

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

EXAMINATION REPORT  
OF  
BUTLER PUBLIC LIBRARY  
DEKALB COUNTY, INDIANA  
January 1, 2006 to December 31, 2007



**FILED**  
05/13/2008



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Ellen E. Stuckey	01-01-06 to 12-31-08
Treasurer	Glenna J. Weaver Sherry Crisp-Ridge	01-01-05 to 12-31-06 01-01-07 to 12-31-08
President of the Board	Frank Weller Larry Moore	01-01-05 to 07-31-07 08-01-07 to 12-31-08



**STATE OF INDIANA**  
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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE BUTLER PUBLIC LIBRARY, DEKALB COUNTY, INDIANA

We have examined the financial information presented herein of the Butler Public Library (Library), for the period of January 1, 2006 to December 31, 2007. 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 presents fairly, in all material respects, the financial information of the Library for the years ended December 31, 2006 and 2007, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

March 25, 2008

BUTLER 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, 2006 And 2007

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
General	\$ 28,878	\$ 185,329	\$ 201,076	\$ 13,131
Gift	8,014	88,315	42,153	54,176
Library Improvement Reserve	18,984	3,895	24,575	(1,696)
Library Capital Projects	3,098	6,789	8,997	890
Fiduciary Funds:				
Payroll Withholdings	1,633	21,001	21,104	1,530
PLAC	56	217	242	31
Totals	<u>\$ 60,663</u>	<u>\$ 305,546</u>	<u>\$ 298,147</u>	<u>\$ 68,062</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
General	\$ 13,131	\$ 304,299	\$ 270,283	\$ 47,147
Gift	54,176	145,864	44,757	155,283
Library Improvement Reserve	(1,696)	48,737	24,000	23,041
Library Capital Projects	890	13,972	9,037	5,825
Fiduciary Funds:				
Payroll Withholdings	1,530	25,314	24,817	2,027
PLAC	31	90	121	-
Totals	<u>\$ 68,062</u>	<u>\$ 538,276</u>	<u>\$ 373,015</u>	<u>\$ 233,323</u>

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

BUTLER PUBLIC LIBRARY  
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Library was established under the laws of the State of Indiana. The Library provides the following services: public safety, health and social services, culture and recreation, and general administrative 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.

BUTLER PUBLIC LIBRARY  
EXIT CONFERENCE

The contents of this report were discussed on March 25, 2008, with Ellen E. Stuckey, Director; and Larry Moore, President of the Board. Our examination disclosed no material items that warrant comment at this time.