

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

EXAMINATION REPORT
OF
ROANOKE PUBLIC LIBRARY
HUNTINGTON COUNTY, INDIANA
January 1, 2005 to December 31, 2006



FILED
12/20/2007

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Daryl Shrock Celia Bandelier	01-01-05 to 11-14-05 01-26-06 to 12-31-07
Treasurer	Lee Weiss Joan Hile	01-01-05 to 12-31-06 01-01-07 to 12-31-07
President of the Board	Debra Gordon Brian Secor	01-01-05 to 12-31-06 01-01-07 to 12-31-07



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE ROANOKE PUBLIC LIBRARY, HUNTINGTON COUNTY, INDIANA

We have examined the financial information presented herein of the Roanoke Public Library (Library), for the period of January 1, 2005 to December 31, 2006. The Library's management is responsible for the financial information presented herein. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the financial information presented herein and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the financial information referred to above present fairly, in all material respects, the financial information of the Library for the years ended December 31, 2005 and 2006, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Capital Assets and Schedule of Long-Term Debt, as listed in the Table of Contents, are presented for additional analysis and are not required parts of the basic financial information. They have not been subjected to the examination procedures applied to the basic financial information, and accordingly, we express no opinion on them.

STATE BOARD OF ACCOUNTS

October 31, 2007

ROANOKE PUBLIC LIBRARY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES
As Of And For The Years Ended December 31, 2005 And 2006

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
Operating	\$ 23,171	\$ 58,933	\$ 66,075	\$ 16,029
Gift	2,263	2,084	1,974	2,373
LSTA Grant	(4,236)	6,849	2,613	-
Heritage Grant	111	500	-	611
Levy Excess	-	565	-	565
Library Improvement Reserve	5,847	262	2,100	4,009
Library Capital Projects	4,080	4,734	4,130	4,684
Fiduciary Funds:				
Payroll Withholdings	525	6,981	7,464	42
PLAC	156	416	578	(6)
Totals	<u>\$ 31,917</u>	<u>\$ 81,324</u>	<u>\$ 84,934</u>	<u>\$ 28,307</u>

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Operating	\$ 16,029	\$ 59,598	\$ 58,588	\$ 17,039
Gift	2,373	1,647	748	3,272
LSTA Grant	-	4,500	-	4,500
Heritage Grant	611	-	-	611
Levy Excess	565	-	-	565
Library Improvement Reserve	4,009	30	-	4,039
Library Capital Projects	4,684	1,239	4,882	1,041
Fiduciary Funds:				
Payroll Withholdings	42	6,021	5,581	482
PLAC	(6)	400	425	(31)
Totals	<u>\$ 28,307</u>	<u>\$ 73,435</u>	<u>\$ 70,224</u>	<u>\$ 31,518</u>

The accompanying notes are an integral part of the financial information.

ROANOKE PUBLIC LIBRARY
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Library was established under the laws of the State of Indiana. The Library provides culture and recreation services.

Note 2. Fund Accounting

The Library uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Library in June and December. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. All property taxes collected by the County Treasurer and available for distribution were distributed to the Library on or prior to December 31 of the year collected.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statute (IC 5-13-9) authorizes the Library to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

ROANOKE PUBLIC LIBRARY
SUPPLEMENTARY INFORMATION
SCHEDULE OF CAPITAL ASSETS

December 31, 2006

Capital assets are reported at actual or estimated historical cost based on appraisals or deflated current replacement cost. Contributed or donated assets are reported at estimated fair value at the time received.

	<u>Ending Balance</u>
Governmental activities:	
Capital assets, not being depreciated:	
Machinery and equipment	<u>\$ 68,004</u>

ROANOKE PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF LONG-TERM DEBT
 December 31, 2006

The Library has entered into the following debt:

Description of Debt	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental Activities:		
Capital leases:		
Computer Equipment	\$ 9,565	\$ 9,565

ROANOKE PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on October 31, 2007, with Celia Bandelier, Director; Joan Hile, Treasurer; and Lee Weiss, former Treasurer. Our examination disclosed no material items that warrant comment at this time.