

B33738

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

EXAMINATION REPORT

OF

NEW CASTLE - HENRY COUNTY PUBLIC LIBRARY

HENRY COUNTY, INDIANA

January 1, 2006 to December 31, 2007



FILED
12/31/2008

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Janet H. Preusz	01-01-06 to 12-31-08
Business Manager	Brenda Trevino	01-01-06 to 12-31-08
President of the Board	Debby Weidert Joyce Winchester	01-01-06 to 12-31-06 01-01-07 to 12-31-08
Treasurer	Joyce Winchester Robert Harris	01-01-06 to 12-31-06 01-01-07 to 12-31-08



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE NEW CASTLE - HENRY COUNTY
PUBLIC LIBRARY, HENRY COUNTY, INDIANA

We have examined the financial information presented herein of the New Castle - Henry County 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.

The Schedule of Long-Term Debt, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

November 26, 2008

NEW CASTLE - HENRY COUNTY 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	\$ 982,778	\$ 1,818,255	\$ 1,504,751	\$ 1,296,282
Gift	409,500	443,543	440,939	412,104
State Technology Grant	-	3,600	-	3,600
Bond and Interest Redemption	-	1,879,867	1,632,697	247,170
Library Improvement Reserve	43,243	48,760	40,000	52,003
Library Capital Projects	20,000	52,365	37,873	34,492
Construction	910,220	279,062	868,907	320,375
Fiduciary Funds:				
Payroll Withholdings	8,886	356,048	354,736	10,198
PLAC	56	431	456	31
Totals	<u>\$ 2,374,683</u>	<u>\$ 4,881,931</u>	<u>\$ 4,880,359</u>	<u>\$ 2,376,255</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
General	\$ 1,296,282	\$ 2,531,007	\$ 2,331,484	\$ 1,495,805
Gift	412,104	307,575	280,958	438,721
State Technology Grant	3,600	384	3,984	-
Big Read	-	16,087	15,787	300
Bond and Interest Redemption	247,170	2,110,106	1,767,983	589,293
Library Improvement Reserve	52,003	5,683	-	57,686
Library Capital Projects	34,492	235,575	114,070	155,997
Construction	320,375	6,293	162,354	164,314
Fiduciary Funds:				
Payroll Withholdings	10,198	355,661	363,413	2,446
PLAC	31	420	361	90
Totals	<u>\$ 2,376,255</u>	<u>\$ 5,568,791</u>	<u>\$ 5,040,394</u>	<u>\$ 2,904,652</u>

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

NEW CASTLE - HENRY COUNTY 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: culture, recreation, education, 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.

NEW CASTLE - HENRY COUNTY PUBLIC LIBRARY
NOTES TO FINANCIAL INFORMATION
(Continued)

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.

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Library contributes to the Indiana Public Employees' Retirement Fund (PERF), a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the PERF Board, most requirements of the system, and give the Library authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3% of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

PERF administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Public Employees' Retirement Fund
Harrison Building, Room 800
143 West Market Street
Indianapolis, IN 46204
Ph. (317) 233-4162

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of PERF.

NEW CASTLE - HENRY COUNTY PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF LONG-TERM DEBT
 December 31, 2007

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:		
Library Building	\$ 10,600,717	\$ 961,000

NEW CASTLE - HENRY COUNTY PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on November 25, 2008, with Janet H. Priesz, Director; Brenda Trevino, Business Manager; and Robert Harris, Treasurer. The contents of this report were discussed on November 26, 2008, with Joyce Winchester, President of the Board. Our examination disclosed no material items that warrant comment at this time.