HAYS PUBLIC LIBRARY

Financial Statement
With Independent Auditors' Report

For the Year Ended December 31, 2022

HAYS PUBLIC LIBRARY
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For the Year Ended December 31, 2022

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Hays Public Library
Hays, Kansas

Adverse and Unmodified Opinions

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of **Hays Public Library**, a related municipal entity of City of Hays, Kansas, as of and for the year ended December 31, 2022 and the related notes to the financial statement.

Adverse Opinion on U.S. Generally Accepted Accounting Principles
In our opinion, because of the significance of the matters discussed in the Basis for Adverse and Unmodified Opinions section of our report, the accompanying financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Library as of December 31, 2022, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting
In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the Library as of December 31, 2022, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the *Kansas Municipal Audit and Accounting Guide*. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the Library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matter Giving Rise to Adverse Opinion on U.S. Generally Accepted Accounting Principles
As discussed in Note 1 of the financial statement, the financial statement is prepared by the Library on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

above+beyond
AdamsBrown, LLC

Responsibilities of Management for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

In preparing the financial statement, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- obtain an understanding of internal control relevant to the audit 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 Library's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures – actual and budget and individual fund schedules of regulatory basis receipts and expenditures – actual and budget (Schedules 1 and 2 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the basic financial statement; however, are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. 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 basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

AdamsBrown, LLC

ADAMSBROWN, LLC
Certified Public Accountants
Hays, Kansas

February 15, 2023

HAYS PUBLIC LIBRARY
Summary Statement of Receipts, Expenditures and Unencumbered Cash
Regulatory Basis
For the Year Ended December 31, 2022

Funds	Beginning Unencumbered Cash Balance	Prior Year Cancelled Encumbrances	Receipts	Expenditures	**Ending Unencumbered Cash Balance**	Add Encumbrances and Accounts Payable	**Ending Cash Balance**
Governmental Type Funds							
General Fund	$ 432,306	-	1,653,340	1,641,899	**443,747**	167,744	**611,491**
Special Purpose Funds							
Employee Benefit Fund	237,715	-	260,746	242,052	**256,409**	10,258	**266,667**
Central Kansas Library Service Fund	-	-	95,723	95,723	**-**	-	**-**
State Aid Fund	-	-	5,965	5,965	**-**	-	**-**
Capital Improvement Fund	1,280,061	-	150,500	81,380	**1,349,181**	-	**1,349,181**
Total Reporting Entity	$ 1,950,082	-	2,166,274	2,067,019	**2,049,337**	178,002	**2,227,339**

Composition of Cash		
Savings Accounts	$	**613,196**
Checking Accounts		**113,923**
Certificates of Deposit		**1,500,000**
Petty Cash		**220**
Total Reporting Entity	$	**2,227,339**

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

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Hays Public Library has established a uniform system of accounting maintained to reflect compliance with the applicable laws of the State of Kansas. The accompanying financial statement is presented to conform to the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

Financial Reporting Entity

The Library is a municipal corporation governed by a seven-member board. A related municipal entity is an entity established to benefit the Library and/or its constituents. The Library has no related municipal entities.

The Library is a related municipal entity of City of Hays, Kansas.

Basis of Presentation – Fund Accounting

The accounts of the Library are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The following types of funds comprise the financial activities of the Library for the year ended December 31, 2022.

Regulatory Basis Fund Types

General Fund – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund – used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Basis of Accounting

Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America. The KMAAG regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The Library has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the Library to use the regulatory basis of accounting.

Reimbursements
The Library records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as a receipt to the fund that receives the reimbursement. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements under KMAAG regulatory basis of accounting.

NOTE 2 – BUDGETARY INFORMATION

The governing body of the City of Hays, Kansas, maintains the tax levy for the maintenance of the **Hays Public Library** and is responsible for publishing a budget for the Library Fund and Library Employee Benefit Fund showing the tax funds to be paid to the **Hays Public Library**. It should be noted the budget figures in this report are internally prepared for management purposes only and are not required to be published.

NOTE 3 – DEPOSITS AND INVESTMENTS

Hays Public Library follows the practice of pooling cash and investments of all funds. Each fund's portion of total cash and investments is summarized by fund category in the summary statement of receipts, expenditures and unencumbered cash.

K.S.A. 9-1401 establishes the depositories which may be used by the Library. The statute requires banks eligible to hold the Library's funds have a main or branch bank in the county in which the Library is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The Library has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the Library's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The Library has no investment policy that would further limit its investment choices.

Concentration of Credit Risk
State statutes place no limit on the amount the Library may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405.

Custodial Credit Risk – Deposits
Custodial credit risk is the risk that in the event of a bank failure, the Library's deposits may not be returned to it. State statutes require the Library's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The Library does not use "peak periods". All deposits were legally secured at December 31, 2022.

At December 31, 2022, the Library's carrying amount of deposits was $2,227,339 and the bank balance was $2,230,230. The bank balance was held by two banks resulting in a concentration of credit risk. Of the bank balance, $500,000 was covered by federal depository insurance and $1,730,230 was collateralized with securities held by the pledging financial institutions' agents in the Library's name.

Custodial Credit Risk – Investments
For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the Library will not be able to recover the value of its investments or collateral securities that are in the possession of an

outside party. State statutes require investments to be adequately secured. The Library had no investments at December 31, 2022.

NOTE 4 – INTERFUND TRANSFERS

Interfund transfers within the reporting entity are substantially for the purpose of subsidizing operating functions, funding capital projects and asset acquisitions, or maintaining debt service on a routine basis as authorized by Kansas statutes. **Hays Public Library's** operating transfers and regulatory authority for the year ended December 31, 2022 were as follows:

From	To	Regulatory Authority		Amount
General Fund	Capital Improvement Fund	K.S.A. 12-1258	$	150,500

NOTE 5 – LITIGATION

At times, **Hays Public Library** is party to various legal proceedings which normally occur in governmental operations. These legal proceedings are not likely to have a material financial impact on the affected funds of the Library. Currently, there are no legal proceedings.

NOTE 6 – RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; damage to and destruction of assets; business interruptions; errors and omissions; employee injuries and illnesses; natural disasters; and employee health, dental and accident benefits. Commercial insurance coverage is purchased for claims arising from such matters other than related to employee health benefits. Settled claims have not exceeded this commercial coverage in any of the three preceding years. There have not been significant reductions in coverage from prior years.

NOTE 7 – GRANTS AND SHARED REVENUES

Hays Public Library participates in numerous state grant programs, which are governed by various rules and regulations for the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the Library has not complied with the rules and regulations governing the grants, refunds of any money received may be required. In the opinion of the Library, any liability for reimbursement, which may arise as the result of the audit, is not believed to be material.

NOTE 8 – DEFINED BENEFIT PENSION PLAN

General Information about the Pension Plan

Plan Description
Hays Public Library participates in the Kansas Public Employees Retirement System (KPERS), a cost-sharing, multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Annual Comprehensive Financial Report which can be found on the KPERS website at www.kpers.org or by writing to KPERS (611 S Kansas, Suite 100; Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions
K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS

2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2 and KPERS 3 be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.90% for the fiscal year ended December 31, 2022. Contributions to the pension plan from the Library were $62,470 for the year ended December 31, 2022.

Net Pension Liability

At December 31, 2022, the Library's proportionate share of the collective net pension liability reported by KPERS was $674,742. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021, which was rolled forward to June 30, 2022. The Library's proportion of the net pension liability was based on the ratio of the Library's contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in this financial statement.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at www.kpers.org or can be obtained as described above.

NOTE 9 – OTHER POST EMPLOYMENT BENEFITS

As provided by K.S.A. 12-5040, **Hays Public Library** allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the Library is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the Library makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

As provided by K.S.A.74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2022.

NOTE 10 – COMPENSATED ABSENCES

Paid Time Off (PTO)
PTO is offered to full time and part time staff. Full time staff begin accruing PTO immediately upon commencement of employment but cannot use any PTO until three months after commencement. Part time staff start accruing PTO after one year of employment. Accrual hours at dependent on the years of service. The maximum amount of carryover is equal to one year's accrual.

Full time staff accrue PTO on the following schedule:

Years of Service	Accrual Hours per month	Max Annual Hours	Actual Annual Days
0	15	180	22.5
5	17	204	25.5
10	19	228	28.5

Part time staff accrue PTO on the following schedule:

Years of Service	Accrual Hours per month	Max Annual Hours	Actual Annual Days
1	6	72	9

HAYS PUBLIC LIBRARY

Regulatory–Required Supplementary Information

Schedule 1

HAYS PUBLIC LIBRARY
Summary of Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

Funds	Certified Budget	Adjustment for Qualifying Budget Credits	Total Budget for Comparison	**Expenditures Chargeable to Current Year**	Variance Over (Under)
Governmental Type Funds					
General Fund	$ 1,594,834	55,617	1,650,451	**1,641,899**	(8,552)
Special Purpose Funds					
Employee Benefit Fund	260,746	-	260,746	**242,052**	(18,694)
Central Kansas Library Service Fund	95,723	-	95,723	**95,723**	-
State Aid Fund	5,965	-	5,965	**5,965**	-

HAYS PUBLIC LIBRARY
General Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		Current Year		
	Prior Year Actual	**Actual**	Budget	Variance Over (Under)
Receipts				
City of Hays Appropriations	$ 1,483,000	**1,584,834**	1,584,834	-
FHSU Workstudy Reimbursement	13,320	**15,815**	-	15,815
Fines and Forfeitures	3,794	**2,640**	-	2,640
Charges for Services	2,048	**3,739**	-	3,739
Grants	38,827	**6,024**	-	6,024
Donations	90,855	**26,065**	-	26,065
Reimbursed Expenses	-	**7,713**	-	7,713
Miscellaneous	25,698	**220**	-	220
Interest Income	17,763	**6,290**	-	6,290
Total Receipts	1,675,305	**1,653,340**	1,584,834	68,506
Expenditures				
Salaries	713,212	**816,243**	875,500	(59,257)
Legal and Professional	25,505	**29,783**	34,000	(4,217)
Continuing Education	14,244	**27,185**	27,000	185
Insurance	19,286	**20,294**	28,000	(7,706)
Library Promotion	11,992	**16,817**	19,000	(2,183)
Supplies	53,364	**65,888**	75,000	(9,112)
Maintenance and Repair	49,551	**59,219**	64,000	(4,781)
Databases	11,220	**9,239**	16,000	(6,761)
Periodicals	5,936	**6,566**	6,000	566
Donations Spent	10,180	**22,581**	-	22,581
Telephone	5,900	**5,215**	7,000	(1,785)
Utilities	52,930	**58,569**	70,000	(11,431)
Capital Outlay	432,358	**353,800**	373,334	(19,534)
Transfer Out	148,300	**150,500**	-	150,500
(a) Adjustment for Qualifying Budget Credits	-	**-**	55,617	(55,617)
Total Expenditures	1,553,978	**1,641,899**	1,650,451	(8,552)
Receipts Over (Under) Expenditures	121,327	**11,441**		
Unencumbered Cash - Beginning	310,979	**432,306**		
Unencumbered Cash - Ending	$ 432,306	**443,747**		

(a) Adjustment for Qualifying Budget Credits	
FHSU Workstudy Reimbursement Over Amount Budgeted	$ 15,815
Grants Over Amount Budgeted	6,024
Donations Over Amount Budgeted	26,065
Reimbursed Expenses Over Amount Budgeted	7,713
Total	$ 55,617

Schedule 2-2

HAYS PUBLIC LIBRARY
Employee Benefit Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		Current Year		
	Prior Year Actual	**Actual**	Budget	Variance Over (Under)
Receipts				
City of Hays Appropriations	$ 197,280	**260,746**	260,746	-
Expenditures				
KPERS	63,847	**66,600**	73,000	(6,400)
Social Security	59,100	**67,939**	67,000	939
Unemployment Taxes	724	**840**	1,200	(360)
Workers' Compensation	2,257	**2,520**	6,000	(3,480)
Health Insurance	100,595	**97,891**	108,546	(10,655)
Disability Insurance	5,492	**6,262**	5,000	1,262
Total Expenditures	232,015	**242,052**	260,746	(18,694)
Receipts Over (Under) Expenditures	(34,735)	**18,694**		
Unencumbered Cash - Beginning	272,450	**237,715**		
Unencumbered Cash - Ending	$ 237,715	**256,409**		

HAYS PUBLIC LIBRARY
Central Kansas Library Service Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		Current Year		
	Prior Year Actual	**Actual**	Budget	Variance Over (Under)
Receipts				
State Aid	$ 94,170	**95,723**	95,723	-
Expenditures				
Personal Services	70,224	**83,623**	83,623	-
Capital Outlay	27,946	**12,100**	12,100	-
Total Expenditures	98,170	**95,723**	95,723	-
Receipts Over (Under) Expenditures	(4,000)	**-**		
Unencumbered Cash - Beginning	4,000	**-**		
Unencumbered Cash - Ending	$ -	**-**		

HAYS PUBLIC LIBRARY
State Aid Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		Current Year		
	Prior Year Actual	**Actual**	Budget	Variance Over (Under)
Receipts				
State Aid	$ 5,897	**5,965**	5,965	-
Expenditures				
Salaries	5,897	**5,965**	5,965	-
Receipts Over (Under) Expenditures	-	**-**		
Unencumbered Cash - Beginning	-	**-**		
Unencumbered Cash - Ending	$ -	**-**		

HAYS PUBLIC LIBRARY
Capital Improvement Fund
Schedule of Receipts and Expenditures
Regulatory Basis
For the Year Ended December 31, 2022
(With Comparative Actual Totals for the Prior Year Ended December 31, 2021)

		Prior Year Actual	**Current Year Actual**
Receipts			
Transfer In	$	148,300	**150,500**
Expenditures			
Capital Outlay		44,661	**81,380**
Receipts Over (Under) Expenditures		103,639	**69,120**
Unencumbered Cash - Beginning		1,134,588	**1,280,061**
Prior Year Cancelled Encumbrances		41,834	**-**
Unencumbered Cash - Ending	$	1,280,061	**1,349,181**