

SOUTHERN TIER LIBRARY SYSTEM

PAINTED POST, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

AND

INDEPENDENT AUDITOR'S REPORTS

DECEMBER 31, 2014 AND 2013



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Southern Tier Library System

We have audited the accompanying financial statements of Southern Tier Library System, which comprise the balance sheets as of December 31, 2014 and 2013, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

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 an opinion on these financial statements based on our audits. We conducted our audits 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 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 qualified audit opinion.

Basis for Qualified Opinion

Southern Tier Library System has not accrued a liability for postretirement benefits relating to future healthcare costs which, in our opinion, should be recorded in accordance with accounting principles generally accepted in the United States of America (GAAP). Southern Tier Library System has not determined the impact of this departure from GAAP on the balance sheets as of December 31, 2014 and 2013, or on the statements of activities for the years ended December 31, 2014 and 2013. We believe GAAP requires a liability to be recorded based on an actuarial calculation and we believe this liability, if calculated, would be material to the financial statements. See also Note F.

Qualified Opinion

In our opinion, except for the effects on the financial statements of not accruing a liability for postretirement benefits related to future healthcare costs as described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Southern Tier Library System as of December 31, 2014 and 2013, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Mengel, Metzger, Barw & Co. LLP

Elmira, New York
June 2, 2015

SOUTHERN TIER LIBRARY SYSTEM

BALANCE SHEETS

<u>ASSETS</u>	<u>December 31,</u>	
	<u>2014</u>	<u>2013</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 955,277	\$ 1,129,703
Accounts receivable	19,225	9,471
Prepaid expenses	60,816	47,364
TOTAL CURRENT ASSETS	<u>1,035,318</u>	<u>1,186,538</u>
 <u>PROPERTY AND EQUIPMENT</u>		
Building	986,953	952,454
Furniture, fixtures and equipment	616,764	607,257
Vehicles	93,994	90,504
	<u>1,697,711</u>	<u>1,650,215</u>
Less allowances for depreciation	<u>1,059,118</u>	<u>988,506</u>
	638,593	661,709
 <u>OTHER ASSET - Collections</u>		
	-	-
	<u>\$ 1,673,911</u>	<u>\$ 1,848,247</u>
 <u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Current portion of mortgage payable	\$ -	\$ 44,940
Accounts payable	20,006	16,406
Grants payable	-	10,218
Accrued payroll and related withholdings	10,892	7,720
Accrued benefit time	68,614	62,276
Grant advances	3,598	15,598
TOTAL CURRENT LIABILITIES	<u>103,110</u>	<u>157,158</u>
 <u>MORTGAGE PAYABLE</u>		
	-	332,620
 <u>NET ASSETS</u>		
Unrestricted:		
Operating	1,433,703	1,235,736
Board designated	89,000	89,000
	<u>1,522,703</u>	<u>1,324,736</u>
Temporarily restricted	48,098	33,733
	<u>1,570,801</u>	<u>1,358,469</u>
	<u>\$ 1,673,911</u>	<u>\$ 1,848,247</u>

The accompanying notes are an integral part of the financial statements.

SOUTHERN TIER LIBRARY SYSTEM

STATEMENTS OF ACTIVITIES

	Year ended December 31,			Year ended December 31,		
	2014			2013		
	Unrestricted	Temporarily restricted	Total	Unrestricted	Temporarily restricted	Total
Support and revenue:						
General library aid	\$ 894,591	\$ -	\$ 894,591	\$ 821,005	\$ -	\$ 821,005
Local services aid	85,483	-	85,483	84,583	-	84,583
Outreach aid	95,324	-	95,324	94,358	-	94,358
Automation aid	-	-	-	64,167	-	64,167
LSTA grants	-	-	-	11,138	-	11,138
Other grants	-	43,367	43,367	-	25,708	25,708
Member library pass through	480,883	-	480,883	568,119	-	568,119
Member library automation fee	372,667	-	372,667	302,293	-	302,293
Telephone e-rate discount	55,208	-	55,208	60,129	-	60,129
Processing fees	17,809	-	17,809	21,050	-	21,050
Other income	39,453	-	39,453	29,022	-	29,022
Interest	1,081	-	1,081	1,817	-	1,817
Net assets released from restrictions	29,002	(29,002)	-	32,684	(32,684)	-
TOTAL SUPPORT AND REVENUE	2,071,501	14,365	2,085,866	2,090,365	(6,976)	2,083,389
Expenses:						
Program expenses	1,454,594	-	1,454,594	1,666,385	-	1,666,385
Management and general	418,940	-	418,940	431,623	-	431,623
TOTAL EXPENSES	1,873,534	-	1,873,534	2,098,008	-	2,098,008
CHANGE IN NET ASSETS	197,967	14,365	212,332	(7,643)	(6,976)	(14,619)
Net assets at beginning of year	1,324,736	33,733	1,358,469	1,332,379	40,709	1,373,088
NET ASSETS AT END OF YEAR	<u>\$ 1,522,703</u>	<u>\$ 48,098</u>	<u>\$ 1,570,801</u>	<u>\$ 1,324,736</u>	<u>\$ 33,733</u>	<u>\$ 1,358,469</u>

The accompanying notes are an integral part of the financial statements.

SOUTHERN TIER LIBRARY SYSTEM

STATEMENTS OF CASH FLOWS

	<u>Year ended December 31,</u>	
	<u>2014</u>	<u>2013</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 212,332	\$ (14,619)
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation	70,612	82,395
Changes in certain assets and liabilities affecting operations:		
Accounts receivable	(9,754)	2,292
Grants receivable	-	47,213
Prepaid expenses	(13,452)	6,361
Accounts payable	3,600	6,397
Grants payable	(10,218)	592
Accrued payroll and related withholdings	3,172	2,915
Accrued benefit time	6,338	(32,030)
Grant advances	<u>(12,000)</u>	<u>15,598</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	250,630	117,114
<u>CASH FLOWS - INVESTING ACTIVITY</u>		
Purchase of property and equipment	<u>(47,496)</u>	<u>-</u>
NET CASH USED FOR INVESTING ACTIVITY	<u>(47,496)</u>	<u>-</u>
<u>CASH FLOWS - FINANCING ACTIVITY</u>		
Payments on mortgage payable	<u>(377,560)</u>	<u>(44,396)</u>
NET CASH USED FOR FINANCING ACTIVITY	<u>(377,560)</u>	<u>(44,396)</u>
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	(174,426)	72,718
Cash and cash equivalents at beginning of year	<u>1,129,703</u>	<u>1,056,985</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 955,277</u>	<u>\$ 1,129,703</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Cash paid during the year for interest	<u>\$ 2,897</u>	<u>\$ 4,434</u>

The accompanying notes are an integral part of the financial statements.

SOUTHERN TIER LIBRARY SYSTEM

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2014 AND 2013

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Library System and revenue recognition

The Southern Tier Library System (the "System") provides grants and services to member libraries and reading centers in Allegany, Schuyler, Steuben, Chemung and Yates counties in New York State. The System is funded primarily through New York State grants and records revenue as services are rendered.

Other grants are recorded as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets. When the donor restriction is met, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions. Grants that are restricted by the donor are reported as increases in unrestricted net assets if the restriction expires in the fiscal year in which the grants are recognized.

Cash and cash equivalents

The System maintains its cash and cash equivalents in one financial institution, which are insured by the Federal Deposit Insurance Corporation up to \$250,000. Uninsured balances, which are fully collateralized by securities, aggregate approximately \$730,000 at December 31, 2014. The System has not experienced any losses in such accounts and believes it is not exposed to any significant risk in cash and cash equivalents.

Accounts and grants receivable

Accounts and grants receivable are stated at the amount management expects to collect from outstanding balances. Management reviews these amounts periodically to determine if any receivables will potentially be uncollectible. After all attempts to collect a receivable have failed, the receivable is written off.

Property and equipment

Property and equipment are stated on the basis of cost if purchased or, if donated, at approximate fair value at the date of donation. Depreciation is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to thirty years.

Expenditures for renewals and betterments are capitalized while expenditures for repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in activities.

Grants payable and grant advance

Grants payable represent the portion of grants receivable that are required to be passed through to member libraries. Grant advance represents conditional amounts received from a funding source. The System recognizes revenue when the conditions are substantially met.

Collections

Books, periodicals and other library materials are not capitalized. Purchases of these items are recorded as decreases in unrestricted net assets in the year in which the items are acquired. Contributions of these items are not reflected in the financial statements.

SOUTHERN TIER LIBRARY SYSTEM

NOTES TO FINANCIAL STATEMENTS, Cont'd

DECEMBER 31, 2014 AND 2013

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Tax exempt status

The System is a non-profit organization exempt from federal and state income taxation under Section 501(c)(3) of the Internal Revenue Code.

The System has filed for and received income tax exemptions in the various jurisdictions where it is required to do so. The System files a Form 990 tax return in the U.S. federal jurisdiction and is not required to file in New York State. With few exceptions, as of December 31, 2014, the System would not be subject to U.S. federal income tax examinations by tax authorities for years ended prior to December 31, 2011. The tax returns for the years ended December 31, 2011 through December 31, 2014 are still subject to potential audit by the IRS. Management of the System believes it has no material uncertain tax positions and, accordingly has not recognized any liability for unrecognized tax benefits.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America 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 support, revenue and expenses during the reporting period. Actual results could differ from those estimates.

Financial statement presentation

The System reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. At December 31, 2014 and 2013, the System had no permanently restricted net assets.

Subsequent events

The System has conducted an evaluation of potential subsequent events occurring after the balance sheet date through June 2, 2015, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

SOUTHERN TIER LIBRARY SYSTEM

NOTES TO FINANCIAL STATEMENTS, Cont'd

DECEMBER 31, 2014 AND 2013

NOTE B: MORTGAGE PAYABLE

The mortgage payable represented amounts due on an Industrial Development Agency Revenue Bond and was paid in full in October 2014.

NOTE C: USE OF LAND

The System's building is situated on land that is leased for thirty years through May 2031 from Steuben-Allegany Board of Cooperative Education Services (BOCES) for a total sum of one dollar. The lease agreement includes renewal options and purchase options for the lessor to sell land to the lessee for one dollar and the lessee to sell the building to the lessor for one dollar. Due to the nature of the leasing arrangement, the System has not determined a fair market value of the use of the land, and accordingly has not recorded the related contribution revenue or lease expense.

NOTE D: TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consist of unexpended amounts relating to various grants which limit the use of the grant proceeds.

NOTE E: RETIREMENT BENEFITS

Substantially all employees of the System are eligible to participate in the New York State Employees' Retirement System on a contributory basis. As a government pension plan, the New York State Employees' Retirement System is exempt from provisions of the Employee Retirement Income Security Act of 1974. Information relating to the differences, if any, between the actuarially computed value of vested benefits and the Plan's assets, is not available.

The System makes pension payments to the New York State Employees' Retirement System based on the salaries of participating employees multiplied by the most recent rates available from the New York State Employees' Retirement System. The pension contribution for the years ended December 31, 2014 and 2013 amounted to \$80,251 and \$136,298 respectively.

NOTE F: OTHER POSTRETIREMENT BENEFIT

The System pays a portion of health insurance premiums for certain retirees in accordance with a contract with the staff organization. The current contract expires in 2015. The System is currently paying a total of approximately \$5,000 per month for existing retirees. The System has not recorded a liability for the postretirement benefits and has not determined the impact on this departure from GAAP on the balance sheets as of December 31, 2014 and 2013, or on the statements of activities for the years then ended.

SOUTHERN TIER LIBRARY SYSTEM

OTHER FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
Southern Tier Library System

We have audited the financial statements of Southern Tier Library System as of and for the years ended December 31, 2014 and 2013, and have issued our report thereon dated June 2, 2015, which contained a qualified opinion on those financial statements, as a result of a liability for postretirement benefits related to future healthcare costs not being recognized in accordance with accounting principles generally accepted in the United States of America. Our audits were performed for the purpose of forming an opinion on the financial statements as a whole.

The financial information hereinafter is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, except for the effects on the accompanying information of the qualified opinion on the financial statements as described above, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Mengel, Metzger, Barr & Co. LLP

Elmira, New York
June 2, 2015

SOUTHERN TIER LIBRARY SYSTEM

SCHEDULES OF EXPENSES

	<u>Year ended December 31,</u>	
	<u>2014</u>	<u>2013</u>
Salaries and wages	\$ 589,559	\$ 727,558
Payroll taxes	52,732	62,132
Employee benefits	249,282	268,472
Library materials and supplies	88,179	48,727
Office supplies	21,836	-
Small equipment	4,473	27,363
Repairs and maintenance	102,850	81,967
Utilities	13,440	15,283
Insurance	11,370	10,847
Vehicle expenses	33,008	40,598
Telephone	76,681	81,711
Postage	4,119	5,836
Publicity	7,885	563
Travel and training	32,286	23,180
Professional fees	18,764	46,931
Membership dues	-	2,036
Interest expense	2,897	4,434
Depreciation expense	70,612	82,395
Member library pass through and grants	493,561	567,975
	<u>\$ 1,873,534</u>	<u>\$ 2,098,008</u>