

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

ANNUAL FINANCIAL REPORT

YEAR ENDED APRIL 30, 2009

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

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FINANCIAL SECTION

This section includes:

- Independent Auditors' Report
- Basic Financial Statements

INDEPENDENT AUDITORS' REPORT

This section includes the opinion of the Library's independent auditing firm.

INDEPENDENT AUDITORS' REPORT

August 3, 2009

Members of the Board of Trustees
Woodridge Public Library
Village of Woodridge, Illinois

We have audited the accompanying basic financial statements of the governmental activities of Village of Woodridge Public Library, Illinois, a component unit of the Village of Woodridge, as of and for the year ended April 30, 2009, which collectively comprise the Village of Woodridge Public Library's basic financial statements as listed in the table of contents. These basic financial statements are the responsibility of the Village of Woodridge Public Library, Illinois' management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Public Library of Woodridge, Illinois has not presented a Management's Discussion and Analysis as required supplementary information that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the financial statements.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Woodridge Public Library, Illinois as of April 30, 2009 and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was made for the purpose of forming an opinion on the basic financial statements taken as a whole. The combining and individual fund statements and schedules, as well as the information listed as supplemental schedules, are presented for purposes of additional analysis and are not a required part of the basic financial statements of the Village of Woodridge, Illinois. Such information, except for that portion marked "unaudited" on which we express no opinion, has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is presented fairly, in all material respects, in relation to the basic financial statements taken as a whole.



LAUTERBACH & AMEN, LLP

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

Statement of Net Assets

April 30, 2009

ASSETS

Current Assets	
Cash and Investments	\$ 1,568,526
Receivables - Net of Allowances	
Property Taxes	3,508,362
Other Taxes	6,633
	<u>5,083,521</u>
Capital Assets	
Land	389,420
Depreciable Capital Assets	13,967,973
Accumulated Depreciation	(7,385,290)
	<u>6,972,103</u>
Total Assets	<u>12,055,624</u>

LIABILITIES

Current Liabilities	
Accounts Payable	70,980
Accrued Payroll	25,347
Compensated Absences Payable	6,770
Unearned/Deferred Revenues	3,508,362
	<u>3,611,459</u>
Long-Term Liabilities	
Compensated Absences Payable	27,080
Total Liabilities	<u>3,638,539</u>

NET ASSETS

Investment in Capital Assets	6,972,103
Restricted for Special Levies	1,368,591
Unrestricted	76,391
Total Net Assets	<u>8,417,085</u>

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

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

Statement of Activities

Year Ended April 30, 2009

	Expenses	Program Revenues Charges for Services	Operating Grants	Net (Expense) Revenue and Changes in Net Assets
Functions/Programs				
Public Library	\$ 3,287,167	53,185	40,316	(3,193,666)
General Revenues				
Taxes				
Property Taxes				3,408,101
Replacement Taxes				6,633
Interest				35,796
Miscellaneous				40,112
				<u>3,490,642</u>
Change in Net Assets				296,976
Net Assets - Beginning				<u>8,120,109</u>
Net Assets - Ending				<u>8,417,085</u>

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

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Balance Sheet
April 30, 2009**

	General	Debt Service	Total
ASSETS			
Cash and Investments	\$ 1,568,526	-	1,568,526
Receivables - Net of Allowances			
Property Taxes	3,000,690	507,672	3,508,362
Other Taxes	6,633	-	6,633
Total Assets	4,575,849	507,672	5,083,521
LIABILITIES AND FUND BALANCES			
Liabilities			
Accounts Payable	70,980	-	70,980
Accrued Payroll	25,347	-	25,347
Deferred/Unearned Revenues	3,000,690	507,672	3,508,362
Total Liabilities	3,097,017	507,672	3,604,689
Fund Balances			
Reserved for IMRF and FICA	122,823	-	122,823
Reserved for Working Cash	141,687	-	141,687
Reserved for Health Insurance	216,200	-	216,200
Reserved for Building and Site	887,881	-	887,881
Unreserved	110,241	-	110,241
Total Fund Balances	1,478,832	-	1,478,832
Total Liabilities and Fund Balances	4,575,849	507,672	5,083,521

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

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Reconciliation of Total Fund Balances to the
Statement of Net Assets**

April 30, 2009

Total Fund Balances	\$ 1,478,832
Amounts reported in the Statement of Net Assets are different because:	
Capital assets are not financial resources and therefore, are not reported in the funds.	6,972,103
Compensated absences are not due and payable in the current period and therefore, are not reported in the funds.	<u>(33,850)</u>
Net Assets	<u><u>8,417,085</u></u>

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

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Statement of Revenues, Expenditures and Changes in Fund Balances
Year Ended April 30, 2009**

	General	Debt Service	Total
Revenues			
Taxes	\$ 2,888,493	519,608	3,408,101
Intergovernmental	46,949	-	46,949
Charges for Services	16,865	-	16,865
Fines and Penalties	36,320	-	36,320
Interest	35,796	-	35,796
Miscellaneous	40,112	-	40,112
Total Revenues	<u>3,064,535</u>	<u>519,608</u>	<u>3,584,143</u>
Expenditures			
Public Library			
Personnel Services	1,776,113	-	1,776,113
Commodities	492,761	-	492,761
Contractual Services	522,342	-	522,342
Capital Outlay	71,832	-	71,832
Total Expenditures	<u>2,863,048</u>	<u>-</u>	<u>2,863,048</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	201,487	519,608	721,095
Other Financing (Uses)			
Transfer Out - Primary Government	-	(519,608)	(519,608)
Net Change in Fund Balances	201,487	-	201,487
Fund Balances - Beginning	<u>1,277,345</u>	<u>-</u>	<u>1,277,345</u>
Fund Balances - Ending	<u><u>1,478,832</u></u>	<u><u>-</u></u>	<u><u>1,478,832</u></u>

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

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances
to the Statement of Activities**

Year Ended April 30, 2009

Net Change in Fund Balances	\$ 201,487
Amounts reported in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Capital Outlays	420,567
Depreciation Expense	(325,595)
The increases to long-term liabilities provides current financial resources to governmental funds, while the reduction of the balances consumes the current financial resources of the governmental funds.	
Additions to Compensated Absences Payable	<u>517</u>
Changes in Net Assets	<u><u>296,976</u></u>

The notes to the financial statements are in integral part of this statement.

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

General Fund

**Schedule of Revenues, Expenditures and
Changes in Fund Balance - Budget and Actual
Year Ended April 30, 2009**

	Budget		Actual
	Original	Final	
Revenues			
Taxes	\$ 2,863,000	2,863,000	2,888,493
Intergovernmental	45,800	45,800	46,949
Charges for Services	19,000	19,000	16,865
Fines and Penalties	36,000	36,000	36,320
Interest	45,000	45,000	35,796
Miscellaneous	58,000	58,000	40,112
Total Revenues	<u>3,066,800</u>	<u>3,066,800</u>	<u>3,064,535</u>
Expenditures			
Public Library			
Personnel Services	1,880,400	1,880,400	1,776,113
Commodities	590,000	590,000	492,761
Contractual Services	787,900	787,900	522,342
Capital Outlay	74,500	74,500	71,832
Total Expenditures	<u>3,332,800</u>	<u>3,332,800</u>	<u>2,863,048</u>
Net Change in Fund Balance	<u>(266,000)</u>	<u>(266,000)</u>	201,487
Fund Balance - Beginning			<u>1,277,345</u>
Fund Balance - Ending			<u>1,478,832</u>

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

General Fund

**Schedule of Revenues - Budget and Actual
Year Ended April 30, 2009**

	Budget		Actual
	Original	Final	
Taxes			
Property Taxes	\$ 2,863,000	2,863,000	2,888,493
Intergovernmental			
Illinois State Replacement Tax	5,500	5,500	6,633
Grants	40,300	40,300	40,316
	45,800	45,800	46,949
Charges for Services			
Fees - Non-Resident	8,500	8,500	6,879
Fees - Public Computers	8,500	8,500	6,985
Fees - MLS	500	500	388
Photocopier	1,500	1,500	2,613
	19,000	19,000	16,865
Fines and Forfeitures			
Fines and Penalties	36,000	36,000	36,320
Interest			
Investment Income	45,000	45,000	35,796
Miscellaneous			
Contributions	56,000	56,000	30,854
Other	2,000	2,000	9,258
	58,000	58,000	40,112
Total Revenues	3,066,800	3,066,800	3,064,535

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

General Fund

**Schedule of Expenditures - Budget and Actual
Year Ended April 30, 2009**

	Budget		Actual
	Original	Final	
Public Library			
Personnel Services			
Professional Managerial	\$ 1,024,100	1,024,100	926,085
Support Staff	501,150	501,150	528,202
Pages	73,150	73,150	64,704
IMRF	159,500	159,500	139,008
FICA	122,500	122,500	118,114
	<u>1,880,400</u>	<u>1,880,400</u>	<u>1,776,113</u>
Commodities			
Books - AD and YA	142,500	142,500	113,508
Books - Reference	62,000	62,000	38,630
Books - CD	63,000	63,000	54,604
Electronic Reference	107,000	107,000	102,707
Audio Visual - AD and YA	38,000	38,000	33,830
Audio Visual - CD	16,000	16,000	15,561
Programs - AD and YA	8,000	8,000	9,122
Programs - CD	6,300	6,300	4,623
Periodicals	37,000	37,000	22,945
Special Events	1,000	1,000	756
Spanish Materials	2,000	2,000	1,567
Per Capita Materials	40,300	40,300	40,307
Professional Materials	600	600	815
Paperbacks	7,900	7,900	6,965
Supplies - Office and Cataloging	33,400	33,400	23,551
Automation	16,500	16,500	11,032
Supplies - Custodial	8,500	8,500	12,238
	<u>590,000</u>	<u>590,000</u>	<u>492,761</u>
Contractual Services			
MLS Computer Fund	48,000	48,000	46,597
MLS Fees	6,000	6,000	2,166
Email Service	1,500	1,500	1,004
ICN Line	5,200	5,200	3,824
Consultant Fees	500	500	1,789
Audit Fees	800	800	500
Telephone	11,500	11,500	7,898
Postage	14,500	14,500	7,754

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Notes to the Financial Statements
April 30, 2009**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued

Measurement Focus

On the government-wide Statement of Net Assets and the Statement of Activities, activities are presented using the economic resources measurement focus as defined below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate.

The Library’s funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

Basis of Accounting

In the government-wide Statement of Net Assets and Statement of Activities, activities are presented using 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.

In the fund financial statements, funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Library recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty day availability period is used for revenue recognition for all other fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, sales and use taxes, franchise taxes, licenses, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Notes to the Financial Statements
April 30, 2009**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS, LIABILITIES, AND NET ASSETS OR EQUITY

Cash and Investments

For the purpose of the Statement of Net Assets, the Library's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of purchase.

Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on national exchanges are valued at the last reported sales price. Investments that do not have any established market, if any, are reported at estimated fair value.

Capital Assets

Capital assets purchases or acquired with an original cost of \$10,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Library as a whole. When purchased, such assets are recorded as expenditures in the governmental fund and capitalized. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Buildings and Improvements	20 – 50 Years
Furniture and Fixtures	5 – 15 Years
Library Materials	5 – 10 Years

Interfund Receivables, Payables and Activity

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Notes to the Financial Statements
April 30, 2009**

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS

Capital asset activity for the year ended April 30, 2009 was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Capital Assets - Nondepreciable				
Land	\$ 389,420	-	-	389,420
Other Capital Assets				
Buildings and Improvements	6,755,215	-	-	6,755,215
Furniture and Fixtures	1,217,989	63,650	-	1,281,639
Library Materials	5,574,202	356,917	-	5,931,119
	<u>13,547,406</u>	<u>420,567</u>	<u>-</u>	<u>13,967,973</u>
Less Accumulated Depreciation				
Buildings and Improvements	1,751,351	-	-	1,751,351
Furniture and Fixtures	1,351,544	128,163	-	1,479,707
Library Materials	3,956,800	197,432	-	4,154,232
	<u>7,059,695</u>	<u>325,595</u>	<u>-</u>	<u>7,385,290</u>
Total Other Capital Assets	<u>6,487,711</u>	<u>94,972</u>	<u>-</u>	<u>6,582,683</u>
Total Capital Assets	<u>6,877,131</u>	<u>94,972</u>	<u>-</u>	<u>6,972,103</u>

LONG-TERM DEBT

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

Type of Debt	Beginning Balances	Additions	Deductions	Ending Balances	Amounts Due within One Year
Compensated Absences	\$ 34,367	517	1,034	33,850	6,770

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Notes to the Financial Statements
April 30, 2009**

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

FUND EQUITY

The following is a schedule of fund balance reservations for special or restricted revenues as of the date of this report:

	Beginning Balance	Increases	Decreases	Ending Balance
General Fund				
IMRF and FICA	\$ 105,510	274,435	257,122	122,823
Working Cash	141,687	-	-	141,687
Health Insurance	144,047	223,986	151,833	216,200
Building and Site	715,070	281,085	108,274	887,881
	<u>1,106,314</u>	<u>779,506</u>	<u>517,229</u>	<u>1,368,591</u>

NOTE 4 – OTHER INFORMATION

Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and injuries to the Library's employees. These risks are provided for through insurance from private insurance companies. The Library currently reports all its risk management activities in the General Fund. There were no significant changes in insurance coverages from the prior year and settlements did not exceed insurance coverage in any of the past three fiscal years.

POST-EMPLOYMENT BENEFITS

In addition to providing benefits described, the Library allows retirees to continue health insurance. The retirees pay the entire cost of their health insurance premiums.

**VILLAGE OF WOODRIDGE, ILLINOIS
WOODRIDGE PUBLIC LIBRARY**

**Notes to the Financial Statements
April 30, 2009**

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN

The Library contributes to the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for 2,640 local governments and school districts in Illinois. IMRF does issue a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained by writing to the Illinois Municipal Retirement Fund, 2211 York Road, Suite 500, Oak Brook, Illinois 60523.

Plan Descriptions, Provisions and Funding Policies

Illinois Municipal Retirement System

All employees (other than those covered by the Police plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. Pension benefits vest after eight years of service. Participating members who retire at or after age 60 with 8 years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3 percent of their final rate (average of the highest 48 consecutive months' earnings during the last 10 years) of earnings, for each year of credited service up to 15 years, and 2 percent for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute.

Employees participating in the IMRF are required to contribute 4.50 percent of their annual covered salary to IMRF. The employees' contribution rate is established by state statute. The Village is required to contribute the remaining amount necessary to fund the IMRF plan as specified by statute. The employer rate for calendar year 2008 was 9.92 percent for IMRF.

The employees of the Library are pooled with the employees of the Village of Woodridge for purposes of actuarial valuation. Therefore, the amount of accumulated retirement liability and normal costs related specifically to Library personnel is not available.