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POINTE COUVEE PARISH LIBRARY
NEW ROADS, LOUISIANA

A COMPONENT UNIT OF THE
POINTE COUVEE PARISH POLICE JURY

GENERAL PURPOSE FINANCIAL STATEMENTS
And INDEPENDENT AUDITORS' REPORT

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1997

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MAJOR & MORRISON
Certified Public Accountants
PO Box 180
New Roads, LA 70760

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the audited, or reviewed, entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

JUN 24 1998

Release Date: _____

**POINTE COUPEE PARKER LIBRARY
NEW ROADS, LOUISIANA
GENERAL PURPOSE FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1997**

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MAJOR & MORRISON

CERTIFIED PUBLIC ACCOUNTANTS

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Independent Auditors' Report

To the Board of Control
Pointe Coupee Parish Library
New Roads, Louisiana

We have audited the accompanying general purpose financial statements of the Pointe Coupee Parish Library, New Roads, Louisiana, a component unit of the Pointe Coupee Parish Police Jury, as of and for the year ended December 31, 1997, as listed in the table of contents. These general purpose financial statements are the responsibility of the Pointe Coupee Parish Library's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of Pointe Coupee Parish Library, New Roads, Louisiana, as of December 31, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated May 28, 1998 on our consideration of Pointe Coupee Parish Library's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying financial information listed as "Supplemental Information" in the table of contents is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Pointe Coupee Parish Library, New Roads, Louisiana. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

MAJOR & MORRISON
New Roads, Louisiana
May 28, 1998



POINTE COUVEE PARISH LIBRARY
NEW ROADS, LOUISIANA
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
DECEMBER 31, 1997

	GOVERNMENTAL FUND TYPES		ACCOUNT GROUP	TOTALS	
	General Fund	Capital Projects Fund	General Fund Assets	Memo Only	
				1997	1998
ASSETS					
Assets:					
Cash	\$ 28,248	\$ 10,000	\$ -	\$ 38,248	\$ 704,904
Investments, at cost	241,887	-	-	241,887	31,088
Receivables:					
Ad valorem taxes	588,021	-	-	588,021	131,109
Grant-receivable	-	-	-	-	-
Accrued int. earned	500	-	-	500	500
Equipment, books, etc.	-----	-----	2,907,048	2,907,048	2,051,048
TOTAL ASSETS	\$1,458,656	\$16,000	\$2,907,048	\$3,732,731	\$2,925,654
LIABILITIES, EQUITY, AND OTHER CREDITS					
Liabilities:					
Accounts payable	\$ 4,774	\$ -	\$ -	\$ 4,774	\$ 42,871
Contracts Payable	-	5,498	-	5,498	28,400
Delinquents from ad valorem taxes	28,128	-	-	28,128	28,800
Total Liabilities	32,902	5,498	-	38,400	100,071
Equity and Other Credits:					
Investments in general fixed assets	-	-	2,501,048	2,501,048	2,897,948
Fund balances:					
Reserved for capital assets	-	10,502	-	10,502	198,709
Unreserved - undesignated	1,175,756	-----	-----	1,175,756	1,951,688
Total Fund Equity	1,175,756	10,502	2,501,048	2,587,306	2,417,365
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	\$1,220,656	\$16,000	\$2,907,048	\$3,732,731	\$2,925,654

The accompanying notes are an integral part of this statement.

**POINTE COUVE PARISH LIBRARY
NEW ROADS, LOUISIANA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES -
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1997**

	<u>GOVERNMENTAL FUND TYPES</u>		<u>TOTALS</u> <u>(Miscellaneous On/By)</u>	
	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>1997</u>	<u>1996</u>
Revenues:				
Taxes:				
Ad valorem	\$ 722,807	0	\$ 722,807	\$724,817
Penalty & Interest on taxes	412	-	412	388
Intergovernmental revenues:				
State revenue sharing	25,628	-	25,628	27,023
Federal grant	-	-	-	-
State grant	2,400	12,894	15,294	-
Fees and charges for library services:				
General government:				
Charges for use of photocopier	6,912	-	6,912	7,288
Fines and forfeitures (library):				
Fines & Lost Book Collections	2,429	-	2,429	3,624
Use of money and property:				
Interest earnings	14,852	1,927	16,779	8,228
Other revenues:				
Gifts and Donations	1,234	-	1,234	1,682
Miscellaneous	-	-	-	522
Total Revenues	\$ 768,732	\$ 14,821	\$ 783,553	\$ 782,623

The accompanying notes are an integral part of this statement.

**POINTE COUVEE PARISH LIBRARY
FROM BORDEN, LOUISIANA
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES -
ALL GOVERNMENTAL FUND TYPES (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 1997**

	GOVERNMENTAL FUND TYPES		TOTALS Governmental Only	
	General Fund	Capital Fund	1997	1996
Expenditures:				
Culture and recreation:				
Libraries:				
Library administration:				
Personnel services	\$ 334,267	\$ -	\$ 334,267	\$ 396,611
Operating services	117,555	678	118,233	113,631
Materials and supplies	25,438	-	25,438	43,833
Travel and other charges	6,773	-	6,773	8,448
Capital outlay	144,478	325,067	469,545	103,739
Intergovernmental	28,135	-	28,135	28,820
Total Expenditures	<u>657,646</u>	<u>325,067</u>	<u>982,713</u>	<u>674,181</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>126,147</u>	<u>126,722</u>	<u>126,579</u>	<u>209,313</u>
OTHER FINANCING SOURCES (USES):				
Operating transfers in:				
Operating transfers (into)	-	126,000	126,000	188,008
Operating transfers (into)	(126,000)	-	(126,000)	(185,008)
Total other financing sources (uses)	<u>(126,000)</u>	<u>126,000</u>	<u>-</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>14,147</u>	<u>184,722</u>	<u>178,579</u>	<u>189,313</u>
FUND BALANCES AT BEGINNING OF YEAR	<u>1,162,629</u>	<u>198,187</u>	<u>1,360,816</u>	<u>1,222,885</u>
FUND BALANCES AT END OF YEAR	<u>\$1,176,776</u>	<u>\$ 13,867</u>	<u>\$1,190,643</u>	<u>\$1,268,268</u>

The accompanying notes are an integral part of this statement.

POINTE COUPE PUBLIC LIBRARY
NEW ORLEANS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BYPASS FUND BASIS; AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 1967

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable Unfavorable</u>
Revenues:			
Fees:			
Ad valorem	\$ 730,804	\$ 730,807	\$ 1,803
Fee & int on taxes	-	413	413
Intergovernmental revenue:			
State revenue sharing	37,313	35,435	(1,878)
State Grants	2,000	2,400	400
Fees and charges for library services:			
General government:			
Charges for use of photocopier	4,904	6,913	2,009
Fines and forfeitures otherwise:			
Fines and lost books	2,208	2,429	221
Rent of money and property:			
Interest earnings	-	14,882	14,882
Other revenues:			
Gifts, donations & misc.	2,822	2,221	(601)
Total Revenues	<u>777,813</u>	<u>798,182</u>	<u>20,369</u>
Expenditures:			
Culture and recreation:			
Libraries:			
Library administration:			
Personnel services	341,857	338,287	3,570
Operating services	274,258	277,520	3,262
Materials and supplies	80,020	78,438	1,582
Travel and other charges	6,000	6,773	(773)
Capital outlay	200,318	168,478	31,840
Intergovernmental	25,000	28,026	(3,026)
Total Expenditures	<u>\$ 771,813</u>	<u>\$ 687,818</u>	<u>\$ 83,995</u>

The accompanying notes are an integral part of this statement.

POINTE COUVE PARISH LIBRARY
NEW ORLEANS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
BUDGET (BASED) AND ACTUAL -- GENERAL FUND (Continued)
FOR THE YEAR ENDED DECEMBER 31, 1997

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	-	138,147	138,147
OTHER FINANCING SOURCES (USES)			
Opening transfers in	-	-	-
Operating transfers out	-	(128,000)	(128,000)
Total other financing sources (uses)	-	(128,000)	(128,000)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>\$ -</u>	<u>10,147</u>	<u>\$ 10,147</u>
FUND BALANCE AT BEGINNING OF YEAR		<u>3,142,479</u>	
FUND BALANCE AT END OF YEAR		<u>\$3,152,626</u>	

The accompanying notes are an integral part of this statement.

POINTE COUPEE PARISH LIBRARY
NEW ROADS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS
As Of and For the Year Ended December 31, 1987

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Pointe Coupee Parish Library have been prepared in conformity with generally accepted accounting principles GAAP, as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. REPORTING ENTITY

The Pointe Coupee Parish Library, New Roads, Louisiana, was established by the parish governing authority, under the provisions of the Louisiana Revised Statute 25:211. The library provides citizens of the parish access to library materials, books, magazines, records and films at locations in New Roads, Morganza, Ibrida, Boggs and Livonia. The library is governed by a Board of Control which is appointed by the Pointe Coupee Parish Police Jury in accordance with the provisions of Louisiana Revised Statute 25:214. The members of the Board of Control serve without pay.

As governing authority of the parish, for reporting purposes, the Pointe Coupee Parish Police Jury is the financial reporting entity for Pointe Coupee Parish. The financial reporting entity consists of (a) the primary government (parish) itself, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which separate and significant of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the Pointe Coupee Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury established the library, appoints members to the Board of Control, and is ultimately financially responsible for the library, the library was determined to be a component unit of the Pointe Coupee Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the library and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

**POINTE COUPEE PARISH LIBRARY
NEW ORLEANS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. FUND ACCOUNTING

The library uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources. Funds of the library are classified as governmental funds. Governmental funds account for the library's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. The various funds are grouped, in the financial statements in this report, into two generic fund types and one broad fund category as follows:

Governmental Funds

General Fund - The General Fund is the general operating fund of the library. It is used to account for all financial resources except those required to be accounted for in other funds.

Capital Projects - Library Expansion - This fund is used to account for the major renovation and expansion of the branches of the Pointe Coupee Parish Library. The project is being funded by dedication of monies by the Pointe Coupee Parish Library. The project covers the 1998-1999 fiscal years.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by all governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues -

Ad valorem taxes and the related State revenue sharing (which is based on population and assessed in the parish) are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year and become delinquent on December 31. Taxes are generally collected in December of the current year and January and February of the following year.

When grant revenues is dependent upon expenditures by the library, revenue is recognized when the related expenditures are incurred.

Interest income on time deposits is recorded when the time deposits have matured and the income is available.

Substantially all other revenues are recorded when received.

**POINTE COUVE PARISH LIBRARY
NEW ROADS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Expenditures -

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred except for accumulated vacation leave which is not accrued.

E. BUDGETS

The library adopts an annual appropriated budget for the General Fund. All annual appropriations lapse at fiscal year-end. The budget is prepared based on a GAAP basis and is presented and adopted by the Board of Control. The proposed budget was made available for public inspection in accordance with RC18:1106. The public hearing was held at the library's main office in New Roads, La. on November 13, 1996 at which time the Board of Control formally adopted it. The Board of Control has the authority to make changes or amendments within various budget classifications. Budget amounts included in the accompanying general purpose financial statements include the original budget with no amendments adopted.

F. ENCUMBRANCES

The library does not use encumbrance accounting.

G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the library may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

H. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.)22:2802 and the library's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments. However, if the original maturities are 90 days or less, they are classified as cash equivalents.

GAAP Statement No. 21 allows the library to report as restricted cash money market investments and participating interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less, provided that the fair value of these investments is not significantly affected by the impairment of the credit standing of the issuer or by other factors. Money market investments are short term, highly liquid debt instruments that include U.S. Treasury obligations, interest-earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and structured investment contracts. Investments listed in the balance sheet are stated at cost.

**POINTE COUPEE PARISH LIBRARY
NEW ROADS, LOUISIANA
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

1. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Public domain or infrastructures are not capitalized. Interest costs incurred during construction are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

2. BAD DEBTS

Uncollectible amounts due for ad valorem taxes are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable.

3. FUND EQUITY

Reserves represent those portions of fund equity not appropriated for expenditures or legally restricted for a specific future use.

4. COMPENSATED ABSENCE

The library has the following policy relating to vacation and sick leave:

The Library Director earns the following vacation:

<u>Years of Service</u>	<u>Vacation</u>
1 year	10 days per year
2 years	15 days per year
3 years	20 days per year

Full-time Professional staff earns the following vacation:

<u>Years of Service</u>	<u>Vacation</u>
1 year	10 days per year payable after six months
Each succeeding year of service after two years	10 days plus one additional day per year up to 25 days

Full-time Library employees earn the following vacation:

<u>Years of Service</u>	<u>Vacation</u>
1 - 10	10 days per year
11 - 15	15 days per year

**POINTE COUVEE PARISH LIBRARY
NEW ROADS, LOUISIANA
NOTE TO THE FINANCIAL STATEMENTS (CONTINUED)**

5. SINGLE OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1. COMPENSATED ABSENCE (CONTINUED)

Employees may not accumulate vacation time. Vacation time should be used during the calendar year in which it is granted. If this is impossible or deemed an undue hardship on the employee or the library, the Director may grant permission to use the unused vacation in the first quarter of the next year. Any unused vacation is forfeited after this fifteen month period. Any employee resigning or retiring will be paid for any unused vacation, which was granted in that same calendar year. Part-time employees carry a proportionate share of vacation based on time worked per month.

The liability for compensated absence at December 31, 1997 was \$1,386. This represents accrued vacation taken during the first quarter of 1998. Due to policy changes, the Board of Control made exceptions to the number of personnel and amount of vacation allowed to be taken in and after the first quarter of 1998 following year end.

All full-time employees earn 12 days of sick leave and 3 days of emergency leave per year after six months of continuous service. Sick leave may be accumulated up to a maximum of 90 days for retirement purposes only. Emergency leave does not accumulate. Employees are not compensated for accrued sick leave upon retirement or termination of employment.

6. TOTAL COLUMNS OF STATEMENTS

The total columns on the statements are designated Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns does not present financial position or results of operations, in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

7. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the ends of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

8. LEVIED TAXES

The following is a summary of authorized and levied ad valorem taxes:

	Authorized Millage	Levied Millage
Library Maintenance Tax	3.82	3.82

POINTS COUPE PARISH LIBRARY
NEW ORLEANS, LOUISIANA
NOTE TO THE FINANCIAL STATEMENTS (CONTINUED)

2. LEVIED TAXES (continued)

The following are the principal taxpayers for the parish amounts expressed in thousands:

<u>Taxpayer</u>	<u>Type of Taxpayer</u>	<u>Assessed Value</u>	<u>Percent of Total P.C. Tax</u>
City of Metairie	Railroad	\$ 95,100	59.0%
Traveler's Aid Society	Railroad	3,000	18.8%
Amoco Production Co.	Oil & Gas	1,000	6.30%
Colonial Pipeline	Pipeline	6,000	3.8%
Transcontinental Pipeline	Pipeline	3,300	2.0%
Texas Eastern Transmission	Pipeline	3,300	2.0%
Union Pacific Corp	Railroad	3,300	2.0%
Totals		\$160,000	100%

3. CASH, CASH EQUIVALENTS, AND INVESTMENTS

As December 31, 1997, the library has cash and cash equivalents (book balances) totaling \$208,031 in insurance bearing and non-interest bearing demand deposits. These deposits are stated at cost, which approximates market. Under state law, these deposits (or the remaining bank balances) must be secured by federal deposit insurance on the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Investments are stated at cost. Earning interest equal to money market rates, and consist of certificates of deposits with maturities greater than 90 days totaling \$241,867. As December 31, 1997, the library's total deposits (collected bank balances), including investments, was \$449,798. These deposits are secured from risk by \$241,867 of federal deposit insurance and \$1,930,378 of pledged securities held by the custodial bank in the name of the fiscal agent bank.

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, L.S.S. 5:501219 imposes a maturity requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the library that the fiscal agent bank has failed to pay deposited funds upon demand.

4. RECEIVABLES

The following is a summary of receivables at December 31, 1997:

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Total</u>
All claims loans	4,994,031	4,994,031
Accrued interest receivable	1,300	1,300
Totals	\$ 4,995,331	\$ 4,995,331

**POINTE COUPEE PARISH LIBRARY
NEW BORDS, LOUISIANA
NOTE TO THE FINANCIAL STATEMENTS (CONTINUED)**

9. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance January 1, 1997	Additions	Deletions	Balance December 31, 1997
Bookmobile	\$ 11,000	-	-	\$ 11,000
Receivables	18,181	-	-	18,181
Equipment	151,704	81,377	1,808	231,273
Library- books				
- periodicals	587,181	114,274	3,798	697,657
Recordings & - cassette	18,880	6,880	-	25,760
Filmstrips & videos	48,858	5,700	-	54,558
Building & grounds - improvements	904,316	184,800	-	1,089,116
CONSTRUCTION IN - progress	88,487	80,883	86,403	182,967
Land	82,350	-	-	82,350
Total	\$2,052,865	\$ 280,154	\$98,196	\$2,234,823

Building costs and the cost of one parcel of land are reported by the Pointe Coupee Parish Police Jury who holds title to such property.

10. PENSION PLAN

Plan Description. Substantially all employees of the Pointe Coupee Parish Library are MEMBERS of the "Parochial Employees' Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the library are members of Plan A.

All permanent employees working at least 28 hours per week whom are paid totally or in part from Parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire on or after age 60 with at least 10 years of creditable service, or on after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 percent of their final-average salary for each year of creditable service. However, for those employees who are members of the supplemental plan only before January 1, 1998, the benefit is equal to one percent of final average salary plus \$28 for each year of supplemental-plan-only service earned before January 1, 1998. Final-average salary is the employee's average salary over the 36 consecutive or broken months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Reserves are established as needed by state statute.

**POINTE COUVEE PARISH LIBRARY
NEW ROADS, LOUISIANA
NOTE TO THE FINANCIAL STATEMENTS (CONTINUED)**

6. PENSION PLAN (CONTINUED)

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System of Louisiana, P. O. Box 18819, Baton Rouge, Louisiana 70808-1819, or by calling (504) 389-1581.

Funding Policy. Under Plan A, members are required by state statute to contribute 2.5 percent of their annual covered salary and the library is required to contribute at an actuarially determined rate. The current rate is 7.38 percent of annual covered payroll. Contributions to the System also include one-fourth of one percent (one-half cent) and half-cent (one-half cent) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the status of the entire members of each plan. The contribution requirements of plan members and the library are established and may be amended by state statute. As provided by R.S. 11:188, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The Library's contributions to the System under Plan A for the years ending December 31, 1997, 1998, and 1999, were \$18,404, \$20,890, and \$18,302, respectively, equal to the required contributions for each year.

7. LITIGATION

There is no litigation pending against the library.

8. CONSTRUCTION COMMITMENTS

In October 1990, the library awarded a contract to Gaylord Bros., a division of the Kroger Company, Inc., to install a sophisticated computerized hardware and software system referred to as "Gateway" for \$166,742 for the control of circulation, maintenance of catalog records, and public access to library databases. As of December 31, 1997, \$82,987 had been expended on the project. The project was still in progress as of the date of this report and is expected to be completed by June 30, 1998.

9. COMPENSATION PAID TO BOARD MEMBERS

No compensation was paid to board members during the year ended December 31, 1997. The following is a list of board members and their expiration dates:

<u>Board Member</u>	<u>Term Expires</u>
Judge Ian Claiborne	December 1997
Virginia Cantin	December 1998
Ruth Nejer	December 1999
Grace Sibert	December 1999
Wyline Harst	December 2000
Christine Martin	December 2001
Vincent Russo	December 2001

POINTE COUVEE PARISH LIBRARY
NEW ORLEANS, LOUISIANA,
NOTE TO THE FINANCIAL STATEMENTS (CONTINUED)

10. FUND BALANCE

The beginning fund balance for the general fund has been decreased due to the discovery of prior year errors. The general purpose financial statements for the year ended December 31, 1996, overstated revenues and accounts receivable in the amount of \$70,891 due to miscalculating the Reconciliation of Assessment Roll for 1996 involving ad valorem taxes. An adjustment was made in the current year audit to correct Accounts Receivable- Ad Valorem Taxes and Undesignated Fund Balance-General Fund for the error. This decreased beginning fund balance from \$1,350,100 to \$1,162,689.

SUPPLEMENTAL INFORMATION

POINTE COUPEE PARISH LEASAGE
NEW ROAD, LOUISIANA
SUPPLEMENTAL INFORMATION SCHEDULE
As of and For the Year Ended December 31, 1997

EXPENDITURES - BUDGET (GRAP BASIS) AND ACTUAL

This schedule of expenditures is presented for additional analysis showing detail breakdown of expenditure categories.

**POINTE COUVE PARISH LIBRARY
NEW ROADS, LOUISIANA**

**SCHEDULE OF EXPENDITURES - REPORT-CRAT BASIS AND ACTUAL - GENERAL FUND
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 1997**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable Unfavorable</u>
Personnel Services -			
Salaries and wages	\$ 378,307	\$ 368,217	\$ 10,090
Employee benefits:			
Retirement contributions	38,500	38,424	76
Group insurance	32,800	33,734	(934)
Payroll taxes	4,500	4,962	(462)
Total Personnel Services	<u>\$ 454,107</u>	<u>\$ 449,337</u>	<u>\$ 4,770</u>
Operating Services -			
Advertising, dues and subscriptions	\$ 8,000	\$ 3,881	\$ 4,119
Printing, duplicating, typing and binding	7,800	3,134	4,666
Utilities	42,000	25,849	16,151
Communications	22,000	9,701	12,299
Automation and online services	12,000	3,287	8,713
Rentals	12,000	12,888	(888)
Maintenance of property and equipment	18,000	9,751	8,249
Contractual maintenance services	18,000	29,808	(11,808)
Professional services	23,500	9,742	13,758
Insurance and surety bonds - Fire, casualty, auto & employee liability	22,000	18,242	3,758
Total Operating Services	<u>\$ 174,300</u>	<u>\$ 117,503</u>	<u>\$ 56,797</u>
Materials and Supplies			
Materials and Supplies	\$ 20,000	\$ 24,428	\$ (4,428)
Travel and Other Charges -			
Travel	\$ 6,000	\$ 6,373	\$ (773)
Capital Outlays			
Acquisition of land, fixtures, equipment, buildings	\$ 81,318	\$ 3,932	\$ 77,386
Audio and visual	13,500	12,387	1,113
Books, etc.	500,000	128,171	371,829
Total Capital Outlay	<u>\$ 604,818</u>	<u>\$ 144,490</u>	<u>\$ 460,328</u>
Unexpended	\$ 25,800	\$ 18,136	\$ 7,664

**OTHER REPORTS REQUIRED BY
GOVERNMENT AUDITING STANDARDS**

The following page contains a report on the internal control and compliance with laws and regulations required by Government Auditing Standards, issued by the Comptroller General of the United States. The report on internal control and compliance is based on the audit of the financial statements and includes, where appropriate, any reportable conditions and/or material weaknesses and any compliance matters that would be material to the presented financial statements.

MAJOR & MORRISON

CERTIFIED PUBLIC ACCOUNTANTS

WAS F. MAJOR, CPA, 20
JOHN S. MORRISON, III, CPA, 30

MEMBER:
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF REGISTERED
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Pointe Coupee Parish Library
New Roads, Louisiana

We have audited the general purpose financial statements of the Pointe Coupee Parish Library, New Roads, Louisiana, a component unit of the Pointe Coupee Parish Police Jury, as of and for the year ended December 31, 1997, and have issued our report thereon dated May 28, 1998. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Pointe Coupee Parish Library's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Pointe Coupee Parish Library's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of the Board of Control, the Pointe Coupee Parish Police Jury (oversight entity), Pointe Coupee Parish Library's management and the Legislative Auditor for the State of Louisiana. However, this report is a matter of public record and its distribution is not limited.

MAJOR & MORRISON
New Roads, Louisiana
May 28, 1998



**FOURTH COOPER PARKER LIBRARY
New Roads, Louisiana
SUPPLEMENTAL INFORMATION SCHEDULE
As of and For the Year Ended December 31, 1997**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Attached is a schedule of findings and questioned costs as required by the Legislative Auditor for the State of Louisiana.

PRIOR AUDIT FINDINGS

There were no prior year audit findings.

CURRENT AUDIT FINDINGS

There were no current year audit findings.

POINTE COUVE PARISH LIBRARY
New Roads, Louisiana
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
As of and for the Year Ended December 31, 1997

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:	Unqualified
Internal control over financial reporting:	
Material weakness (s) identified?	_____ Yes <u> X </u> No
Reportable condition (s) identified and considered to be material weakness(es)?	_____ Yes <u> X </u> none reported
Noncompliance material to financial statements found?	_____ Yes <u> X </u> No

SECTION II - FINANCIAL STATEMENT FINDINGS

There were no financial statement findings.

**POINTE COUPE PARKER LIBRARY
New Roads, Louisiana**

**Summary Schedule of Prior Audit Findings
FOR THE YEAR ENDED DECEMBER 31, 1997**

<u>REP. NO.</u>	<u>Fiscal Year Finding Number</u>	<u>Description of Finding</u>	<u>Corrective Action Taken (Date, By, Authority)</u>	<u>Planned Corrective Action/Partial Correction Action Taken</u>	<u>Additional Explanation</u>
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There were no prior year audit findings.

POINTE COUPEE PARISH LIBRARY
New Roads, Louisiana

Corrective Action Plan for
Current Year Audit Findings
FOR THE YEAR ENDING DECEMBER 31, 1997

<u>NO. 00</u>	<u>DESCRIPTION OF FINDING</u>	<u>CORRECTIVE ACTION PLANNED</u>	<u>DATE OF INITIAL REVIEW</u>	<u>ANTICIPATED COMPLETION DATE</u>
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There were no current year audit findings.