY PUBLIC LIBRARY
COMMENTS

No reportable instances of noncompliance.



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



LAKE COUNTY PUBLIC LIBRARY
STATEMENT OF RECEIPTS, DISBURSEMENTS,
AND CASH AND INVESTMENT BALANCES -
REGULATORY BASIS
For the Years Ended December 31, 2020 and 2021

Fund	Cash and Investments 01-01-20	Receipts	Disbursements	Cash and Investments 12-31-20	Receipts	Disbursements	Cash and Investments 12-31-21
Operating Fund	\$ 9,247,064	\$ 12,461,549	\$ 11,679,009	\$ 10,029,604	\$ 12,688,417	\$ 10,880,707	\$ 11,837,314
Rainy Day Fund	3,045,135	-	74,958	2,970,177	-	130,297	2,839,880
State Technology Grant Fund	-	6,194	6,194	-	3,879	3,879	-
Library Improvement Reserve Fund	1,729,807	225,000	253,724	1,701,083	250,000	224,088	1,726,995
HRA Fund	6,666	11,004	11,319	6,351	10,002	8,568	7,785
PLAC Fund	-	-	-	-	130	65	65
Lake County CRF COVID Fund	-	31,897	31,897	-	-	-	-
LSTA CARESACT State Grant	-	1,400	1,400	-	-	-	-
Bond & Interest Redemption Fund	645,581	1,392,025	2,037,606	-	-	-	-
Gift Fund	136,920	107,906	55,793	189,033	78,653	74,196	193,490
Payroll	-	5,359,975	5,359,975	-	5,014,804	5,014,804	-
Totals	<u>\$ 14,811,173</u>	<u>\$ 19,596,950</u>	<u>\$ 19,511,875</u>	<u>\$ 14,896,248</u>	<u>\$ 18,045,885</u>	<u>\$ 16,336,604</u>	<u>\$ 16,605,529</u>

LAKE COUNTY PUBLIC LIBRARY
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Years Ended December 31, 2022 and 2023

Fund	Cash and Investments 01-01-22	Receipts	Disbursements	Cash and Investments 12-31-22	Receipts	Disbursements	Cash and Investments 12-31-23
Operating Fund	\$ 11,837,313	\$ 13,041,834	\$ 11,963,069	\$ 12,916,078	\$ 13,908,512	\$ 14,136,280	\$ 12,688,310
Rainy Day Fund	2,839,880	-	895,460	1,944,420	1,000,000	763,086	2,181,334
Broadband Connectivity Fund	-	5,168	5,168	-	6,288	6,288	-
Library Improvement Reserve Fund	1,726,995	250,000	303,688	1,673,307	300,000	236,372	1,736,935
HRA Fund	7,784	11,002	12,482	6,304	17,502	17,399	6,407
PLAC Fund	65	130	130	65	130	130	65
Gift Fund	193,491	56,565	87,501	162,555	89,371	102,833	149,093
Payroll	-	5,485,045	5,485,045	-	5,981,728	5,981,728	-
Totals	<u>\$ 16,605,528</u>	<u>\$ 18,849,744</u>	<u>\$ 18,752,543</u>	<u>\$ 16,702,729</u>	<u>\$ 21,303,531</u>	<u>\$ 21,244,116</u>	<u>\$ 16,762,144</u>

LAKE COUNTY PUBLIC LIBRARY
 STATEMENT OF RECEIPTS, DISBURSEMENTS,
 AND CASH AND INVESTMENT BALANCES -
 REGULATORY BASIS
 For the Year Ended December 31, 2024

Fund	Cash and Investments 01-01-24	Receipts	Disbursements	Cash and Investments 12-31-24
Operating Fund	\$ 12,688,310	\$ 15,101,020	\$ 13,329,102	\$ 14,460,228
Rainy Day Fund	2,181,334	-	272,456	1,908,878
Broadband Connectivity Fund	-	6,856	6,856	-
Library Improvement Reserve Fund	1,736,935	375,000	559,309	1,552,626
HRA Fund	6,407	17,256	14,083	9,580
PLAC Fund	65	195	130	130
Gift Fund	149,093	135,474	77,364	207,203
Payroll	-	6,148,296	6,148,296	-
Totals	<u>\$ 16,762,144</u>	<u>\$ 21,784,097</u>	<u>\$ 20,407,596</u>	<u>\$ 18,138,645</u>