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November 22, 1972

The Commissioners
Seaford District Public Library
402 N. Porter Street
Seaford, Delaware 19973

We have examined the statements of cash receipts and cash disbursements of the Seaford District Public Library for the fiscal year ended June 30, 1971. 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 at June 30, 1971, on a basis consistent with that of the preceding year.



John G. Torkelson, CPA

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SEAFORD DISTRICT PUBLIC LIBRARY
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 1971

	<u>Treasury Checking Account</u>	<u>Petty Cash Fund</u>	<u>Savings Account</u>	<u>Totals</u>
Cash in bank and on hand - July 1, 1970	\$ 759.00	\$ 61.56	\$ 11,673.06	\$ 12,493.62
Add:				
Cash receipts (Schedule A-1)	<u>29,275.17</u>	<u>1,107.21</u>	<u>9,356.56</u>	<u>39,738.94</u>
	30,034.17	1,168.77	21,029.62	52,232.56
Deduct:				
Cash disbursements (Schedule A-2)	<u>24,590.51</u>	<u>1,085.42</u>	<u>10,500.00</u>	<u>36,175.93</u>
Cash in bank and on hand - June 30, 1971	<u>\$ 5,443.66</u> =====	<u>\$ 83.35</u> =====	<u>\$ 10,529.62</u> =====	<u>\$ 16,056.63</u> =====

SEAFORD DISTRICT PUBLIC LIBRARY
 SCHEDULE OF CASH RECEIPTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 1971

	<u>Treasury Checking Account</u>	<u>Petty Cash Fund</u>	<u>Savings Account</u>	<u>Totals</u>
Local taxes	\$ 11,677.55		\$ 7,500.00	\$ 19,177.55
Transfer funds from savings account	10,500.00			10,500.00
State aid	1,500.00		1,500.00	3,000.00
Federal aid	4,305.00			4,305.00
Photocopy machine receipts	463.75			463.75
Transfer from petty cash fund	80.00			80.00
Lost books	38.35			38.35
Cadet salary	689.52			689.52
Insurance refund	21.00			21.00
Fines		\$ 1,107.21		1,107.21
Interest income			356.56	356.56
	<u>\$ 29,275.17</u>	<u>\$ 1,107.21</u>	<u>\$ 9,356.56</u>	<u>\$ 39,738.94</u>
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SEAFORD DISTRICT PUBLIC LIBRARY
 SCHEDULE OF CASH DISBURSEMENTS
 FOR THE FISCAL YEAR ENDED JUNE 30, 1971

	Treasury Checking Account	Petty Cash Fund	Savings Account	Totals
Salaries and Wages:				
Gross	\$ 11,228.35			\$ 11,228.35
Less withholding taxes	876.63			876.63
Net salaries and wages	\$ 10,351.72			\$ 10,351.72
Cadet salaries	286.00			286.00
Books	5,364.56			5,364.56
Periodicals	422.40			422.40
Library and office supplies	908.80			908.80
Bindery	458.30			458.30
Telephone	171.15			171.15
Insurance	751.00			751.00
Audit	110.00			110.00
Equipment:				
Machine	94.50			94.50
Cabinets	300.00			300.00
Photocopy machine rent and supplies	858.29			858.29
Miscellaneous expenses:				
Safe deposit box rent	5.00			5.00
Dues	78.00			78.00
Travel	53.00			53.00
Boiler inspection fee	5.00			5.00
Christmas bonus	15.00			15.00
Flowers	10.00			10.00
Maintenance of plant:				
Fuel	657.17			657.17
Light and power	1,850.09			1,850.09
Water	23.30			23.30
Sewer	20.94			20.94
Cleaning		\$ 606.25		606.25
Supplies	66.24			66.24
Equipment	40.67			40.67
Hauling	50.00			50.00
Premises	635.00	156.00		791.00
Miscellaneous		243.17		243.17
Service	127.75			127.75
Payment of Federal withheld taxes	778.60			778.60
Payment of State withheld taxes	98.03			98.03
Transfers to Treasury Checking Acct.		80.00	\$ 10,500.00	10,580.00
	\$ 24,590.51	\$ 1,085.42	\$ 10,500.00	\$ 36,175.93

SEAFORD DISTRICT PUBLIC LIBRARY

STATEMENT OF REVENUE AND EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 1971

	For the Fiscal Year Ended June 30, 1971	For the Fiscal Year Ended June 30, 1970
REVENUE		
Local taxes	\$ 19,177.55	\$ 17,676.57
State aid	3,689.52	3,000.00
Federal aid	4,305.00	2,270.00
Lost books	38.35	8.20
Gifts	-	48.40
Photocopy machine receipts	463.75	361.00
Fines	1,107.21	1,173.88
Interest	356.56	285.69
Total revenue	\$ 29,137.94	\$ 24,823.74
EXPENDITURES		
Salaries and wages (gross)	11,514.35	10,677.85
Books	5,364.56	5,555.21
Periodicals	422.40	408.55
Supplies	908.80	455.69
Bindery	458.30	-
Telephone	171.15	159.58
Insurance	730.00	626.00
Auditing	110.00	110.00
Equipment	394.50	564.95
Photocopy machine rent and supplies	858.29	870.12
Miscellaneous expenses	166.00	160.20
Maintenance of plant:		
Fuel	657.17	590.93
Light and power	1,850.09	1,582.47
Water and sewer rent	44.24	50.54
Cleaning	606.25	776.75
Supplies	66.24	244.32
Equipment	40.67	-
Hauling	50.00	50.00
Premises	791.00	676.35
Service	127.75	117.81
Miscellaneous	243.17	-
Total expenditures	25,574.93	22,059.36
EXCESS OF REVENUE OVER EXPENDITURES	\$ 3,563.01	\$ 1,146.42

SEAFORD DISTRICT PUBLIC LIBRARY

COMPARISON OF BUDGET APPROPRIATIONS TO CASH EXPENDITURES
FOR THE FISCAL YEAR ENDED JUNE 30, 1971

	<u>Budget</u> <u>Appropriations</u>	<u>Cash</u> <u>Expenditures</u>	<u>Over</u> <u>or Under *</u>
Salaries and wages (gross)	\$ 11,000.00	\$ 11,514.35	\$ 514.35
Books	5,600.00	5,364.56	235.44*
Periodicals	450.00	422.40	27.60*
Supplies	600.00	908.80	308.80
Bindery	200.00	458.30	258.30
Telephone	200.00	171.15	28.85*
Insurance	700.00	730.00	30.00
Auditing	100.00	110.00	10.00
Equipment	400.00	394.50	5.50*
Photocopy machine rent and supplies	800.00	858.29	58.29
Miscellaneous expenses	250.00	166.00	84.00*
Reserve fund	250.00	-	250.00*
Maintenance of plant:			
Fuel	600.00	657.17	57.17
Light and power	1,800.00	1,850.09	50.09
Water and sewer rent	150.00	44.24	105.76*
Cleaning	250.00	606.25	356.25
Supplies	100.00	66.24	33.76*
Equipment	100.00	40.67	59.33*
Hauling	50.00	50.00	-
Premises	600.00	791.00	191.00
Service	200.00	127.75	72.25*
Miscellaneous	100.00	243.17	143.17
	<u>\$ 24,500.00</u>	<u>\$ 25,574.93</u>	<u>\$ 1,074.93</u>
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