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ASCENSION PARISH LIBRARY
DONALDSONVILLE, LOUISIANA

ANNUAL FINANCIAL REPORT

DECEMBER 31, 1998

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.

Release Date APR 28 1999

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Board of Directors
Ascension Parish Library

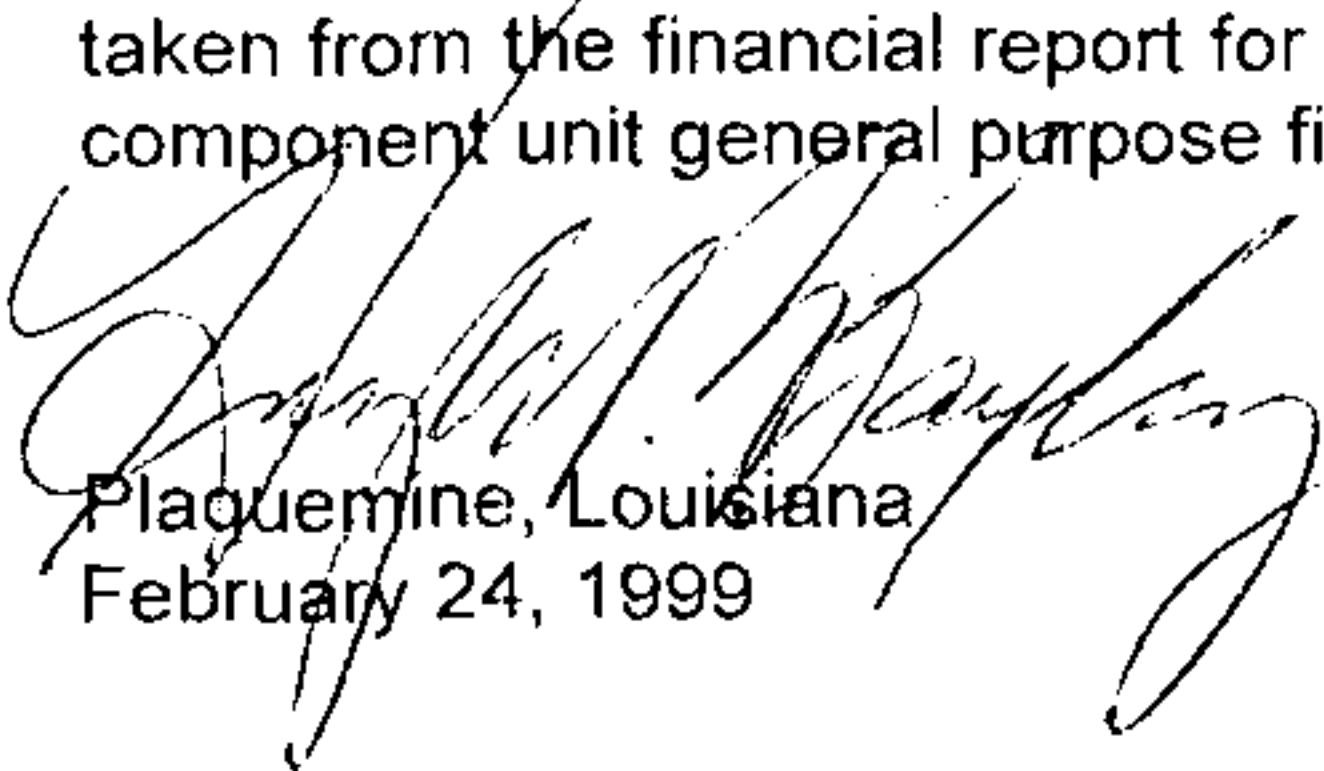
INDEPENDENT AUDITORS' REPORT

We have audited the accompanying general purpose financial statements of the Ascension Parish Library, a component unit of the Ascension Parish Police Jury, as of and for the year ended December 31, 1998 as listed in the table of contents. These general purpose financial statements are the responsibility of Ascension Parish Library 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. Those 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 in the first paragraph present fairly, in all material respects, the financial position of Ascension Parish Library, as of December 31, 1998 and the results of that fund's operations for the year then ended in conformity with generally accepted accounting principles.

The financial information for the preceding year which is included for comparative purposes was taken from the financial report for the year in which we expressed an unqualified opinion on the component unit general purpose financial statements of the Ascension Parish Library.



Plaquemine, Louisiana
February 24, 1999



HUGH F. BAXLEY, CPA
A Professional Accounting Corporation

Hugh F. Baxley, CPA/PFS/CVA
Margaret A. Pritchard, CPA
Terrell D. Martin, CPA

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

Board of Directors
Ascension Parish Library

We have audited the general purpose financial statements of the Ascension Parish Library, a component unit of Ascension Parish Police Jury as of and for the year ended December 31, 1998, and have issued our report thereon dated February 24, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

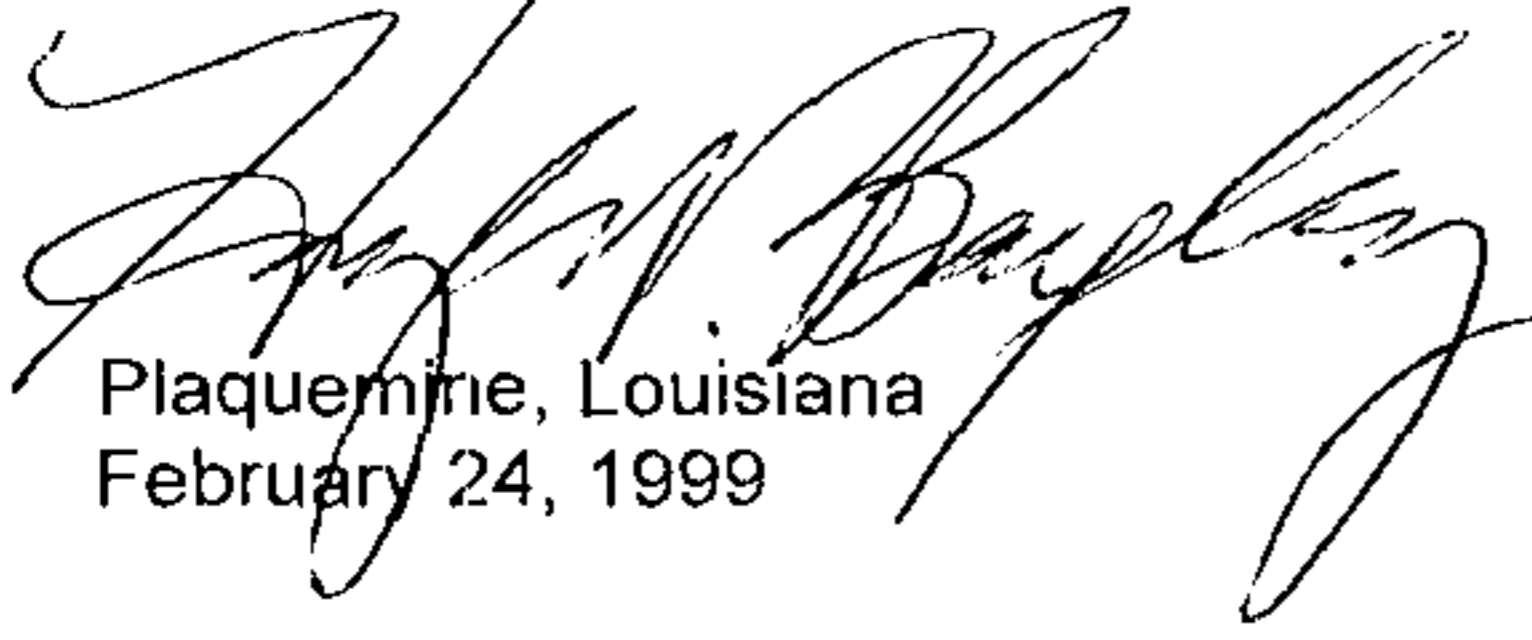
As part of obtaining reasonable assurance about whether the Ascension Parish Library's general purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have 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 Ascension Parish Library's 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. However, we noted no matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect Ascension Parish Library's ability to record, process, summarize and report financial data consistent with the assertions of management in the general purpose financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as item 98-1.

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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe none of the reportable conditions described above is a material weakness.

This report is intended for the information of management and the Legislative Auditors. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in cursive script, appearing to read "J. M. Bayless". The signature is written in black ink and is positioned to the right of the typed text below it.

Plaquemine, Louisiana
February 24, 1999

**COMPONENT UNIT FINANCIAL STATEMENTS
(COMBINED STATEMENTS - OVERVIEW)**

ASCENSION PARISH LIBRARY
 COMBINED BALANCE SHEET--ALL FUND TYPES AND ACCOUNT GROUPS
 DECEMBER 31, 1998
 WITH COMPARATIVE TOTALS FOR DECEMBER 31, 1997

	General Fund	Capital Projects Fund	Account Groups		Totals	
			General Fixed Assets	General Long-Term Debt	1998	(Memorandum Only) 1997
ASSETS						
Cash and investments, at cost	\$678,280	\$91,639	-	-	\$769,919	\$1,050,768
Receivables (net of allowances for uncollectibles):						
Ad valorem taxes	1,465,766	-	-	-	1,465,766	1,385,064
State revenue sharing (net)	186,945	-	-	-	186,945	119,136
Prepays	15,477	-	-	-	15,477	17,070
Due from other funds	-	-	-	-	-	8,008
Land, buildings, equipment, books, etc.	-	-	7,738,132	-	7,738,132	6,825,479
Amount to be provided for retirement of general long-term debt	-	-	-	36,965	36,965	31,932
TOTAL ASSETS	\$2,346,468	\$91,639	\$7,738,132	\$36,965	\$10,213,204	\$9,437,457
LIABILITIES AND FUND EQUITY						
Liabilities						
Accounts payable	\$98,421	-	-	-	\$98,421	\$39,635
Construction payable	-	343	-	-	343	-
Retainage payable	-	45,750	-	-	45,750	-
Contributions to retirement system	47,945	-	-	-	47,945	45,953
Accumulated leave privileges	-	-	-	36,965	36,965	31,932
Payroll taxes payable	6,154	-	-	-	6,154	6,041
Due to other funds	-	-	-	-	-	8,008
Total Liabilities	152,520	46,093	-	36,965	235,578	131,769
Fund Equity						
Investment in general fixed assets (Note 2)	-	-	7,738,132	-	7,738,132	6,825,479
Fund balances:						
Unreserved--undesignated	2,193,948	45,546	-	-	2,239,494	2,480,209
Total Fund Equity	2,193,948	45,546	7,738,132	-	9,977,626	9,305,688
TOTAL LIABILITIES AND FUND EQUITY	\$2,346,468	\$91,639	\$7,738,132	\$36,965	\$10,213,204	\$9,437,457

The accompanying notes are an integral part of this statement.

ASCENSION PARISH LIBRARY
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES--ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1998
WITH COMPARATIVE TOTALS FOR DECEMBER 31, 1997

	General Fund	Capital Projects Fund	Totals (Memorandum Only)	
			1998	1997
REVENUES				
Taxes--ad valorem	\$1,469,181	-	\$1,469,181	\$1,401,332
Federal grant	10,000	-	10,000	-
Intergovernmental revenues:				
State Revenue Sharing	190,604	-	190,604	184,192
State-aid libraries	23,787	-	23,787	23,212
Fees and charges for Library services	14,499	-	14,499	15,542
Fines and forfeitures (Library)	15,598	-	15,598	15,018
Use of money and property	47,909	14,021	61,930	67,246
Contributions	102,345	-	102,345	-
Other revenues	91	-	91	1,347
TOTAL REVENUES	1,874,014	14,021	1,888,035	1,707,889
EXPENDITURES				
Culture and recreation--Libraries:				
Library administration	808,730	-	808,730	727,233
Operating services	268,209	-	268,209	239,278
Travel	12,270	-	12,270	9,042
Capital outlay	444,857	503,555	948,412	505,246
Library materials and supplies	43,184	-	43,184	35,991
Intergovernmental	47,945	-	47,945	45,953
TOTAL EXPENDITURES	1,625,195	503,555	2,128,750	1,562,743
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	248,819	(489,534)	(240,715)	145,146
OTHER FINANCING SOURCES (USES)				
Operating transfers in (out)	(141,992)	141,992	-	-
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	106,827	(347,542)	(240,715)	145,146
FUND BALANCE, Beginning	2,087,121	393,088	2,480,209	2,335,063
FUND BALANCE, Ending	\$2,193,948	\$45,546	\$2,239,494	\$2,480,209

The accompanying notes are an integral part of this statement.

ASCENSION PARISH LIBRARY
 COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCES--BUDGET (GAAP BASIS) AND ACTUAL--
 GENERAL FUND TYPE
 FOR THE YEAR ENDED DECEMBER 31, 1998

	General Fund			Total (Memorandum Only)		
	Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES						
Taxes--ad valorem	\$1,401,314	\$1,469,181	\$67,867	\$1,401,314	\$1,469,181	\$67,867
Federal Grant	78,703	10,000	(68,703)	78,703	10,000	(68,703)
Intergovernmental revenues:						
State Revenue Sharing	190,000	190,604	604	190,000	190,604	604
State-aid libraries	15,549	23,787	8,238	15,549	23,787	8,238
Fees and charges for Library services	12,000	14,499	2,499	12,000	14,499	2,499
Fines and forfeitures (Library)	12,000	15,598	3,598	12,000	15,598	3,598
Use of money and property	25,000	47,909	22,909	25,000	47,909	22,909
Contributions	-	102,345	102,345	-	102,345	102,345
Other revenues	1,500	91	(1,409)	1,500	91	(1,409)
TOTAL REVENUES	1,736,066	1,874,014	137,948	1,736,066	1,874,014	137,948
EXPENDITURES						
Culture and recreation--Libraries:						
Library administration	888,029	808,730	79,299	888,029	808,730	79,299
Operating services	341,400	268,209	73,191	341,400	268,209	73,191
Travel	15,000	12,270	2,730	15,000	12,270	2,730
Capital outlay	381,000	444,857	(63,857)	381,000	444,857	(63,857)
Library materials and supplies	63,300	43,184	20,116	63,300	43,184	20,116
Intergovernmental	47,000	47,945	(945)	47,000	47,945	(945)
TOTAL EXPENDITURES	1,735,729	1,625,195	110,534	1,735,729	1,625,195	110,534
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	337	248,819	248,482	337	248,819	248,482
OTHER FINANCING SOURCES (USES)						
Operating transfers in (out)	-	(141,992)	(141,992)	-	(141,992)	(141,992)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	\$337	106,827	(\$106,490)	\$337	106,827	\$106,490
FUND BALANCE, Beginning		2,087,121			2,087,121	
FUND BALANCE, Ending		\$2,193,948			\$2,193,948	

The accompanying notes are an integral part of this statement.

**ASCENSION PARISH LIBRARY
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Ascension Parish Library was established by the parish governing authority, under the provisions of Louisiana Revised Statute 25:211. The library provides citizens of the parish access to library materials, books, magazines, records and films. The library is governed by a board of control which is appointed by the parish police jury in accordance with the provisions of Louisiana Revised Statute 25:214. The members of the board of control serve without pay.

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local governmental entities. In November of 1984, the GASB issued a codification of governmental accounting and financial reporting standards. This codification is recognized as generally accepted accounting principles for state and local governments.

In conformance with GASB Codification Section 2100, the parish library is a component unit of the Ascension Parish Police Jury, the governing body of the parish and the governmental body with oversight responsibility. The accompanying financial statements present information only on the funds maintained by the parish library and do not present information on the police jury, and the general government services provided by that governmental unit, and other governmental units that comprise the governmental reporting entity.

A. Fund Accounting

The accounts of the library are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Revenues are accounted for in these individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The funds presented in the financial statements are described as follows:

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 Fund

The Capital Projects Fund is used to account for financial resources dedicated to the acquisition or construction of major capital facilities or other capital expenditures.

**ASCENSION PARISH LIBRARY
NOTES TO FINANCIAL STATEMENTS**

B. Property and Equipment and Long-Term Liabilities

The fixed assets used in the Governmental Fund Type operations of the library are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated historical cost if historical cost is not available.

There are no capitalizable interest costs.

The account group is not a "fund". It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

The long-term debt of the library is accounted for in the General Long-Term Debt Account Group of the Ascension Parish Police Jury.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The records of the library have been maintained on a cash basis of accounting; however, the funds as reported in the accompanying financial statements have been converted to a modified accrual basis of accounting utilizing the following practices:

Revenues

Ad valorem taxes and the related State revenue sharing (which is based on population and homesteads 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. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Interest income on investments is recorded when the investments have matured and the income is earned.

Substantially all other revenues are recorded when received.

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

**ASCENSION PARISH LIBRARY
NOTES TO FINANCIAL STATEMENTS**

D. Budgetary Practices

Annually the Ascension Parish Library adopts a budget on the modified accrual basis of accounting for the General Fund. The budgetary practices include public notice of the proposed budgets, public inspection of the proposed budgets, and public hearings on the budgets. All budgetary appropriations lapse at the end of the fiscal year. The level at which expenditures may not legally exceed appropriations is 5% of budgeted expenditures.

In 1998, the Ascension Parish Library approved construction of additions to the Gonzales, Donaldsonville, and Galvez libraries. The construction began in April 1998 and was not yet completed by the end of 1998.

E. Investments

Investments are stated at cost or amortized cost, which approximates market. These investments are time deposits and treasury bills which are fully secured through the pledge of bank-owned securities, federal deposit insurance, or by the federal government.

F. Vacation and Sick Leave

Full-time employees of the library earn vacation leave after one year of service at varying rates depending on type of position. Vacation leave can be accumulated up to one and one-half of the amount earned in one year. Employees who resign are paid for unused vacation leave, provided adequate notice of resignation is given. Sick leave is granted full-time employees at the rate of twelve days each year. Sick leave can be accumulated up to thirty-six days. Upon termination of employment, unused sick leave lapses.

The following reflects change in accumulated sick and annual leave:

<u>General Long-Term Debt Group</u>	
Balance at 12-31-97	\$31,932
Increase in leave	5,033
Balance at 12-31-98	<u>\$36,965</u>

G. Total Columns on Statements--Overview

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

**ASCENSION PARISH LIBRARY
NOTES TO FINANCIAL STATEMENTS**

NOTE 2: CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance December 31, 1997	Additions	Deletions	Balance December 31, 1998
Land	\$224,386	-	-	\$224,386
Buildings	3,024,777	-	-	3,024,777
Improvements other than buildings	188,160	-	-	188,160
Equipment and furniture	951,691	188,259	-	1,139,950
Automobile	32,805	-	-	32,805
Library books	2,314,598	244,483	35,751	2,523,330
Prints, films, and recordings	89,062	21,237	-	110,299
Construction in progress	-	494,425	-	494,425
TOTAL	\$6,825,479	\$948,404	\$35,751	\$7,738,132

NOTE 3: LEVIED TAXES

The following is a summary of levied ad valorem taxes:

	December 31,	
	1998	1997
Levied Millage (Parishwide Maintenance Tax)	4.22	4.22

NOTE 4: CASH AND INVESTMENTS

The Ascension Parish Library deposits at year end were covered by federal depository insurance, collateral held by the library's custodial bank in the library's name, or by the backing of the U.S. federal government. The library's balance per bank (unreconciled) at December 31, 1998 was \$847,459. The total market value of securities at December 31, 1998 was \$2,009,695.

NOTE 5: INTERFUND RECEIVABLES, PAYABLES

The following is an analysis of interfund receivables and payables at December 31, 1998:

	FUND DUE FROM	FUND DUE TO CAPITAL PROJECTS	TOTAL
12-31-98	General	-	-
12-31-97	General	\$8,008	\$8,008

**ASCENSION PARISH LIBRARY
NOTES TO FINANCIAL STATEMENTS**

NOTE 6: Y-2 K COMPLIANCE

At December 31, 1998, the Ascension Parish Library's computer systems and other electronic equipment as they relate to year 2000-compliance is in the remediation stage. The library began assessing the year 2000 compliance issues in the fall of 1997. Their areas of concern include time clocks, security systems, circulation system, computers for employees, and computers for public use.

In the area of time clocks and security systems, the library has no equipment that is date sensitive. The circulation system is already recognizing the year 2000 and 2001. In the area of computers, new computers were purchased for employees in September of 1997. New computers for public use were purchased at the end of 1998. The purchases were made from the Library Corporation for approximately \$180,000 and Gateway 2000 for approximately \$160,000. Partial funding was through a grant received in 1998 from Gates Library Foundation and the USDA Rural Utilities Services Distance Learning Grant/Loan Program in 1999.

The Library Corporation and Microsoft provide test programs to verify Y2K compliance for their software and hardware. The Library anticipates that validation of Y2K compliance should be completed by May of 1999.

**FINANCIAL STATEMENTS OF INDIVIDUAL
FUNDS AND ACCOUNT GROUPS**

GENERAL FUND

**ASCENSION PARISH LIBRARY
GENERAL FUND
COMPARATIVE BALANCE SHEET
DECEMBER 31, 1998 AND DECEMBER 31, 1997**

	<u>1998</u>	<u>1997</u>
ASSETS		
Cash and investments, at cost	\$678,280	\$665,688
Receivables (net of allowances for uncollectibles):		
Ad valorem taxes	1,465,766	1,385,064
State revenue sharing (net)	186,945	119,136
Other	-	-
Prepays	<u>15,477</u>	<u>17,070</u>
TOTAL ASSETS	<u>\$2,346,468</u>	<u>\$2,186,958</u>
 LIABILITIES AND FUND EQUITY		
Liabilities		
Accounts payable	\$98,421	\$39,835
Contributions to retirement system	47,945	45,953
Payroll taxes payable	6,154	6,041
Due to Capital Projects Fund	<u>-</u>	<u>8,008</u>
Total Liabilities	<u>152,520</u>	<u>99,837</u>
 Fund Equity		
Unreserved--undesignated	<u>2,193,948</u>	<u>2,087,121</u>
Total Fund Equity	<u>2,193,948</u>	<u>2,087,121</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$2,346,468</u>	<u>\$2,186,958</u>

The accompanying notes are an integral part of this schedule.

**ASCENSION PARISH LIBRARY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEARS ENDED DECEMBER 31, 1998
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 1997**

	December 31, 1998		December 31, 1997	
	Budget	Actual	Variance Favorable (Unfavorable)	Actual
REVENUES				
Ad valorem taxes	\$1,401,314	\$1,469,181	\$67,867	\$1,401,332
Federal grants	78,703	\$10,000	(\$68,703)	-
State revenue sharing	190,000	190,604	604	184,192
State-aid libraries	15,549	23,787	8,238	23,212
Fees and charges for library services	12,000	14,499	2,499	15,542
Fines, forfeitures, and lost books	12,000	15,598	3,598	15,018
Use of money and property	25,000	47,909	22,909	51,259
Contributions	-	102,345	102,345	-
Other revenues	1,500	91	(1,409)	1,347
TOTAL REVENUES	<u>1,736,066</u>	<u>1,874,014</u>	<u>137,948</u>	<u>1,691,902</u>
EXPENDITURES				
Library Administration				
Director's salary	46,278	46,278	-	43,251
Professional salaries	211,336	184,227	27,109	163,865
Regular salaries and wages	465,915	434,114	31,801	394,181
Student salaries	24,000	5,209	18,791	7,626
Custodial salaries	9,500	8,720	780	7,793
FICA or supplemental retirement	55,000	51,909	3,091	47,180
Retirement contributions	15,000	15,367	(367)	13,734
Life/Health insurance	57,000	62,073	(5,073)	48,210
Workman's Compensation and Unemployment	4,000	833	3,167	1,393
	<u>888,029</u>	<u>808,730</u>	<u>79,299</u>	<u>727,233</u>
Operating Services				
Publication of legal notice	-	-	-	-
Membership dues	2,200	1,756	444	1,865
Printing stationery and forms	1,500	91	1,409	531
Book printing and binding	1,200	28	1,172	90
Utilities	73,500	63,382	10,118	64,678
Postage and box rent	9,000	8,108	892	6,087
Telephone	10,000	14,284	(4,284)	9,524
Other--(ill/lending charges)	500	20	480	-
Other--Grounds	27,000	23,960	3,040	24,787
Equipment rental	2,800	1,300	1,500	1,655
Book rental	12,000	11,367	633	10,404

(continued)

**ASCENSION PARISH LIBRARY
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEARS ENDED DECEMBER 31, 1998
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 1997**

	December 31, 1998		December 31, 1997	
	Budget	Actual	Variance Favorable (Unfavorable)	Actual
Operating Services (continued)				
Grounds maintenance	8,000	3,040	4,960	1,060
Advertising	500	141	359	74
Telecommunication	9,000	2,213	6,787	1,839
Buildings maintenance	8,000	2,020	5,980	3,398
Autos and trucks maintenance	1,000	1,145	(145)	516
Plumbing and heating maintenance	22,000	15,997	6,003	13,736
Pest control	1,200	1,039	161	974
Laundry and sanitation	500	280	220	280
Janitorial	8,500	7,755	745	8,537
Maintenance furniture and equipment	49,000	33,461	15,539	15,123
Miscellaneous	1,500	-	1,500	41
Accounting and auditing fees	6,500	5,300	1,200	5,300
Subscription charge	18,000	15,321	2,679	11,789
Miscellaneous professional service	30,000	25,693	4,307	25,789
Fire and casualty insurance	23,000	22,180	820	19,874
Fidelity bonds	500	152	348	162
Auto insurance	5,000	3,520	1,480	3,779
Employee liability insurance	6,000	4,656	1,344	4,373
Miscellaneous insurance	3,500	-	3,500	3,013
	<u>341,400</u>	<u>268,209</u>	<u>73,191</u>	<u>239,278</u>
Travel	<u>15,000</u>	<u>12,270</u>	<u>2,730</u>	<u>9,042</u>
Capital Outlay				
Cars, trucks, etc.	-	-	-	-
Education/Cultural/Recreation equipment	12,000	6,703	5,297	7,914
Buildings/Grounds/General equipment	1,000	-	1,000	361
Office furniture, fixtures and equipment	8,000	1,088	6,912	1,899
Automated and online	40,000	163,164	(123,164)	187,507
Books	235,000	220,091	14,909	234,359
Periodicals	22,000	24,392	(2,392)	24,315
Audio and video recordings and film	21,000	20,780	220	18,440
Audio visuals and communications	12,000	998	11,002	166
Major repairs	30,000	7,185	22,815	18,448
Miscellaneous	-	456	(456)	-
	<u>381,000</u>	<u>444,857</u>	<u>(63,857)</u>	<u>493,409</u>
(continued)				

ASCENSION PARISH LIBRARY
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEARS ENDED DECEMBER 31, 1998
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 1997

	December 31, 1998			December 31, 1997
	Budget	Actual	Variance Favorable (Unfavorable)	Actual
Library Materials and Supplies				
Library	11,000	14,818	(3,818)	8,133
Office supplies	10,000	6,665	3,335	5,554
Other	500	151	349	170
Operating supplies	8,000	2,964	5,036	2,106
Building and grounds supplies	12,000	9,665	2,335	8,908
Vehicle supplies	1,800	1,932	(132)	1,958
Ed/Rec/Cult. Supplies	20,000	6,989	13,011	9,162
	<u>63,300</u>	<u>43,184</u>	<u>20,116</u>	<u>35,991</u>
Intergovernmental				
Contributions to retirement system	46,000	47,945	(1,945)	45,953
Miscellaneous	-	-	-	-
Intergovernmental service charge	1,000	-	1,000	-
	<u>47,000</u>	<u>47,945</u>	<u>(945)</u>	<u>45,953</u>
TOTAL EXPENDITURES	<u>1,735,729</u>	<u>1,625,195</u>	<u>110,534</u>	<u>1,550,906</u>
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER SOURCES	337	248,819	248,482	140,996
OTHER FINANCING SOURCES (USES)				
Operating transfers in	-	(141,992)	(141,992)	-
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	<u>337</u>	<u>106,827</u>	<u>106,490</u>	<u>140,996</u>
FUND BALANCE, Beginning		<u>2,087,121</u>		<u>1,946,125</u>
FUND BALANCE, Ending		<u>\$2,193,948</u>		<u>\$2,087,121</u>

The accompanying notes are an integral part of this schedule.

CAPITAL PROJECTS FUND

**ASCENSION PARISH LIBRARY
CAPITAL PROJECTS FUND
COMPARATIVE BALANCE SHEET
DECEMBER 31, 1998 AND DECEMBER 31, 1997**

	<u>1998</u>	<u>1997</u>
ASSETS		
Cash and investments, at cost	\$91,639	\$385,080
Due from General Fund	-	8,008
	<u> </u>	<u> </u>
TOTAL ASSETS	<u>\$91,639</u>	<u>\$393,088</u>
 LIABILITIES AND FUND EQUITY		
Liabilities		
Contracts payable	\$343	-
Retainage payable	45,750	-
	<u> </u>	<u> </u>
Total Liabilities	<u>46,093</u>	<u>-</u>
 Fund Equity		
Unreserved--undesignated	45,546	393,088
	<u> </u>	<u> </u>
Total Fund Equity	<u>45,546</u>	<u>393,088</u>
TOTAL LIABILITIES AND FUND EQUITY	<u>\$91,639</u>	<u>\$393,088</u>

The accompanying notes are an integral part of this schedule.

ASCENSION PARISH LIBRARY
 CAPITAL PROJECTS FUND
 STATEMENT OF REVENUES, EXPENDITURES, AND
 CHANGES IN FUND BALANCE--BUDGET (GAAP BASIS) AND ACTUAL
 FOR THE YEARS ENDED DECEMBER 31, 1998
 WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED DECEMBER 31, 1997

	December 31, 1998		December 31, 1997	
	Budget	Actual	Variance Favorable (Unfavorable)	Actual
REVENUES				
Uses of money and property	\$12,000	\$14,021	\$2,021	\$15,987
Miscellaneous	427,000	-	(427,000)	-
TOTAL REVENUES	\$439,000	\$14,021	(\$424,979)	\$15,987
EXPENDITURES	561,875	503,555	58,320	11,837
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER SOURCES	(122,875)	(489,534)	(366,659)	4,150
OTHER FINANCING SOURCES (USES)				
Operating transfers in	150,000	141,992	(8,008)	-
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	27,125	(347,542)	(374,667)	4,150
FUND BALANCE, Beginning		393,088		388,938
FUND BALANCE, Ending		\$45,546		\$393,088

The accompanying notes are an integral part of this schedule.

SUPPLEMENTARY INFORMATION

**ASCENSION PARISH LIBRARY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 1998**

A. SUMMARY OF AUDIT RESULTS

Financial Statements

Type of auditor's report issued: *unqualified*

Internal control over financial reporting:

Material weaknesses identified?	_____	yes	_____	X	no
Reportable condition identified that are not considered to be material weaknesses?	_____	X	yes	_____	no
Noncompliance material to financial statements noted?	_____	yes	_____	X	no

B. FINDINGS - FINANCIAL STATEMENTS AUDIT

REPORTABLE CONDITION

98-1. BUDGET

Condition:

In the General Fund, operating transfers out were not budgeted.

In the Capital Projects Fund, budgeted revenue exceeded actual revenue by 97 percent.

Criteria:

The actual expenditures in any of the funds should not exceed the estimated budgeted expenditures by more than 5 percent nor should the budgeted revenue exceed the actual revenues by more than 5 percent.

Effect:

Due to the large variances, the above funds expended more than was budgeted or received fewer funds than were budgeted.

Recommendation:

Continuous efforts by management should be made to monitor revenue and expenditures in relation to the budget. Amendments should be made as they become necessary.

Management's Response:

We will monitor the revenues and expenditures more closely. Reclassifications and amendments will be made in the 1999 budget.