

EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM

MUSKOGEE, OKLAHOMA

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
JUNE 30, 2014**

**JACKSON AND FOX
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EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM

Year Ended June 30, 2014

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**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2014
(Unaudited)**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FY14**

FINANCIAL HIGHLIGHTS

- **Total Revenue** for the System was **\$4,943,735**. This is a combined total of \$4,759,850 in General Fund and \$183,885 in Special Revenue.
- **Total Expenditures** (before depreciation) were **\$4,875,338**. This is a combined total of \$4,682,580 in General Fund and \$192,758 in Special Revenue.

Total General Fund Revenue increased by almost 2% from the previous year. The primary Revenue source for General Fund, county ad valorem tax, grew 2%. Muskogee County showed the largest increase (2.8%) over last year and Cherokee County had a slight decrease of .5%.

General Fund Expenditures decreased by .5%.

The System tracks money through two accounts.

General Fund - Ad valorem taxes, fees, interest and State Aid – same categories but new funds – that come in every year.

Special Revenue – Donations, book sales and grants – money given to a specific branch or department. Some branches have larger donation accounts than others.

Special Revenue is not included in the annual budget. Branches are encouraged to purchase food and consumable program supplies from Special Revenue accounts. On June 30, 2014 the total Special Revenue amount was **\$485,549**.

Investments

The majority of our Ad Valorem taxes are received in January and February. This money is invested and is used in months when less ad valorem is received. Carryover funds, although tracked separately, are combined to create investments for the System. Interest from the investments is divided based on the percentage of total ad valorem collected.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2014
(Unaudited)**

Where did the System spend its money?

Total FY14 Expenditures include General Fund, Special Revenue.

	FY14		FY13	
Staff	\$3,198,575	66%	3,219,031	66%
Materials	\$ 609,181	12%	566,170	12%
Operations	\$ 927,968	19%	1,004,739	20%
Equipment	\$ 138,666	3%	95,265	2%

... On Staffing- Personnel

Two long time Managers, a Reference Librarian and a Library Assistant retired in FY14. These four employees took with them over 80 years of library experience. Two more Managers, a Library Assistant and the Business Manager are scheduled to retire in FY15. New employees bring new ideas and re-invigorate the staff, but there is often some lag time involved for them to learn new policies and procedures. Normally new hires begin at the starting salary which saves the System money. The total System expenditure for salaries at 66% is on the high side of our normal expenditure benchmark of 62% to 66%.

The Board's Personnel Philosophy says our employees are worth the investment and we need to stay competitive with our identified job markets. Our current salary scale was adopted in 2011. Job descriptions and the scale will need to be reviewed in 2015.

Performance Management

Performance evaluations are based on job descriptions, competencies and goals. Performance management allows the System to set expectations, and, through constant evaluation, create consistent results.

Evaluators are now on track to complete evaluations each April. For the second year, the board approved Performance Rewards for people who achieved an "Outstanding" performance rating. These employees were able to choose between a cash reward or three vacation days. The goal is to give an across the board increase to all employees who have achieved "Outstanding" or "Successful" again this year. Rewards will always depend on the revenue. Employees receiving a "Needs Improvement" rating will not receive an increase.

The most important thing to remember about developing a performance management system is to be realistic, consistent, and passionate about helping staff, management, and the organization achieve its vision.

...On Materials

Branches are decreasing their print book and periodical purchases in favor of digital material. 53% of the Material expenditures were for print editions. EODLS now "circulates" e-books, downloadable audio-books, e-magazines and downloadable music and provides access to a

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2014
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number of databases. Some databases are licensed by individual branches, some are purchased by the System for all EODLS card holders and some are provided by the OK Dept. of Libraries who receives money from the state legislature to provide access to everyone in the state. 23% of the Materials expenditures were for these online materials. DVD's and CD's make up the rest of the Material expenditures. The System is following public libraries across the nation by moving away from print material to providing up to date digital material for users on iPads, e-readers, cell phones and other mobile devices.

...On Operations

All expenses that are not Staff, Material or Equipment are accounted for in the Operations category. These are the everyday expenses for running the branches. Sub categories include postage, supplies, advertising, insurance, travel, speakers, maintenance, rent, etc. Surprisingly, Operations expenditures decreased by over \$76,000 this year; proof that our Long Range Plan Objective 8.3: **EODLS will practice lean management**, is working.

The Support Services office is a rented space with a two year lease. The Building Committee is reviewing options for purchasing an office building from which Support Staff can run delivery and host Board meetings. Purchasing a building will be a major shift in philosophy and the Board needs to be prepared for the responsibilities that will come with such a change.

The E-rate program reimburses each branch for a portion of their internet and telecommunications costs. This program is undergoing a "modernization" effort and is changing its focus. Support for POTS (Plain Old Telephone Service) will gradually decrease and end in the next five years but support for Wi-Fi should increase. Current year funds were requested to include the move to fiber for all of our branches. Checotah, Warner, Jay and Kansas have joined the six BTOP locations on the fiber network. The remaining five branches will be upgraded before winter.

...On Equipment

With the exception of Tahlequah Public Library's remodeling – very little equipment or furnishings were purchased in FY14. Branches that budgeted for new equipment will see that money back in their budgets for FY15. A large computer order has already been placed for the branches. Purchasing personal technology devices is sometimes difficult for a library. Software and security do not always translate to multiple users. An order will soon be placed for branches that can afford the personal equipment. Installation of new patron computers will occur by the end of November.

Long Range Plan for FY13-FY15

Our Mission: "EODLS welcomes and supports all people through equal access to information and quality services that build on traditions of the past and innovate for the future in pursuit of enhanced quality of life."

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2014
(Unaudited)**

We are in the second year of our plan and progress is being made in several areas.

Goal 1: **EODLS residents and community organizations will be aware of and use library services.** We continue to work on raising awareness for all of our services. The “marketing theme” for the last several months has been focusing on True Grit, the novel and the movies. Many wonderful programs were presented in the branches. Concern for further marketing has led us to believe a consultant could help shape our message. We cannot afford to market individual branches, we must have one message for the entire System

Last year the System spent almost \$35,000 for program speakers. We continue to offer quality programs for all ages as set out in Objective 2.3: **EODLS users will have opportunities to enhance enjoyment and support learning through library programs.** Over 2,200 programs were offered in the fifteen branches with over 55,000 people in attendance.

EODLS owns no real estate. Branch communities own the branch library buildings and partner with the System to provide library service in their communities. As cities tighten their budgets, less attention is paid to the maintenance and cleaning of the library buildings. Many branches are having difficulties accomplishing building repair issues. Objective 3.2: **EODLS will assist in improving facilities that will benefit the local library community.** The System spent over \$76,000 on Building Maintenance last year.

Budgetary Highlights

How much is the right amount to save each year? The System Emergency Reserve is based on three month’s expenses. **Our current Emergency Reserve is \$1,223,433.** We strive to find the balance of serving our patrons to our fullest capacity – but knowing that revenue isn’t growing and we also need to save for the future.

	<u>Budget</u>	<u>Expenditures</u>	<u>% Unspent</u>
Stilwell	204, 546	189,176	8%
Westville	187,749	170,390	9%
Tahlequah	727,160	636,332	12%
Hulbert	120,069	104,775	13%
Grove	419,077	390,924	7%
Jay	264,126	251,580	5%
Kansas	149,058	127,141	15%
Checotah	268,374	260,553	3%
Eufaula	273,085	265,215	3%
Haskell	116,313	106,319	9%
Muskogee	1,674,274	1,531,548	9%
Ft. Gibson	183,550	176,891	4%

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
MANAGEMENT'S DISCUSSION AND ANALYSIS
YEAR ENDED JUNE 30, 2014
(Unaudited)**

Warner	146,878	117,699	20%
Sallisaw	254,956	231,455	9%
Muldrow	147,342	131,036	11%

Highlights of Service Provided in FY14

- The recent Summer Reading Program was a success! Fifty more programs were held this year (**503 in all**) and almost **5,000 more children (19,284)** attended a program at one of our 15 branch libraries.
- **110,166 Wi-Fi users** logged on to our wireless network, 40,783 more than last year! **141,584 users** logged on to EODLS computers last year.

EODLS is 1 Common Mission, 1 Common Service, 1 Dynamic Library!

Mary J.S. Moroney, Executive Director

Carole A. Fisher, Business Manager

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
 COMBINED STATEMENTS OF REVENUES, EXPENDITURES AND CHANGES IN FUND
 BALANCES--BUDGET AND ACTUAL--GENERAL FUND
 FOR THE FISCAL YEAR ENDED JUNE 30, 2014
 (Unaudited)**

	Proposed Budget	Approved Budget	Actual	Variance Favorable (Unfavorable)
<u>REVENUES</u>				
Ad Valorem, Sales Tax & City Support	\$3,895,315	\$ 3,980,243	\$4,426,504	\$ 446,261
Oklahoma Dept of Libraries State Aid	124,998	124,998	125,142	144
Other Grants/Donations				-
Other Revenues	136,160	139,077	146,661	7,584
Interest Revenue	15,001	15,003	15,939	936
McIntosh Co Sales Tax/Muldrow City Support	96,618	93,620	94,034	414
Total Revenues	4,268,092	4,352,941	4,808,280	455,339
<u>EXPENDITURES</u>				
Staff Expenditures	2,767,000	2,766,101	3,192,443	(426,342)
Supplies & Other Expenditures Operations	704,914	723,068	834,472	(111,404)
	822,233	872,783	815,048	57,735
Total Expenditures	4,294,147	4,361,952	4,841,963	(480,011)
NET INCREASE (DECREASE)	(26,055)	(9,011)	(33,683)	(24,672)
<u>OTHER FINANCING SOURCES (USES)</u>				
Capital outlay				
Informational materials (books)	(656,193)	(635,036)	(607,234)	27,802
Equipment and furnishings	(22,893)	(139,569)	(48,430)	91,139
FY 13 Revenue carryover	705,141	783,616	655,664	(127,952)
Total Other Financing Sources	26,055	9,011	-	(9,011)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	\$ -	\$ -	\$ (33,683)	\$ (33,683)

Revenue carryovers and grant funding cover budget deficiencies.

The above budget to actual does not include depreciation expense, but rather budgets actual capital outlays.

BASIC FINANCIAL STATEMENTS

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Eastern Oklahoma District Library System
Muskogee, Oklahoma

Report on the Financial Statements

We have audited the accompanying financial statements and the related notes to the financial statements, of the governmental activities of Eastern Oklahoma District Library System (the Library), as of and for the year ended June 30, 2014, which collectively comprise the Eastern Oklahoma District Library System 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.

Auditor's 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 from 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 auditor's 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 auditor considers 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 of the Eastern Oklahoma District Library System as of June 30, 2014, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis pages 3-7 and the Statement of Revenues and Expenses-General Fund-Budget to Actual on page 8, 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 Operating Expenses and Schedule of State Financial Assistance are presented for purposes of additional analysis and is not a required part of the basic financial statements

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 18, 2014 on our consideration of the Eastern Oklahoma District 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 Library's internal control over financial reporting and compliance.

Jackson and Fox PC

Ardmore, Oklahoma
September 18, 2014

EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
 COMBINED GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS
 STATEMENT OF NET POSITION AND GOVERNMENT FUNDS BALANCE SHEET
 June 30, 2014

<u>ASSETS AND OTHER DEBITS</u>	<u>General</u>	<u>Other Funds</u>	<u>Totals</u>
Assets:			
Cash and Cash Equivalents	\$ 2,725,611	\$ 598,201	\$ 3,323,812
Receivables:			-
Ad Valorem Tax	76,100		76,100
Post Retirement Deferred Expense	-	-	-
Due from Other Funds	-		-
Property, Plant and Equipment:			-
Materials Collection	9,596,600	72,989	9,669,589
Equipment and Furniture	2,307,465	-	2,307,465
Less: Accum Depreciation	(9,050,207)	(45,594)	(9,095,801)
Fine Art	87,046		87,046
Deferred outflow of resources	25,786		25,786
	<u>\$ 5,768,401</u>	<u>\$ 625,596</u>	<u>\$ 6,393,997</u>
LIABILITIES, EQUITY AND OTHER CREDITS			
Liabilities:			
Accounts Payable	\$ 39,804	\$ 7,748	\$ 47,552
Compensated Absences Payable	123,447	-	123,447
Accrued Payroll and Related Costs	124,741	-	124,741
Due to Other Funds			-
Total Liabilities	<u>287,992</u>	<u>7,748</u>	<u>295,740</u>
Deferred inflow of resources			
Equity and Other Credits:			
Investment in General Fixed Assets	2,940,904	27,395	2,968,299
Restricted funds		590,453	590,453
Unrestricted net assets	2,354,177		2,354,177
Committed	185,328		185,328
Net Position	<u>5,480,409</u>	<u>617,848</u>	<u>6,098,257</u>
Total Liabilities and Net Position	<u>\$ 5,768,401</u>	<u>\$ 625,596</u>	<u>\$ 6,393,997</u>

The accompanying notes to financial statements are an integral part of this statement.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
 COMBINED GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS - STATEMENT OF
 ACTIVITIES AND GOVERNMENTAL FUND STATEMENT OF REVENUES,
 EXPENDITURES AND CHANGES IN FUND BALANCES
 FOR THE FISCAL YEAR ENDED JUNE 30, 2014**

	General Fund	Special Revenue	Total
<u>EXPENDITURES</u>			
Current-			
Staff Expenditures	\$ 3,166,419	\$ 6,132	\$ 3,172,551
Supplies & Other Expenditures	166,736	52,551	219,287
Materials	96,112	-	96,112
Operations	700,801	41,944	742,745
Depreciation	659,747	947	660,694
Total Expenditures	4,789,815	101,574	4,891,389
<u>REVENUES</u>			
Ad Valorem, Sales Tax & City Support	4,520,538	42,744	4,563,282
Oklahoma Dept of Libraries State Aid	125,142	-	125,142
Other Grants/Donations	3,563	100,507	104,070
Other Revenues	143,099	37,759	180,858
Interest Revenue	15,939	2,874	18,813
Gain(loss) on asset disposal	(2,816)	-	(2,816)
Total Revenues	4,805,465	183,884	4,989,349
CHANGE IN NET ASSETS	15,650	82,310	97,960
Interfund Transfers	90,236	(90,236)	-
Adjustments and reclassifications	(29,080)	(85,845)	(114,925)
FUND BALANCE, JULY 1, 2013	5,403,603	711,619	6,115,222
FUND BALANCE JUNE 30, 2014	\$ 5,480,409	\$ 617,848	\$ 6,098,257

The accompanying notes to financial statements are an integral part of this statement.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Eastern Oklahoma District Library System (EODLS) conform to generally accepted accounting principles, as applicable to governmental units. The *Governmental Accounting Standards Board* is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of EODLS's accounting policies are described below.

The Financial Reporting Entity – The Eastern Oklahoma District Library System is an independent special purpose district established under Title 65 Article 4, Public Library Systems, of the Oklahoma statutes. These statutes authorize and empower counties, cities and towns to join in the creation, development, and operation and maintenance of public libraries systems to serve multi-county districts. Title 65 authorizes special tax levies for the support of library systems to serve multi-county systems established under this act. The System includes fifteen branch libraries. Board members are appointed by various governmental entities within the counties of Adair, Cherokee, Delaware, McIntosh, Muskogee and Sequoyah. Under *Governmental Accounting Standards Board (GASB) No. 14*, the system is defined as a Special—Purpose Governmental Unit. As such, its accounting conforms to the particular operations of EODLS.

Basis of Presentation—Fund Accounting – EODLS uses funds to report on its financial position and results of its operations. A fund is a separate accounting entity with a self-balancing set of accounts.

The following fund types are used by the system:

****Governmental Funds:**

–General Fund – To account for all financial resources except those required to be accounted for in another fund.

--Special Revenue Funds – To account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally, contractually, or by agreement restricted to expenditures for specified purposes/

The Combined Government-Wide and Fund Financial Statements – Statement of Net Assets and Governments Funds Balance Sheet (Government-Wide Statement of Net Assets) along with the Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances (Government-Wide Statement of Activities) display information about the reporting government as a whole, recognizing the General Fund separately from the Special Revenue Fund.

Basis of Accounting – The Government Funds Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balances are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. The Government-Wide Statement of Net Assets and Statement of Activities are presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014 - CONTINUED**

EODLS considers property taxes and other County/City support as available if they are collected within 60 days after year-end. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received. Investment earnings are recorded when earned since they are measurable and available. Donations and grant funds are considered earned when received, unless subject to forfeiture, in which case when received they are recorded as deferred revenues until earned.

Expenditures are recorded when the related fund liability is incurred.

Budgets – EODLS is required by state law to adopt an annual budget. The budget adopted by the Board of Trustees is a non-appropriated budget in that it is a financial plan approved in a manner authorized by statute but not created by an appropriations bill, which is signed into law.

Annual budgets are adopted for the General Fund on a basis consistent with generally accepted accounting principles. The annual budget is prepared by fund, function and department/branch. The department and branch managers may make transfers of budgeted amounts between expense functions without approval of the Board of Trustees, however management approval is required.

Cash and Cash Equivalents – Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within twelve months of the date acquired by EODLS. The investment policy of EODLS authorizes management to invest in U.S. Treasury bills, certificates of deposit fully covered by F.D.I.C, and U.S. government project notes in amounts up to \$250,000. Investments are stated at cost, which approximates market value. Collateral agreements from financial institutions are required when deposits exceed F.D.I.C. limits. Currently EODLS has a collateral agreement with the Firststar Bank of Muskogee.

Interfund Receivables and Payables – During the course of operations, some transactions occur between funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as “due to and from other funds.” Interfund receivables and payables between funds within governmental activities are eliminated in the Government-Wide Statement of Net Assets.

Ad Valorem Tax Receivable – Included in ad valorem tax receivable is the uncollected portion of EODLS’s share of prior year’s property tax assessments for EODLS’s six counties

Prepaid Expenditures – Payments made to vendors for services that will benefit periods beyond June 30, 2014 are recorded as prepaid expenditures.

Library Materials – Because library materials (books, periodicals, audio visual, etc.) purchased by EODLS have useful lives of greater than one year and in accordance with *Governmental Accounting Standards Board (GASB) Statements No. 34*, such acquisitions are capitalized and reported in the fund in which they are acquired at historical cost except for donated materials which are recorded at their estimated fair value.

Fixed Assets – In the Government-Wide financial statements and in accordance with *Governmental Accounting Standards Board (GASB) Statements No. 34*, fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets which are recorded at their estimated fair value at the date of donation.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2013 - CONTINUED**

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

Office equipment	5 to 10 years
Furniture	10 to 20 years
Computer equipment	3 to 5 years
Vehicles	3 to 5 years
Other fixed assets	3 to 20 years

Compensated Absences – Vested or accumulated vacation leave that is expected to be liquidated with expendable available financial resources are reported as expenditures and a fund liability of the general fund.

Fund Balances

EODLS adopted Governmental Accounting Standards Board (GASB) Statement No 54 which redefines the classifications of fund equities.

- *Nonspendable.* Fund balances that cannot be spent because they are either:
 - *Not in Spendable Form*—generally, amounts that are not expected to be converted to cash, such as inventories or prepaid amounts. This classification also includes some long-term amounts such as property acquired for resale or the long-term portion of loans receivable. (However, if the eventual proceeds or collections from these would be restricted, committed, or assigned, these amounts would be included in that other classification.)
 - *Legally or Contractually Required to be Maintained Intact*—amounts that are required to be maintained intact, such as the principal of a permanent fund.
- *Restricted*—amounts that can be used only for specific purposes because of (a) constitutional provisions or enabling legislation or (b) externally imposed constraints. (External constraints might be imposed by creditors, grantors, contributors, or even the laws or regulations of other governments.)
- *Committed*—amounts that can be used only for specific purposes because of a formal action by the government's highest level of decision-making authority. This classification might also include contractual obligations if existing resources have been committed for use in satisfying those contractual requirements. (The formal action to establish constraints should be taken before year-end, even if the amount might not be determined until the subsequent period.)
- *Assigned*—amounts intended to be used for specific purposes but that do not meet the criteria to be classified as restricted or committed. Intent can be stipulated by the governing body, another body (such as a finance committee), or by an official to whom that authority has been given. Assigned fund balances represent tentative plans for future use of financial resources. The amounts are decided by the Board and can be reclassified as needed

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014 – CONTINUED**

• *Unassigned*—this is the residual classification for the general fund (i.e., everything that is not in another classification or in another fund). The general fund is the only governmental fund that can report a positive unassigned fund balance. Other governmental funds might have a negative unassigned fund balance as a result of overspending for specific purposes for which amounts had been restricted, committed, or assigned.

2. DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

Cash and Cash Equivalents

There are three categories of credit risk that apply to EODLS's cash and investments balances:

1. Insured by F.D.I.C. or collateralized with securities held by its agent in its name.
2. Uninsured or collateralized with securities held by the pledging institution's trust department or agent in EODLS's name.
3. Uninsured and uncollateralized: or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in EODLS's name; or collateralized with no written or approved collateral agreement

EODLS's bank deposits are categorized below per GASB Statement 3 to give an indication of the level of risk assumed at year end. Deposits of EODLS are carried at cost. The carrying amount of deposits is stated as "cash and cash equivalents" in the financial statements.

Deposits	Risk Category			Total
	1	2	3	Collateral
Demand Deposits	\$ 250,000	\$ 720,187	\$ 1,720	\$ 970,187
Certificates of Deposit	2,220,316	320,979		2,541,295
Totals	\$ 2,470,316	\$ 1,041,166	\$ 1,720	\$ 3,511,482

Accounts Receivable – EODLS's ad valorem property tax is billed by each of the six participating counties each November 30 on the net assessed value listed as of the prior January 1, for all real and business personal property located in the county. The ad valorem taxes are due on December 31, or one-half by December 31 and one-half by March 31. Accounts receivable represent tax collections measurable and collectible at period end. Generally, this represents July and August collections. This amounted to \$76,100 for the year ended June 30, 2014.

For the year ended June 30, 2014 the total property tax levy collected for EODLS was \$4,556,082, which represented 4 mills in all counties except Delaware and Sequoyah County. Delaware County is 2.09 mills and Sequoyah County is 2 mills.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014 – CONTINUED**

Fixed Assets – The following is a summary of changes in the general fixed assets account group during the fiscal year:

	<u>Asset Balances</u>		
	<u>Equipment/ Furnishings</u>	<u>Informational Materials</u>	<u>Fine Art</u>
Asset Balances, 7-01-13	\$ 2,501,008	\$ 9,646,903	\$ 87,046
Purchases/Donations	48,430	505,029	-
Disposals/adjustments	<u>(241,973)</u>	<u>(482,343)</u>	<u>-</u>
Asset Balances 6-30-14	<u>\$ 2,307,465</u>	<u>\$ 9,669,589</u>	<u>\$ 87,046</u>

	<u>Accumulated Depreciation</u>		
	<u>Equipment/ Furnishings</u>	<u>Informational Materials</u>	<u>Fine Art</u>
Asset Balances, 7-01-13	\$ 2,051,682	\$ 7,092,101	\$ 87,046
Depreciation expense	155,665	505,029	-
Disposal/adjustments	<u>(226,333)</u>	<u>(482,343)</u>	<u>-</u>
Asset Balances 6-30-14	<u>\$ 1,981,014</u>	<u>\$ 7,114,787</u>	<u>\$ 87,046</u>
Depreciation expense	<u>\$ 155,665</u>	<u>\$ 505,029</u>	

Leases – EODLS entered into a two year lease effective May, 2014, with automatic renewal options on property located at 814 W. Okmulgee, Muskogee, Oklahoma for the administrative offices. Estimated lease rental payments under the terms of the lease are as follows:

FY 2015	\$ 61,176
FY 2016	\$ 50,980

Employee's Retirement Plan – All of EODLS's eligible employees participate in the Oklahoma Public Employees Retirement System (OPERS), a statewide multiple-employer public employee retirement system. Employees of multi-county libraries are eligible to participate in OPERS under Article 1-106 of Oklahoma statutes. OPERS is a cost sharing public employee retirement system, however, risks are not shared by EODLS, but are the liability of OPERS and the State of Oklahoma. OPERS is funded through employer and employee contributions, but EODLS has no legal obligation for paying benefits.

All employees who work 20 hours/week, 1040 hours/year or more are eligible to participate in OPERS. Normal retirement requires 90 points (age plus years of credited service) however employees who initially became members of OPERS before July 1, 1992 are required to have 80 points. Effective July 1, 1994, all members of the Oklahoma Public Retirement System are required to pay retirement contributions on the gross salary earned (less overtime) up to the maximum annual salary established by statute. Since that time the salary cap has gradually risen and effective July 1, 1998, the cap was waived. EODLS contributed 12.5% of gross compensation and the employee contributes 3.5% of his or her wages. Effective July 1, 1999, EODLS's contribution rate was adjusted to 10%. During fiscal year ended June 30, 2004, OPERS allowed a new step-up incentive program wherein eligible employees could contribute and additional 2.91%.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014– CONTINUED**

This is an irrevocable option and the employee cannot alter the contribution rate as long as they are an employee of EODLS or a participant in OPERS. Currently twenty employees are enrolled. Effective July 1, 2010, EODLS's rate increased to 16.5%. The employee rate remains at 3.5%

For the year ended June 30, 2014

<u>Total Compensation</u>	<u>Eligible Compensation</u>	<u>Employee Contributions</u>	<u>Employer Contributions</u>
\$2,343,078	\$1,793,904	\$ 62,786	\$ 295,994

Additionally, employees participating in the step-up contribution option contributed an additional \$24,144

Additional information can be obtained from the separately issued Oklahoma Public Employees Retirement System Annual Report.

During the fiscal year 2004, EODLS offered an early separation incentive program to qualified employees. EODLS offered the employees four options: 1) Not to participate, 2) EODLS would pay the cost of the employee's health insurance for a period of five years or until they reached age 65, 3) A one-time cash payout which was the difference between one year of current salary and one year OPERS payout, and 4) A monthly benefit payment of \$437.50 for 24 months or a yearly benefit payment of \$5,250 for two years. EODLS has since offered the same early separation incentive program two more times. At the end of June, 2009 ten employees had taken advantage of the program. The incentive program is funded by a manufacturing exemption returned to EODLS over a number of years. Because one option of the program is paying an employee's health insurance for five years, the actual total cost of this benefit was not determined until December 2013. This early separation incentive program has now been completed.

3. OTHER NOTES

Participation in Risk Pools – EODLS maintains worker's compensation coverage through the Oklahoma State Insurance Fund, which is classified as a risk pool for this coverage.

Risk Management – EODLS is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee's health and life; natural disaster; and board liability. EODLS manages these various risks of loss by purchasing insurance coverage specific to the risks involved. Management believes such coverage is sufficient to preclude any significant uninsured losses to the EODLS. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

Use of Estimates – The preparation of 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.

Concentration of Risk - The operation of EODLS is significantly dependent on the property values of the six counties in Eastern Oklahoma in which it operates. Any material change to the property values and ad valorem tax collections could have a significant impact on EODLS's ability to provide the current level of service.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2014– CONTINUED**

Related Parties – Friends of the Library - These are separate not-for-profit entities established in the trade area of several branches. Their purpose is to support the local branches of EODLS. EODLS does not appoint members or manage any funds for the entities but is a recipient of gifts and volunteer time.

Subsequent Events - Management has evaluated all events subsequent to the balance sheet date of June 30, 2014 through the date of issuance of these financial statements, September 18, 2014, and has determined that there are no subsequent events that require disclosure under generally accepted accounting principles.

Changes in Accounting Principles – The Government Accounting Standards Board (GASB) issued statements numbers 63 and 65 that change the presentation of net assets and of deferred assets and liabilities. Adopting these statements, the Library now uses the term “Net Position” to refer to net assets. Deferrals are now in a separate presentation know as deferred inflows or outflows of resources.

Income Taxes - No provision is made for income taxes. The Library is exempt from taxes under the Internal Revenue Code under Section 501(c)(3). The Library files a Form 990 with the IRS annually. Generally, income tax returns related to the current and three prior years remain open for examination by taxing authorities.

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**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
Eastern Oklahoma District Library System

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 of Eastern Oklahoma District Library System (the Library) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements, and have issued our report thereon dated September 18, 2014.

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. 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.

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 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

Jackson and Inc PC

Ardmore, Oklahoma
September 18, 2014

OTHER SUPPLEMENTARY INFORMATION

Eastern Oklahoma District Library System
Schedule of State Financial Assistance
Year ended June 30, 2014
 (Unaudited)

<u>State of Oklahoma Assistance</u>	<u>Project Amount</u>	<u>Receipts Recognized</u>	<u>Expenses Paid</u>
Oklahoma Department of Library Grants			
Oklahoma Department of Libraries State Aid for the Development and Expansion of Library Services	\$ 125,142	\$ 125,142	\$ 125,142
Oklahoma Department of Libraries Children Living in Poverty	18,495	18,495	18,495
	<u>\$ 143,637</u>	<u>\$ 143,637</u>	<u>\$ 143,637</u>

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
SCHEDULE OF COMBINED EXPENDITURES, GENERAL
AND SPECIAL REVENUE FUNDS – ALL DEPARTMENTS AND BRANCHES
FOR THE YEAR ENDED JUNE 30, 2014**

	TOTAL SUPPORT SERVICES	TOTAL LIBRARIES SERVICES	TOTAL
<u>STAFF EXPENDITURES</u>	\$ 535,981	\$ 2,662,594	3,198,575
Books	269	297,819	298,088
Periodical	631	26,551	27,182
Compact Discs	-	51,704	51,704
Online Subscription	31,853	37,077	68,930
Downloadable Audios	69,320	3,131	72,451
DVD	-	81,459	81,459
Other-Microforms, Kits, Software	-	9,367	9,367
<u>LIBRARY MATERIALS</u>	102,073	507,108	609,181
Postage	1,508	54,133	55,641
Supplies	17,873	191,481	209,354
Equipment Supplies	1,003	8,930	9,933
Consultants/Speakers/Grants	14,813	64,580	79,393
Printing/Binding	-	2,095	2,095
Inspection Expense	26	136	162
Construction Expense	-	-	-
Telephone	3,352	20,799	24,151
Insurance	4,889	22,735	27,624
Data Circ Line/Automation	476	21,998	22,474
AMIGOS/OCLC	30,415	-	30,415
Seminars/Training	3,711	16,109	19,820
Travel/Gasoline	27,778	31,978	59,756
Software/Licenses	300	10,167	10,467
Equip Maint Contracts	32,378	34,199	66,577
Other Maint/Repairs	7,978	70,738	78,716
Recovery Expense	-	11,510	11,510
Fees	42	1,344	1,386
Digitization	-	470	470
Utilities	11,827	2,100	13,927
Property Revaluation	-	78,388	78,388
Advertising	1,348	22,525	23,873
Memberships	7,538	6,770	14,308
Meals/Food	1,309	15,557	16,866
Rent	61,505	2,061	63,566
Staff Development	679	4,797	5,476
Misc Contract Labor	-	607	607
Miscellaneous	-	1,010	1,010
<u>SUPPLIES & OTHER EXP</u>	230,748	697,217	927,965
<u>EQUIPMENT & FURNISHINGS</u>	-	138,666	138,666
<u>TOTAL EXPENDITURES</u>	\$ 868,803	\$ 4,005,585	\$ 4,874,388

Please note: This report includes materials expenditure which, under GASB 34 have been reclassified as assets in the Government-Wide Fund Financial Statements

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
SCHEDULE OF COMBINED EXPENDITURES, GENERAL REVENUE FUNDS
PUBLIC SERVICE BRANCH
FOR THE YEAR ENDED JUNE 30, 2014**

	Stillwell	Westville	Tahlequah	Hulbert	Grove	Jay	Kansas	Checotah	Etfaula	Haskell	Muskogee	Gibson	Warner	Sallisaw	Muldrow	Total Public Services
STAFF EXPENDITURES	\$101,631	\$100,231	\$313,921	\$54,625	\$199,929	\$144,396	\$54,558	\$139,140	\$159,689	\$68,163	\$958,229	\$91,356	\$60,809	\$133,248	\$77,987	2,687,912
Books	19,384	10,418	32,703	7,270	38,743	24,304	16,284	17,997	15,407	5,246	61,506	14,564	6,004	19,211	8,768	297,809
Periodical	468	1,882	3,808	1,284	2,904	1,244	1,296	2,580	435	645	6,924	699	235	1,795	352	26,551
Compact Discs	3,973	1,565	9,433	602	8,914	1,501	2,147	1,256	2,197	254	16,425	1,282	439	881	760	51,609
Online Subscription	0	0	6,360	0	3,089	0	0	0	0	0	27,628	0	0	0	0	37,077
Downloadable Audios	0	0	0	0	0	0	0	0	0	0	2,831	0	0	0	300	3,131
DVD	3,345	797	9,569	4,745	9,005	3,344	4,602	3,167	4,588	1,286	21,068	5,757	2,205	5,340	1,800	80,618
Other-micro, kits, sft wr	50	50	1,190	0	85	0	0	3,000	0	0	2,992	1,000	0	0	0	8,367
LIBRARY MATERIALS	27,220	14,712	63,063	13,801	62,740	30,393	24,329	28,000	22,627	7,431	139,374	23,282	8,883	27,227	11,980	505,162
Postage	2,744	2,623	7,809	1,506	3,018	3,758	1,424	2,807	3,236	1,692	12,396	2,155	1,954	4,332	2,681	54,135
Supplies	5,534	2,757	22,570	4,386	12,890	10,259	6,132	12,626	12,185	2,712	27,754	7,980	3,836	5,816	2,898	140,335
Consultants/Speakers	2,213	813	2,197	1,925	5,061	2,414	2,275	14,374	3,866	1,088	813	5,585	1,917	813	813	46,147
Printing/Binding	0	0	0	0	0	0	0	33	0	0	2,063	0	0	0	0	2,096
Recovery Expense	519	421	2,041	170	904	474	322	394	573	251	3,356	340	448	814	483	11,510
Telephone	977	1,000	1,272	1,024	2,038	2,362	960	2,525	1,145	945	4,062	933	1,554	0	0	20,797
Insurance	775	1,299	1,866	865	1,931	1,126	903	1,385	1,451	1,018	5,536	1,176	965	1,341	1,099	22,736
Data Circ	210	0	2,273	894	3,433	1,008	1,066	0	3,055	1,712	0	0	6,508	1,840	0	21,999
Line/Automation	57	16	310	57	337	34	0	21	77	0	380	26	0	20	8	1,343
Fees	13	802	1,056	159	1,462	517	1,559	1,287	599	195	4,335	1,124	345	212	192	12,457
Seminars/Training	812	2,678	2,202	1,198	6,155	3,327	1,658	1,854	1,781	1,089	4,581	1,616	1,110	909	1,104	31,884
Travel/Gasoline	581	489	1,353	434	845	427	366	854	772	310	1,735	316	316	860	656	10,168
Softw are/Licenses	719	2,067	5,456	654	1,102	911	651	2,014	1,158	671	14,777	934	916	1,171	849	34,050
Equip Maint Contracts	0	0	15,000	0	6,750	45	0	370	0	0	48,223	0	140	0	0	70,528
Other Maint/Repairs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment Rent/Lease	0	0	0	0	0	45	255	0	0	0	1,800	0	0	0	0	2,100
Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Revaluation	5,587	5,587	16,773	2,960	5,722	3,631	1,651	5,381	5,381	874	13,985	1,486	1,136	5,351	2,881	78,386
Equipment Supplies	838	0	1,085	343	242	331	488	1,158	0	601	0	363	764	1,326	611	8,150
Advertising	3,017	523	1,569	2,580	593	608	1,368	1,411	907	586	5,157	571	586	372	290	20,138
Memberships	518	327	498	86	1,118	478	47	506	442	141	1,894	193	166	108	146	6,668
Meals/Food	17	289	25	11	238	0	22	649	23	245	489	70	306	0	0	2,384
Rent	0	0	0	0	770	180	0	250	420	0	246	0	0	0	0	1,866
Staff Development	257	206	457	206	357	307	206	257	257	151	1,211	257	206	257	206	4,798
Construction Expense	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Digitization	157	0	0	0	0	0	0	0	314	0	0	0	0	0	0	471
Misc Contract Labor	0	0	0	0	0	0	0	0	0	0	557	0	0	0	0	557
Miscellaneous	0	1	0	37	150	161	5	50	8	0	99	10	0	0	0	521
SUPPLIES & OTHER EXP	25,545	21,898	65,812	19,495	55,116	32,403	19,958	49,773	37,683	14,271	155,449	25,189	23,173	25,542	14,917	606,224
EQUIPMENT & FURNISHINGS	0	0	40,943	0	1,343	0	1,176	0	0	0	3,418	1,549	0	0	0	48,429
TOTAL EXPENDITURES	\$154,396	\$136,841	\$603,739	\$88,021	\$319,128	\$207,192	\$100,021	\$216,913	\$219,999	\$89,865	\$1,256,470	\$141,376	\$82,865	\$186,017	\$104,884	\$3,817,727

Please note: This report includes materials expenditures which, under GASB 34 have been reclassified as assets in the Government-Wide and Fund Financial Statements
*Note: This schedule does not include depreciation expense which is a non-cash item.

**EASTERN OKLAHOMA DISTRICT LIBRARY SYSTEM
SCHEDULE OF COMBINED EXPENDITURES, SPECIAL REVENUE FUNDS
PUBLIC SERVICE BRANCH
FOR THE YEAR ENDED JUNE 30, 2014**

	Stillwell	Westville	Tahlequah	Hulbert	Grove	Jay	Kansas	Checotah	Eufaula	Haskell	Muskogee	Gibson	Warner	Sallisaw	Muldrow	Total Public Services	
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,682	\$0	\$0	\$0	\$0	\$4,682	
STAFF EXPENDITURES																	
Books	-	11	-	-	0	-	-	0	0	0	0	0	0	0	0	0	11
Periodical	-	-	-	-	-	-	-	-	-	0	0	-	-	-	-	-	0
Compact Discs	-	-	-	-	-	-	-	85	10	-	0	-	-	0	0	0	95
Online Subscription	-	-	-	-	-	-	-	-	-	-	0	-	-	-	-	-	0
Downloadable Audios	-	-	-	-	-	-	-	-	-	-	0	-	-	0	0	0	0
DVD	-	-	-	-	-	-	-	-	-	-	0	-	-	0	841	841	0
Other-Mico, kits, software	-	0	-	-	-	-	-	0	0	-	1,000	-	-	0	0	0	1,000
LIBRARY MATERIALS																	
	0	11	0	0	0	0	0	85	10	0	1,000	0	0	0	841	1,947	0
Postage	-	-	0	-	-	-	-	-	-	-	0	0	-	-	-	-	0
Supplies	1,400	4,077	3,622	1,772	5,387	376	1,461	3,316	6,380	363	19,060	1,305	985	482	1,163	51,149	0
Consultants/Speakers/Grants	1,612	3,377	460	263	0	-	114	0	1,818	325	7,035	0	300	1,667	1,467	18,438	0
Printing/Binding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Telephone	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Data Circ Line/Automation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
AMIGOS/OCLC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Seminars/Training	-	-	135	-	803	-	0	0	749	-	705	-	1,260	-	-	-	3,652
Travel/Gasoline	-	-	0	-	-	-	-	0	94	-	0	-	-	-	-	-	94
Software/Licenses	-	-	-	0	-	-	-	-	-	-	0	-	-	0	0	0	0
Equip Maint Contracts	-	-	-	-	-	-	-	-	0	-	150	-	-	-	-	-	150
Other Maint/Repairs	-	-	-	0	-	-	-	-	210	-	-	-	-	-	-	-	210
Equipment Rent/Lease	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Property Revaluation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0
Equipment Supplies	-	-	-	-	397	-	382	-	0	-	-	-	-	-	-	-	779
Advertising	40	60	10	10	10	10	10	10	10	10	2,166	10	10	10	10	10	2,386
Memberships	-	20	0	-	0	-	-	0	0	-	84	-	0	-	-	-	104
Meals/Food	39	636	427	966	2,384	495	968	1,497	1,064	323	3,103	482	499	179	112	13,174	0
Rent	-	-	0	-	-	-	-	-	-	-	135	0	-	-	60	195	0
Misc Contract Labor	-	0	-	-	-	-	-	-	50	-	0	-	-	-	-	-	50
Construction Expense	-	0	0	-	-	-	-	0	-	-	-	-	-	-	-	-	0
Miscellaneous	-	-	-	25	0	300	-	-	75	-	100	-	-	-	125	625	0
SUPPLIES & OTHER EXP	3,091	8,170	4,654	3,036	8,981	1,181	2,935	4,823	10,450	1,021	32,538	1,797	3,054	2,338	2,937	91,006	0
EQUIPMENT & FURNISHINGS	0	2,549	44,901	3,739	5,098	2,549	2,549	4,647	5,369	0	11,188	0	2,549	2,549	2,549	90,236	0
TOTAL EXPENDITURES	\$3,091	\$10,730	\$49,555	\$6,775	\$14,079	\$3,730	\$5,484	\$9,555	\$15,829	\$1,021	\$49,408	\$1,797	\$5,603	\$4,887	\$6,327	\$187,871	\$0

Please note: This report includes materials expenditures which, under GASB 34 have been reclassified as assets in the Government-Wide and Fund Financial Statements
*Note: This schedule does not include depreciation expense which is a non-cash item.