

Shreve Memorial Library
Shreveport, Louisiana

FINANCIAL STATEMENTS

December 31, 2015



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Shreve Memorial Library
Shreveport, Louisiana

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Required Supplemental Information
Management's Discussion and Analysis (MD&A)

Shreve Memorial Library

Management's Discussion and Analysis (unaudited)

December 31, 2015

This section of the Shreve Memorial Library ("Library") annual financial report presents our discussion and analysis of the Library's financial performance during the fiscal year that ended on December 31, 2015. Please read it in conjunction with the Library's financial statements, which follow this section.

Financial Highlights

The following exhibits some of the more important highlights of the financial results for the government-wide financial statements for the year ended December 31, 2015:

- The assets of the Library exceeded its liabilities at the close of the fiscal year by \$21,107,195 (net position);
- The Library's total net position from governmental activities increased \$164,791 from the beginning of the fiscal year as a result of operations during the year;
- The cost of operating the programs of the Library was \$18,598,277;
- The General Fund reported unassigned fund balance of \$20,403,156.

Overview of the Financial Statements

This Management's Discussion and Analysis (MD&A) is intended to serve as an introduction to the Library's basic financial statements. The Library's basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Library's finances, in a manner similar to a private sector business.

The statement of net position presents all of the Library's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position. Net position represents the difference between all elements in a statement of financial position and is displayed in three components: net investment in capital assets, restricted, and unrestricted. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The statement of activities presents information showing how the Library's net position changed during the fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The statement of net position and the statement of activities distinguish functions of the Library that are principally supported by taxes, intergovernmental revenues, and charges for services

(governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The Library's governmental activities include cultural and recreation. The Library did not report any business-type activities for the current fiscal year.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds. The Library only has governmental funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements; however, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources at the end of the fiscal year. Such information may be useful in evaluating the Library's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Library's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Library adopts an annual budget for its General Fund. A budgetary comparison schedule has been provided to demonstrate compliance with the budget.

Notes to basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information related to the budget, pension, and other post-employment benefits.

Financial Analysis of Government-Wide Activities

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Library, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$21,107,195 at the close of the fiscal year.

The largest portion of the Library's net position totaling approximately \$34.9 million reflects its investment in capital assets. The Library uses these capital assets to provide library services to citizens.

Net Position The Library's net position at December 31, 2015 and 2014 (restated), is shown in the following table.

	Governmental activities	
	2015	2014 (Restated)
Current and other assets	\$21,060,876	\$19,255,944
Capital assets, net	34,931,139	33,935,021
Total assets	55,992,015	53,190,965
Deferred outflows of resources	1,294,079	-
Current and other liabilities	448,714	378,996
Long-term liabilities	35,503,909	31,869,565
Total liabilities	35,952,623	32,248,561
Deferred inflows of resources	226,276	-
Net position:		
Net investment in capital assets	34,931,139	33,935,021
Unrestricted	(13,823,944)	(12,992,617)
Total net position	<u>\$21,107,195</u>	<u>\$20,942,404</u>

Changes in Net Position The following condensed government-wide governmental activity statement illustrates the major changes in operations for the Library in 2015 as compared to 2014:

	2015	2014 (restated)	Increase (Decrease)	% change
Revenue	\$ 18,763,068	\$ 18,825,586	\$ (62,518)	(0.3%)
Expenses	18,598,277	18,712,342	(114,065)	(0.6%)
Change in net position	<u>\$ 164,791</u>	<u>\$ 113,244</u>	<u>\$ 51,547</u>	

Governmental Activities

The Library's total governmental revenue increased from 2014 by \$94,271, or .5% (percent), while expenses increased by \$111,097 or .7% (percent), as compared to 2014.

	2015	2014	Increase (decrease)	Percent change
Revenue				
Taxes	\$ 15,390,276	\$ 14,861,274	\$ 529,002	
Intergovernmental revenues	2,951,858	3,406,837	(454,979)	
Other	454,454	434,206	20,248	
Total revenues	<u>18,796,588</u>	<u>18,702,317</u>	<u>94,271</u>	0.5%
Expenses				
Personnel services	9,278,922	8,737,795	541,127	
Other operating expenses	4,643,223	3,799,888	843,335	
Primary government reimbursements	647,900	649,000	(1,100)	
Capital outlay	<u>2,457,808</u>	<u>3,730,073</u>	<u>(1,272,265)</u>	
Total expenses	<u>17,027,853</u>	<u>16,916,756</u>	<u>111,097</u>	0.7%
Excess of expenses over revenues	<u>\$ 1,768,735</u>	<u>\$ 1,785,561</u>	<u>\$ (16,826)</u>	

While the total revenue and expenses did not change significantly, there were some major changes to the make-up of revenue and expenses between 2014 and 2015. Ad valorem taxes increased significantly while intergovernmental revenues decreased. The intergovernmental revenues relate to capital outlay reimbursements for construction of the new building received from bond proceeds designated for library capital. Personnel service expenses increased due an increase in payroll costs while the capital outlay decreased which directly relates to the completion of new building construction in 2015.

Financial Analysis of the Library's Funds

At the end of 2015, the Library's governmental funds reported a fund balance of \$20,522,414, which increased a total of \$1,768,735 from prior year fund balance of \$18,753,679. The prior year operations showed an increase in fund balance of \$1,785,561.

Budgetary Highlights

The Library has prepared and published budgets that cover its governmental activities. Included in this financial report are comparison schedules that illustrate the actual results compared to the original and revised budgets.

Capital Assets

The Library's investment in capital assets for its governmental activities as of December 31, 2015, totaled \$34,931,139 (net of accumulated depreciation). This investment includes land and improvements, building and building improvements, equipment, and library materials.

Other Post-Employment Benefits

The Library's Annual Required Contribution (ARC) is an allocated amount that was actuarially determined in accordance with GASB Codification Section P50 for the City of Shreveport. The Library's estimated total ARC for the fiscal year ending December 31, 2015, is \$2,247,834 for medical, dental and life combined. For the fiscal year ending December 31, 2015, the Library recorded a liability for Other Post-employment Benefits (OPEB) of \$13,199,786.

Deferred Outflows and Inflows of Resources

Deferred outflows of resources are new to the Library's Statement of Net Position for this fiscal year. This classification balance, although similar to "assets," is set apart because these items do not meet the technical definition of being an asset of the Library on the date of these financial statements. In other words, these amounts are not available to pay liabilities in the way assets are available. When all the recognition criteria are met, the deferred outflow of resources will become an expense/expenditure. The deferred outflow of resources reported relate to the implementation of GASB Statement No. 68 and GASB Statement No. 71 for pension liability reporting. GASB 71 requires that contributions made during the fiscal year to the retirement system be reported as deferred outflows of resources. Consequently, the majority of the deferred outflows of resources reported are comprised of current year contributions to the retirement system. However, there may be some deferred outflows of resources attributable to the various components that impact pension changes, and can include investment changes amortization, changes due to actuarial assumptions, and differences between expected or actual experience.

Deferred inflows of resources are the counterpart to deferred outflows of resources on the Statement of Net Position. Deferred inflows of resources are not technically liabilities of the Library as of the date of the financial statements. When all the recognition criteria are met, the deferred inflow of resources will become revenue or an increase to net position. Deferred inflows of resources reported represent a net amount attributable to the various components that impact pension changes, and can include investment changes amortization, changes due to actuarial assumptions, and differences between expected or actual experience.

Economic Factors

The Library does not anticipate any significant changes in its 2016 operations as compared to 2015's operations.

Contacting the Library's Financial Management

This financial report is designed to provide the citizens, taxpayers, and creditors with a general overview of the Library's finances and to demonstrate the Library's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Jim Pelton, Chief Budget Officer, at 318-226-5870.

Basic Financial Statements

**Shreve Memorial Library
Shreveport, Louisiana**

**Statement of Net Position
December 31, 2015**

Assets

Cash and cash equivalents	\$ 5,995,278
Ad valorem tax receivable	14,560,776
Due from other governments	369,326
Other receivables	16,238
Other assets	119,258
Capital assets, net of accumulated depreciation	34,931,139
Total assets	<u>55,992,015</u>

Deferred outflows of resources

Deferred outflows related to pensions	1,294,079
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Liabilities

Accounts payable	120,138
Accrued expenses	328,576
Noncurrent liabilities	
Due within one year	
Accrued compensated absences	315,419
Due in more than one year	
Net pension liability	21,988,704
Net other post-employment benefit obligation	13,199,786
Total liabilities	<u>35,952,623</u>

Deferred inflows of resources

Deferred inflows related to pensions	226,276
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Net position

Invested in capital assets	34,931,139
Unrestricted	<u>(13,823,944)</u>
Total net position	<u><u>\$ 21,107,195</u></u>

The accompanying notes are an integral part of the financial statements.

**Shreve Memorial Library
Shreveport, Louisiana**

**Statement of Activities
for the Year Ended December 31, 2015**

		Program Revenues		
Expenses	Charges for services	Capital grants and contributions	Net (expense) revenue and changes in net position	
Functions/programs				
Governmental activities				
Culture and recreation	\$ 18,598,277	\$ 384,184	\$ 2,208,846	\$ (16,005,247)
Total governmental activities	\$ 18,598,277	\$ 384,184	\$ 2,208,846	(16,005,247)
General revenues				
Property taxes levied for:				
Culture and recreation				15,356,755
State revenue sharing				369,326
On-behalf payments for retiree premiums				373,686
Interest and investment earnings				70,271
Total general revenues				16,170,038
Change in net position				164,791
Net position, January 1, 2015, as previously reported				52,501,203
Prior period adjustment				(31,558,799)
Net position, January 1, 2015, as restated				20,942,404
Net position, December 31, 2015				\$ 21,107,195

The accompanying notes are an integral part of the financial statements.

Fund Financial Statements

**Shreve Memorial Library
Shreveport, Louisiana**

**Balance Sheet - Governmental Funds
December 31, 2015**

Assets

Cash and cash equivalents	\$ 5,995,278
Ad valorem tax receivable	14,560,776
Due from other governments	369,326
Other receivables	16,238
Other assets	<u>119,258</u>
 Total assets	 <u><u>\$ 21,060,876</u></u>

Liabilities, deferred inflows and fund balances

Liabilities

Accounts payable	\$ 120,138
Accrued expenses	<u>328,576</u>
Total liabilities	<u><u>448,714</u></u>

Deferred inflows of resources

Unavailable revenue - property taxes	<u>89,748</u>
Total deferred inflows	<u><u>89,748</u></u>

Fund balances

Nonspendable - prepaid expenses	119,258
Unassigned	<u>20,403,156</u>
Total fund balances	<u><u>20,522,414</u></u>

Total liabilities, deferred inflows and fund balances	<u><u>\$ 21,060,876</u></u>
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The accompanying notes are an integral part of the financial statements.

Shreve Memorial Library
Shreveport, Louisiana

Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Position
for the Year Ended December 31, 2015

Fund balances - total governmental funds		\$ 20,522,414
<p>Amounts reported for governmental activities in the statement of net position are different because:</p>		
<p>Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.</p>		
Governmental capital assets	60,929,139	
Less accumulated depreciation	<u>(25,998,000)</u>	34,931,139
<p>Some of the Library's property taxes were collected more than sixty days after year-end and, therefore, are not available soon enough to pay for current-period expenditures.</p>		
		89,748
Deferred outflows of resources reported in the Statement of Net Position		1,294,079
Deferred inflows of resources reported in the Statement of Net Position		(226,276)
<p>Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.</p>		
Compensated absences	(315,419)	
Net other post employment benefit obligation	(13,199,786)	
Net pension liability	<u>(21,988,704)</u>	<u>(35,503,909)</u>
Net position of governmental activities		<u>\$ 21,107,195</u>

The accompanying notes are an integral part of the financial statements.

**Shreve Memorial Library
Shreveport, Louisiana**

**Statement of Revenue, Expenditures and Changes in Fund Balances - Governmental Funds
for the Year Ended December 31, 2015**

Revenue	
Taxes	\$ 15,390,276
Intergovernmental revenues	
Parish of Caddo - capital contribution from bond	2,208,846
City of Shreveport - on-behalf OPEB payments	373,686
State of Louisiana - state revenue sharing	369,326
Interest and Investment earnings	70,271
Other revenues	384,183
Total revenue	<u>18,796,588</u>
Expenditures	
Current operating	
Personnel	9,278,922
Other operating expenses	4,643,223
Debt service reimbursements to Caddo Parish Commission	647,900
Capital outlay	<u>2,457,808</u>
Total expenditures	<u>17,027,853</u>
Net change in fund balance	1,768,735
Fund balance at beginning of year	<u>18,753,679</u>
Fund balance at end of year	<u>\$ 20,522,414</u>

The accompanying notes are an integral part of the financial statements.

**Shreve Memorial Library
Shreveport, Louisiana**

**Reconciliation of the Statement of Revenue, Expenditures and
Changes in Fund Balances - Governmental Funds to the Statement of Activities
for the Year Ended December 31, 2015**

Net change in fund balances - total governmental funds \$ 1,768,735

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital outlay	3,058,145	
Depreciation expense	<u>(2,062,027)</u>	996,118

Revenues reported in the statement of activities are not reported in governmental funds, because they do not provide current financial resources. This adjustment is to recognize the net change in unavailable revenues for property taxes and special assessments. (33,521)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Increase in compensated absences	(4,653)	
Increase in net other post employment benefit obligation	(1,538,489)	
Increase in net pension liability	<u>(2,091,202)</u>	(3,634,344)

Change in deferred outflows of resources 1,294,079

Change in deferred inflows of resources (226,276)

Change in net position of governmental activities \$ 164,791

Shreve Memorial Library
Shreveport, Louisiana

Notes to the Financial Statements

Introduction

The Shreve Memorial Library (the "Library") was established in compliance with the provisions of Louisiana Revised Statute 25:211 as a joint city-parish public library.

Under the City of Shreveport's City Charter Section 8.05, the Library is under control of a Board of Trustees, which shall have all of the powers and duties conferred on boards of control of joint city-parish public libraries by the laws of the state. The Board of Trustees shall consist of the mayor, ex officio, and five (5) qualified electors of the city appointed one each year by the mayor and confirmed by the City Council for terms of five (5) years from and after the expiration of the terms of their predecessors, and the president of the Caddo Parish Commission, ex officio, and three (3) qualified electors of the parish appointed by the Caddo Parish Commission to sit with the Board of Trustees and to participate in its deliberations and decisions, thereby having a total of eight (8) appointed members. Any vacancy of a city-appointed member shall be filled by appointment by the mayor, confirmed by the City Council, for the unexpired portion of the term. If the joint city-parish public library system shall cease for any reason, then the City Council shall provide for the operation of a city public library, by ordinance, in accordance with the system provided for herein.

Note 1 Summary of Significant Accounting Policies

This financial report has been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, issued in June 1999. Component units are required to initially adopt GASB Statement No. 34 for the same reporting period as the primary government. The Library's primary government, the City of Shreveport, has adopted the provisions of GASB 34.

A. Basis of Presentation

The accompanying basic financial statements of the Library have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP), as applied to governmental units.

B. Reporting Entity

The Shreve Memorial Library, a parish-wide system, was created by an agreement between the City of Shreveport (the "City") and Caddo Parish Commission (the "Commission" or "Parish") and established as a joint city-parish public library. Prior to 2015, Shreve Memorial Library was included in the Caddo Parish Commission's audited financial statements as a special revenue fund. For the year ended December 31, 2015, it was determined that the Library should have separately audited financial statements. Both the City of Shreveport and Caddo Parish Commission provide support to the library; however, the City appoints the majority of the Board members and indirectly controls the financial operations of the Library. The City provides the accounting, payroll, purchasing, cash management, and some legal services (contract review) to support the Library's infrastructure and operations. The

City of Shreveport, as a primary government, evaluated the Library as a potential component unit and determined that the Library's financial statements should be included with the City's financial statements as a discretely presented component unit for the year ended December 31, 2015.

The accompanying basic financial statements present information only on the funds maintained by the Library and do not present information on the City of Shreveport, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. Government-Wide and Fund Financial Statements

The government-wide financial statements (GWFS) include the Statement of Net Position and the Statement of Activities. These statements report information on all of the governmental activities of the Library.

The Statement of Net Position presents information on all of the Library's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Library is improving or deteriorating.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segments are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Depreciation expense is identified by function and is included in the direct expense of each function. Interest on general long-term debt is considered an indirect expense and is reported separately on the Statement of Activities. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

The Library organizes its accounts on the basis of funds, each of which is considered to be 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 balances, revenues and expenditures. The Library uses funds 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 related to certain government functions or activities.

D. Measurement Focus and Basis of Accounting

The GWFS are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Governmental fund financial statements (FFS) 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 Library considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences, are recorded only when payment is due.

Ad valorem taxes are considered "measurable" at the time of levy. Substantially all other non-intergovernmental revenues are susceptible to accrual and are recognized when earned or the underlying transaction occurs.

The accounts of the Library are organized on the basis of funds, 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 balance, revenues, and expenditures.

Funds of the Library are classified as governmental funds. Governmental funds account for all of the Library's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between the governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources, which may be used to finance future period programs or operations.

The Library's one governmental fund is the 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 another fund.

E. Budgetary Practices

Budgets are adopted on a modified accrual basis, which is consistent with U.S. generally accepted accounting principles. Annual appropriated budgets are adopted for the general fund. All annual appropriates lapse at fiscal year end.

The proposed budgets for the calendar year 2015 were adopted on December 2, 2014.

The Louisiana Local Government Budget Act provides that "the total of proposed expenditures shall not exceed the total of estimated funds available for the ensuing year." The "total estimated funds available" is the sum of the estimated fund balance at the beginning of the year and the anticipated revenues for the current year.

Through the budget, the Library allocates its resources and establishes its priorities. The annual budget assures the efficient and effective use of the Library's economic resources. It establishes the foundation of effective financial planning by providing resource planning, performance measures and controls that permit the evaluation and adjustment of the Library's performance.

The budget is structured such that revenues are budgeted by source and appropriations are budgeted by principal type of expenditure. Expenditures may not legally exceed appropriations at the fund level.

Appropriations that are not expended lapse at year end. The Library may revise or amend the budget at their discretion.

F. Cash, Cash Equivalents, and Investments

Cash and cash equivalents include amounts in demand deposits, interest bearing demand deposits, and savings deposits. Cash equivalents include short term, highly liquid investments with original maturities of 90 days or less when purchased. Under state law, the Library may deposit funds in 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 R.S. 33:2955 and the City of Shreveport’s investment policy. If the original maturities of investments exceed ninety (90) days, they are classified as investments; however, if the original maturities are ninety (90) days or less, they are classified as cash equivalents.

G. Receivables

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible. Uncollectible amounts are recognized as bad debts through the establishment of an allowance account at the time information becomes available, which would indicate the uncollectibility of the receivable.

H. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the GWFS. Capital assets are recorded at historical cost or estimated historical cost for assets where actual historical cost is not available and depreciated over their estimated useful lives. Donated capital assets are recorded at their estimated fair value at the date of donation. The Library maintains a threshold level for capitalization of capital assets except land. All land is capitalized, regardless of the amount. All other capital assets are capitalized utilizing a threshold of \$2,500 for land improvements, buildings and building improvements, furniture, equipment, vehicles, and construction in progress. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Estimated useful life is management’s estimate of how long the asset is expected to meet service demands. Capital assets have not been assigned a salvage value because management feels that the salvage value is immaterial. Straight-line depreciation is calculated based on the following estimated useful lives:

Books and Periodicals	5-7 years
Equipment	3-20 years
Buildings	10-50 years
Improvements	10-50 years

I. Vacation and Sick Leave

Full-time Shreve Memorial Library employees may earn 12 to 22 days of annual leave and 6 to 15 days of sick leave annually depending on length of service. Employees may accrue a maximum of 44 days of annual leave. Sick leave can be accrued without limit. Any accrual over the maximum is forfeited.

Employees resigning or retiring from the library with proper notice are paid for their accrued annual leave. For employees resigning, accumulated sick leave is canceled upon termination with no credit toward retirement length of service. However, retiring employees who meet certain requirements may apply a portion of accumulated sick leave toward retirement length of service.

In the FFS, the matured liability for compensated absences, which includes salary and salary-related payments, is reported in the fund. The total liability is reported in the GWFS. Accrued sick leave benefits are not accrued due to the Library's policy of not paying benefits upon termination. No accrual is made in the governmental funds because the liability is not matured.

J. Pension Plan

The Library participates in a pension plan that is administered by the City of Shreveport. This plan covers substantially all employees who meet certain length of service requirements.

K. Risks and Uncertainties

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires 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 and expenses during the reporting period. Actual results could differ from those estimates.

L. Net Position Classifications

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

- Invested in capital assets – Consists of capital assets, net of accumulated depreciation.
- Unrestricted net position – Consists of all other components of net position that do not meet the definition of “restricted” or “invested in capital assets”.

The Library applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

M. Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the Library is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent.

In the fund financial statements, governmental fund balance is presented in five possible categories:

Nonspendable - resources, which cannot be spent because they are either (a) not in spendable form (such as prepaid items) or; (b) legally or contractually, required to be maintained intact.

Restricted - resources with constraints placed on their use that are either (a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed - resources which are subject to limitations or constraints to specific purposes the government imposes upon itself at its highest level of decision making (the Library Board). These amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint.

Assigned - resources neither restricted nor committed for which the Library Board has a stated intended use.

Unassigned - resources which cannot be properly classified in one of the other four categories. The General Fund is the only fund that reports a positive unassigned fund balance amount.

The Library would typically use restricted fund balances first, followed by committed resources, and then assigned resources, as appropriate opportunities arise, but reserves the right to selectively spend unassigned resources first to defer the use of these other classified funds.

N. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires 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 and expenditures during the reporting period. Actual results could differ from those estimates.

O. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net 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 (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element 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.

P. New Accounting Pronouncements

The following Accounting Standards Update (ASU) recently issued and adopted by the GASB impacted the Library's financial statements:

In June 2012, the Governmental Accounting Standards Board Statement (GASB) issued GASB No. 68 (GASB 68), *Accounting and Financial Reporting for Pensions—an Amendment of GASB Statement No. 27 replaces Statement 27 Accounting for Pensions by State and Local Governmental Employers and Statement 50 Pension Disclosures*. GASB 68 requires governments providing defined benefit plans to report the net pension liability in their statement of net position. This net pension liability is the difference between the present value of the pension liability and the fair value of pension assets, set aside in a trust and restricted to paying benefits to current employees, retirees, and their beneficiaries. The provisions of Statement 68 are effective for fiscal years beginning after June 15,

2014. The financial statements have been adjusted to reflect retroactive application as of January 1, 2015. As such, the impact of the cumulative effect of the change in accounting principle on net position as of January 1, 2015, is a decrease of \$19,897,502 to reflect beginning net pension liability.

In November 2013, the Governmental Accounting Standards Board Statement issued GASB No. 71 (GASB 71), *Pension Transition for Contributions Made Subsequent to the Measurement Date*, an amendment of GASB Statement No. 68, requires that if a state or local government employer or non-employer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government’s reporting period. Statement 68 requires that the government recognize its contribution as a deferred outflow of resources. Additionally, in those circumstances, no beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions should be recognized. At the beginning of the period in which the provisions of Statement 68 are adopted, there may be circumstances in which it is not practical for a government to determine the amounts of all applicable deferred inflows of resources and deferred outflows of resources related to pensions. The change in accounting principle related to beginning deferred pension contributions had no impact on net position as of January 1, 2015.

Note 2 Cash and Cash Equivalents

The Library’s cash is held in the City of Shreveport’s consolidated cash management pool. The Library’s portion of the consolidated cash pool is displayed on the Statement of Net Position as “Cash and cash equivalents”. At December 31, 2015, the Library had cash and cash equivalents (book balances) totaling \$5,994,078 in the City of Shreveport’s cash pool.

Cash and cash equivalents are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or pledge of qualifying securities owned by the bank. The market value of the qualifying pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the bank. At December 31, 2015, deposit balances (bank balances) are fully secured by federal deposit insurance and qualified pledged securities of \$5,994,078. Information on the aggregate deposits of the City of Shreveport and how they are secured is available in the financial statements of the City of Shreveport.

Note 3 Ad Valorem Taxes

Ad valorem taxes represent a major source of funding for the Library. Louisiana statutes provide that parish governments may, with voter authorization, levy special property tax millages up to ten mills for any purpose legally within their scope of jurisdiction. This means that, by law, Caddo Parish can only use the revenue derived from the millages for specified purposes as decided by the voters of Caddo Parish. Two of these special millages are legally dedicated to the Shreve Memorial Library.

The distribution of the levy (tax rate per \$1,000 assessed value) to the Shreve Memorial Library was as follows for 2015:

Fund	Property within Shreveport and Vivian	Property outside Shreveport and Vivian
Shreve Memorial Library	8.84%	8.84%

Ad valorem taxes are levied on property values assessed by the Caddo Parish Tax Assessor and approved by the State of Louisiana Tax Commission. The Caddo Parish Sheriff's Office bills and collects property taxes on behalf of the Library. The following is the property tax calendar:

Property tax calendar

Assessment date	January 1
Levy date	Not later than June 1
Tax bills mailed	On or about November 25
Total taxes are due	December 31
Penalties and interest are added	January 1
Lien date	January 1
Tax sale - 2015 delinquent property	On or about May 15, 2016

Property taxes are recorded as receivables and revenues in the year assessed, net of an estimated allowance for uncollectible accounts of \$489,122. Property taxes totaling \$89,748 not collected within 60 days have been deferred in the fund financial statements.

Note 4 Capital Assets

A summary of changes in capital assets is as follows:

<u>Governmental activities:</u>	Balance December 31, 2014	Additions	Reductions	Balance December 31, 2015
Capital assets not being depreciated:				
Land and land improvements	\$ 5,261,444	\$ -	\$ -	\$ 5,261,444
Construction in progress	4,879,118	-	4,879,118	-
Total capital assets not being depreciated	<u>10,140,562</u>	<u>-</u>	<u>4,879,118</u>	<u>5,261,444</u>
Capital assets being depreciated:				
Buildings and structures	27,419,780	6,411,972	-	33,831,752
Improvements	284,995	-	-	284,995
Equipment and books	20,197,928	1,525,291	172,271	21,550,948
Total capital assets being depreciated	<u>47,902,703</u>	<u>7,937,263</u>	<u>172,271</u>	<u>55,667,695</u>
Less accumulated depreciation for:				
Buildings and structures	(8,104,099)	(555,854)	-	(8,659,953)
Improvements	(211,411)	(5,319)	-	(216,730)
Equipment and books	(15,792,734)	(1,500,854)	(172,271)	(17,121,317)
Total accumulated depreciation	<u>(24,108,244)</u>	<u>(2,062,027)</u>	<u>(172,271)</u>	<u>(25,998,000)</u>
Total capital assets being depreciated, net	<u>23,794,459</u>	<u>5,875,236</u>	<u>-</u>	<u>29,669,695</u>
Capital assets, net	<u>\$ 33,935,021</u>	<u>\$ 5,875,236</u>	<u>\$ 4,879,118</u>	<u>\$ 34,931,139</u>

Note 5 Related Party Transactions and On-behalf Payments

All of the Library’s expenses are paid out of the City of Shreveport’s operating account and then money is transferred periodically from the Library’s bank account to reimburse the account. The City provides accounting software and services for the Library. The services include processing payroll, issuing bids, legal services, and cash and investment management. The estimated value of the services cannot be determined and are not reflected in the Library’s financial statements.

The City of Shreveport pays the retiree premiums for other post-employment benefits. For the year ended December 31, 2015, on-behalf payments of \$373,686 have been recorded in the accompanying financial statements, in accordance with Governmental Accounting Standards Board Statement 24, as intergovernmental revenues and expenditures.

In 2012, the Caddo Parish Commission (Commission) issued \$6,000,000 of certificates of indebtedness to fund various capital improvements to the Shreve Memorial Library. The Library reimbursed the Caddo Parish Commission for the principal and interest associated with this Certificate of Indebtedness. Total payments made in 2015 to reimburse the Commission for principal and interest equaled \$647,900.

The Library received \$2,208,846 from the Caddo Parish Commission’s Library Bond Fund for capital outlay expenditures during 2015. This funding was from debt proceeds associated with the 2012 Certificate of Indebtedness described above.

Note 6 Accrued Compensated Absences

The following accrued compensated absences of the Library is recorded as a noncurrent liability.

Balance, January 1, 2015	\$	310,765
Additions for earned compensated absences		345,793
Less use of accrued amounts	(<u>341,139</u>)
Balance, December 31, 2015		315,419
Less portion due within one year	(<u>315,419</u>)
Long-term portion	\$	<u><u>-</u></u>

Note 7 Pension Plan

Employees’ Retirement System (ERS)

All full-time employees and some part-time employees of the Shreve Memorial Library are members of a cost-sharing multiple-employer defined benefit plan, which is administered by the City of Shreveport (the “City”). Enrollment is mandatory for full-time, permanent employees. The City issues a publicly available financial report that includes financial statements and required supplementary information of the City Plan. That report may be obtained by writing the City of Shreveport, P.O. Box 31109, Shreveport, LA, 71130.

Disclosures relating to this plan are as follows:

Plan Description - The ERS is a cost-sharing multiple-employer defined benefit pension plan that covers all full-time classified employees of the City, other than policemen and firemen, and is administered by the City.

Non-City employees employed by the following organizations may become members in the system: Shreve Memorial Library, Caddo-Shreveport Sales and Use Tax Commission and other non-City employees recommended by the Board of Trustees and approved by the City Council. Appointed officials of the City and the Mayor have the option to join by filing an application within 90 days after taking office. However, by joining the retirement system, they may not participate in the deferred compensation program for appointed employees.

Eligibility Requirements - Prior to October 1, 1999, to be eligible for regular retirement benefits, members must have 30 years of service regardless of age or be age 65 with 10 years of service, and if hired before January 1, 1979 be 55 years of age with 20 years of service. If hired on or after January 1, 1979, members must be 55 years of age with 25 years of service or age 60 with 20 years of service. As of October 1, 1999, eligibility for regular retirement extends to any member who has 20 years of service at age 55. The difference, before and after a hire of January 1, 1979, was eliminated. Members vest in the system after 15 years of creditable service. Benefit provisions are established and may be amended by City ordinance #2 of 1954, #163 of 1990 and #112 of 1991.

Retirement Benefits - Prior Benefits available to members hired before January 1, 1996, consist of an annuity, which is the actuarial equivalent of the employee's accumulated contributions; plus an annual pension, which together with the annuity, provides a total retirement allowance equal to 3% of average compensation times years of creditable service. Beginning January 1, 1996, the retirement allowance increased to 3 1/3% of average compensation times years of creditable service for 1996 and future years of service. Effective January 1, 2015, the retirement allowance was reduced to 2.75% of average compensation times years of creditable service for 2015 and future years. An early retirement provision has been implemented for any member who has at least 10 years, prior to January 1, 2015, of service and is within 10 years of a member's normal retirement age. The benefit is reduced by 3% per year for each year within five years of the normal retirement date, by 5% for the next earlier year, and by 8% for each additional earlier year. The plan allows members who have met eligibility requirements to defer receipt of benefits for a period of two years with one percent interest. At December 31, 2015, there is \$1,854,449 being held for members in the Deferred Retirement Option Plan.

Funding Policy - Prior to January 1, 2007, plan members were required by City ordinance to contribute 7% of compensation to the Plan. The City or other employers were required by the same ordinance to contribute 11.15% of compensation. Contribution amounts from plan members, the City and other employers may be amended by City ordinance. Effective January 1, 2007, the employees' contributions to the plan were increased to 9% from 7% and the employers' contributions were increased to 13.15% from 11.15%. Effective January 1, 2015, the employees' contribution to the plan was increased from 9% to 10% and the employer contribution increased from 13.15% to 16.5%.

Contributions are made from the fund that the employee is paid from or from the organizations noted above. The contribution rate is currently 16.79% of annual covered payroll.

In February 2004, an ordinance was passed which changed the method of computation for cost-of-living increases. The new computation states that effective January 1 of each year, there will be a cost-of-living increase based on the Consumer Price Index (CPI) if certain conditions exist: 1) the CPI has increased a minimum of one percent 2) the funded percentage for the retirement system for the prior year is not under 90 percent 3) the retirement systems overall rate of return on investments for the prior year was equal to or exceeded the actuarial interest rate for funding. The maximum increase is limited to five percent.

Management of the ERS is vested in the board, which consists of seven members – two elected employees who are members of the plan, one elected retiree and one retiree alternate, the Mayor, the City’s Chief Administrative Officer, the City’s Finance Director and one City Council Member.

For the year ended December 31, 2015, the annual money-weighted rate of returns on pension plan investments, net of pensions plan investment expense, was 0.20%. The money weighted rate of return expenses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions:

At December 31, 2015, the Library reported a liability of \$21,988,704 for its proportionate share of the Net Pension Liability. The Net Pension Liability was measured as of December 31, 2015, and the total pension liability used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date. The Library’s proportion of the Net Pension Liability was based on a projection of the Library’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At December 31, 2015, the Library’s proportion was 10.14%, which was the same proportion measured as of December 31, 2014.

For the year ended December 31, 2015, the Library recognized pension expense of \$1,770,131 less the Library’s contributions of \$746,732 in 2015.

At December 31, 2015, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ (226,276)
Investment earnings	1,049,388	
Changes of assumptions	244,691	
Total	\$ 1,294,079	\$ (226,276)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2016	\$ 270,187
2017	\$ 270,187
2018	\$ 265,094
2019	\$ 262,353

Actuarial Assumptions:

A summary of the actuarial methods and assumptions used in determining the total pension liability as of December 31, 2015, are as follows:

Valuation Date January 1, 2016
 Measurement Date December 31, 2015
 Actuarial Cost Method Entry Age Normal
 Funding Policy (% of Payroll)

Effective Date	Employer	Employee
January 1, 2015	16.50%	10.00%
January 1, 2016	20.00%	11.00%
January 1, 2017	25.00%	12.00%
January 1, 2018	29.00%	12.00%

Investment Rate of Return 7.0%
 Projected salary increases

Age	Rate
25	5.77%
30	4.17%
35	3.23%
40	2.83%
45	2.19%
50	1.62%
55	1.40%

Cost of Living adjustments None
 Mortality rates Non-annuitants: RP-2000 "Employees" table projected to 2031 using Scale AA
 Annuitants: RP-2000 "Healthy Annuitants" projected to 2023 using Scale AA

Discount rate - The discount rate used to measure the total pension liability was 7% for 2015. The projection of cash flows used to determine the discount rate assumed that contributions from employees and employers will be made at contractually required rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The target allocation is a mix of 60% equities and 40% fixed as reflected in the following table:

Asset Class	Index	Target Allocation	Long-Term Expected Arithmetic Real Rate of Return	Long-Term Expected Geometric Real Rate of Return
Cash	Citigroup 90-Day T-Bills	0.00%	0.51%	0.50%
Core Fixed Income	Barclays Aggregate	40.00%	1.80%	1.68%
Core Bonds	Barclays Gov/Cred	0.00%	1.63%	1.48%
Short-Term Bonds	Citigroup 1-3 Year Gov/Cred	0.00%	1.23%	1.18%
Intermediate-Term Bonds	Barclays Intermediate Gov/Cred	0.00%	1.48%	1.39%
Long-Term Bonds	Barclays Long Gov/Cred	0.00%	2.49%	2.00%
Mortgages	Barclays Mortgage	0.00%	2.13%	2.03%
High Yield Bonds	Barclays High Yield	0.00%	4.26%	3.74%
Non-US Fixed Income	JPM GBI Global ex-US	0.00%	0.50%	-0.05%
Inflation-Indexed Bonds	ML Index	0.00%	1.30%	1.18%
Broad US Equities	Wilshire 5000 / Russell 3000	60.00%	5.36%	4.06%
Large Cap US Equities	S&P 500	0.00%	5.07%	3.86%
Mid Cap US Equities	Russell Mid Caps	0.00%	5.60%	4.01%
Small Cap US Equities	Russell 2000	0.00%	5.56%	3.81%
Developed Foreign Equities	MSCI EAFE	0.00%	5.98%	4.35%
Emerging Market Equities	MSCI Emerging Markets	0.00%	8.08%	4.84%
Private Equity	Cambridge Associates	0.00%	9.03%	5.28%
Hedge Funds / Absolute Return	HFRI Fund of Funds	0.00%	2.16%	1.86%
Real Estate (Property)	NCREIF/TBI Property	0.00%	4.02%	3.32%
Real Estate (REITS)	FTSE NAREIT Equity REIT	0.00%	5.16%	3.33%
Commodities	DJ UBS	0.00%	3.22%	1.66%
Long Credit Bonds	Barclays Long Credit	0.00%	3.35%	2.88%
Assumed Inflation - Mean			2.30%	2.30%
Assumed Inflation - Standard Deviation			1.89%	1.89%
Portfolio Real Mean Return			3.93%	3.41%
Portfolio Nominal Mean Return			6.25%	5.79%
Portfolio Standard Deviation				10.14%
Long-Term Expected Rate of Return (per City of Shreveport)			7.00%	

The proportionate share of the sensitivity of the net pension liability to changes in the discount rate. The following presents the net pension liability calculated using the discount rate of 7.00%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net pension liability	\$ 26,461,249	\$21,988,704	\$18,272,354

Note 8 Other Post-Employment Benefits (OPEB)

Plan Description – In addition to providing pension benefits, the City of Shreveport provides medical, dental, and life insurance coverage through a cost-sharing multiple-employer defined benefit plan that can include non-City employees as described under the Employees’ Retirement System for any retiree

who receives a monthly retirement check from one of the City's retirement plans and their legal dependents. The benefits, employee contributions, and employer contributions are governed by the Health Care Board and can be amended annually. The plan is not accounted for as a trust fund. The plan does not issue a separate report. The activity of the plan is reported in the City's Employees Health Care Fund, an internal service fund.

Funding Policy – The City contributes 59% and retirees 41% of the required contribution rate as determined annually by the Health Care Board of the self-insured pay-as-you-go plan.

Annual OPEB costs and Net OPEB Obligation – The Schedule of Employer Contributions includes the City's annual OPEB cost, the percentage of annual OPEB cost contributed and the net OPEB obligation for 2015 and the prior two years are as follows:

Fiscal year ended	Annual OPEB cost	Employer Contributions	Percentage of annual OPEB cost contributed	Net OPEB obligation (asset)
12/31/13	\$ 1,995,136	\$ 547,759	27.5%	\$ 10,292,954
12/31/14	\$ 1,975,238	\$ 606,895	30.7%	\$ 11,661,297
12/31/15	\$ 2,087,515	\$ 549,026	26.3%	\$ 13,199,786

Net Post-employment Benefit Obligation (Asset) - The table below shows the Library's Net Other Post-employment Benefit (OPEB) obligation for fiscal year ended December 31, 2015:

Net OPEB obligation as of January 1, 2014	\$ 11,661,297
Annual required contribution	2,247,834
Interest on net OPEB obligation	524,758
ARC adjustment	(685,077)
OPEB cost	2,087,515
Contribution	(549,026)
Increase in net OPEB obligation	1,538,489
Net OPEB obligation as of December 31, 2015	<u>\$ 13,199,786</u>

The funded status of the plan as of December 31, 2015, the most recent actuarial date is as follows:

(1)	(2)	(3)	(4)	(5)	(6)
Actuarial Value of Assets	Actuarial Accrued Liability (AAL)	Unfunded AAL (UALL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
		(2-1)	(1/2)		(3/5)
\$ -	\$ 23,957,615	\$ 23,957,615	0.0%	\$ 6,816,159	351.5%

The schedule of funding progress is presented as required supplementary information (RSI) following the notes to the financial statements, present multiyear trend information about whether the actuarial values of plan assets are increasing or decreasing over time relative to the AALs for benefits.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, immortality, and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

Actuarial Methods and Assumptions – Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and historical pattern of sharing benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2015, actuarial valuation, the projected unit credit actuarial cost method was used. The actuarial assumptions included 4.5% investment rate of return (net of administrative expenses) and an annual healthcare cost trend rate of 8.0% for 2015 declining gradually to 4.0% by 2082. An inflation rate of 2.7% was used. The actuarial value of assets was not determined as the City has not advance funded its obligation. The plan's unfunded actuarial accrued liability is being amortized as a level dollar open amortization. The remaining amortization period at December 31, 2015, was 30 years.

Note 9 Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. To handle such risk of loss, the Library maintains a commercial insurance policy covering property, general liability, automobiles, directors and officers/employment practices, security guard general liability, and workers' compensation.

No claims were paid on any of the policies that exceeded the policies' coverage amounts during the year ended December 31, 2015. In addition, there were no significant reductions in insurance coverage during the year ended December 31, 2015.

Note 10 Change in Accounting Principle and Prior Period Adjustment

During the preparation of the financial statements for the year ended December 31, 2015, the Library adopted GASB 68 and 71 related to pension liabilities, as described in Note 1, as adoption of new financial accounting standards.

In addition, it was noted that an OPEB liability should be recorded in the Library's government-wide presentation of the Library. The retiree premiums and liability were previously reflected in the City of Shreveport's financial statements. The liability as of December 31, 2014, was calculated based on the City of Shreveport's actuary report. The liability was allocated to the Library and recorded as a prior period adjustment.

The adoption of GASB 68 and 71 and the correction related to GASB 45 had the following impact on the beginning net position at December 31, 2015:

Net position – December 31, 2014	\$ 52,501,203
Prior period adjustments:	
GASB No. 68 – Pension liability	(19,897,502)
GASB No. 45 – OPEB liability	<u>(11,661,297)</u>
Total prior period adjustments	<u>(31,558,799)</u>
Net position – As restated	\$ <u>20,942,404</u>

Required Supplementary Information

**Shreve Memorial Library
Shreveport, Louisiana**

**Budgetary Comparison Schedule
General Fund
for the Year ended December 31, 2015**

	Original and Final Budgeted Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Revenues			
Ad valorem taxes	\$ 14,988,860	\$ 15,390,276	\$ 401,416
Intergovernmental revenues:			
City of Shreveport on-behalf payments	-	373,686	373,686
State revenue sharing	389,852	369,326	(20,526)
Total intergovernmental revenues	389,852	743,012	353,160
Fines and fees	106,000	83,911	(22,089)
Use of money and property:			
Interest earned	54,000	70,271	16,271
Other revenues	308,500	300,272	(8,228)
Total revenues	15,847,212	16,587,742	740,530
Expenditures			
Culture and recreation:			
Salaries, fringe benefits, and payroll taxes	9,695,516	9,278,922	416,594
Supplies	353,600	281,565	72,035
Utilities	868,850	742,414	126,436
Repairs and maintenance	1,492,600	1,457,718	34,882
Insurance	266,075	232,365	33,710
Books and library materials	1,310,000	1,282,616	27,384
Miscellaneous	881,910	646,545	235,365
Total culture and recreation	14,868,551	13,922,145	946,406
Capital debt service:			
Principal payments	560,400	560,400	-
Interest payments	87,500	87,500	-
Capital outlay	1,936,655	2,457,808	(521,153)
Total expenditures	17,453,106	17,027,853	425,253
Excess (deficiency) of revenues over (under) expenditures	(1,605,894)	(440,111)	1,165,783
Other financing sources (uses)			
Transfer from Library Bond Fund (Caddo Parish Commission)	1,610,984	2,208,846	597,862
Net change in fund balance	5,090	1,768,735	1,763,645
Fund balance - beginning	18,138,940	18,753,679	614,739
Fund balance - ending	\$ 18,144,030	\$ 20,522,414	\$ 2,378,384

See Independent Auditors' Report

**Shreve Memorial Library
Shreveport, Louisiana**

**Schedule of the Library's Proportionate Share of the Net Pension Liability
for the Year ended December 31, 2015**

Library's Proportion of the Net Pension Liability*	10.140000%
Library's Proportionate Share of the Net Pension Liability*	\$21,988,704
Library's Covered-Employee Payroll **	\$4,525,648
Library's Proportionate Share of the Net Pension Liability as a Percentage of its Covered-Employee Payroll	485.87%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability*	100.00%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

**The amounts presented have a measurement date of December 31, 2015.*

***The covered-employee payroll presented is for the year ended December 31, 2015.*

**Shreve Memorial Library
Shreveport, Louisiana**

**Schedule of the Library's Contributions to the Pension Plan
for the Year ended December 31, 2015**

Fiscal Year	Contractually Required Contribution	Contribution in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Employee Payroll	Contributions as a % of Covered Employee Payroll	Contributions as a % of Required Contributions
2015	\$746,732	\$746,732	\$0	\$4,525,648	16.50%	100.00%

Schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

**Shreve Memorial Library
Shreveport, Louisiana**

**Schedule of Funding Progress for Other Post-Employment Benefit Plan
for the Year ended December 31, 2015**

Fiscal Year End	Actuarial Valuation Date	(a) Actuarial Value of Assets	(b) Actuarial Accrued Liability (AAL)	(b-a) Unfunded AAL (UAAL)	(a/b) Funded Ratio	(c) Covered Payroll	((b-a)/c) UAAL as a Percentage of Covered Payroll
12/31/2009	12/31/2009	\$ -	\$ 20,069,179	\$ 20,069,179	0%	\$ 6,544,639	306.7%
12/31/2010	12/31/2010	\$ -	\$ 19,114,926	\$ 19,114,926	0%	\$ 6,518,794	293.2%
12/31/2011	12/31/2011	\$ -	\$ 21,336,887	\$ 21,336,887	0%	\$ 6,911,179	308.7%
12/31/2012	12/31/2012	\$ -	\$ 21,336,887	\$ 21,336,887	0%	\$ 6,911,179	308.7%
12/31/2013	12/31/2013	\$ -	\$ 22,338,672	\$ 22,338,672	0%	\$ 6,813,118	327.9%
12/31/2014	12/31/2014	\$ -	\$ 22,338,672	\$ 22,338,672	0%	\$ 6,813,118	327.9%
12/31/2015	12/31/2015	\$ -	\$ 23,957,615	\$ 23,957,615	0%	\$ 6,816,159	351.5%

These amounts are estimated allocations from the City of Shreveport actuarial valuations. Allocations are based the number of participating retirees from the Library. The percentage used above is 5.57% of the City of Shreveport's UAAL and covered payroll.

Other Supplemental Information

Shreve Memorial Library
Shreveport, Louisiana

Schedule of Compensation, Benefits, and Other Payments to Agency Head
for the Year ended December 31, 2015

Agency Head Name: Jennie Paxton, Co-Interim Director, January 1, 2015 - September 13, 2015

<u>Purpose</u>	<u>Amount</u>
Salary	* \$ 74,032
Benefits-insurance (life insurance premiums)	* \$ 393
Benefits-retirement	* \$ 12,215
Benefits - health insurance	\$ 6,129
Benefits - dental	\$ 478
Benefits - ad&d	\$ 52
Benefits - medicare	\$ 1,021
Vehicle provided by government	\$ 255
Cell phone/data	\$ 477
Dues/Memberships	\$ 310
Travel (hotel, registration, per diem, etc)	\$ 118
Other - insurance bond	\$ 100
Other - miscellaneous petty cash reimbursements	\$ 164

** The Library only paid 10% of salary, life insurance, and retirement for Co-Interim Director duties. The other 90% was paid for Ms. Paxton's regular position/duties as Associate Director.*

Agency Head Name: Deonci Sutton, Co-Interim Director, January 1, 2015 - September 13, 2015

<u>Purpose</u>	<u>Amount</u>
Salary	* \$ 62,650
Benefits-retirement	* \$ 10,337
Benefits - health insurance	\$ 5,638
Benefits - dental	\$ 478
Benefits - ad&d	\$ 52
Benefits - medicare	\$ 874
Vehicle provided by government	\$ 393
Cell phone/data	\$ 477
Dues/Memberships	\$ 255
Travel (hotel, registration, per diem, etc)	\$ 118
Other - insurance bond	\$ 250
Other - miscellaneous petty cash reimbursements	\$ 116

** The Library only paid 10% of salary and retirement for Co-Interim Director duties. The other 90% was paid Ms. Sutton's regular position/duties as Associate Director.*

Agency Head Name: John Tuggle, Director, September 14, 2015 - December 31, 2015

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 35,579
Benefits-insurance (life insurance premiums)	\$ 155
Benefits-retirement	\$ 5,871
Benefits - health insurance	\$ 1,420
Benefits - dental	\$ 64
Benefits - ad&d	\$ 21
Benefits - medicare	\$ 505
Travel (hotel, registration, per diem, etc)	\$ 2,345
Other - insurance bond	\$ 100
Other - parking garage fees	\$ 392
Other - relocation/moving expenses	\$ 7,322
Other - hotel/airfare/car rental for job interview and board meeting attendance	\$ 1,780
Other - miscellaneous petty cash reimbursements	\$ 41

Shreve Memorial Library

**Schedule of Findings and Questioned Costs
for the Year ended December 31, 2015**

We have audited the basic financial statements of the Shreve Memorial Library as of and for the year ended December 31, 2015, and have issued our report thereon dated August 15, 2016. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our audit of the financial statements as of December 31, 2015, resulted in an unmodified opinion.

Section 1 – Summary of Auditors’ Report

Report on Internal Control and Compliance Material to the Financial Statements

Internal Control

Material Weakness	Yes
Other Conditions	Yes

Compliance

Compliance Material to Financial Statements	No
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Federal Awards

N/A

Section II – Financial Statement Findings

Current Year Findings and Responses

Finding 2015-001 – Financial Reporting

Year of Origination: December 31, 2015

Criteria or specific requirement:

The internal controls of an organization should be designed to provide reasonable assurance about the achievement of the entity's objectives with regard to the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations.

A deficiency in internal controls is defined as a condition where the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. It defines a material weakness as a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements may not be prevented, or detected and corrected on a timely basis.

The identification by the auditor of a material misstatement of the financial statements under audit in circumstances that indicate that the misstatement would not have been detected by the Shreve Memorial Library's internal control is an indicator of a material weakness in internal control.

Condition:

During the performance of audit procedures, we noted that ad valorem taxes receivable and the ad valorem tax revenue balances were both understated by a material amount. Prior year taxes that were collected in the current year were not recorded properly.

In addition, liabilities and expenses were both understated by a material amount because retainage payable related to the new construction had not been recorded as of December 31, 2015. Additionally, records provided to record the capital asset additions for the government-wide presentation, were not complete. We found that there were several items not recorded to the depreciation schedule that should have been.

Therefore, certain audit adjustments were necessary to correct misstatements that were material to the Library's financial statements.

Cause:

The cause of the condition is failure by management to design and implement effective internal controls such that there is a reasonable possibility that a material misstatement will be prevented or detected and corrected on a timely basis by management or employees, in the normal course of performing their assigned functions.

Effect:

The financial statements required significant adjustments. The adjustments were material to the financial statements.

Recommendation:

The Library should work with the City of Shreveport's accounting department to develop and implement procedures to ensure that material misstatements in the financial statements are identified and corrected in a timely manner. Specifically, the amounts recorded in payables, receivables, and capital outlay, should be reviewed carefully at year end to ensure that the balances are complete and accurate.

Views of responsible officials and planned corrective actions:

The Library's management will work with the City's financial professionals to establish effective internal controls to prevent or detect material misstatements. However, it should be noted that we have seen similar findings in financial audits of previous years' financial records and the Library management has limited options with which to get the City of Shreveport to comply.

Anticipated completion date:

December 31, 2016

Person responsible for corrective actions:

John Tuggle, Executive Director
885 Bert Kouns Industrial Loop, Shreveport, LA 71118
Telephone: 318-226-5871

Finding 2015-002 – Late Submission

Year of Origination: December 31, 2015

Criteria or specific requirement:

Louisiana revised statute 24:513 A (5)(a)(i) requires that audits of government agencies shall be completed within six months of the close of the entity's fiscal year. Audit reports are required to be filed with the Louisiana Legislative Auditor within this time restriction.

Condition:

The Library's audit for the year ended December 31, 2015, was not completed and the audit report was not submitted to the Louisiana Legislative Auditor within six months of year end. However, a forty-five day extension was granted by the Louisiana Legislative Auditor.

Cause:

The Library's audit was not completed timely because the City's actuarial calculations necessary to record other post-employment benefit liability were not provided timely by the actuary. As a result, neither audit report for the City of Shreveport nor the Library were submitted to Legislative Auditor by June 30, 2016.

Effect:

The Library is not in compliance with Louisiana revised statute 24:513 A (5)(a)(i).

Recommendation:

The Library should obtain the actuarial information from the City of Shreveport prior to the beginning of auditor fieldwork.

Views of responsible officials and planned corrective actions:

Although the circumstances resulting in a late submission were beyond our control, we agree with the recommendation and in the future will submit the audit report timely.

Person responsible for corrective actions:

John Tuggle, Executive Director
885 Bert Kouns Industrial Loop, Shreveport, LA 71118
Telephone: 318-226-5871

Prior Year Findings

None

INDEPENDENT AUDITORS' REPORT

INDEPENDENT AUDITORS' REPORT

Board of Directors
Shreve Memorial Library
Shreveport, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the General Fund of the Shreve Memorial Library (Library), a component unit of the City of Shreveport, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

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.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the General Fund of the Library as of December 31, 2015, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Notes 1 and 10 to the financial statements, in 2015, the Library adopted new accounting guidance, Government Accounting Standards Board (GASB) Statement No. 68, Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27 and GASB Statement No. 71, Pension Transition for Contributions Made Subsequent to the Measurement Date – An Amendment of GASB Statement No. 68. Accordingly, an adjustment of (\$19,897,502) has been made to the beginning net position on the government-wide financial statements. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the *Management's Discussion and Analysis, and Budgetary Comparison Schedule*, on pages 1 through 5, and 28 be presented to supplement the basic financial statements. Such information, although not a 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's basic financial statements. The Schedule of Compensation, Benefits, and Other Payments to Agency Head is presented in accordance with Act 706 of the 2014 Legislative Session, and is not a required part of the basic financial statements. Such information for this schedule is the responsibility of management, was derived from, and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic

financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Compensation, Benefits, and Other Payments to Agency Head is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 15, 2016, on our consideration of the Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Library's internal control over financial reporting and compliance.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
August 15, 2016



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

Board of Directors
Shreve Memorial Library
Shreveport, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the General Fund of the Shreve Memorial Library (the "Library"), a component unit of the City of Shreveport, as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Shreve Memorial Library's basic financial statements, and have issued our report thereon dated August 15, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Library's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as item 2015-001 that we consider to be a material weakness.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 2015-002.

We noted certain matters that we reported to management of the Library, in a separate letter dated August 15, 2016.

Library's Response to Findings

The Library's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Library's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana
August 15, 2016



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Management Letter

Board of Directors
Shreve Memorial Library
Shreveport, Louisiana

We have audited the financial statements of the governmental activities and the General Fund of the Shreve Memorial Library (the Library), a component unit of the City of Shreveport, for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements, and have issued our report thereon dated August 15, 2016. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and the provisions of the Uniform Guidance.

As a part of our examination, we have issued our report on the financial statements, dated August 15, 2016, and our report on internal control and compliance with laws, regulations, contracts, and grants, dated August 15, 2016.

During the course of our examination, we became aware of the following matters which represent immaterial deviations of compliance or suggestions for improved internal controls.

ML2015-001 Ethics Training
Year of Origination – December 31, 2015

Observations:

During our state compliance testing we noted the Library is not adequately monitoring compliance with the one hour of education and training on the Code of Governmental Ethics required to be completed by all public servants each year. According to Louisiana R.S. 42:1170, all public servants, as of January 1, 2012, shall receive a minimum of one hour of education and training on the Code of Governmental Ethics during each year of his public employment or term of office, as the case may be. According to R.S. 42:1102(19), "public servant" means a public employee or elected official.

Through inquiry of management, it was noted that the Library permits required individuals to either attend ethics training offered by the City of Shreveport or complete the online training offered by the Louisiana Board of Ethics. Those individuals who attend the training course are required to sign in to signify attendance. The Library does not have adequate procedures in place to properly monitor compliance with the one hour online ethics training for those employees who did not attend training offered by the Louisiana Board of Ethics and therefore four employees did not complete the training by December 31, 2015.

Recommendation:

We recommend the Library develop and implement procedures to adequately monitor compliance with the ethics training requirement to ensure all employees and board members complete the required training each year. The procedures should include measures to verify completion of training for those employees attending live training sessions. Evidence of completion of the required ethics training should be maintained on file at the Library.

Views of responsible officials and corrective actions:

The Library understands the importance of monitoring its compliance with the education and training requirement of the LA Code of Governmental Ethics and has procedures in place to monitor its compliance.

We have amended our procedures for Ethics training for 2016 to monitor compliance. We now have a certified on-staff ethics trainer. She will be offering multiple in-house training sessions for all employees. The training staff has implemented various safeguards to ensure all staff will attend ethics training.

Our staff Training and Development Coordinator will be monitoring compliance and keeping completed certificates so that we can ensure 100% compliance. She will be performing a periodic search on the LA Ethics Administration's website for any employees that have been logged as not having completed the required training.

We recommend management address the foregoing issues as an improvement to operations and the administration of public programs. We are available to further explain the suggestion or help implement the recommendation.

This report is intended solely for the information and use of the Members of the Board, the City of Shreveport, the Caddo Parish Commission, management, others within the Library, the Louisiana Legislative Auditor and is not intended to be and should not be used by anyone other than these specified parties. Although the intended use of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

Carr, Riggs & Ingram, L.L.C.

CARR, RIGGS & INGRAM, LLC

Shreveport, Louisiana

August 15, 2016