

JOHN G. TORKELSON  
CERTIFIED PUBLIC ACCOUNTANT  
404 SOUTH CANNON STREET  
BRIDGEVILLE, DELAWARE

—  
TELEPHONE 337-7518

September 12, 1966

The Commissioners  
Seaford District Public Library  
402 North Porter Street  
Seaford, Delaware:

We have examined the statements of cash receipts and cash disbursements of the Seaford District Public Library for the fiscal year ended June 30, 1966. Our examination was made in accordance with generally accepted auditing standards and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the accompanying statements of cash receipts and cash disbursements presents fairly the recorded cash transactions of the Seaford District Public Library for the fiscal year ended June 30, 1966, on a basis consistent with that of the preceding year.

  
John G. Torkelson

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SEAFORD DISTRICT PUBLIC LIBRARY  
SEAFORD, DELAWARE

- Exhibit "A" - Treasury Checking Account  
Statement of Cash Receipts and Cash Disbursements  
For the Fiscal Year Ended June 30, 1966
- Exhibit "B" - Petty Cash Fund  
Statement of Cash Receipts and Cash Disbursements  
For the Fiscal Year Ended June 30, 1966
- Exhibit "C" - Saving Account  
Statement of Cash Deposits and Cash Withdrawals  
For the Fiscal Year Ended June 30, 1966
- Exhibit "D" - Statement of Revenue and Expenditures  
For the Fiscal Year Ended June 30, 1966
- Exhibit "E" - Comparison of Appropriations with Expenditures  
For the Fiscal Year Ended June 30, 1966

## SEAFORD DISTRICT PUBLIC LIBRARY

STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966TREASURY CHECKING ACCOUNT  
BANK OF DELAWARE

CASH IN BANK - JULY 1, 1965			\$ 2,263.09
CASH RECEIPTS			
Local taxes		\$ 11,486.64	
State aid		3,000.00	
Transfer of funds from savings account		3,000.00	
Federal aid		1,690.00	
Weeding bonus		400.00	
Transfers from petty cash fund		305.00	
Gifts		131.13	
Fees, fines, etc.		13.05	
			<u>20,025.82</u>
			\$ 22,288.91
CASH DISBURSEMENTS			
Salaries:			
Gross	\$ 8,788.13		
Less Federal and State withholding taxes	<u>1,209.77</u>	\$ 7,578.36	
Books		4,843.54	
Periodicals		261.50	
Library and office supplies		490.24	
Bindery		321.10	
Telephone		155.50	
Insurance		586.01	
Equipment		477.85	
Miscellaneous (Including \$ 100.00 audit fee)		154.25	
Maintenance of plant:			
Fuel	\$ 516.30		
Light and power	1,381.80		
Water rent	35.00		
Sewer rent	24.30		
Cleaning	360.00		
Supplies	37.15		
Equipment	22.90		
Hauling	26.00		
Premises	251.50		
Miscellaneous	-		
Services	<u>216.45</u>	2,871.40	
Transfer of funds to savings account		3,000.00	
Payment of withholding taxes to Internal Revenue Service		1,412.64	
Payment of withholding taxes to State Tax Department		82.17	
			<u>22,234.56</u>
CASH IN BANK - JUNE 30, 1966			\$ <u>54.35</u>

SEAFORD DISTRICT PUBLIC LIBRARY  
STATEMENT OF CASH RECEIPTS AND CASH DISBURSEMENTS  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966

PETTY CASH FUND

PETTY CASH FUND BALANCE - JULY 1, 1965		\$ 80.49
CASH RECEIPTS		
Fees, fines, etc.		<u>1,061.48</u>
		\$ 1,141.97
CASH DISBURSEMENTS		
Maintenance of plant:		
Cleaning	\$ 515.00	
Miscellaneous	<u>255.99</u>	\$ 770.99
Transfer of funds to treasury checking account		<u>305.00</u> <u>1,075.99</u>
PETTY CASH FUND BALANCE - JUNE 30, 1966		\$ <u><u>65.98</u></u>

NOTE:

- (1) We were unable to count the moneys in the petty cash fund due to the timing of our engagement. However, nothing has come to our attention which would indicate that the above statement does not present fairly the recorded cash transactions of the petty cash fund for the fiscal year.

## SEAFORD DISTRICT PUBLIC LIBRARY

STATEMENT OF CASH DEPOSITS AND CASH WITHDRAWALS  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966SAVINGS ACCOUNT  
BANK OF DELAWARE

SAVINGS ACCOUNT BALANCE - JULY 1, 1965		\$ 5,946.58
CASH DEPOSITS		
Transfer of funds from treasury checking account	\$ 3,000.00	
Local taxes	3,000.00	
Interest income	<u>125.75</u>	<u>6,125.75</u>
		\$ 12,072.33
CASH WITHDRAWALS		
Transfer of funds to treasury checking account		<u>3,000.00</u>
SAVINGS ACCOUNT BALANCE - JUNE 30, 1966		<u><u>\$ 9,072.33</u></u>

## SEAFORD DISTRICT PUBLIC LIBRARY

STATEMENT OF REVENUE AND EXPENDITURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966

	Treasury Account	Petty Cash	Savings Account	Totals All Funds
<b>REVENUE</b>				
Local taxes	\$ 11,486.64		\$ 3,000.00	\$ 14,486.64
State aid	3,000.00			3,000.00
Federal aid	1,690.00			1,690.00
Weeding bonus	400.00			400.00
Gifts	131.13			131.13
Fees, fines, etc.	13.05	\$ 1,061.48		1,074.53
Interest income			125.75	125.75
Total revenue	<u>16,720.82</u>	<u>1,061.48</u>	<u>3,125.75</u>	<u>20,908.05</u>
<b>EXPENDITURES</b>				
Salaries (gross)	8,788.13			8,788.13
Books	4,843.54			4,843.54
Periodicals	261.50			261.50
Library and office supplies	490.24			490.24
Bindery	321.10			321.10
Telephone	155.50			155.50
Insurance	586.01			586.01
Equipment	477.85			477.85
Miscellaneous	154.25			154.25
Maintenance of plant:				
Fuel	516.30			516.30
Light and power	1,381.80			1,381.80
Water rent	35.00			35.00
Sewer rent	24.30			24.30
Cleaning	360.00	515.00		875.00
Supplies	37.15			37.15
Equipment	22.90			22.90
Hauling	26.00			26.00
Premises	251.50			251.50
Miscellaneous	-	255.99		255.99
Services	216.45			216.45
Total expenditures	<u>18,949.52</u>	<u>770.99</u>	<u>-</u>	<u>19,720.51</u>
EXCESS OF REVENUE OVER EXPENDITURES	\$ <u>2,228.70*</u>	\$ <u>290.49</u>	\$ <u>3,125.75</u>	\$ <u>1,187.54</u>

(\* Denotes red figure)

## SEAFORD DISTRICT PUBLIC LIBRARY

COMPARISON OF APPROPRIATIONS WITH EXPENDITURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 1966

	<u>Budget</u>	<u>Cash Expenditures</u>	<u>Over or Under*</u>
Salaries (gross)	\$ 9,250.00	\$ 8,788.13	\$ 461.87*
Books	4,000.00	4,843.54	843.54
Periodicals	200.00	261.50	61.50
Library and office supplies	500.00	490.24	9.76*
Bindery	300.00	321.10	21.10
Telephone	200.00	155.50	44.50*
Insurance	450.00	586.01	136.01
Equipment	150.00	477.85	327.85
Miscellaneous	150.00	154.25	4.25
Maintenance at plant:			
Fuel	600.00	516.30	83.70*
Light and power	1,300.00	1,381.80	81.80
Water rent	120.00	35.00	85.00*
Sewer rent		24.30	24.30
Cleaning	800.00	875.00	75.00
Supplies	50.00	37.15	12.85*
Equipment	150.00	22.90	127.10*
Hauling	30.00	26.00	4.00*
Premises	600.00	251.50	348.50*
Miscellaneous	100.00	255.99	155.99
Services	150.00	216.45	66.45
	<u>\$ 19,100.00</u>	<u>\$ 19,720.51</u>	<u>\$ 620.51</u>