

**INDEPENDENT
ACCOUNTANT'S AUDIT REPORT
WESTERN PLAINS LIBRARY SYSTEM**

JUNE 30, 2022

BY



Western Plains Library System
Clinton, Oklahoma
Year Ended June 30, 2022

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Management Discussion & Analysis

Western Plains Library System

For the year ending June 30, 2022

Mission Statement

The mission of Western Plains Library System is to connect people to information and entertainment via its core values of Passionate Service; Unwavering Integrity; and Adventurous Thinking.*

*Adopted by the Board of Trustees in April 2008.

Background

Today, Western Plains Library System (WPLS) serves approximately 47,556 citizens in the four-county area of Custer, Dewey, Roger Mills and Washita Counties. At the end of FY 22, WPLS serves 8,412 registered borrowers.

Multi-County Library Systems were established and are regulated in Oklahoma as set forth by Title 65, Article 4, Section 202-206 of the Oklahoma Statutes. Under the Direction of Oklahoma Department of Libraries' Field Consultant, Dee Ann Ray, the Custer-Washita Library (now Western Plains Library System) was created in 1966 by the voters of the respective counties. The newly created Board of the Custer-Washita library then hired Dee Ann as the first Executive Director. In 1967 Dewey County voted to join the Custer-Washita Library, and Roger Mills County joined in 1968. The System was officially renamed Western Plains Library System in 1968. Dee Ann Ray went on to serve as the Director of WPLS for 37 years until her retirement in 2003. Long-time Bookmobile Librarian Jane Janzen assumed the Directorship in 2003; a position she held until her retirement in 2013. In 2013 Assistant Director Tim Miller was promoted to the WPLS Director's position.

Presently, financial support for WPLS is at four mills per \$1,000 assessed valuation in Custer County and at two mills per \$1,000 assessed valuation in Dewey, Roger Mills and Washita Counties. The constitutional maximum funding level for rural multi-county library systems in Oklahoma is four mills.

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Trustees

WPLS is governed by a Board of Trustees. Each city government of the 7 WPLS communities with a public library appoints a trustee, as does each of the four Boards of County Commissioners of the WPLS service area.

Board of Trustees as of June 30, 2022:

Board Member	Appointing Body	Board Position
Kristi Eyster	City of Thomas	Chair
Kathy Gilchrist	City of Seiling	Vice-Chair
Beth Miller	Custer County Commissioners	Treasurer
Mack Miller	Dewey County Commissioners	Member
Barbara O’Neill	Roger Mills County Commissioners	Member
Charlotte Betcher	Washita County Commissioners	Member
Janith Moore	Town of Cheyenne	Member
Darla Johnson	City of Clinton	Member
Linda Jones	City of Cordell	Member
Kay Hagerman	City of Weatherford	Member
Position Vacant	Town of Sentinel	Member

Personnel

The WPLS staff in FY22 include twenty-three full-time staff members and eleven part-time staff members. All employees who work 30+ hours per week are counted as full-time. WPLS has five employees with a Master’s Degree in Library and Information Studies serving in administrative positions. Oklahoma Department of Libraries’ State Aid Regulations require a minimum of three MLIS-degreed librarians be employed by WPLS.

Western Plains’ staff salaries are competitive within the regional library industry thanks to a Salary Survey conducted by the Singer Group in the fall of 2013. Western Plains provides insurance benefits to its employees via a benefit allowance. Each eligible employee is given a set monthly dollar amount, computed annually by formula, to spend on insurance options. As a quasi-governmental entity, Western Plains is eligible for and participates in the Oklahoma State employee health plans administered by the Employees Group Insurance Division.

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At the end of FY21, WPLS transitioned its staff leave system from a paid-time-off system to a leave system containing sick, vacation and bereavement leaves. Only vacation leave has value upon an employee's departure.

As of June 30, WPLS' retirement benefit is provided via a 401(a) plan paired with a governmental 457. Both plans are administered by Nationwide with financial advisor services provided by an independent financial advisor. WPLS requires a minimum 5% employee contribution into each eligible employee's 457. The System matches employee contributions, up to 10% of annual wages, in each eligible employee's 401(a). For employees not eligible for the System match, 457 deferrals are still available.

During FY22, WPLS began providing employer-paid Short Term and Long-Term Disability plans for benefitted employees.

Library Services

In the spirit of "free public access" endorsed, promoted, and practiced by libraries throughout the United States, WPLS serves the citizens in the four-county region and beyond in a multitude of ways. WPLS provides information and access to information in a seamless manner in many formats: print; electronic databases that offer access within the library and to remote locations (home, office, etc.); specialized on-line databases and learning programs; e-Books and e-audiobooks; instruction through classes and individual assistance as needed; programming for children, young people and adults; films (DVDs); music (digital download); magazine and newspapers and microfilm.

Services include, but are not limited to: reference, reader's advisory, Interlibrary Loan, and programming. A growing number of WPLS customers do not know how to access specialized information, resources, employment applications and other forms without the assistance of skilled library personnel. E-Reader classes are still popular as many customers need help downloading E-books and learning more about their particular E-reader device.

Five WPLS branch libraries have meeting rooms that are available and free for public use.

Circulation

Circulation for all of FY22 totaled 132,337. The chart below illustrates how digital circulation continues to steadily grow as a percentage of WPLS' total circulation.

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communities to bring people back to the collection. WPLS has developed a variety of new partnerships for programming including but not limited to, local Chambers of Commerce and local daycare facilities and schools.

Fiscal Year	SRP Attendance	SRP Programs	Total Attendance	Total Programs
2020*	9,035	105	18,645	588
2021*	5,381	226	19,340	469
2022	7,159	193	14,225	619

*The attendance numbers in FY20 and FY21 are inflated from a saturation of social media only programming provided during the Pandemic.

Collections

Just over \$332,000 was spent in FY22 to provide information and recreational materials, as well as electronic databases, to the customers of WPLS. Western Plains’ suite of electronic databases cost just under \$38,000 in FY22. Several of these databases, such as Ancestry.com for genealogy and the Brainfuse database, which offers homework help and assistance in applying for jobs, saw strong usage.

At the conclusion of FY22, WPLS owns 153,110 items of all types. During FY22, 10,716 items were added to the WPLS collection and 16,799 were deleted.

WPLS had access rights to 32,092 digital items at the conclusion of FY22. During FY22, 6,041 new digital access rights were purchased. Given current budget support, at least 1,000 new digital titles will be added each year.

In FY16, WPLS deployed the Playaway Light format for the first time. Playaway lights digital audio devices offer one title per device. In FY19 WPLS deployed the Playaway Launchpad format. Launchpads are an android based tablet containing educational games or stories geared at young children. Using funds provided by the Children’s Reading Trust Grant, WPLS purchased 872 Playaway devices of all types in FY18.

In FY19 Playaway Wonderbooks were purchased for the first time with just over \$26,000 spent to acquire an initial collection of 632 items.

In FY20 we began curating the simultaneous use titles in our digital collection.

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In FY22 1,213 Microfilm rolls were cataloged into the system and made searchable in the PAC.

Financial Overview

FY22 Operating Income	\$2,413,545
FY22 Operating Expenses	\$2,263,676
FY22 Capital Outlay	\$ 21,312

The major portion of WPLS' funding comes from county ad valorem taxes of four mills in Custer County and two mills in Dewey, Roger Mills and Washita Counties. Ad valorem generated \$2,355,632 in income for FY22.

Another source of WPLS' income is state aid administered by the Oklahoma Department of Libraries (ODL). For FY22, state aid was received for \$38,355. The state aid formula is based on population and the square miles within the WPLS service area.

Western Plains also derives a small amount of income, just under \$20,000 in FY22, from the payment of library fees, interest on investments and customer payments via the Unique Management collection agency program.

Western Plains has brokered transactions for external Friends groups for a number of years. These transactions are usually cost-share allocations, with WPLS paying a fixed percentage and the Friends group paying a percentage toward the purchase of furnishings for branches. Ownership of all assets purchased under cost-share resides with WPLS.

Two important sources of funding for WPLS that are not directly recorded in the budget are the Universal Service (E-Rate) and Oklahoma Universal Service (OUSF) discounts for internet and other eligible services. In FY22, the total of these two discounts was just under \$140,000. Without these discount programs, WPLS would not be able to maintain the current internet speed (1 gbs) and WAN configuration (1 gbs between sites).

Western Plains continues to file for, and receive, E-Rate discounts using in-house staff. Many Oklahoma library systems have hired consulting firms to perform this work, at an annual cost of well over \$50,000.

Management Discussion & Analysis

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Technology

Western Plains continues to deploy and support up-to-date technology for its customers and staff. Currently WPLS has over 90 public and staff desktop computers in use across the system. These computers were replaced as a group at the end of FY21 with an anticipated useful life of three to four years.

Each computer is protected from customer interference by Deep Freeze software, and all machines are deployed with commercial imaging software. In the event of a software failure or virus infection, the current image is reapplied to the machine with a down-time of less than a half-hour. This type of computer support, with Deep Freeze and imaging, allows each customer the same user experience across all branches and reduces day-today technical support to almost zero. WPLS does have a technology reserve set aside for the large-scale replacement of computer hardware. All hardware was replaced in FY21 using operating funds, so the technology reserve is still intact.

WPLS supports its desktop computers with a virtualized server architecture. Virtualized servers allow for physical separation by server function resulting in less down time. In FY19 after a ransomware attack that was defeated by rebuilding from clean backups, WPLS upgraded its IT infrastructure. E-mail scanning software was purchased, along with real-time desktop monitoring software and a cloud backup solution for all servers.

In addition to desktop computers, each branch library also has an iPad used to accept credit card payments for library fees and to photograph library events. All branch iPads were last upgraded in FY17. Additional iPads as Square registers are deployed to Clinton and Weatherford. In FY21, new iPads were issued to the department heads for use in support of their duties. This equipment is the property of WPLS and is returned upon an employee's departure.

Employee Training and Professional Development

WPLS management places a high value on training, continuing education, and professional development for WPLS staff at all levels. For these reasons, WPLS invests money, time, and energy in staff development by encouraging and requiring all staff to attend training, workshops and conferences.

All library managers and assistant-managers are currently certified, or pursuing certification, under the ODL Public Library Certification Program. The Certification Program was developed by ODL and OLA in the late 1990's so that a standard set of professional standards and training

Management Discussion & Analysis

Western Plains Library System

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could be established for public libraries across Oklahoma. Most public libraries in Oklahoma are not managed by masters degreed librarians, and the certificate program provides an educational avenue for these library staff. (Founding WPLS Director Dee Ann Ray was a member the original committee which created the standards.)

Currently WPLS requires ODL certification of all library managers within their first two years of employment. The Executive Assistant/Human Resources Officer serve on the State Certification Board, which provides program oversight and develops curriculum.

MLIS-degreed staff are provided with multiple opportunities for professional development by attendance at regional and national library conferences. In the last few years, WPLS has also been able to send all library mangers to regional or national library conferences. Conferences attended by WPLS staff in FY22 were as follows:

- TLC Software Users Group Conference: 4 virtual attendees
- Oklahoma Library Association Conference: 15 attendees
- Association of Rural & Small Libraries Conference (ARSL): 8 attendees
- Mountain Plains Library Association Conference (MPLA): 2 attendees
- Public Library Association (PLA) Conference: 9 attendees
- American Library Association (ALA) Conference: 5 attendees

Western Plains' staff is also very active in the Oklahoma Library Association. Currently ten WPLS staff are active on twelve different OLA committees.

Outreach Publicity and Public Relations

Understanding and communicating with the citizens and communities WPLS serves is a challenge about which the system is passionate. WPLS promotes the value of its libraries, services and programming at every opportunity. While several library managers write weekly columns for their local community newspaper, WPLS employs a full-time marketing representative. Having one employee, who is responsible for all WPLS marketing, allows the organization to advertise with a common theme and leads to more brand awareness of the services WPLS provides to each local branch library. Multiple management staff and several branch managers are also regular speakers at civic groups in their communities.

Western Plains executes an annual contract with Wright Radio for regular advertising; the current contract includes 750 radio ads and 750 public service announcements on all three stations owned by Wright Radio. A newspaper contract was also signed in FY20 for ads in the

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West Ok Weekly, owned by Wright Radio. We advertise in all other area newspapers without a contract, with the exception of Weatherford Daily News, where a low-commitment advertising contract exists.

Total paid ads by Month and Type:

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Print	8	9	8	9	8	8	16	12	4	3	18	22
Radio	50	50	25	25	0	50	50	50	0	0	50	300

Western Plains also strives to participate in at least one major event in each community. In many communities WPLS staff sit on the planning committees for the events.

Spotlight events by community:

Cheyenne: Pioneer Days
Clinton: Route 66 Festival
Cordell: Spook the Square
Seiling: Christmas Parade
Sentinel: 4th of July Parade
Thomas: Town-wide Christmas festivities
Weatherford: SWOSU Homecoming Parade

Capital Projects

A listing of FY22 capital projects by location is below:

Main Office:

- Replaced attic access ladder
- Replaced coil on air-conditioning unit servicing server closet
- Added electronic locks to several doors at the Main Office
- Updated security system to current code/split system into two independent zones
- Replaced ice machine in staff break room
- Purchased a new office desk for Executive Assistant/HR Manager Misty Crider

Bookmobile:

- Replaced one of two roof-mounted air-conditioning units

Management Discussion & Analysis

Western Plains Library System

For the year ending June 30, 2022

Clinton:

- Purchased new office furniture for Library Manager Beverly Thomas
- Purchased 26 new chairs for public use at events

Cordell:

- Purchased a play kitchen and several fixed toys to furnish new children's area
- Tinted all exterior windows of Cordell Library

Weatherford

- Purchased 26 new chairs for public use at events

Advisory Boards/Friends Groups

Western Plains has a structure of local library advisory boards unique in Oklahoma. At the time WPLS was formed, many communities in the service area had pre-existing public libraries with municipally appointed governing boards. In other parts of Oklahoma these groups were dissolved upon the formation of a library system. However, in western Oklahoma these local library boards were adopted into the structure of WPLS as Advisory Boards. These Advisory Boards have historically functioned as "Friends of the Library" supporters and have advocated for physical library improvements with their respective municipal governments.

The Advisory Boards have also raised funds to support their local library and held those deposits in the name of their group. Changes in banking laws do not allow for these Advisory Boards to bank in their own name; as their legal entity type is not easily discerned.

WPLS management is available to assist any Advisory Boards in formation of Oklahoma domestic not-for-profit corporations and federal 501c3 groups. Cheyenne received its 501c3 recognition in FY21. Clinton, Sentinel and Weatherford previously obtained 501c3 status. Thomas and Cordell filed for Oklahoma domestic not-for-profit status in FY21 and are considering 501c3 status. Seiling's Advisory Board operates under the City of Seiling's tax id number, an acceptable banking arrangement. Late in FY21 Seiling City staff notified me that the library was not able to operate under their tax ID; I have recommended the advisory board obtain Oklahoma domestic not-for-profit status.

It is a goal of WPLS that eventually every branch will have its own 501c3 group to raise funds that supplement library programming and provide for physical facility improvements. A tax-exempt fund-raising vehicle that meets current banking regulations is particularly critical when large-scale building projects are undertaken.

Management Discussion & Analysis
Western Plains Library System
For the year ending June 30, 2022

Director's Statement

As I complete my ninth year as Director, it continues to be an honor to serve as Executive Director of the Western Plains Library System. I believe WPLS has become a trend-setting library system in the State thanks to its vibrant, motivated staff. It is a privilege to work with outstanding Trustees; very intelligent, and highly-energetic staff members and supportive communities.

For additional information contact Tim Miller at (580) 323-0974.



INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Western Plains Library System
Clinton, Oklahoma

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Western Plains Library System, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Western Plains Library System's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Western Plains Library System, as of June 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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 responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Western Plains Library System and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, which raise substantial doubt about Western Plains Library System's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Western Plains Library System's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, which raise substantial doubt about Western Plains Library System's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages A1 –A11 and 20 – 21 be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Western Plains Library System's basic financial statements. The accompanying combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The 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 combining nonmajor fund financial statements are 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 September 1, 2022, on our consideration of the Western Plains Library System'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 Western Plains Library System's internal control over financial reporting and compliance.

Furrh & Associates, PC

FURRH & ASSOCIATES, PC
Lawton, Oklahoma
September 1, 2022

Western Plains Library System

Clinton, Oklahoma

Statement of Net Position

June 30, 2022

Current Assets

Cash and Cash Equivalents	\$ 1,704,160
Investments	301,972
Receivables From Library Boards	1,835
Ad Valorem Tax Receivable	411,395
Prepaid Assets	<u>20,376</u>

Total Current Assets \$ 2,439,738

Other Assets

Lease Assets, Net of Accum. Amort.	12,558
Fixed Assets, Net of Accum Depr.	<u>1,171,216</u>

Total Other Assets 1,183,774

Total Assets \$ 3,623,512

Current Liabilities

Accounts Payable	\$ 41,380
Unpaid Compensated Absences	18,177
Accrued Payroll	<u>16,982</u>

Total Current Liabilities \$ 76,539

Long Term Liabilities

Lease Liability	<u>13,251</u>
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Total Long Term Liabilities 13,251

Total Liabilities 89,790

Net Position

Net Investment in Capital Assets	1,170,523
Restricted	0
Unrestricted	<u>2,363,199</u>

Total Net Position 3,533,722

Total Net Position and Liabilities \$ 3,623,512

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Statement of Activities
Year Ended June 30, 2022

**Net (Expense) Revenue and Changes
in Net Assets
Primary Government**

	<u>Program Revenues</u>				<u>Primary Government</u>	
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>	<u>Total</u>
Primary Government						
Governmental Activities:						
Operating Expenses	\$ 545,186	\$ 15,921	\$ 0	\$ 0	\$ (529,265)	\$ (529,265)
Personnel Services	1,438,081	0	0	0	(1,438,081)	(1,438,081)
Informational Materials	334,529	0	0	0	(334,529)	(334,529)
Public & Technical Services	94,894	0	0	0	(94,894)	(94,894)
Total Governmental Activities	<u>\$ 2,412,690</u>	<u>\$ 15,921</u>	<u>\$ 0</u>	<u>\$ 0</u>	(2,396,769)	(2,396,769)

General Revenue

Ad Valorem Tax	2,355,632	2,355,632
State Aid	38,355	38,355
Interest	2,357	2,357
Miscellaneous	251	251
Collection Income	1,045	1,045
Sale of Asset	4,692	4,692
Donations	1,535	1,535
Grant Income	40,789	40,789
Total General Revenue	<u>2,444,656</u>	<u>2,444,656</u>
Change in Net Position	47,887	47,887
Net Position, June 30, 2021	<u>3,485,835</u>	<u>3,485,835</u>
Net Position, June 30, 2022	<u>\$ 3,533,722</u>	<u>\$ 3,533,722</u>

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Balance Sheet
Governmental Funds
June 30, 2022

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<u>Assets</u>			
Petty Cash	\$ 50	\$ 0	\$ 50
Cash - Mid First Bank	1,239,248	0	1,239,248
Cash - Interbank	213,034	0	213,034
Cash - Bank of Cordell	144,126	0	144,126
Cash - OK Bank and Trust	97,795	5,909	103,704
Cash - First National Checking	0	3,997	3,997
CD - Security State	151,972	0	151,972
CD - First National Bank Seiling	150,000	0	150,000
Receivable From Library Boards	1,835	0	1,835
Ad Valorem Tax Receivable	411,395	0	411,395
Prepaid Assets	20,377	0	20,377
Lease Assets	13,470	0	13,470
Accumulated Amortization	(911)	0	(911)
Total Assets	\$ 2,442,391	\$ 9,906	\$ 2,452,297
<u>Liabilities</u>			
Accounts Payable	\$ 41,381	\$ 0	\$ 41,381
Compensated Absences Liability	18,177	0	18,177
Accrued Payroll	16,982	0	16,982
Lease Liability	13,251	0	13,251
Total Liabilities	89,791	0	89,791
<u>Fund Balance</u>			
Nonspendable	431,772	0	431,772
Restricted	0	0	0
Committed	571,247	0	571,247
Assigned	675,000	0	675,000
Unassigned	674,581	9,906	684,487
Total Fund Balance	2,352,600	9,906	2,362,506
Total Liabilities and Fund Balance	\$ 2,442,391	\$ 9,906	

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Balance Sheet
Governmental Funds
June 30, 2022

Fund Balances	\$ 2,362,506
Amounts Reported for Governmental Activities in the Statement of Net Position are different because:	
Capital Assets Used by Governmental Activities of \$2,525,227 Net of Accumulated Depreciation of \$1,354,011 are not financial resources and, therefore, are not reported in the funds.	<u>1,171,216</u>
Net Position of Governmental Activities	<u><u>\$ 3,533,722</u></u>

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Statement of Revenue, Expenditures, and Changes in Fund Balance
Governmental Funds
Year Ended June 30, 2022

	<u>General Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<u>Revenue</u>			
Ad Valorem Tax Revenue	\$ 2,355,632	\$ 0	\$ 2,355,632
Grant Income	40,789	0	40,789
State Aid	38,355	0	38,355
Branch Library Income	15,921	0	15,921
Sale of Asset	4,692	0	4,692
Interest Income	2,341	16	2,357
Donations and Fundraising	0	1,535	1,535
Collection Income	1,045	0	1,045
Miscellaneous Revenue	251	0	251
Total Revenue	2,459,026	1,551	2,460,577
<u>Expenditures</u>			
Personnel Services			
Salaries and Wages	1,082,307	0	1,082,307
Employee Insurance	173,585	0	173,585
Retirement Costs	92,514	0	92,514
Payroll Taxes	89,675	0	89,675
Total Personnel Services	1,438,081	0	1,438,081
Informational Materials			
Books - Print	153,188	2,475	155,663
Downloadables	98,516	0	98,516
Databases	37,978	0	37,978
Audio Books	18,614	0	18,614
Magazines/Newspapers	8,949	0	8,949
DVDs	8,906	0	8,906
Vendor Processing	4,833	0	4,833
Microfilm	1,012	0	1,012
Other Information Materials	58	0	58
Total Informational Materials	332,054	2,475	334,529
Public and Technical Services			
Programming Fees, Supplies & Travel	49,428	0	49,428
IT Services	35,178	0	35,178
Technical Services	10,288	0	10,288
Total Public & Technical Services	94,894	0	94,894

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Statement of Revenue, Expenditures, and Changes in Fund Balance
Governmental Funds
Year Ended June 30, 2022

<u>Expenditures (cont.)</u>	<u>General Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Operating Expenses			
Automation	\$ 48,058	\$ 0	\$ 48,058
Building Maintenance	43,324	0	43,324
Marketing	37,822	0	37,822
Professional Consulting	34,596	0	34,596
Professional Development	34,431	0	34,431
Insurance	32,992	0	32,992
Grant Expense	26,307	0	26,307
Staff Development	24,553	0	24,553
Capital Outlay (Depreciation)	21,312	0	21,312
Utilities	19,853	0	19,853
Vehicle Expense	18,975	0	18,975
Equipment Expense	17,959	0	17,959
Contingency Expense	16,543	0	16,543
Supplies	14,276	0	14,276
Travel	12,556	0	12,556
Furniture Expense	8,675	0	8,675
Postage and Freight	7,856	0	7,856
Human Resources Expense	7,671	0	7,671
Internet Access	6,956	0	6,956
Computer Expense	3,668	0	3,668
Miscellaneous Expense	2,872	0	2,872
Collection Agency	2,336	0	2,336
Rent Expense	1,907	0	1,907
Amortization Expense	911	0	911
Banking Service Fees	550	30	580
Total Operating Expenses	446,959	30	446,989
Total Expenditures	2,311,988	2,505	2,314,493
Revenue Over (Under) Expenditures	147,038	(954)	146,084
Fund Balance, June 30, 2021	2,205,562	10,860	2,216,422
Fund Balance, June 30, 2022	\$ 2,352,600	\$ 9,906	\$ 2,362,506

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 1 – Summary of Significant Accounting Policies

The Western Plains Library System (the System) is a multi-county quasi-governmental organization under Title 65 (Multi-County Act) of the Oklahoma Statutes. The System is governed by a board of trustees appointed by the county commissioners of Custer, Dewey, Roger Mills, and Washita Counties, and by the governing boards of all towns with a WPLS library. Presently, there are the following towns and cities: Cheyenne, Cordell, Clinton, Weatherford, Thomas, Seiling and Sentinel, Oklahoma that are represented on the board of trustees.

For financial reporting purposes, the System includes all funds, agencies, boards, commissions, and authorities that are controlled by or dependent on the System's executive or legislative branches. Control by or dependence on the System was determined on the basis of oversight responsibility, scope of public service, and special financing relationships. Oversight responsibility includes financial interdependence, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters.

The Western Plains Library System keeps its records and prepares its financial statements on the accrual basis of accounting. Revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available.) "Measurable" means the amount of the transaction can be determined; and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred.

Purchases of all materials and supplies are charged to operations in the period in which purchases are made. Amounts of inventories on hand are not considered material and are not included in the financial statements.

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities 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.

The System engages in long term leases for library equipment. The System evaluates whether the leases are short term or long-term leases. Long term leases are reported in the financial statements under *GASB Statement No. 87, Leases*.

The System is a multi-county quasi-governmental organization under the laws of the State of Oklahoma. As a library system (a political sub-division of the State of Oklahoma), the System is exempt from federal and state income taxes.

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 2 – Fund Accounting

The accounts of the System are organized on a 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 equity, revenues and expenditures. The various funds are summarized by type in the financial statements and are classified as governmental, proprietary, and fiduciary fund types. The following fund types are used by the System.

Governmental Fund Types

General Fund – The general fund is the primary operating fund of the System. It is used to account for all financial resources except those required to be accounted for in another fund. All general operating revenues not restricted as to use are recorded in the general fund.

Special Revenue Funds – Special revenue funds are used to account for the proceeds of specific revenue resources that are legally or administratively restricted to expenditures for specific purposes. The System’s current special revenue funds include:

- a. Memorial Fund
- b. Friends of the Library Fund

According to *GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions*, fund balances in the Governmental Funds are to be properly reported within one of the fund balance categories below:

1. Nonspendable – Nonspendable funds are associated with inventories, prepaid assets, and long-term receivables.
2. Restricted – Restricted funds are associated with amounts that only can be spent for specific purposes as stipulated by the bylaws, granting agencies, or enabling legislation.
3. Committed – Committed funds are associated with amounts that only can be spent for specific purposes as determined by a formal action of the Board of Trustees.
4. Assigned – Assigned funds are associated with amounts that can be spent for specific purposes but do not meet the criteria to be classified as restricted or committed.
5. Unassigned – An unassigned fund is the residual classification for the System’s general fund and includes all spendable amounts not contained in the other classifications.

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 3 – Budgetary Accounting

The System’s budgetary accounting procedures are discussed in the notes to the required supplementary information.

Note 4 – Cash and Cash Equivalents

Cash and cash equivalents as of June 30, 2022 include the following accounts:

General Fund	
MidFirst Bank-Investment	\$ 1,222,652
Interbank	213,034
Bank of Cordell Childrens Trust	144,126
Oklahoma Bank and Trust	97,795
MidFirst Bank-Checking	8,980
MidFirst Bank-Sales Acct	7,617
Petty Cash	50
Memorial Fund	
Oklahoma Bank and Trust	5,909
Friends of The Library Fund	
First Bank and Trust	3,997
	\$ 1,704,160

The cash on deposit with MidFirst Bank of Weatherford, Oklahoma, is not only covered by FDIC insurance (up to \$250,000) but also collateral pledges of up to \$1,700,000 to cover deposits in excess of the FDIC coverage. The cash on deposit with Bank of Cordell and Oklahoma Bank and Trust is also covered by FDIC insurance (up to \$250,000).

The System’s cash, deposits, and investments are classified in the following categories:

- A. Insured or collateralized with securities held by the entity or by its agent in the entity’s name.
- B. Collateralized with securities held by the pledging financial institution’s trust department or agent in the entity’s name.
- C. Uncollateralized.

	A	B	C	Total
Cash	\$ 1,704,110	\$ 0	\$ 50	\$ 1,704,160

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 5 – Investments

The System invests \$150,000 in a Certificate of Deposit at the Security State Bank in Cheyenne, Oklahoma. The System transferred \$100,000 to this CD in January 2022. The interest rate on this investment is 0.10%. The interest is paid quarterly. The maturity date is July 25, 2022.

The System also invests \$150,000 in a Certificate of Deposit at the First National Bank in Seiling, Oklahoma. The interest rate on this investment is 0.40%. The interest is paid quarterly. The maturity date is July 25, 2022.

Note 6 – Ad Valorem Taxes Receivable

Roger Mills County, Dewey County, Custer County and Washita County owe the System outstanding ad valorem taxes. Several major industries in the counties claim an ad valorem manufacturer exemption. The State of Oklahoma will reimburse the counties for the industries that claim this exemption.

Note 7 – Prepaid Assets

Prepaid assets include the unamortized portion of the annual expense for the following:

Prepaid Insurance	\$ 14,474
Prepaid Automation	<u>5,903</u>
	<u><u>\$ 20,377</u></u>

Note 8 – Fixed Assets

All capital assets acquired prior to June 30, 2004 were considered to be fully depreciated. All fixed assets acquired before June 30, 2004 were valued at historical cost or estimated historical cost if actual historical cost was not available. Amounts were recorded for fixed asset purchases, for control purposes, with a corresponding amount recorded in the accumulated depreciation account. Donated assets were valued at their estimated fair market value as of the date donated. The System has adopted a capitalization policy of not recording, for depreciation purposes, items costing less than \$1,000 per unit.

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Current year changes in fixed assets were as follows:

	Property, Plant and Equipment	Accumulated Depreciation
Balance as of 07/01/2021	\$ 2,503,915	\$ 1,234,502
Additions	21,312	119,509
Disposals	0	0
Balance as of 06/30/2022	<u>\$ 2,525,227</u>	<u>\$ 1,354,011</u>

Note 9 – Accrued Payroll and Compensated Absences

The System accrues a payroll liability and a liability for vacation pay or other compensated absences. The cost is recognized when a claim is made for the accrued compensation by the employee. The amount of earned unpaid compensated absences liability at June 30, 2022 was approximately \$18,177.

Note 10 – Leases

The System engaged in a long-term lease with Pitney Bowes on May 9, 2022. This lease is a 48-month contract with monthly payments of \$330. Under *GASB Statement No. 87, Leases*, the lease is considered an asset that is subject to depreciation.

The System reports the future lease payments as a liability on the financial statements. The future payments are as follows:

	Principal	Interest	Total Payments
FYE 6/30/2023	\$ 3,299	\$ 663	\$ 3,962
FYE 6/30/2024	3,464	498	3,962
FYE 6/30/2025	3,637	324	3,961
FYE 6/30/2026	2,852	119	2,971
	<u>\$ 13,252</u>	<u>\$ 1,604</u>	<u>\$ 14,856</u>

The current year interest amount is \$693.

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 11 – Assigned Fund Balance

The Executive Director has set aside a portion of the fund balance for replacement reserve accounts. The assigned fund balances for these purposes as of June 30, 2022 were as follows:

Vehicle Replacement	\$ 350,000
Author Visits	\$ 150,000
Computer Reserve	\$ 125,000
Building Maintenance	\$ 50,000

These restrictions are imposed by the Executive Director only; consequently, the restrictions may be rescinded by action of the Board.

Note 12 – Committed Fund Balance

The governing board has implemented a new cash management policy that commits 3 months of operating expenses. The committed fund balance for this purpose as of June 30, 2022 was \$571,247.

This policy was implemented by the Board of Trustees action only; consequently, the policy may be rescinded by action of the Board.

Note 13 – Tax Revenues

Approximately 97.5% of the total revenue of the library system for the current year was received from ad valorem taxes from a special tax levy voted by the citizens of Custer, Dewey, Roger Mills, and Washita counties. Approximately 70.6% of the ad valorem tax revenues were received in January and February 2022.

<u>Ad Valorem Tax Revenue</u>	
Custer County	\$ 1,240,130
Dewey County	492,373
Roger Mills County	318,235
Washita County	304,894
	<u>\$ 2,355,632</u>

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

Note 14 – Insurance Coverage

The System maintains the following insurance coverage as protection against possible loss contingencies:

- Commercial Automobile Coverage
 - Liability
 - Uninsured Motorists
 - Comprehensive and Collision
- Commercial Package
- Employment Practices Liability
- Workers Compensation
- Employer Liability
- Inland Marina
- Position Fidelity Bond

Note 15 – Grant Revenues

Following is a summary of the grant receipts and disbursements during the year:

	Grant Receipts	Grant Expenditures
Oklahoma Department of Libraries	\$ 40,789	\$ 26,307
Total	\$ 40,789	\$ 26,307

Note 16 – Retirement Plan

In January 2016, the System approved and adopted a 401(a) qualified retirement plan (the Plan) and engaged the services of Nationwide Trust Company, and Pension Solutions, Inc. to support the implementation and administration of the Plan.

The Plan is a defined contribution plan and participation is mandatory for all eligible employees. To become eligible for participation, an employee must have completed one year of service, have reached age 18.

Administrative costs for the retirement plan totaled \$2,363 and were charged to current year operating expense.

Total retirement costs for the current year and the previous two years were as follows:

Western Plains Library System
Clinton, Oklahoma
Notes to Financial Statements
Year Ended June 30, 2022

	6/30/2022	6/30/2021	6/30/2020
Employer Contributions	\$ 90,927	\$ 79,312	\$ 67,560
Employee Contributions	96,836	85,334	76,712
Total	\$ 187,763	\$ 164,646	\$ 144,272

Note 17 – Related Party Transactions

The cities of Clinton, Weatherford, Thomas, Seiling, Cheyenne, Cordell, and Sentinel, Oklahoma, provide financial support to the Western Plains Library System by furnishing buildings and building operating expenses, including utilities and building and contents insurance, for the operation of the library. The System is dependent upon this related party support as part of its operational costs.

Note 18 – Contingencies

In the normal course of operations, the System used to disburse funds from numerous federal and state grant programs in previous years. These expenditures are subject to audit and approval by the grantors or their representatives. Such audits could lead to claims for reimbursement of expenditures deemed unallowable under the terms of the grants. Presently, management is unaware of any liability for such expenditures, and in the opinion of management, any such amounts would not be considered material.

Note 19 – Subsequent Events

Windmill farms, located in Roger Mills County, Dewey County, Custer County and Washita County, are continuing to protest their assessed values. If those protests get approved, this will impact the income for the fiscal year ending June 30, 2023. The System has not budgeted for any of the funds under protest. Any revenue received from these protests would be a surplus.

Subsequent events were evaluated through September 1, 2022, which is the date the financial statements were available to be issued.



**INDEPENDENT AUDITOR'S 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 Trustees
Western Plains Library System
501 S 28th Street
Clinton, Oklahoma 73601

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, each major fund, and the aggregate remaining fund information of the Western Plains Library System, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Western Plains Library System's basic financial statements, and have issued our report thereon dated September 1, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Western Plains Library System'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 System's internal control. Accordingly, we do not express an opinion on the effectiveness of the System'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. Given these limitations, during our audit we did

not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Western Plains Library System'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 on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of 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.

Furrh & Associates, PC

FURRH & **A**SSOCIATES, PC

Lawton, Oklahoma

September 1, 2022

Western Plains Library System
Clinton, Oklahoma
General Fund
Statement of Revenue, Expenditures, and Changes in Fund Balance
Budget and Actual
Year Ended June 30, 2022

	Budgeted Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Revenue</u>			
Ad Valorem Taxes	\$ 2,300,000	\$ 2,355,632	\$ 55,632
State Aid	38,000	38,355	355
Branch Library Income	12,000	15,921	3,921
Interest Income	5,000	2,341	(2,659)
Miscellaneous Income	500	4,943	4,443
Collection Agency Income	500	1,045	545
Grant Income	0	40,789	40,789
Total Revenue	2,356,000	2,459,026	103,026
<u>Expenditures</u>			
Personnel Services			
Salaries and Wages	1,110,000	1,082,307	27,693
Employee Insurance & Retirement	286,000	266,099	19,901
Payroll Taxes	93,000	89,675	3,325
Total Personnel Services	1,489,000	1,438,081	50,919
Informational Materials			
Books - Print	110,000	153,188	(43,188)
Downloadables	90,000	98,516	(8,516)
Databases	37,000	37,978	(978)
DVDs	30,000	8,906	21,094
Audio Books	20,000	18,614	1,386
Magazines/Newspapers	10,500	8,949	1,551
Vendor Processing	4,000	4,833	(833)
Microfilm	1,000	1,012	(12)
Other Information Materials	0	58	(58)
Total Informational Materials	302,500	332,054	(29,554)
Public and Technical Services			
Programming Fees, Supplies & Travel	50,000	49,428	572
IT Services	40,000	35,178	4,822
Technical Services	13,000	10,288	2,712
Total Public and Technical Services	103,000	94,894	8,106

Please see accompanying notes to the financial statements.

Western Plains Library System

Clinton, Oklahoma

General Fund

Statement of Revenue, Expenditures, and Changes in Fund Balance

Budget and Actual

Year Ended June 30, 2022

	Budgeted Amounts	Actual Amounts	Variance with Final Budget Positive (Negative)
Operating Expenses			
Automation	\$ 50,000	\$ 48,058	\$ 1,942
Marketing	40,000	37,822	2,178
Building Maintenance	40,000	43,324	(3,324)
Professional Consulting	35,000	34,596	404
Professional Development	33,500	34,431	(931)
Insurance	33,000	32,992	8
Staff Development	25,000	24,553	447
Utilities	24,000	19,853	4,147
Equipment Expense	24,000	17,959	6,041
Contingency Expense	18,000	16,543	1,457
Vehicle Expense	17,000	18,975	(1,975)
Supplies	15,000	14,276	724
Postage and Freight	12,000	7,856	4,144
Computer	10,000	3,668	6,332
Travel	10,000	12,556	(2,556)
Internet Access	9,000	6,956	2,044
Human Resources Expense	7,500	7,671	(171)
Furniture Expense	5,000	8,675	(3,675)
Collection Agency Expense	3,000	2,336	664
Miscellaneous Expense	2,500	2,872	(372)
Rent Expense	2,000	1,907	93
Banking Service Fees	500	550	(50)
Grant Expense	0	26,307	(26,307)
Capital Outlay	24,650	22,223	2,427
Total Operating Expenses	440,650	446,959	(6,309)
Total Expenditures	2,335,150	2,311,988	23,162
<u>Revenue Over (Under) Expenditures</u>	\$ 20,850	\$ 147,038	\$ 126,188
<u>Fund Balance, June 30, 2021</u>	2,205,562	2,205,562	
<u>Fund Balance, June 30, 2022</u>	\$ 2,226,412	\$ 2,352,600	

Please see accompanying notes to the financial statements.

Western Plains Library System
Clinton, Oklahoma
Notes to Required Supplemental Information
Year Ended June 30, 2022

Note 1 - Budgetary Policies

The System's annual operating budget represents appropriations authorized by the governing board and approved by the county governments in accordance with the Oklahoma Statutes.

The System's General Fund budget is limited by law to 90% of the amount of revenue collected in the prior fiscal year plus unreserved fund balances. The legal level of control is the expenditure category. It is the System's policy that all appropriations lapse at the end of the fiscal year.

The System prepares an annual operating budget for its General Fund. The System does not prepare an operating budget for its Special Revenue Funds. Specific grant funds operated within the General Fund and the Special Revenue Funds are operated under budgets required by the grant documents. The System prepares its annual operating budget on the accrual basis of accounting.

Western Plains Library System
Clinton, Oklahoma
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2022

	<u>Memorial Fund</u>	<u>Friends of the Library Fund</u>	<u>Total</u>
<u>Assets</u>			
Cash and Cash Equivalents	\$ 5,909	\$ 3,997	\$ 9,906
Total Assets	<u>\$ 5,909</u>	<u>\$ 3,997</u>	<u>\$ 9,906</u>
<u>Liabilities and Fund Balance</u>			
Due to WPLS	\$ 0	\$ 0	\$ 0
Total Liabilities	0	0	0
Fund Balance			
Assigned	0	0	0
Unassigned	<u>5,909</u>	<u>3,997</u>	<u>9,906</u>
Total Liabilities and Fund Balance	<u>\$ 5,909</u>	<u>\$ 3,997</u>	<u>\$ 9,906</u>

Please see accompanying notes to the financial statements.

Western Plains Library System

Clinton, Oklahoma

Combining Statement of Revenue, Expenditures, and Changes in Fund Balance

Nonmajor Governmental Funds

Year Ended June 30, 2022

<u>Revenue</u>	<u>Memorial Fund</u>	<u>Friends of the Library Fund</u>	<u>Total</u>
Donations and Fundraising	\$ 1,450	\$ 85	\$ 1,535
Interest Income	16	0	16
Total Revenue	1,466	85	1,551
<u>Expenditures</u>			
Books and Supplies	2,475	0	2,475
Bank Service Charges	0	30	30
Total Expenditures	2,475	30	2,505
<u>Revenue Over (Under) Expenditures</u>	(1,009)	55	(954)
<u>Fund Balance, June 30, 2021</u>	6,918	3,942	10,860
<u>Fund Balance, June 30, 2022</u>	<u>\$ 5,909</u>	<u>\$ 3,997</u>	<u>\$ 9,906</u>

Please see accompanying notes to the financial statements.