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

EXAMINATION REPORT
OF
PULASKI COUNTY PUBLIC LIBRARY
PULASKI COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
05/18/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Director	Katherine Scott MacKenzie Ledley	01-01-08 to 06-26-09 06-27-09 to 12-31-10
Treasurer	Pam Leman	07-01-07 to 06-30-10
President of the Board	Paul Baker	07-01-07 to 06-30-10



STATE OF INDIANA
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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE PULASKI COUNTY PUBLIC LIBRARY, PULASKI COUNTY, INDIANA

We have examined the financial information presented herein of the Pulaski County Public Library (Library), for the period of January 1, 2008 to December 31, 2009. 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, 2008 and 2009, 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

January 25, 2010

PULASKI 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, 2008 And 2009

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
General	\$ 111,471	\$ 995,896	\$ 837,495	\$ 269,872
Gift	164,262	22,507	18,633	168,136
Rainy Day	28,543	18,962	-	47,505
Library Contractual Services	-	-	-	-
State Technology Grant	-	-	-	-
Levy Excess	447	-	447	-
Bond and Interest Redemption	-	378,931	273,916	105,015
Library Improvement Reserve	238,722	439,188	191,952	485,958
Library Capital Projects	12,003	4	12,007	-
Construction	1,826,059	58,910	1,648,693	236,276
Fiduciary Fund:				
Payroll Withholdings	-	-	-	-
PLAC	30	60	90	-
Totals	<u>\$ 2,381,537</u>	<u>\$ 1,914,458</u>	<u>\$ 2,983,233</u>	<u>\$ 1,312,762</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
General	\$ 269,872	\$ 596,220	\$ 562,738	\$ 303,354
Gift	168,136	19,561	45,591	142,106
Rainy Day	47,505	5,699	-	53,204
Library Contractual Services	-	-	-	-
State Technology Grant	-	456	456	-
Levy Excess	-	-	-	-
Bond and Interest Redemption	105,015	175,005	177,968	102,052
Library Improvement Reserve	485,958	10,418	-	496,376
Library Capital Projects	-	-	-	-
Construction	236,276	2,796	181,261	57,811
Fiduciary Fund:				
Payroll Withholdings	-	-	-	-
PLAC	-	90	60	30
Totals	<u>\$ 1,312,762</u>	<u>\$ 810,245</u>	<u>\$ 968,074</u>	<u>\$ 1,154,933</u>

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

PULASKI 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: 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.

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.

PULASKI COUNTY PUBLIC LIBRARY
NOTES TO FINANCIAL INFORMATION
(Continued)

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.

PULASKI COUNTY PUBLIC LIBRARY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF LONG-TERM DEBT
 December 31, 2009

The Library has entered into the following debt:

Description of Debt	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental Activities:		
Bonds payable:		
General obligation bonds:		
Library addition and improvements	\$ 1,810,000	\$ 184,098
	-	-
Total governmental activities debt	<u>\$ 1,810,000</u>	<u>\$ 184,098</u>

PULASKI COUNTY PUBLIC LIBRARY
EXAMINATION RESULT AND COMMENT

CAPITAL ASSET RECORDS

The Library's capital asset records have not been updated to reflect the \$ 2,000,000 renovation/expansion project that took place during the audit period.

Every governmental unit should have a complete inventory of all capital assets owned which reflects their acquisition value. Such inventory should be recorded in the Capital Assets Ledger form. A complete inventory should be taken at least every two years for good internal control and for verifying account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Libraries, Chapter 4)

PULASKI COUNTY PUBLIC LIBRARY
EXIT CONFERENCE

The contents of this report were discussed on January 25, 2010, with MacKenzie Ledley, Director; and Sue Kennedy, Library Bookkeeper. The officials concurred with our finding.