ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA FINANCIAL REPORT FOR THE YEAR ENDED DECEMBER 31, 2021

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James L. Nicholson, Jr., CPA Michael A. Roy, CPA Lisa Trouille Manuel, CPA Dana D. Quebedeaux, CPA

Van L. Auld, CPA



John S. Dowling, CPA - 1904-1984 John Newton Stout, CPA - 1936-2005 Chizal S. Fontenot, CPA - 1955-2012 Russell J. Stelly, CPA - 1942 - 2019 Harold Dupre, CPA - 1931-2019

Retired

Dwight Ledoux, CPA - 1998 Joel Lanclos, Jr., CPA - 2003 G. Kenneth Pavy, II, CPA - 2020

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors Armand J. Brinkhaus, Sr., South St. Landry Community Library District Sunset, Louisiana

We have reviewed the accompanying financial statements of the governmental activities of Armand J. Brinkhaus, Sr., South St. Landry Community Library of St. Landry Parish, a component unit of St. Landry Parish Government, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Library District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable to review engagements contained in the Government Auditing Standards, issued by the United States Comptroller General. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

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We are required to be independent of Armand J. Brinkhaus, Sr., South St. Landry Community Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

In accordance with the <u>Louisiana Governmental Audit Guide</u> and the provisions of state law, we have issued a report, dated June 21, 2022, on the results of our agreed-upon procedures.

Other Supplementary Information

The accompanying Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer on page 32 and the Schedule of Directors' and Officers' compensation on page 31 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the supplementary information and, accordingly, do not express an opinion on such information.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the following supplementary information on page 20 be presented to supplement the basic financial statements:

Budgetary Comparison Schedule

Such information, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the responsibility of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and, accordingly, do not express an opinion on such information.

Management has omitted the Management Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Government Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical content.

Opelousas, Louisiana

June 21, 2022

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS (GWFS)

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA STATEMENT OF NET POSITION DECEMBER 31, 2021

	GOVERNMENTAL ACTIVITIES
<u>ASSETS</u>	
Cash and cash equivalents	\$ 392,520
Investments	17,722
Ad valorem taxes receivable, net of allowance	17,722
for uncollectibles	265,293
State revenue sharing receivable	12,703
Accrued interest receivable	1
Capital assets (net)	543,260
<u>Total assets</u>	1,231,499
LIABILITIES Accounts payable and accrued expenses Compensated absences payable Due in more than one year Total liabilities	4,156 3,629 7,785
NET POSITION Net investment in capital assets Unrestricted	543,260 680,454
Total net position	1,223,714

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2021

							(Expenses) venues and
			Program	Rever	nues	Cha	inge in Net
			•	Ope	erating	1	Position
		Cha	arges for	Gra	nts and	Go	vernmental
<u>Activities</u>	Expenses	Se	ervices	Contr	ibutions	A	ctivities
Governmental activities General government	\$ 330,863	\$	2,429	_\$	9,421	_\$	(319,013)
Total governmental activities	330,863		2,429		9,421		(319,013)
	General Revenues Taxes Ad valorem taxes Intergovernmental					290,167	
	State reve						19,030
	Interest and		stment ea	rnings			1,356
	Miscellaneo	ous					53,513
	Loss on dis	posal	of capita	l assets			(6,714)
	Total general revenues					357,352	
	Change in net position					38,339	
	Net position -	- Janı	ary 1, 20	21			1,185,375
	Net position	- Dec	ember 31	, 2021			1,223,714

FUND FINANCIAL STATEMENTS

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT

SUNSET, LOUISIANA BALANCE SHEET GOVERNMENTAL FUND DECEMBER 31, 2021

	GENERAL FUND
<u>ASSETS</u>	
Cash and cash equivalents	\$ 392,520
Investments	17,722
Ad valorem taxes receivable, net of allowance	
for uncollectibles	265,293
State revenue sharing receivable	12,703
Accrued interest receivable	1
<u>Total assets</u>	688,239
LIABILITIES	
Accounts payable and accrued expenses	\$ 4,156
Total liabilities	4,156
DEFERRED INFLOWS OF RESOURCES	
Unavailable revenues - property taxes and state revenue sharing	38,505
Total deferred inflows of resources	38,505
FUND BALANCE	
Unassigned	645,578
Total fund balance	645,578
Total liabilities, deferred inflows of resources and fund balance	688,239

RECONCILIATION OF THE GOVERNMENTAL FUND'S BALANCE SHEET TO THE STATEMENT OF NET POSITION DECEMBER 31, 2021

December 31, 2021		\$ 645,578
The Statement of Net Position reports receivable at their net realizable value. However, receivables not available to pay for current-period expenditures are deferred in governmental funds.		38,505
Cost of capital assets at December 31, 2021	\$ 1,243,717	
Less: Accumulated depreciation as of December 31, 2021	(700,457)	543,260
Compensated absences are not due and payable in the current period and therefore are not reported in the		
governmental funds.		(3,629)
Net position at December 31, 2021		1,223,714_

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUND FOR THE YEAR ENDED DECEMBER 31, 2021

	GENERAL FUND
REVENUES	
Ad valorem taxes	\$ 290,859
Intergovernmental	
State revenue sharing	19,154
Interest earned	1,356
State grant	9,421
Miscellaneous	
Library fines, fees	2,429
E-Rate reimbursement	52,866
Miscellaneous income	647
Total revenues	376,732
EXPENDITURES	
Current operating	
Wages	95,862
Payroll taxes	6,689
Retirement expense	2,374
Legal and accounting	16,800
Insurance	14,427
Utilities ·	89,064
Repairs and maintenance	23,694
Bank charges	128
Membership dues	16,209
Summer program	9,506
Library operations	15,139
Training and travel	1,761
Capital outlay	47,275
Total expenditures	338,928
NET CHANGE IN FUND BALANCE	37,804
FUND BALANCE, beginning of year	607,774
FUND BALANCE, end of year	645,578

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN THE FUND BALANCE OF THE GOVERNMENTAL FUND TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2021

Total net change in the fund balance for the year ended December 31, 2021 per Statement of Revenues,			
Expenditures and Changes in Fund Balance		\$	37,804
Governmental funds defer revenues that do not provide current financial resources. However, the Statement of Activities recognizes such revenues at their net realizable value when earned, regardless of when received.			(816)
Capital outlay which is considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balance	\$ 47,275		·
Depreciation expense for year ended December 31, 2021	(38,228)		9,047
Increase in long-term portion of compensated absences			(982)
Loss on disposal of capital assets	·		(6,714)
Total change in net position for the year ended December 31, 2021 per Statement			
of Activities		_	38,339

NOTE (1) - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Armand J. Brinkhaus, Sr., South St. Landry Community Library District was established in compliance with Louisiana Revised Statutes 25:231 to provide and operate a library for the area including Sunset, Grand Coteau, and Cankton, Louisiana. Effective August 1, 2017 Act 200 (HB 150) amended the law to provide for the name change from South St. Landry Community Library District to Armand J. Brinkhaus, Sr., South St. Landry Community Library District.

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

The accompanying financial statements of the Armand J. Brinkhaus, Sr., 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.

The following is a summary of certain significant accounting policies and practices of the Armand J. Brinkhaus, Sr., South St. Landry Community Library District:

A. FINANCIAL REPORTING ENTITY

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

The financial reporting entity consists of (a) the primary government (parish government) (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 Government 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 parish government 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 parish government.
- 2. Organizations for which the parish government does not appoint a voting majority but are fiscally dependent on the parish government.

NOTE (1) - <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

A. <u>FINANCIAL REPORTING ENTITY</u> (Continued)

3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

The Armand J. Brinkhaus, Sr., South St. Landry Community Library District is considered to be a component unit of the parish government because the parish government 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 parish government.

B. BASIS OF PRESENTATION

Government-wide Financial Statements (GWFS). The Statement of Net Position and the Statement of Activities display information on all of the nonfiduciary activities of the Armand J. Brinkhaus, Sr., South St. Landry Community Library District. They include all funds of the reporting entity. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Fiduciary funds are not included in the GWFS.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

<u>Fund Financial Statements</u>. The Armand J. Brinkhaus, Sr., South St. Landry Community Library District uses funds to report on its financial position and the results of its operations. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The fund presented in the financial statements is described as follows:

Governmental Fund

<u>General Fund</u> – The General Fund is the general operating fund of the Library District. It is used to account for all financial resources except those that are required to be accounted for in another fund.

NOTE (1) - <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

C. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, the governmental activities are presented using the economic resources measurement focus.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. The fund financial statements utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statements utilize an "economic resources" measurement focus. The accounting objective of this measurement focus is the determination of operating income, changes in net position and financial position. All assets and liabilities (whether current or noncurrent) associated with their activities are reported.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred, or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting.

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

C. <u>MEASUREMENT FOCUS/BASIS OF ACCOUNTING</u> (Continued)

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.

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

The Library adopted a budget for its General Fund on the modified accrual basis of accounting.

E. <u>ENCUMBRANCES</u>

The Library District does not employ the encumbrance system of accounting.

F. CASH AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Under state law, the Library District 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.

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the Library District's investment policy. If the original maturities of investments exceed 60 days, they are classified as investments; however, if the original maturities are 60 days or less, they are classified as cash.

Investments are stated at cost or amortized cost, which approximates fair value.

G. <u>CAPITAL ASSETS</u>

The accounting treatment over property, plant and equipment (capital assets) depends on whether they are reported in the government-wide or fund financial statements.

In the government-wide financial statements, capital assets are capitalized at historical cost, or estimated historical cost if actual is unavailable, except for donated assets, which are recorded at their estimated fair value at the date of donation.

NOTE (1) - <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

G. <u>CAPITAL ASSETS</u> (Continued)

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings 10 - 30 years
Furniture and equipment 10 - 20 years
Books and subscriptions 10 years
Video and CD Rom materials 10 years

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

It is the policy of the Library District not to capitalize amounts of interest resulting from borrowings in the course of the construction of fixed assets.

In the fund financial statements, capital assets used in governmental fund operations are accounted for as facilities acquisition and construction expenditures of governmental funds upon acquisition.

The Library District has no public domain or infrastructure outlays.

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 unused vacation days upon termination; however, sick days are forfeited upon termination. At December 31, 2021, compensated absences payable was \$3,629.

I. <u>RETIREMENT</u>

Effective May 31, 2016, the Library established a Louisiana Public Employees 457(B) Deferred Compensation Plan (Plan) which is a defined contribution plan. The Plan is a governmental 457 deferred compensation plan, which is a retirement savings plan that allows eligible employees to supplement any existing retirement and pension benefits by saving and investing pretax dollars through a voluntary salary contribution. All contributions made under this plan are fully vested. Employees are allowed to contribute to the Plan after having one year of employment with the Library. After three years of employment, the Library will contribute a 5% matching payment. There are no assets accumulated in a trust under this plan.

The Library's employer contributions for the year ended December 31, 2021 was \$2,374. The employee contributions for the year ended December 31, 2021 was \$2,634.

NOTE (1) - <u>SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES</u> (Continued)

J. EQUITY CLASSIFICATIONS

In the government-wide statements, equity is classified as net position and displayed in three components:

- 1. <u>Net investment in capital assets</u> Consist of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those assets.
- 2. <u>Restricted net position</u> Consist of net position with constraints placed on the use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- 3. <u>Unrestricted net position</u> All other net position that do not meet the definition of "restricted" or "net investment in capital assets."

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balance reports aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources.

The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form – prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

The spendable portion of the fund balance comprises the remaining four classifications: restricted, committed, assigned and unassigned.

- 1. Restricted fund balance This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions for enabling legislation.
- 2. Committed fund balance This amount can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the Board of Directors the government's highest level of decision-making authority. Those committed amounts cannot be used for any other purpose unless the Board of Directors removes the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.
- 3. <u>Assigned fund balance</u> This classification reflects the amounts constrained by the Library's "intent" to be used for specific purposes but are neither restricted nor committed. The Board of Directors have the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

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

J. <u>EQUITY CLASSIFICATIONS</u> (Continued)

4. <u>Unassigned fund balance</u> – This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the Library District's policy to use externally restricted resources first, then unrestricted resources – committed, assigned and unassigned – in order as needed.

K. ESTIMATES

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

L. DEFERRED OUTFLOWS/INFLOWS OF RESOURCES

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenses/expenditures) until that time. The Library District does not have any of this type.

In addition to liabilities, the statement of financial position includes a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Library District has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: property taxes and state revenue sharing. This amount is deferred and recognized as an inflow of resources in the period that the amount becomes available. Property taxes and state revenue sharing receivable for the governmental fund types, which have been remitted within 60 days subsequent to the year end, are considered measurable and available and recognized as revenues. All other property taxes and state revenue sharing are offset by deferred inflows of resources and, accordingly, have not been recorded as revenue.

NOTE (2) - PROPERTY TAXES RECEIVABLE

Property taxes receivable at December 31, 2021, consists 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 31 and becomes delinquent on January 1. The taxes are generally collected in December of the current year and January and February of the ensuing year. The millage rate was 5.28 in 2021.

NOTE (2) - PROPERTY TAXES RECEIVABLE (Continued)

All revenue sharing and property tax receivables are shown net of any allowance for uncollectable accounts.

The Library District was required to remit .03189 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 taxes receivable and revenue are shown net of pension fund distributions. A schedule of tax receivable is as follows:

				Allo	wance for	Collected	
	Total Per	Pens	ion Fund	Unc	ollectible	in Current	Taxes
	Tax Roll	Requ	irements		<u> Faxes</u>	Year	Receivable
2021	\$ 299,552	\$	9,549	\$	3,274	\$ 21,436	\$ 265,293

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

NOTE (3) - <u>CASH AND INVESTMENTS</u>

At December 31, 2021, the bank and book balances of cash in checking accounts, certificates of deposit and money market accounts were \$385,526 and \$381,342 respectively.

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the Library District's deposits may not be recovered or will not be able to recover the collateral securities that are in the possession of an outside party. These deposits are stated at cost, which approximates market. Under state law, these deposits, (or the resulting balances) must be secured by federal deposit insurance or similar federal security or 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 bank.

As of December 31, 2021, \$267,722 of the bank balance was covered by FDIC insurance and \$117,804 was exposed to custodial credit risk. Deposits exposed to custodial credit risk are uninsured and collateralized with securities held by the pledging institutions' trust department or agent, but not in the Library District's name. The Library District does not have a policy for custodial credit risk.

NOTE (4) - OTHER POST-EMPLOYMENT BENEFITS (OPEB)

The Armand J. Brinkhaus, Sr., South St. Landry Community Library District does not provide any post-employment benefits to retirees and therefore is not required to report under GASB Statement No. 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions.

NOTE (5) - <u>CAPITAL ASSETS</u>

Capital assets and depreciation activity, as of and for the year ended December 31, 2021, for the Armand J. Brinkhaus, Sr., South St. Landry Community Library District are as follows:

	Balance			Retirements	Balance	
	January 1,	Additions		Sales and	December 31,	
	2021	Purchases	Donations	Discards	2021	
Governmental Activities						
Land	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	
Buildings	575,513	-	-	-	575,513	
Furniture and equipment	250,998	29,103	- .	11,261	268,840	
Books and subscriptions	374,873	18,172	-	-	393,045	
Video and CD Rom						
material	5,319				5,319	
Totals at						
historical cost	1,207,703	47,275		11,261	1,243,717	
Less accumulated						
depreciation						
Buildings	169,050	7,852	-	-	176,902	
Furniture and equipment	204,558	13,440	-	4,547	213,451	
Books and subscriptions	287,892	16,918	-	-	304,810	
Video and CD Rom			•			
material	5,276	18			5,294	
Total accumulated						
depreciation .	666,776	38,228		4,547	700,457	
Governmental Activities,						
Capital assets, net	540,927	9,047		6,714	543,260	

Depreciation expense for the year ended December 31, 2021, amounted to \$38,228.

NOTE (6) - SUBSEQUENT EVENTS

Subsequent events were evaluated through June 21, 2022, which is the date the financial statements were available to be issued. As of June 21, 2022, there were no subsequent events noted.

NOTE (7) - FUND BALANCE CONSTRAINTS

The constraints on fund balance as listed in the aggregate in the Statement of Revenues, Expenditures, and Changes in Fund Balances are detailed according to balance classification and fund.

	General Fun		
Fund Balances:			
Nonspendable	\$	-	
Restricted			
Committed			
Assigned		-	
Unassigned		645,578	
Total fund balances		645,578	

NOTE (8) - <u>UNCERTAINTIES</u>

In March 2020, the World Health Organization declared the outbreak of novel coronavirus disease ("COVID-19") as a pandemic. We expect this matter may continue to negatively impact the results of our operations and financial position, but the related financial impact cannot be reasonably estimated at this time.

REQUIRED SUPPLEMENTARY INFORMATION BUDGETARY COMPARISON SCHEDULE

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE BUDGETARY COMPARISON SCHEDULE

GENERAL FUND FOR THE YEAR ENDED DECEMBER 31, 2021

	·		•	VARIANCE	
	BUDGET			FAVORABLE	
	ORIGINAL	FINAL	ACTUAL	(UNFAVORABLE)	
REVENUES					
Ad valorem taxes	\$ 220,000	\$ 290,647	\$ 290,859	\$ 212	
Intergovernmental	•	ŕ	•		
State revenue sharing	15,000	19,154	19,154	-	
Interest earned	60	1,358	1,356	(2)	
State Grant	-	9,421	9,421	-	
Miscellaneous					
Library fines, fees	4,400	2,429	2,429	-	
E-Rate reimbursement	58,500	52,866	52,866	_	
Miscellaneous income	-	648	648	-	
<u>Total revenues</u>	297,960	376,523	376,733	210	
EXPENDITURES			·		
Current operating					
Wages	120,000	95,862	95,862	-	
Payroll taxes	13,350	10,923	6,689	4,234	
Retirement expense	-	-	2,374	(2,374)	
Legal and accounting	16,500	16,800	16,800	-	
Insurance	14,000	14,427	14,427	-	
Utilities	82,000	87,815	89,064	(1,249)	
Repairs and maintenance	26,500	22,426	23,694	(1,268)	
Bank charges	200	128	128	-	
Memberships/dues	11,000	14,962	16,209	(1,247)	
Summer program	15,000	9,506	9,506		
Library operations	40,000	30,965	15,139	15,826	
Training and travel	7,000	1,761	1,761	-	
Capital outlay	25,000	33,443	47,276	(13,833)	
<u>Total expenditures</u>	370,550	339,018	338,929	89	
NET CHANGE IN FUND BALANCE	(72,590)	37,505	37,804	299	
FUND BALANCE, beginning of year, as restated			607,774		
FUND BALANCE, end of year			645,578		

See independent accountant's review report.

OTHER SUPPLEMENTARY INFORMATION

James L. Nicholson, Jr., CPA Michael A. Roy, CPA Lisa Trouille Manuel, CPA Dana D. Quebedeaux, CPA

Van L. Auld, CPA



JOHN S. DOWLING & COMPANY

A CORPORATION OF CERTIFIED PUBLIC ACCOUNTANTS www.jsdc-cpas.com

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

John S. Dowling, CPA - 1904-1984 John Newton Stout, CPA - 1936-2005 Chizal S. Fontenot, CPA - 1955-2012 Russell J. Stelly, CPA - 1942 - 2019 Harold Dupre, CPA - 1931-2019

> Retired Dwight Ledoux, CPA - 1998

Joel Lanclos, Jr., CPA - 2003 G. Kenneth Pavy, II, CPA - 2020

Armand J. Brinkhaus, Sr., South St. Landry Community Library District Sunset, Louisiana

To the Board of Directors

We have performed the procedures enumerated below on the Library District's compliance with certain laws and regulations contained in the accompanying <u>Louisiana Attestation Questionnaire</u> during the fiscal year ended December 31, 2021, as required by Louisiana Revised Statute 24:513 and the <u>Louisiana Governmental Audit Guide</u>. Management of Armand J. Brinkhaus, Sr., South St. Landry Community Library District is responsible for its financial records and compliance with applicable laws and regulations.

The Library District has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the Library District's compliance with the laws and regulations contained the accompanying Louisiana Attestation Questionnaire during the fiscal year ended December 31, 2021. Additionally, the Louisiana Legislative Auditor has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 39:1551-39:1775 (the state procurement code); R.S. 38:2211-2296 (the public bid law), or the regulations of the Division of Administration and the State Purchasing Office, whichever is applicable; and report whether the expenditures were made in accordance with these laws.

No expenditures were made for materials and supplies exceeding \$30,000 or public works exceeding \$250,000.

P. O. Box 1549 4766 I-49 North Service Road Opelousas, Louisiana 70570 Phone: 337-948-4848 Fax: 337-948-6109

112 Fountain Bend Dr. Lafayette, LA 70506 Phone: 337-984-9717 Fax: 337-984-5544

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of the immediate family members of each board member as defined by R.S. 42:1101-1124 (the ethics law).

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

3. Obtain a listing of all employees paid during the fiscal year.

Management provided us with the required list.

4. Report whether any employees' names appear on both lists obtained in Procedures 2 and 3.

None of the employees included on the list of employees provided by management for agreed-upon procedure 3 appeared on the list provided by management for agreed-upon procedure 2.

5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Management provided the requested information. None of the vendors appeared on both lists.

Budgeting

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

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

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

We traced the adoption of the original budget to the minutes of a meeting held on November 10, 2020, which indicated that the budget had been adopted by the Directors of Armand J. Brinkhaus, Sr., South St. Landry Community Library District by a unanimous vote. The budget was amended November 16, 2021.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more. (For agencies that must comply with the Licensing Agency Budget Act only, compare the expenditures of the final budget to actual expenditures, and report whether actual expenditures exceeded budgeted amounts by 10% or more per category or 5% or more in total).

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

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and: (a) report whether the six disbursements agree to the amount and payee in the supporting documentation, (b) report whether the six disbursements are coded to the correct fund and general ledger account, and (c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

Inspection of documentation supporting each of the six selected disbursements indicated proper approval according to the Board's current policy. The current policy is that two of the three authorized signatures are required on each check.

Meetings

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:11 through 42:28 (the open meetings law); and report whether there are any exceptions.

Agendas for all meetings were posted. We examined copies of agendas kept with minutes.

Debt

11. Obtain bank deposit slips for the fiscal year and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

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

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

A reading of the minutes of the District for the year indicated no such payments. 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.

State Audit Law

13. Report whether the agency provided to a timely report in accordance with R.S. 24:513.

The Board's report was submitted in June of 2022.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

The Board was compliant with R.S. 24:513.

Prior Comments and Recommendations

15. Obtain and report management's representation as to whether any prior-year suggestions, recommendations, and/or comments have been resolved.

Our prior year report, dated June 17, 2021, did not include any comments or unresolved matters.

We were engaged by the Library District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in <u>Government Auditing Standards</u>, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Library District's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Library District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on the Library District's compliance with certain laws and regulations contained in the accompanying <u>Louisiana Attestation</u>

Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Opelousas, Louisiana

June 21, 2022

LOUISIANA ATTESTATION QUESTIONNAIRE (For Attestation Engagements of Governmental Agencies)

May 11, 2022(Date Transmitte	ed)
John S. Dowling & Company	(CPA Firm Name)
PO Box 1549	_(CPA Firm Address)
Opelousas, LA 70571-1549	_(City, State Zip)
In connection with your engagement to apply agreed-upon procedures to matters identified below, as of December 31, 2021 (date) and for the required by Louisiana Revised Statute (R.S.) 24:513 and the <i>Louisiana</i> of make the following representations to you.	o the control and compliance e year then ended, and as Governmental Audit Guide, we
Public Bid Law	•
It is true that we have complied with the state procurement code (R.S. 38 law (R.S. 38:2211-2296), and, where applicable, the regulations of the E State Purchasing Office	Division of Administration and the
	Yes[/] No[] N/A[]
Code of Ethics for Public Officials and Public Employees	•
It is true that no employees or officials have accepted anything of value, loan, or promise, from anyone that would constitute a violation of R.S. 42	
	Yes [/] No [] N/A []
It is true that no member of the immediate family of any member of the general executive of the governmental entity, has been employed by the governmental entity.	mental entity after April 1, 1980,
	Yes[No[] N/A[]
Budgeting	
We have complied with the state budgeting requirements of the Local Go 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-13	
	Yes [] No [] N/A []
Accounting and Reporting	
All nor-exempt governmental records are available as a public record are three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.	
	Yes[V] No[] N/A[]
We have filed our annual financial statements in accordance with R.S. 2 applicable.	4.514, and 33:463 where
	Yes[] No[] N/A[]
We have had our financial statements reviewed in accordance with R.S.	24:513.
NAG danakantaria kanakantaria kanakantaria kanakantaria kanakantaria kanakantaria kanakantaria kanakantaria ka	Yes [] No [] N/A [
We did not enter into any contracts that utilized state funds as defined in were subject to the public bid law (R.S. 38:2211, et seq.), while the agen R.S. 24:513 (the audit law).	cy was not in compliance with
	Yes[v] No[] N/A[]
We have complied with R.S. 24:513 A. (3) regarding disclosure of competenefits and other payments to the agency head, political subdivision he	
	Yes [No [] N/A []

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [No [] N/A []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes [No [] N/A []

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 R.S. 39:1410.60-1410.65.

Yes [No [] N/A []

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, R.S. 14:138, and AG opinion 79-729.

Yes [No [] N/A []

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes [No [] N/A []

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [No [] N/A []

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes [No [] N/A []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes [/ No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement,

Yes [] No [] N/A []

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

Yes [No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes [No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws and regulations, including communications received during the period under examination; and will disclose

to you any such communication received between the end of the period under examination and the date o your report.			
Yes[Y No[] N/A[]			
We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.			
Yes[YNo[]N/A[]			
The previous responses have been made to the best of our belief and knowledge. Secretary/Treasurer 5/11/22 Date Treasurer Date President 5-11-2022 Date			

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA SCHEDULE OF FINDINGS AND RESPONSES FOR THE YEAR ENDED DECEMBER 31, 2021

SECTION I - INTERNAL CONTROL AND COMPLIANCE

No findings

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

N/A

SECTION III - MANAGEMENT LETTER

No findings

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA SCHEDULE OF PRIOR YEAR FINDINGS FOR THE YEAR ENDED DECEMBER 31, 2021

SECTION I - INTERNAL CONTROL AND COMPLIANCE

No findings

SECTION II - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO FEDERAL AWARDS

N/A

SECTION III - MANAGEMENT LETTER

No findings

ARMAND J. BRINKHAUS, SR., SOUTH ST. LANDRY COMMUNITY LIBRARY DISTRICT SUNSET, LOUISIANA SCHEDULE OF DIRECTORS' AND OFFICERS' COMPENSATION DECEMBER 31, 2021

Name of Commissioner	Office Held	Term	Amount
Paul Andy Dakin	Chairman	2022	\$ -
Julia Battle	Commissioner	2024	-
Sandra Smith	Commissioner	2023	
Susan Fontenot	Secretary/Treasurer	2023	-
Patrick Thibodeaux	Commissioner	2023	-
Charles A. James	Commissioner	2024	-
Celeste Hebert	Commissioner	2023	
			_

See independent accountant's review report.

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER DECEMBER 31, 2021

Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer

Agency Head Name: Paul Andy Dakin, Chairman

Purpose	Amount
Salary	0
Benefits-insurance	0
Benefits-retirement	0
Benefits	0
Car allowance	0
Vehicle provided by government	0
Per diem	0
Reimbursements	0
Travel	0
Registration fees	0
Conference travel	0
Continuing professional education fees	0,
Housing	0
Unvouchered expenses	0
Special meals	0
Other	0

See independent accountant's review report.