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ACCOUNTANT'S COMPILATION REPORT

Board of Control
Morthouse Parish Library
Bastrop, Louisiana

We have compiled the general-purpose financial statements of Morthouse Parish Library (a component unit of Morthouse Parish), as of and for the year ended December 31, 1997, in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

Management has elected to omit substantially all of the disclosures ordinarily included in the financial statements. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Library's assets and other debits, liabilities, equity and other credits, revenues and expenditures. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Hill, Inzina & Co.

February 27, 1998

GENERAL-PURPOSE FINANCIAL STATEMENTS
(COMBINED STATEMENTS)

MORRHOUSE PARISH LIBRARY

COMBINED BALANCE SHEET - FUND TYPE AND ACCOUNT GROUPS
December 31, 1997

	Governmental		General	Totals - (Monetary Only)
	Fund Type	Account Groups		
	General	Fixed Assets	Long-Term Debt	
ASSETS AND OTHER DEBITS				
Assets:				
Cash	\$ 153,338	\$ -	\$ -	\$ 153,338
Investment	50,000	-	-	50,000
Taxes receivable	276,562	-	-	276,562
Fixed assets	-	631,659	-	631,659
Other debits:				
Amount to be provided for retirement of long-term advance	-	-	57,000	57,000
Total assets and other debits	\$ 479,912	\$ 631,659	\$ 57,000	\$ 1,170,571
LIABILITIES, EQUITY AND OTHER CREDITS				
Liabilities:				
Accounts payable	\$ 5,844	\$ -	\$ -	\$ 5,844
Other liabilities	7,462	-	-	7,462
Long-term advance	-	-	57,000	57,000
	<u>\$ 13,306</u>	<u>\$ -</u>	<u>\$ 57,000</u>	<u>\$ 70,306</u>
Equity and other credits:				
Investment in general fixed assets	\$ -	\$ 631,659	\$ -	\$ 631,659
Fund balance - unreserved and undesignated	466,606	-	-	466,606
Total equity and other credits	\$ 466,606	\$ 631,659	\$ -	\$ 1,100,265
Total liabilities, equity and other credits	\$ 479,912	\$ 631,659	\$ 57,000	\$ 1,170,571

See accountant's compilation report.

MORHOUSE PARISH LIBRARY

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE - GOVERNMENTAL FUND TYPE - GENERAL FUND

For the Year Ended December 31, 1997

Revenues:	
Taxes	\$ 314,490
Intergovernmental	64,356
Fines and forfeitures	3,340
Charges for services	3,689
Interest and miscellaneous	<u>14,248</u>
	\$ <u>399,123</u>
Expenditures:	
General government:	
Stationary charges	\$ 10,680
Culture and recreation:	
Personal service	180,630
Operating services	61,642
Materials and supplies	9,040
Travel	934
Intergovernmental	1,677
Debt service	22,688
Capital outlay	<u>38,441</u>
	\$ <u>323,682</u>
Excess of revenues over expenditures	\$ 75,441
Fund balance - beginning	<u>393,074</u>
Fund balance - ending	\$ <u>468,515</u>

See accountant's compilation report.

MORRHOUSE PARISH LIBRARY

STATEMENT OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
 (CASH BASIS) - GOVERNMENTAL FUND TYPE - GENERAL FUND
 For the Year Ended December 31, 1997

	Budget	Actual	Variance - Favorable (Unfavorable)
Revenues:			
Taxes	\$ 293,656	\$ 323,416	\$ 29,760
Intragovernmental	36,633	64,336	27,703
Fines and forfeitures	2,536	3,340	718
Charges for services	2,470	2,688	138
Interest and miscellaneous	16,206	14,248	(1,952)
	<u>\$ 351,492</u>	<u>\$ 408,028</u>	<u>\$ 56,536</u>
Expenditures:			
General governmental:			
Statutory charges	\$ 1,100	\$ 1,643	\$ 57
Culture and recreation:			
Personal services	284,163	180,847	23,316
Operating services	77,100	61,744	15,356
Materials and supplies	12,900	6,125	2,863
Travel	2,900	924	1,976
Intragovernmental	1,750	1,677	73
Debt service	23,900	22,680	334
Capital outlay	40,900	38,171	1,829
	<u>\$ 361,613</u>	<u>\$ 316,287</u>	<u>\$ 45,406</u>
Excess (deficiency) of revenues over expenditures	\$ 10,124	\$ 91,861	\$ 181,983
Fund balance - beginning	106,332	106,332	-
Fund balance - ending	<u>\$ 96,411</u>	<u>\$ 198,193</u>	<u>\$ 181,983</u>

See accountant's compilation report.

**INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES**

Board of Control
Warehouse Parish Library
Bastrop, Louisiana

We have performed the procedures enumerated below, which were agreed to by the management of Warehouse Parish Library, solely to assist you in evaluating the accompanying *Louisiana Anticipation Questionnaire*, dated October 27, 1997, and prepared for the year ended December 31, 1997. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our applied procedures, together with any findings, follow:

Public Bid Law

1. We selected all expenditures, if any, made during the year for materials and supplies exceeding \$5,000, or public works exceeding \$50,000, and determined whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).
 - o Our review of expenditure totals and the detail general ledger revealed no individual expenditures for materials and supplies exceeding \$5,000 or for public works exceeding \$50,000.

Code of Ethics for Public Officials and Public Employees

2. We obtained from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

3. We obtained from management a listing of all employees paid during the period under examination.
4. We determined whether any of those employees included in the listing obtained from management in agreed-upon procedure (2) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.
 - o Our review of the expenditures indicated that the Library paid no employees during the period under examination who were immediate family members of board members.

Budgeting

5. We obtained a copy of the legally adopted budget and all amendments.
6. We traced the budget adoption and amendments to the minute book.
7. We compared the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues and expenditures exceeded budgeted amounts by more than 5%.
 - o We noted no instances of noncompliance.

Accounting and Reporting

8. We randomly selected six disbursements made during the period under examination and:
 - (1) traced payments to supporting documentation as to proper amount and payee, (2) determined if payments were properly coded to the correct fund and general ledger account, and (3) determined whether payments received approval from proper authorities.
 - o We noted no occurrences of lack of support, mis-coding or unauthorized payments.

Advantage

9. We examined evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).
 - o We noted no instances of noncompliance.

Debit

10. We examined bank deposits for the period under examination to determine whether any such deposits appeared to be proceeds of banks loans, bonds, or like indebtedness.
- o We examined bank deposits and the detail general ledger and noted no such deposits.

Advances and Bonuses

11. We examined payroll records and minutes for the year to determine whether any payments had been made to employees which may constitute bonuses, advances, or gifts.
- o We noted no instances of noncompliance.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on the assertions included in the accompanying Louisiana Association of Attorneys. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of Morehouse Parish Library and the Legislative Auditor and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. However, under state law, this report is a public record and subject to unlimited distribution.

February 27, 1998

Price, Griffin & Co.