

SUSSEX COUNTY, DELAWARE
SEAFORD DISTRICT LIBRARY
Georgetown, Delaware

REPORT
Years Ended June 30, 1985 And 1984

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OFFICES
SALISBURY, MD.
EASTON, MD.
DOVER, DE.
OCEAN CITY, MD.
GEORGETOWN, DE.
REHOBOTH BEACH, DE.
MILFORD, DE.
OCEAN VIEW, DE.



MEMBERS
AMERICAN INSTITUTE
OF CERTIFIED
PUBLIC ACCOUNTANTS
THE CONTINENTAL ASSOCIATION
OF CPA FIRMS, INC.

THE COUNTY COUNCIL
SUSSEX COUNTY, DELAWARE
SEAFORD DISTRICT LIBRARY
Georgetown, Delaware

We have examined the schedules of cash receipts and cash disbursements of Seaford District Library in Sussex County, Delaware for the years ended June 30, 1985 and 1984. Our examinations were 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 aforementioned schedules present fairly the recorded cash receipts and cash disbursements of Seaford District Library in Sussex County, Delaware for the years ended June 30, 1985 and 1984. The supplemental information contained herein is not required and, therefore, we do not express an opinion thereon.

Faw, Casson & Co.

Georgetown, Delaware
October 28, 1985

SUSSEX COUNTY, DELAWARE
SEAFORD DISTRICT LIBRARY

SCHEDULE OF CASH RECEIPTS AND CASH DISBURSEMENTS

	YEAR ENDED	
	JUNE 30,	
	1985	1984
RECEIPTS		
State Grant-In-Aid	\$ 7,385	\$ -
Sale Of Copier	500	-
Book Recovery And Sales	1,179	419
Soroptimist Club	-	1,000
Donations And Gifts	140	895
Federal - LSCA Title I	-	1,881
Fines, Copy Machine And Computer Charges	7,098	5,435
City Of Seaford	2,000	2,000
Interest	1,510	3,699
Memorials	273	214
Miscellaneous	291	439
Taxes - Sussex County	68,432	66,674
TOTAL RECEIPTS	<u>88,808</u>	<u>82,656</u>
DISBURSEMENTS		
Books	16,662	15,936
Furniture And Equipment	3,637	4,604
Insurance	1,387	1,370
Magazines, Films And Recordings	3,504	2,238
Miscellaneous	230	709
Dues And Subscriptions	-	240
Public Relations	458	60
Salaries	43,686	41,422
Supplies And Postage	2,864	3,439
Telephone	1,208	816
Utilities And Maintenance	9,968	9,304
Workshops And Travel	721	282
Cleaning	1,416	619
TOTAL DISBURSEMENTS	<u>85,741</u>	<u>81,039</u>
RECEIPTS OVER DISBURSEMENTS	3,067	1,617
BEGINNING CASH BALANCE	<u>13,144</u>	<u>11,527</u>
ENDING CASH BALANCE	<u>\$ 16,211</u>	<u>\$ 13,144</u>
COMPOSITION OF ENDING CASH BALANCE		
Checking Account	\$ 941	\$ 290
Checking Account - Fines	454	203
Savings Account:		
Tele Transfer	1,992	1,018
Doug Lockwood Memorial	3,391	2,200
Certificate Of Deposit	9,433	9,433
TOTAL COMPOSITION OF ENDING CASH BALANCE	<u>\$ 16,211</u>	<u>\$ 13,144</u>
ENCUMBERED PORTION OF CASH BALANCE		
Accounts Payable	<u>\$ -</u>	<u>\$ 866</u>

SUPPLEMENTAL INFORMATION

SUSSEX COUNTY, DELAWARE
SEAFORD DISTRICT LIBRARY

INSURANCE COVERAGE
JUNE 30, 1985

AGENT: Callaway, Farnell & Moore Insurance, Inc.
COMPANY: Home Insurance Company
TERM: July 13, 1983 - July 13, 1984; July 13, 1984 - July 13, 1985
COVERAGE: Fire, Additional Perils And Liability
Face Amount: \$275,000 On Building
90% Co-Insurance
\$110,000 On Contents
80% Co-Insurance
\$300,000 Liability
\$250 Per Person, \$10,000 Per Accident - Medical
\$50 - \$100 Deductible
PREMIUM: \$1,150

AGENT: Callaway, Farnell & Moore Insurance, Inc.
COMPANY: Home Insurance Company
TERM: July 1, 1984 - July 1, 1985
COVERAGE: Workmen's Compensation Insurance
Face Amount - \$150,000
PREMIUM: \$158 Annually

AGENT: Callaway, Farnell & Moore Insurance, Inc.
COMPANY: Home Insurance Company
TERM: July 13, 1983 - July 13, 1984; July 13, 1984 - July 13, 1985
COVERAGE: Occurrence Liability; Hired, Non-Owned Automobile
PREMIUM: \$50 Annually

SUSSEX COUNTY, DELAWARE
SEAFORD DISTRICT LIBRARY

COMMENTS
JUNE 30, 1985

BOARD OF TRUSTEES

The Trustees of the Seaford District Library are:

Paul E. Ellis, President
Ben Tull, Vice President
Sara Thrash, Secretary
Anna Mae Marvel, Treasurer
Mary Catherine Hall, Member
Phyllis O. Palmer, Member

LOCATION

The Seaford District Library is located at 402 North Porter Street in Seaford. The Library owns both the land and the building at this location.

RECOMMENDATIONS

We recommend that two authorized signatures be required for each check and that all authorized signers be bonded.