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SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
FINANCIAL REPORT
FOR THE YEARS ENDED DECEMBER 31, 1998 AND 1997

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 MAY 19 1999

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JOHN S. DOWLING & COMPANY
 A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

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 1904-1984

Retired

Harold Dupre, CPA
 1996
 John Newton Stout, CPA
 1998
 Dwight Ledoux, CPA
 1998

ACCOUNTANT'S COMPILATION REPORT

Board of Directors
 South St. Landry Community Library District
 Sunset, Louisiana

We have compiled the accompanying general purpose financial statements of the South St. Landry Community Library District, as of and for the years ended December 31, 1998 and 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 of the South St. Landry Community Library District. We have not audited or reviewed the accompanying general purpose financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report, dated March 18, 1999, on the results of our agreed-upon procedures.

John S. Dowling & Company
 Opelousas, Louisiana
 March 18, 1999

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1998

	<u>GOVERNMENTAL</u> <u>FUND TYPE</u>	<u>ACCOUNT GROUPS</u>		<u>TOTALS</u>
	<u>GENERAL</u>	<u>GENERAL</u>	<u>GENERAL</u>	<u>(Memorandum</u>
	<u>FUND</u>	<u>FIXED</u>	<u>LONG-TERM</u>	<u>Only)</u>
		<u>ASSETS</u>	<u>DEBT</u>	<u>1998</u>
<u>ASSETS</u>				
Cash	\$41,302			\$41,302
Investments	23,220			23,220
Ad valorem taxes receivable, net of allowance for uncollectibles	55,518			55,518
State revenue sharing receivable	11,888			11,888
Accrued interest receivable	45			45
Land and buildings		\$122,958		122,958
Furniture and equipment		63,333		63,333
Books, subscriptions and software		108,485		108,485
Amount to be provided for retirement of general long-term debt			\$58,000	58,000
<u>Total assets</u>	<u>131,973</u>	<u>294,776</u>	<u>58,000</u>	<u>484,749</u>
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
Accounts payable	\$702			\$702
Compensated absences payable	561			561
Bonds payable			\$58,000	58,000
<u>Total liabilities</u>	<u>1,263</u>	<u>-0-</u>	<u>58,000</u>	<u>59,263</u>
<u>EQUITY</u>				
Investment in general fixed assets		\$294,776		\$294,776
Fund balance				
Unreserved - undesignated	130,710			130,710
<u>Total equity</u>	<u>130,710</u>	<u>294,776</u>	<u>-0-</u>	<u>425,486</u>
<u>Total liabilities and equity</u>	<u>131,973</u>	<u>294,776</u>	<u>58,000</u>	<u>484,749</u>

The accompanying notes are an integral part of these statements.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
DECEMBER 31, 1997

	GOVERNMENTAL	ACCOUNT GROUPS		TOTALS
	FUND TYPE	GENERAL	GENERAL	(Memorandum
	GENERAL	FIXED	LONG-TERM	Only)
	FUND	ASSETS	DEBT	1997
<u>ASSETS</u>				
Cash	\$46,608			\$46,608
Investments	22,092			22,092
Ad valorem taxes receivable, net of allowance for uncollectibles	55,505			55,505
State revenue sharing receivable	11,945			11,945
Unemployment insurance deposit	64			64
Accrued interest receivable	44			44
Land and buildings		\$122,958		122,958
Furniture and equipment		43,964		43,964
Books, subscriptions and software		88,525		88,525
Amount to be provided for retirement of general long-term debt			\$71,000	71,000
<u>Total assets</u>	<u>136,258</u>	<u>255,447</u>	<u>71,000</u>	<u>462,705</u>
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
Accounts payable	\$1,037			\$1,037
Compensated absences payable	546			546
Bonds payable			\$71,000	71,000
<u>Total liabilities</u>	<u>1,583</u>	<u>-0-</u>	<u>71,000</u>	<u>72,583</u>
<u>EQUITY</u>				
Investment in general fixed assets		\$255,447		255,447
Fund balance				
Reserved	10,530			10,530
Unreserved - undesignated	124,145			124,145
<u>Total equity</u>	<u>134,675</u>	<u>255,447</u>	<u>-0-</u>	<u>390,122</u>
<u>Total liabilities and equity</u>	<u>136,258</u>	<u>255,447</u>	<u>71,000</u>	<u>462,705</u>

The accompanying notes are an integral part of these statements.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - GOVERNMENTAL FUND TYPE - GENERAL FUND
FOR THE YEARS ENDED DECEMBER 31, 1998 AND 1997

	<u>1998</u>	<u>1997</u>
<u>REVENUES</u>		
Ad valorem taxes	\$59,134	\$62,837
Intergovernmental		
State revenue sharing	17,832	17,389
Grant income		
Technical upgrade	2,804	3,937
Summer program - arts		300
Gates Grant	16,763	
Viburnum	3,000	3,000
GPOA (German Protestant Orphan Asylum Foundation)		10,530
State aid to libraries	9,807	10,431
Matchmaker - books		578
Acadiana Arts Council	5,000	
Interest earned	2,473	2,011
Miscellaneous		
Donations of cash		608
Donations of fixed assets	5,880	2,973
Other	607	
Library fines, fees	<u>1,640</u>	<u>1,016</u>
<u>Total revenues</u>	<u>124,940</u>	<u>115,610</u>
<u>EXPENDITURES</u>		
Current		
Office supplies	3,491	548
Legal and accounting	2,420	2,420
Insurance	2,742	2,315
Supplies	363	2,578
Maintenance		
Utilities	4,709	4,675
Wages	30,804	23,713
Payroll taxes	2,450	2,073
Compensated absences	15	411
Convention and travel	922	746
Repairs and maintenance	1,931	3,136
Miscellaneous	743	199
Bank charges	30	90
Computer software maintenance	1,959	185
Subscriptions	904	443
Grant expenditures		
Technical upgrade (capital outlay)	1,649	12,158
Summer program - arts		500
GPOA (includes capital outlay of \$3,272)	10,526	
Matchmaker	2,269	1,289
Viburnum (includes capital outlay of \$1,827)	2,697	1,007
Gates Grant (includes capital outlay of \$14,956)	16,763	
Transfer to subrecipient (Community Library Summer Workshop)	5,000	

This statement continued on next page.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - GOVERNMENTAL FUND TYPE - GENERAL FUND (CONTINUED)
FOR THE YEARS ENDED DECEMBER 31, 1998 AND 1997

	<u>1998</u>	<u>1997</u>
<u>EXPENDITURES</u> - Continued		
Capital outlay		
Building purchase and renovation		\$2,455
Furniture and equipment	\$2,985	300
Books and software	15,918	13,085
Debt service		
Bond payment	13,000	12,000
Interest expense	<u>4,615</u>	<u>5,395</u>
<u>Total expenditures</u>	<u>128,905</u>	<u>91,721</u>
 <u>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</u>	 (3,965)	 23,889
 <u>FUND BALANCE</u> , beginning of year	 <u>134,675</u>	 <u>110,786</u>
 <u>FUND BALANCE</u> , end of year	 <u>130,710</u>	 <u>134,675</u>

The accompanying notes are an integral part of these statements.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND TYPE - GENERAL FUND
BUDGET (CASH BASIS) AND ACTUAL
FOR THE YEARS ENDED DECEMBER 31, 1998 AND 1997

	1998		1997		VARIANCE FAVORABLE (UNFAVORABLE)
	BUDGET	ACTUAL	BUDGET	ACTUAL	
<u>REVENUES</u>					
Taxes					
Ad valorem taxes	\$61,289	\$59,120	\$(2,169)	\$64,633	\$8,201
Intergovernmental					
State revenue sharing	17,655	17,626	(29)	17,437	5,973
Grant income	39,327	37,374	(1,953)	31,442	16,542
Interest earned	2,300	2,472	172	2,009	169
Miscellaneous					
Donations				669	(571)
Other		870	870		
Library fines, fees	2,350	1,640	(710)	1,016	(34)
<u>Total revenues</u>	<u>122,921</u>	<u>119,102</u>	<u>(3,819)</u>	<u>117,206</u>	<u>30,280</u>
<u>EXPENDITURES</u>					
Current					
Legal and accounting	2,420	2,420		2,420	
Insurance	2,866	2,742	124	4,153	(63)
Supplies		363	(363)	3,343	7
Utilities	3,900	4,709	(809)	4,675	230
Wages	30,432	30,804	(372)	23,713	237
Payroll taxes	2,328	2,450	(122)	2,073	78
Convention and travel	900	922	(22)	746	154
Repairs and maintenance	3,200	2,053	1,147	3,014	386
Miscellaneous	250	743	(493)	225	475
Subscriptions	800	904	(104)	500	(500)
Bank charges		30	(30)	90	(90)
Computer maintenance	1,500	1,486	14	185	(185)
Office supplies	3,950	3,491	459	548	(548)

This statement continued on next page.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -
GOVERNMENTAL FUND TYPE - GENERAL FUND
BUDGET (CASH BASIS) AND ACTUAL (CONTINUED)
FOR THE YEARS ENDED DECEMBER 31, 1998 AND 1997

	1998		1997		VARIANCE FAVORABLE (UNFAVORABLE)
	BUDGET	ACTUAL	BUDGET	ACTUAL	
Grant expenditures					
Technical upgrade	\$2,023	\$2,015	\$11,300	\$12,158	\$ (858)
Summer program - arts			500	500	
Gates Foundation Grant	16,763	16,673			
Viburnum	3,293	2,697	2,100	1,007	1,093
Matchmaker	3,500	2,269	1,000	881	119
GPOA	10,531	10,526			
Summer workshop		5,000			(5,000)
Capital outlay					
Building purchase and renovation	500		3,000	2,455	545
Furniture and equipment	2,000	2,685	500	300	200
Books and software	11,500	10,747	10,800	10,004	796
Debt service					
Bond payment	13,000	13,000	12,000	12,000	
Interest	4,615	4,615	5,395	5,395	
<u>Total expenditures</u>	<u>120,271</u>	<u>123,344</u>	<u>92,461</u>	<u>90,385</u>	<u>2,076</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</u>	<u>2,650</u>	<u>(4,242)</u>	<u>(5,535)</u>	<u>26,821</u>	<u>32,356</u>
<u>FUND BALANCE, beginning of year</u>		<u>68,764</u>		<u>41,943</u>	
<u>FUND BALANCE, end of year</u>		<u>64,522</u>		<u>68,764</u>	

The accompanying notes are an integral part of these statements.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The South St. Landry Community Library District was established in compliance with Louisiana Revised Statutes 25:295-299 to provide and operate a library for the area including Sunset, Grand Coteau and Cankton, Louisiana.

The Library District is governed by a board of commissioners, composed of seven members, one each appointed by the mayors of Sunset, Grand Coteau and Cankton and four appointed by the St. Landry Parish Police Jury. The members of the Board serve without pay.

The accompanying general purpose financial statements of the South St. Landry Community Library District 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.

A. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the St. Landry Parish Police Jury is the financial reporting entity for St. Landry Parish.

The financial reporting entity consists of (a) the primary government (police jury) (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance 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 St. Landry Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining 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 or impose specific financial burdens on 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.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

A. REPORTING ENTITY - Continued

The South St. Landry Community Library District is considered to be a component unit of the police jury because the police jury appoints four members of the Library's seven member Board and has the ability to impose its will on the Library. The accompanying financial statements present information only on the funds maintained by the Library and do not present information on the police jury.

B. 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.

The general fund of the Library is classified as a governmental fund. 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.

C. 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 the governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues, including grant revenues, are recognized when they become measurable and available as net current assets. Revenues are recorded as received in cash except at year-end. Accruals are made at year-end for revenues of a material amount that are measurable and collectible soon enough after year-end to be used to pay liabilities of the current period.

Revenues from local sources consist primarily of property taxes. Property tax revenues and revenues received from the State of Louisiana are recognized when susceptible to accrual. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

C. BASIS OF ACCOUNTING - Continued

Purchases of various operating supplies are regarded as expenditures at the time purchased. The costs of governmental fund-type inventories are recorded as expenditures when purchased and items on hand at year-end, if any, are not recorded as assets, unless material. Expenditures for insurance and similar services which extend over more than one accounting period are accounted for as expenditures of the period of acquisition.

D. BUDGETS

Budgets are adopted on a cash basis. Operating appropriations lapse at year-end.

The revenues, expenditures and fund balance shown on page 4 are reconciled with the amounts reflected in the budget comparison as follows:

1998

REVENUES

Page 4 - Revenues	\$124,940
Add: Property tax received	59,120
State revenue sharing received	11,682
Interest income received	2,472
Other income received	870
Less: Current property tax	(59,134)
Current year state revenue sharing receivable	(11,888)
Current year interest income	(2,473)
Current year other income	(607)
Donations of fixed assets	<u>(5,880)</u>
Page 6 - Revenues	<u>119,102</u>

EXPENDITURES

Page 5 - Expenditures	\$128,905
Add: Expenditures paid	123,344
Less: Current year expenditures	(123,025)
Donated capital outlays	<u>(5,880)</u>
Page 7 - Expenditures	<u>123,344</u>

FUND BALANCE

Page 5 - Fund balance	\$130,710
Add: Current year payables	1,263
Less: Current year receivables	<u>(67,451)</u>
Page 7 - Fund balance	<u>64,522</u>

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

D. BUDGETS - Continued

1997

REVENUES

Page 4 - Revenues	\$115,610
Add: Prior year property tax	57,301
Prior year state revenue sharing receivable	11,993
Prior year accrued interest receivable	42
Prior year grant income receivable	2,666
Less: Current year property tax	(55,505)
Current year state revenue sharing receivable	(11,945)
Current year accrued interest receivable	(44)
Donations of fixed assets	<u>(2,912)</u>
Page 6 - Revenues	<u>117,206</u>

EXPENDITURES

Page 5 - Expenditures	\$91,721
Add: Prior year payables	3,159
Less: Current year payables	(1,583)
Donated capital outlays	<u>(2,912)</u>
Page 7 - Expenditures	<u>90,385</u>

FUND BALANCE

Page 5 - Fund balance	\$134,675
Add: Current year payables	1,583
Less: Current year receivables	<u>(67,494)</u>
Page 7 - Fund balance	<u>68,764</u>

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

E. ENCUMBRANCES

Encumbrance accounting is not used by the Library District.

F. CASH AND INVESTMENTS

Cash includes amounts in demand deposits. Investments, if any, are stated at cost, which approximates market.

Under state law, the Library may invest in United States bonds, treasury notes, certificates or other obligations of the United States of America, or time certificates of deposit in state banks organized under Louisiana law and national banks having their principal office in Louisiana.

G. 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. The Library has no public domain or infrastructure outlays. Interest costs incurred during construction are not capitalized. No depreciation has been provided on general fixed assets. Fixed assets are valued at either historical cost or estimated fair market value at the date of acquisition.

H. COMPENSATED ABSENCES

The Library pays full-time employees for vacation and sick leave. There is a written policy on the number of days earned per year which is based on years of employment. Employees are compensated for vacation days upon termination, however, sick days are forfeited upon termination.

I. LONG-TERM DEBT

Long-term obligations expected to be financed from governmental funds are reported in the general long-term debt account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

J. RETIREMENT

Employees of the Library contribute to the Social Security Retirement System.

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (2) - PROPERTY TAXES RECEIVABLE

Property taxes receivable at December 31, consist of taxes levied for the calendar year. The tax is collected by an intermediary government and remitted on a monthly basis. The tax is due to the intermediary government on or before December 31st and becomes delinquent on January 1st. The taxes are generally collected in December of the current year and January and February of the ensuing year. The millage rate was 5.75 in 1998 and 1997.

The Library District was required to remit 2.95434 for 1998 and 2.95821 for 1997 of the total ad valorem taxes per the tax roll to the pension fund. This amount is determined by the legislative auditor each year. Since the sheriff collects all taxes for the parish, the tax collected in the first month is reduced by the sheriff for the pension fund amount owed and the remainder is remitted to the taxing district. Therefore, the ad valorem tax receivable and revenue are shown net of pension fund distributions. A breakdown of tax receivable is as follows:

	<u>Total Per</u> <u>Tax Roll</u>	<u>Pension Fund</u> <u>Requirements</u>	<u>Allowance for</u> <u>Uncollectible</u> <u>Taxes</u>	<u>Collected</u> <u>in Current</u> <u>Year</u>	<u>Tax</u> <u>Receivable</u>
1998	\$66,638	\$1,969	\$2,922	\$6,229	\$55,518
1997	66,498	1,967	1,717	7,309	55,505

An estimated allowance for uncollectible property tax has been set up based on prior years' experience.

NOTE (3) - CASH

The book and bank balances of the Library at December 31, 1998 and 1997 are as follows:

	<u>1998</u>		<u>1997</u>	
	<u>Book</u>	<u>Bank</u>	<u>Book</u>	<u>Bank</u>
Petty cash	\$100		\$100	
Cash on hand	5,944			
Demand deposits	2,319	\$4,980	(247)	\$3,037
Savings account	<u>32,939</u>	<u>32,939</u>	<u>46,755</u>	<u>46,755</u>
<u>Total</u>	<u>41,302</u>	<u>37,919</u>	<u>46,608</u>	<u>49,792</u>

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (3) - CASH - CONTINUED

These deposits are stated at cost which approximates market. At December 31, 1998, bank balances of cash of \$37,919 are fully secured by federal depository insurance. At December 31, 1997, bank balances of cash of \$49,792 are fully secured by federal depository insurance.

NOTE (4) - INVESTMENTS

Investments at December 31, 1998 and 1997 consist of two certificates of deposit at the Bank of Sunset. They are fully secured by federal depository insurance.

NOTE (5) - CHANGES IN FIXED ASSETS

	Balance January 1, <u>1998</u>	<u>Additions</u>		<u>Deductions</u> Sales and <u>Discards</u>	Balance December 31, <u>1998</u>
		<u>Purchases</u>	<u>Donations</u>		
Land and buildings	\$122,958				\$122,958
Furniture and equipment	43,964	\$19,069	\$300		63,333
Books and software	<u>88,525</u>	<u>15,658</u>	<u>5,580</u>	<u>\$1,278</u>	<u>108,485</u>
<u>Total</u>	<u>255,447</u>	<u>34,727</u>	<u>5,880</u>	<u>1,278</u>	<u>294,776</u>
	Balance January 1, <u>1997</u>	<u>Additions</u>		<u>Deductions</u> Sales and <u>Discards</u>	Balance December 31, <u>1997</u>
		<u>Purchases</u>	<u>Donations</u>		
Land and buildings	\$120,503	\$2,455			\$122,958
Furniture and equipment	37,590	6,374			43,964
Books and software	<u>69,518</u>	<u>17,985</u>	<u>\$2,912</u>	<u>\$1,890</u>	<u>88,525</u>
<u>Total</u>	<u>227,611</u>	<u>26,814</u>	<u>2,912</u>	<u>1,890</u>	<u>255,447</u>

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (6) - CHANGES IN GENERAL LONG-TERM DEBT

During the year ended December 31, 1992, the Library issued \$125,000 of general obligation bonds. The bonds were issued for the purpose of acquiring a library building in the Town of Sunset, renovating such building and acquiring equipment and furnishings thereof, and the payment of the various expenses in connection with the issuance of the bonds.

The balances of the general obligation bonds are as follows:

	<u>1998</u>	<u>1997</u>
Balance, January 1	\$71,000	\$83,000
Payment of principal	<u>(13,000)</u>	<u>(12,000)</u>
Balance, December 31	<u>58,000</u>	<u>71,000</u>

The annual requirements to retire the bonds as of December 31, 1998, are as follows:

<u>Year Ended</u> <u>December 31</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
1999	\$13,000	\$3,770	\$16,770
2000	14,000	2,925	16,925
2001	15,000	2,015	17,015
2002	<u>16,000</u>	<u>1,040</u>	<u>17,040</u>
<u>Total</u>	<u>58,000</u>	<u>9,750</u>	<u>67,750</u>

NOTE (7) - GRANT EXPENDITURES

	<u>Expenditures</u>	<u>Appropriation</u> <u>to Fixed Assets</u>
Technical Upgrade		
Furniture and fixtures	\$328	\$328
Software	221	221
Equipment	<u>1,100</u>	<u>1,100</u>
	<u>1,649</u>	<u>1,649</u>
Acadiana Arts Council		
Transfer to Community		
Library Workshop	<u>5,000</u>	<u> </u>
	<u>5,000</u>	<u>-0-</u>
Gates		
Equipment	14,956	14,956
Wiring	1,260	
Miscellaneous	<u>547</u>	
	<u>16,763</u>	<u>14,956</u>

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1998 AND 1997

NOTE (7) - GRANT EXPENDITURES - CONTINUED

	<u>Expenditures</u>	<u>Appropriation to Fixed Assets</u>
GPOA		
Books	\$1,003	\$1,003
Supplies	957	
Salaries	7,957	
Payroll taxes	<u>609</u>	
	<u>10,526</u>	<u>1,003</u>
Matchmaker		
Books	<u>2,269</u>	<u>2,269</u>
	<u>2,269</u>	<u>2,269</u>
Viburnum		
Books	1,745	1,745
Software	82	82
Stipends	<u>870</u>	
	<u>2,697</u>	<u>1,827</u>
<u>Total</u>	<u>38,904</u>	<u>21,704</u>

NOTE (8) - RESERVED FUND BALANCE

The fund balance is reserved for a \$10,530 GPOA Grant which was received in December, 1997 for the Social Education Program. This program was implemented on January 1, 1998 and ended on December 31, 1998.

Joel Lanclos, Jr., CPA
 Russell J. Stelly, CPA
 Chizal S. Fontenot, CPA
 James L. Nicholson, Jr., CPA
 G. Kenneth Pavy, II, CPA
 Darren J. Carl, CPA
 Michael A. Roy, CPA



JOHN S. DOWLING & COMPANY
 A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS

John S. Dowling, CPA
 1904-1984

Retired

Harold Dupre, CPA
 1996
 John Newton Stout, CPA
 1998
 Dwight Ledoux, CPA
 1998

INDEPENDENT ACCOUNTANT'S REPORT
ON APPLYING AGREED-UPON PROCEDURES

Board of Directors
 South St. Landry Community Library District
 Sunset, Louisiana

We have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the management of the South St. Landry Community Library District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the South St. Landry Community Library District's compliance with certain laws and regulations during the year ended December 31, 1998 included in the accompanying Louisiana Attestation Questionnaire. 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.

Public Bid Law

1. Select all expenditures made during the year for materials and supplies exceeding \$15,000 or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

South St. Landry Community Library District made no expenditures during 1998 for materials and supplies in excess of \$15,000 and there were no public works in excess of \$100,000.

Code of Ethics for Public Officials and Public Employees

2. Obtain 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.

Management provided us with the required list including the noted information.

The Board of Commissioners
 South St. Landry Community
 Library District
 Page 2

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

The employees included on the list provided by management {agreed-upon procedure (3)} were not included on the listing obtained in agreed-upon procedure (2).

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original and amended budget.

6. Trace the budget adoption and amendments to the minute book.

We traced the adoption of the original budget to the minutes of a meeting held on November 10, 1997 and the adoption of the amended budget to a meeting held on August 3, 1998.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues and expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

(a) Trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the 6 selected disbursements and found that payment was for the proper amount and made to the correct payee.

(b) Determine if payments were properly coded to the correct fund and general ledger account; and

Payments were properly coded to the correct fund and general ledger account.

(c) Determine whether payments received approval from proper authorities.

Payments were approved by the Board of Commissioners as stated in the minutes.

The Board of Commissioners
South St. Landry Community
Library District
Page 3

Meetings

9. Examine 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).

South St. Landry Community Library District is only required to post a notice of each meeting and the accompanying agenda. Management has asserted that such documents were properly posted.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advances, or gifts.

A reading of the minutes of the South St. Landry Community Library District for the year indicated no approval for any such payments noted. We also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

South St. Landry Community Library District's prior year financial statements were audited and did not include any comments or unresolved matters.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. 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 South St. Landry Community Library District and the Legislative Auditor, State of Louisiana, 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, this report is a matter of public record and its distribution is not limited.

John S. Dowling + Company
Opelousas, Louisiana
March 18, 1999

**LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)**

2/1/99 (Date Transmitted)

John S. Dowling and Company

(Auditors)

In connection with your compilation of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulation and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of 2/1/99 (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes [] No []

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [] No []

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes [] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes [] No []

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes [] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes [] No []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes [] No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes [] No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

<u>Cudrille Miller</u>	Secretary	<u>2/1/99</u>	Date
<u>Mary F. Henry</u>	Treasurer	<u>2/1/99</u>	Date
<u>Jane LeBlanc</u>	President	<u>2-1-99</u>	Date

SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT
SUNSET, LOUISIANA
SUMMARY OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 1998

SECTION 1 - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENTS

None

SECTION II - FEDERAL AWARDS

N/A

SECTION III - MANAGEMENT LETTER

None