



**JIM PETRO**  
**AUDITOR OF STATE**  

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**STATE OF OHIO**



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**REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON  
INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS**

Public Library of Cincinnati and Hamilton County  
Hamilton County  
800 Vine Street  
Cincinnati, Ohio 45202

To the Board of Trustees:

We have audited the financial statements of the Public Library of Cincinnati and Hamilton County, Hamilton County, Ohio (the Library), as of and for the year ended December 31, 1999. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the Public Library of Cincinnati and Hamilton County's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Public Library of Cincinnati and Hamilton County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted a matter involving the internal control over financial reporting that does not require inclusion in this report, that we have reported to management of the Public Library of Cincinnati and Hamilton County in a separate letter dated May 24, 2000.

Public Library of Cincinnati and Hamilton County  
Report of Independent Accountants on Compliance and on  
Internal Control Required by *Government Auditing Standards*  
Page 2

This report is intended for the information and use of management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Jim Petro", written in a cursive style.

**Jim Petro**  
Auditor of State

May 24, 2000



**THE  
PUBLIC  
LIBRARY**

of Cincinnati  
and  
Hamilton County

**Comprehensive Annual  
Financial Report**

For the Year Ended December 31, 1999

# Introductory Section

**THE PUBLIC LIBRARY OF  
CINCINNATI AND HAMILTON COUNTY, OHIO**

**Comprehensive Annual Financial Report**

**For the Year Ended December 31, 1999**

**Issued by :**

**Patricia Schoettker**  
Clerk-Treasurer

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

COMPREHENSIVE ANNUAL FINANCIAL REPORT  
FOR THE YEAR ENDED DECEMBER 31, 1999

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**THE  
PUBLIC  
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of Cincinnati  
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Clerk-Treasurer

May 24, 2000

**To the Citizens of Hamilton County and  
The Board of Library Trustees of  
The Public Library of Cincinnati and Hamilton County**

We are pleased to present to you the Comprehensive Annual Financial Report (CAFR) for The Public Library of Cincinnati and Hamilton County for the year ended December 31, 1999. This report contains the financial statements and other financial and statistical data that provide complete and full disclosure of all material financial aspects of The Public Library of Cincinnati and Hamilton County ("The Library"). This CAFR conforms to generally accepted accounting principles (GAAP) as applicable to governmental entities. The responsibility for the accuracy and completeness of all data presented, and the fairness of the presentation, rests with the management of the Library, specifically the Clerk-Treasurer's Office.

This CAFR is divided into three sections:

1. The Introductory Section contains the title page, table of contents, this letter of transmittal, the Certificate of Achievement for Excellence in Financial Reporting, a list of principal officials, and the organizational chart of the Library.
2. The Financial Section begins with the Report of the Independent Accountants and includes the General Purpose Financial Statements and Notes which provide an overview of the Library's financial position and operating results, and the Financial Statements and Schedules of Individual Funds and Account Groups which provide detailed information relative to the General Purpose Financial Statements.
3. The Statistical Section presents social and economic data, and financial trend information.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

### HISTORY OF THE LIBRARY

The Public Library of Cincinnati and Hamilton County dates from 1853; however, its foundations were laid fifty years earlier when, in 1802, efforts were begun to establish the first of a series of subscription libraries. The Public Library occupied several inadequate facilities until 1870, when the burgeoning Cincinnati Library moved into its own building on Vine Street in the heart of downtown. That structure served the Queen City for 85 years until the building at 8th and Vine Streets opened. During that time, the institution acquired a reputation of quality in both its collection and its service.

The modern era for the Public Library began in 1898 with the establishment of an independent Board of Library Trustees. Within two years, the Main Library opened its first Children's Room, and the first six branches were added in nearby suburbs to create a system. The following year, philanthropist Andrew Carnegie agreed to give funds for nine additional branches, seven of which are still in service.

During the depths of the Great Depression, the Ohio legislature passed a tax on intangibles for the financial support of public libraries. This tax on stocks and bonds provided a stable source of funds for five decades, enabling the State's public libraries to grow to meet increasing patron demands and to keep up with the rapid changes in information.

In 1944, the Hamilton County electorate passed a bond issue to build what would be the first modern library in the United States of the post-war period. Eleven years later, the Main Library moved into a newly built facility at its current location at 8th and Vine Streets, just two blocks from its original building. The Library then turned its efforts to enhancing services and branch facilities, adding several new branches and renovating or expanding seven existing ones. Demand for library materials increased so dramatically that a major addition was made to the Main Library in 1982 and plans were made to construct a half-dozen large regional library branches to better serve the heavily populated "beltway" areas of the county. The opening of the Sharonville Regional Branch in November 1993 completed this master plan.

In 1999, 24 percent of the Library's total circulation (13.1 million) occurred at the six regionals, with 9 percent of the Library's circulation and 12.3 percent of its registration coming from outside of Hamilton County, chiefly from the three neighboring Ohio counties, Butler, Warren and Clermont. This growth in out-of-county use reflects the Library's importance as a public reference and resource center for the entire region and the extraordinary success of the Regional Branches in helping to reach these audiences.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

By the mid-'80s, skyrocketing public demand for downtown library services, a rapidly growing collection, and radical expansion of computerization had once again stretched the Main Library to the limits. Planning began in 1988, and in 1995, ground was broken for the further expansion of the Main Library. On January 15, 1997, the 165,000 square-foot addition to the Main Library was opened, and in 1998 the renovation of the entire 378,000 square-foot main library south building was completed. This created a state-of-the-art, seamless main library building of over one half million square feet with 97 miles of shelving.

In 1999 the Library's commitment to strengthening the branches continued. On May 15, an expanded and redesigned Delhi Township Branch was rededicated. Construction began on a new Groesbeck Branch. Property was purchased on December 20 and plans are underway for the replacement of the Harrison Branch, now located in the community center, with an expanded facility. Eleven branch libraries received or were in the process of receiving major face-lifts and upgrades. In November, an architect and a construction manager were selected for an expansion of the Westwood Branch Library.

Today, The Public Library of Cincinnati and Hamilton County system provides comprehensive services county-wide and beyond through its Main Library, the six large regional branch libraries, and 35 additional neighborhood branches.

### MISSION

*The Public Library of Cincinnati and Hamilton County provides the communities it serves with ideas, knowledge and information supporting research, popular interests, and lifelong learning.*

### MATERIALS / SERVICES

The Library has a book collection of over 4.77 million volumes, including 2.96 million volumes in the Main Library. While popular materials and "hot-off-the-press" books account for a significant percentage of the Library's annual circulation of 13.1 million, the Library's comprehensive book collection ranges from children's picture books to literature in 37 languages. The Library also has collections of materials for adult new readers and provides space for literacy tutoring, literacy workshops and programs.

The Main Library is widely recognized as one of the finest research collections in the country. In recognition of its collection, staff, and hours of operation, the State Library of Ohio renewed the Library's contract to provide reference back-up service to all Ohio libraries – public, special, school, and academic. In recent years, the Main Library in downtown Cincinnati has drawn over 1.1 million patrons annually. It offers a complete U.S. Patent & Trademark Depository, a U.S. Documents Depository, an

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

outstanding Rare Books and Special Collections Department, and the Grants Resource Center, providing materials on government, foundation, corporate, and private grants and scholarships. The Library has one of the nation's top five genealogical research collections. In addition, the Library has over 160,000 maps and globes, a large collection of bound periodicals (some dating back to the early 18th century), newspaper subscriptions from across the country, current magazines, microfiche and microfilms, large print materials, video cassettes, CDs, audio cassettes, books-on-tape, slides, CD-ROMs, sheet music, and, as of December 1, DVDs.

Easy access to the Library's collection is offered through CINCH (a registered trademark), the Library's computerized information network which is available at all Library agencies and through dial access and on the Internet through the World Wide Web at <http://plch.lib.oh.us>. In addition to the online Library catalog, CINCH offers the catalogs of area universities and public libraries, the Library Directory, and Newsdex, an index to newspaper articles of local interest. It also has direct links to the online catalogs of three northern Kentucky public libraries, Library of Congress, and the Government Printing Office. Over 460 databases and indexes are available on CINCH as well as full-text of thousands of magazine articles. Patrons may also reserve and renew materials, as well as offer user comments and ask a reference question on CINCH. In 1999, over 18.5 million public searches were conducted on CINCH.

In 1999, free Internet access became available at all 41 branches and the Main Library. In order to meet the dramatically increasing needs of Library users, the Library also greatly expanded the selection of web-based research databases available through the Internet, making more research sources accessible at every library location as well as from home, school, and office. Among the new databases added to the Library's heavily used Internet Resources web page are Encyclopedia Britannica, Books in Print with Reviews, Academic ASAP, and the Grove's Dictionary of Art.

The Library offers three special services departments which provide library service to those who are unable to use traditional library materials and services, including the aged, the institutionalized, the homebound, and the physically and mentally disabled. The State Library has designated the Library to receive funding to provide services for blind and physically handicapped readers in Ohio's 33 southern counties through the Regional Library for the Blind and Physically Handicapped. The Exceptional Children's Department serves young people with special needs, and Institutions/Books-by-Mail provides book collections to elementary schools, and serves nursing homes, retirement centers, hospitals, and correctional facilities.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

### REPORTING ENTITY

The Library's reporting entity has been defined in accordance with Statement No. 14 of the Governmental Accounting Standards Board. The Library is under the control and management of a Board of Trustees consisting of seven members. Four members of the Board of Library Trustees are appointed by the County Commissioners and three by the judges of the Court of Common Pleas. Board members are appointed for a term of seven years, the term of one trustee expiring each year. At its January meeting, the Board organizes for the ensuing year and elects a president, vice president, secretary and clerk.

There is no potential for the Library to provide a financial benefit to or impose a financial burden on the County Commissioners, nor can the Commissioners significantly influence the programs, activities, or level of service performed or provided by the Library. Although the County Commissioners serve in a ministerial capacity as the taxing authority, the Library is fiscally independent of the county. The Board of Library Trustees makes decisions regarding whether to request approval of a tax, the rate and the purpose(s) of the levy. Once those decisions are made, the County Commissioners must place the levy on the ballot.

### ECONOMIC CONDITIONS AND OUTLOOK

The service area of the Library is the entire 413 square mile area encompassing Hamilton County and the City of Cincinnati (79 square miles) which is located wholly within the county borders. Founded over 200 years ago, Cincinnati is an historic city which attracts more than five million visitors each year. It has two major professional sports teams, a world-class zoo, numerous museums and cultural attractions and excellent colleges and universities. The area is supported by a diverse economy and a skilled work force. The Cincinnati metropolitan area is a center for insurance and finance companies, wholesaling and retailing, government installation, medical services, and service industries, as well as manufacturing.

The population of Hamilton County declined 3 percent from 866,228 in 1990 to an estimated 840,443 in 1999. As of 1998, the most recent year for which city population statistics are available, Cincinnati's population declined 8 percent from 364,114 in 1990 to 336,400 in 1998 while the population for Hamilton County areas outside Cincinnati increased 2 percent from 502,114 in 1990 to 510,802 in 1998. During the 1990s, Library circulation increased dramatically. Reaching 13.1 million in 1999, circulation increased 37 percent from the 9.59 million total in 1990.

The Library receives the major portion of its income from the Library and Local Government Support Fund (LLGSF). The LLGSF is based on the collection of state income tax, and therefore, is dependent on the economy of the state. This fund, which

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

is currently 5.7 percent of the personal income tax, is distributed to Ohio's 88 counties according to a fixed formula. Within Hamilton County, the distribution is based on the Library's need. Any remainder after the Library's needs are met is distributed on a fixed formula to the 37 local governments. Additional moneys are derived from services, fines, endowment funds, federal and state grants, gifts and investment earnings.

### MAJOR INITIATIVES

The Public Library of Cincinnati and Hamilton County system is among the best in the country ranking among the top ten circulating libraries in the United States. In comparison with these nine other top circulating libraries, the Library ranks first in holdings per capita (11.3 items), first in circulation per card holder (33.2 items), and third for total circulation - 13.1 million - behind only Queens, New York, and Los Angeles County, which serve much larger populations.<sup>1</sup>

The following are selected highlights of the Library's accomplishments in 1999:

#### Growth in Major Service Areas

##### Circulation:

Circulation in 1999 was the highest ever. Over 13 million (13,149,907) items were borrowed, an average of 37,042 items for each day the Library was open. The Main Library also achieved the highest annual circulation in its 146-year history - 3,059,839.

##### Reference:

Over 1.2 million (1,236,117) reference questions were answered by telephone, by letter, in person, by fax, or by email.

##### Registration:

155,839 people registered for library cards during the year, bringing the Library's total number of active borrowers to 396,064.

##### Interagency Loans:

524,127 items were sent from one agency to another for convenient pick up by patrons at their nearest Library branch, an increase of 8 percent over 1998.

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<sup>1</sup> Source: Statistical reports provided by the respective library systems.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

### INFOFAX Service:

A total of 20,789 pages were faxed during the year directly to patrons at their businesses or homes or to their nearest neighborhood branches.

### Collections:

249,191 books were added during the year to the Main Library and branch collections, bringing the overall collection to 9,993,586 items. In addition, current subscriptions to 15,902 newspapers and periodicals are available to patrons.

### Public Service Improvements

On August 1, hours of operation for three city branches changed, making the Lincoln Park and Avondale Branches open on both Friday and Saturday.

To increase library use and expand the Library's role as a regional information resource, Registration and Circulation policies were revised to make Collection and Organization as well as Personal library cards free to all Ohio residents.

Beginning on February 7, non-feature film videos may be requested or reserved. This makes the Library's extensive collection of educational videos more easily accessible to customers at any location.

A new Library Card Application for Children was designed to entice young readers to sign up for their own Library cards. The brochure uses minimal text and graphics from the Kidsp@ce web site to make it more appealing to school age children.

### Enhancements to Automation and Technology

Use of CINCH (registered trademark), the Computerized Information Network of Cincinnati and Hamilton County, grew an astonishing 118 percent over 1998 with a total of 18,552,542 CINCH searches conducted in 1999.

The Library's web pages were expanded and enhanced to attract new Library users and to inform them of the Library's services and collection. On June 1, a Hot Titles page was added to promote books and reading with new titles updated weekly, a featured author section, and links to bestseller lists and to the Library's book clubs. On June 21, a list of Sites by Subject was added to Internet Resources to assist users in quickly identifying reliable, relevant web sites. Beginning in July, job openings at the Library are now posted on the web site.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

An outstanding selection of web-based research databases, many of which include full-text, have been added to the Library's web page. Among these are Books in Print with Reviews, LifeCenter, General Business File, Grove's Dictionary of Art, World Book Encyclopedia, Academic ASAP, Encyclopedia Britannica, and What Do I Read Next? from GaleNet. These research tools can be used at any branch library, the Main Library, or from outside the Library at any location with Internet access as long as the user has a Public Library of Cincinnati and Hamilton County library card.

The Library is proceeding with two digitization projects involving its genealogical resources. The American Genealogical Lending Library Heritage Quest division is converting the Library's microfilm census records to compact disc. Secondly, Broderbund is digitizing family history works that are out of copyright. These will be accessible through their web site.

### Main Library Growth/Milestones

Annual circulation at the Main Library in 1999 reached 3,059,839 or 3 percent more than in 1998, the highest level in its 146-year history.

The Films & Recordings Department celebrated its 50<sup>th</sup> anniversary, making the Library one of the nation's first public libraries to offer audiovisual services.

### Branch Growth Initiatives

The Library's Long Range Plan for Branch Development was reviewed and updated in conjunction with the budgeting process.

On May 15, library service to the Delhi Township community entered a new milestone in its 50-year history. The former Delhi Hills Branch was rededicated and renamed as the Delhi Township Branch Library. The expanded and completely redesigned state-of-the-art facility offers a greatly enlarged and upgraded collection, nearly 50 percent more space than the former branch, triple the number of computers, 35 additional parking spaces, and increased open hours. Improved amenities include separate reference and circulation desks, and a glass enclosed Reading Room. The "new" branch is handicapped accessible and has comfortable seating in the children's and adult areas to encourage browsing and reading.

February 26 was the last day of operations for the Groesbeck Branch Library in its building on Galbraith Road. The building was demolished in order to construct a larger facility with increased parking and expanded electronic resources. The branch reopened in a temporary location on March 1 in the

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

Groesbeck Shopping Center at 8267 Colerain Avenue. Construction of the new Groesbeck Branch is scheduled for completion in April 2000 with the opening planned for May.

On December 20, the Library purchased a 3.5-acre property in Harrison on the corner of New Haven Road and Carolina Trace as the site of a new 16,000 square-foot branch. The architectural firm of Champlin/Haupt has been retained to design the new facility that will replace the existing 4,000 square-foot branch, which has been located in the Harrison Community Center since 1979. The total cost is estimated to be \$4 million and construction is scheduled for completion in August 2001. Plans for the large new branch reflect the growth this area is experiencing. In addition, the location's proximity to both a busy commercial area and to I-74 will make the branch more easily accessible for the community and provide great growth potential.

As part of the Library's Master Plan for Expansion and Improvement of Branches, eleven branch libraries in the past year received or are in the process of receiving major face-lifts and upgrades. Among the improvements at the Bond Hill, Cumminsville, Hyde Park, Lincoln Park, Madisonville, Mt. Washington, Northern Hills, Oakley, Price Hill, Sycamore, and West Fork Branch Libraries are new carpeting, painting, added display units, refurbished and new furniture, increased lighting, and some Americans with Disabilities Act accommodations.

In August, the Cumminsville Branch closed for major renovation. When it reopens in early summer 2000, it will boast not only a complete decorative make-over but also a new HVAC system, a CD-ROM computer station, and an elevator to make it handicapped accessible. The Carnegie branch will be replastered, repainted, and recarpeted. Signage will be refurbished and furniture will be upgraded.

In November, Moody/Nolan Stallworth was selected as the architect for an expansion of the Westwood Branch Library. D.A.G. Construction Company was selected as construction manager for the project.

An agreement has been reached to lease 8 acres of library property behind the Green Township Regional Branch to Green Township for the development of a park.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

### Grants & Awards

The State Library of Ohio renewed the Library's contract to provide reference back-up services to all of the public, school, academic, and special libraries in the state. More than 880 questions were received in the first year of service.

The Library received a grant from ESRI for Geographic Information System (GIS) software and manuals. A GIS is a computer-based tool for mapping and analyzing objects and events which combines the power of a database with the visualization capabilities offered by maps. The GIS will be placed in the Public Documents and Patents Department at the Main Library.

The Library received a Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual report (CAFR) for the fiscal year ended December 31, 1998. This award is the highest form of recognition in the area of governmental accounting and financial reporting. The Library's CAFR has consistently received this award each year since preparation of the first report in 1993.

The Main Library gardens were chosen as the First Place winner in the 1999 Civic Garden Center's Beautification Awards honoring local businesses and organizations for their outstanding beautification efforts.

The first Universal Services Discount, e-rate, for voice and data communications was received. The combined discount resulted in savings of over \$312,000.

Congressman Steve Chabot nominated the Library for the Institute of Museum and Library Services' first National Award for Library Services. This award recognizes libraries that demonstrate a core commitment to public service through innovative programs.

The Library was one of 15 Ohio libraries selected to make a presentation at the Ohio Library Council (OLC) 1999 Children's Services Division workshop, "Come Blow Your Horn," held on March 17 in Columbus. Library Babies, a reading encouragement program designed to teach parents how to read to their babies to give them the best beginnings for later success, was presented. The Library was also one of 12 winners out of 110 entries for the OLC's Marketing and Public Relations competition for its monthly calendar which was redesigned in January 1999.

The Main Library was nominated for a Greater Cincinnati Chamber of Commerce Downtown Beautification Award. In recognition of this honor, the Library was presented a crystal paperweight from Tiffany's.

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

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### Program Activity

A total of 11,532 free library programs were offered in 1999, reaching 242,471 people of all ages throughout the county and beyond.

Adult programs increased 5 percent over 1998, reflecting the growing popularity of book discussion groups and the demand for computer classes, as well as for genealogy programs and other Library offerings. Since the Library began giving Internet classes in August 1998, hundreds of Library users have taken advantage of these opportunities to learn more about the World Wide Web.

Of note are the programs for adults held at the Main Library in partnership with community organizations and in combination with related book displays and exhibits which showcase strengths in the Library's collection. Regularly scheduled musical performances attracted large audiences including the 5-part Jazz in July series and Mainly Classical Friday noontime concerts.

In celebration of National Poetry Month, the Main Library presented Poetry in the Garden, a 4-part poetry program featuring two area poets every Wednesday evening in April.

The bulk of the Library's programming (85 percent) in 1999 was aimed for children. Book-related and reading encouragement programs ran the gamut from Library Babies (6-18 months) to Afterschool Adventures for 4th-6th graders.

Response to the 1999 Summer Reading Club, Crawl into a Good Book!, was overwhelming. Nearly 33,000 children, teens, and adults participated in the three-month program, a 7 percent increase over last year's record-breaking membership. For the first time in the program's 26-year history, over 51 percent completed all requirements by reading at least 10 books and over 10,000 readers went on to read at least 25 books. In total, club participants read approximately 325,000 books.

The Library's third annual celebration of National Children's Book Week was also a resounding success. Thirty-four branches hosted special activities during the middle week of November, all designed to increase enthusiasm for books and libraries. A total of 2,903 participants enjoyed the puppet shows, storytelling, and theater productions.

A Young Adult Committee was formed to address expanding programs and services to teens. The most outstanding programs for middle school students

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

last year were the three talks given on May 21 by Sharon Draper, 1997 National Teacher of the Year and 1998 Coretta Scott King Award-winning author. Nearly 400 7th and 8th graders paid rapt attention as she spoke about her writing career and then challenged them to write.

### Staff Development

In order to develop and expand the Library's literacy service, a Literacy Coordinator was hired. Also, a Staff Trainer was hired as part of the implementation of a comprehensive Staff Training and Development Program.

## PROSPECTS FOR 2000 AND BEYOND

### Capital Projects

The long-term plan for the redevelopment of the branch library system, which was adopted by the Board of Trustees in 1997, will be reviewed each year. It will be the framework for the next ten years for branch expansion, renovation, consolidation, and relocation as well as the introduction of special purpose libraries. Priorities for 2000 are the completion of the replacement of the Groesbeck Branch Library, completion of the major refurbishment of the Cumminsville Branch Library, and start of construction on the new regional-size branch in Harrison to replace a small facility in the community center. Other objectives are the purchase of land for a new branch in Reading to replace a rental facility, refurbishment of both the Cheviot Branch Library and Norwood Branch Library, and continued planning for the renovation and enlargement of the Westwood Branch Library.

### Technology Plan

The Library will complete its search for an integrated library system with a web-based catalog, automated acquisition system, and serials control component. Access to the OPLIN (Ohio Public Library Information Network) and the Internet will continue to be expanded. Design of the Library's web page will be changed to better accommodate increased information, new services, and expanded databases.

### Collection Development

To test the market for interest level in new media, the Library will offer ebooks to its users through a donation by NetLibrary, one of the first companies to provide digital books.

# THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

## FINANCIAL INFORMATION

### Basis of Accounting

The Library's financial records are maintained on a cash basis for all fund types. Prior to the year-end closing, adjusting entries are prepared for the various funds to convert the cash basis records to the modified accrual basis for all governmental and expendable trust funds and the accrual basis for the non-expendable trust funds. The modified accrual basis of accounting requires that revenues be recognized when they are both measurable and available. Expenditures are generally recorded when the fund liability is incurred. The accrual basis of accounting recognizes revenues when earned and expenses when incurred.

### Internal Control Structure and Budgetary Controls

Development of the Library's accounting system included consideration of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding (1) the safeguarding of assets against loss from unauthorized use or disposition and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance states that internal control should be evaluated to insure that the expense associated with providing internal controls does not exceed the benefit expected to be derived from their implementation. This evaluation involves estimates and judgment by the Library administration and members of the finance office. The administrative and financial management personnel believe that the Library's financial controls adequately safeguard existing assets and provide reasonable assurance of the proper recording of financial transactions.

Budgetary control is maintained by the encumbrance of purchase amounts prior to the release of purchase orders to vendors. Purchase orders are not issued when insufficient appropriations preclude the encumbrance of the amount of the purchase.

### Governmental Funds - Revenues and Expenditures

Overall revenue from governmental funds increased by \$2,788,026, or 5.5 percent. The majority of the increase is the result of an increase in intergovernmental revenue received in 1999 as compared to 1998. There was also a slight decrease in interest revenue as a result of a lower average interest rate. Miscellaneous revenue increased during 1999 due to e-rate discounts received during the year.

Total expenditures increased by \$1,964,337, or 3.9 percent, from 1998 to 1999. The increase in current expenditures, approximately 7.9 percent, is attributable, in part, to increased salaries and benefits, and also the result of an increase in purchased and

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

contracted services relating to the planning and design of capital projects. This is offset by a decrease in capital outlay of 21.4 percent.

Fiduciary Funds

The Library reports two expendable trust funds as listed below:

	Unreserved Undesignated <u>Fund Balance</u>
Various Expendable	\$235,178
Charles H. Dater Westwood	306,674

The Various Expendable Trust Fund represents several individual expendable trust funds accounted for separately on the Library's records but combined for reporting purposes.

The Library reports ten non-expendable trust funds as listed below:

	Unreserved Undesignated <u>Fund Balance</u>
Various Non-Expendable	\$384,475
Armstrong	752,474
Natalie Feld Memorial	9,505
Hadley	25,962
Heisel/Dunlap	14,289
Dorothy M.M. Kersten	310,645
Jean Maibaugh	96,328
Frances S. Hannaford	65,524
Cecilia J. Dwyer	43,555
Jerome and Meta K. Howard Endowment	52,833

The Various Non-Expendable Trust Fund represents many individual non-expendable trust funds accounted for separately on the Library's records but combined for reporting purposes.

In January 1999, Natalie Feld, a resident of Cincinnati and a strong library supporter, died at the age of 90. In her estate, Ms. Feld left the Library a total of \$2,506,665, the largest bequest the Library has ever received. In December 1999, a non-expendable trust fund, the Natalie Feld Fund, was created when the Library received her bequest. With the principal invested, the interest income received is used to purchase books on the subjects of travel and world affairs. A bookplate with the name, "The Natalie Feld

## THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

Memorial Library", was created and is placed inside all books purchased with money from this fund.

### Debt Administration

The Library has no outstanding debt. All capital projects are funded with available cash.

### Cash Management

The Library pursues an aggressive cash management program by expediting the receipt of revenues and prudently investing available cash in obligations issued by the United States Government or the State of Ohio. The Library's deposits are insured by the Federal Deposit Insurance Corporation or collateralized by pledged securities in a pledge account with the Federal Reserve Bank of Cleveland, Cincinnati Branch. The total interest and dividends earned for the year ended December 31, 1999, was \$1,239,029, and represents an average annual interest rate of 4.9 percent.

### Risk Management

The Library is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; injuries to employees and natural disasters. The Library carries three layers of insurance coverage.

Various limits associated with each type of insurance are outlined in detail in the notes to the general purpose financial statements.

## OTHER INFORMATION

### Independent Audit

An audit team from the office of Auditor of State, Jim Petro has performed this year's audit. The results of the audit are presented in the Report of Independent Accountants.

### Certificate of Achievement

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to The Public Library of Cincinnati and Hamilton County for its 1998 Comprehensive Annual Financial Report.

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

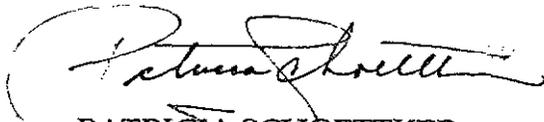
The Government Finance Officers Association of the United States and Canada (GFOA) awards a Certificate of Achievement for Excellence in Financial Reporting to a government unit which publishes an easily readable and efficiently organized CAFR which conforms to program standards. Such reports must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is the highest form of recognition in the area of government financial reporting, and its attainment is a significant accomplishment by a governmental unit.

We believe this report conforms to the reporting standards set forth by GFOA. Thus, we are submitting our current CAFR to the GFOA for review and determination of eligibility for a certificate for 1999.

Acknowledgements

A special thanks is extended to my Financial Services staff for their hard work and dedication in compiling cash reports, accrual information and fixed asset information. I would also like to express appreciation to Mr. Jim Petro, Auditor of State, and to his Local Government Services staff for their assistance in preparing this report.



PATRICIA SCHOETTKER  
CLERK-TREASURER

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

The Public Library of  
Cincinnati and Hamilton  
County, Ohio

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended  
December 31, 1998

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



*Greg Brueck*  
President

*Jeffrey L. Esler*  
Executive Director

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

LIST OF PRINCIPAL OFFICERS  
AS OF DECEMBER 31, 1999

Board of Library Trustees

President	Charles W. Anness
Vice President	William J. Moran
Secretary	Charles D. Lindberg
Board Members	Tara L. Khoury Elizabeth H. LaMacchia Joseph S. Stern, Jr. Bailey W. Turner

Appointed Officials

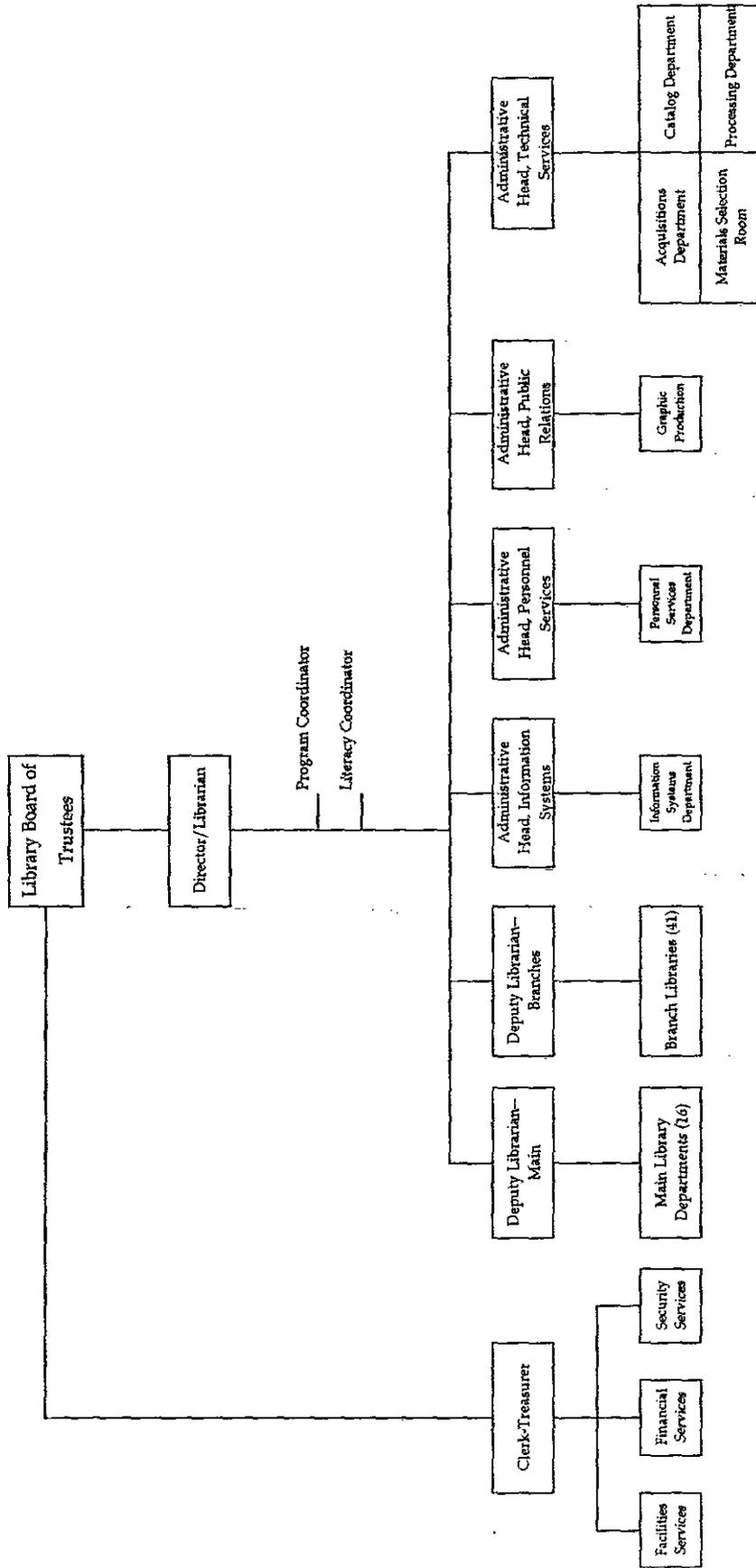
Director/Librarian	Kimber L. Fender
Clerk-Treasurer	Patricia Schoettker
Deputy Librarian-Main Library Services	Paul T. Hudson
Deputy Librarian-Branch Library Services	Mary Kay Levesay

Administrative Staff

Administrative Head, Information Systems	Anne Herbert
Administrative Head, Personnel Services	Rosemary Dahmann
Administrative Head, Public Relations	Amy Banister
Administrative Head, Technical Services	Catherine Sheanshang

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

ORGANIZATIONAL CHART



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STATE OF OHIO  
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

250 West Court Street  
Suite 150 E  
Cincinnati, Ohio 45202  
Telephone 513-361-8550  
800-368-7419  
Facsimile 513-361-8577  
[www.auditor.state.oh.us](http://www.auditor.state.oh.us)

## REPORT OF INDEPENDENT ACCOUNTANTS

Public Library of Cincinnati and Hamilton County  
Hamilton County  
800 Vine Street  
Cincinnati, Ohio 45202

To the Board of Trustees:

We have audited the accompanying general-purpose financial statements of the Public Library of Cincinnati and Hamilton County, Hamilton County, Ohio, (the Library), as of and for the year ended December 31, 1999 as listed in the table of contents. These general-purpose financial statements are the responsibility of the Public Library of Cincinnati and Hamilton County's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

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

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Public Library of Cincinnati and Hamilton County, Hamilton County, Ohio, as of December 31, 1999, and the results of its operations and the cash flows of its nonexpendable trust funds for the year then ended in conformity with generally accepted accounting principles.

As more fully disclosed in Note 2C to the general-purpose financial statements, the Library has changed its level of presentation for expenditures in their governmental funds.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 24, 2000 on our consideration of the Public Library of Cincinnati and Hamilton County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements of the Public Library of Cincinnati and Hamilton County, taken as a whole. The combining and individual fund and account group financial statements and schedules listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated in all material respects, in relation to the general-purpose financial statements taken as a whole.

We did not audit the data included in the introductory and statistical sections of this report and therefore express no opinion thereon.

A handwritten signature in black ink, appearing to read "Jim Petro", written in a cursive style.

**Jim Petro**  
Auditor of State

May 24, 2000

# Financial Section

## GENERAL PURPOSE FINANCIAL STATEMENTS

The following general purpose financial statements, along with the notes to the general purpose financial statements, present an overview of the Library's financial position on December 31, 1999, and the results of operations and cash flows of its non-expendable trust funds for the year then ended.

The Public Library of Cincinnati and Hamilton County  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 December 31, 1999

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
<b><u>Assets and Other Debits</u></b>			
<b>Assets</b>			
Equity in Pooled Cash and Cash Equivalents	\$ 4,477,953	\$ 525,611	\$ 10,009,808
Cash with Fiscal Agent	0	0	108,483
Investments	0	0	0
Receivables:			
Accrued Interest	25,318	0	0
Intergovernmental	3,833,326	0	0
Prepaid Items	34,196	0	0
Supplies Inventory	407,173	0	0
Interfund Receivable	150,000	0	0
Fixed Assets	0	0	0
<b>Other Debits</b>			
Amount to be Provided for Retirement of General Long-Term Obligations	0	0	0
<b>Total Assets and Other Debits</b>	<b>\$ 8,927,966</b>	<b>\$ 525,611</b>	<b>\$ 10,118,291</b>
<b><u>Liabilities, Fund Equity and Other Credits</u></b>			
<b>Liabilities</b>			
Accounts Payable	\$ 961,018	\$ 717	\$ 116,826
Contracts Payable	0	0	303,737
Contracts Payable - Retainage	0	0	155,853
Accrued Salaries Payable	465,232	7,022	0
Intergovernmental Payable	66,656	0	0
Interfund Payable	0	150,000	0
Compensated Absences	118,318	1,239	0
Capital Leases Payable	0	0	0
<b>Total Liabilities</b>	<b>1,611,224</b>	<b>158,978</b>	<b>576,416</b>
<b>Fund Equity and Other Credits</b>			
Investment in General Fixed Assets	0	0	0
Fund Balance:			
Reserved for Encumbrances	2,851,428	170,805	1,727,124
Reserved for Inventory	407,173	0	0
Reserved for Restricted Principal	0	0	0
Unreserved:			
Designated for Capital Projects	0	0	7,814,751
Undesignated	4,058,141	195,828	0
<b>Total Fund Equity and Other Credits</b>	<b>7,316,742</b>	<b>366,633</b>	<b>9,541,875</b>
<b>Total Liabilities, Fund Equity and Other Credits</b>	<b>\$ 8,927,966</b>	<b>\$ 525,611</b>	<b>\$ 10,118,291</b>

See accompanying notes to the general purpose financial statements.

Fiduciary Fund Type		Account Groups		
Trust	General Fixed Assets	General Long-Term Obligations	Total (Memorandum Only)	
\$ 9,477,914	\$ 0	\$ 0	\$ 24,491,286	
0	0	0	108,483	
116,616	0	0	116,616	
0	0	0	25,318	
0	0	0	3,833,326	
0	0	0	34,196	
0	0	0	407,173	
0	0	0	150,000	
0	102,887,270	0	102,887,270	
0	0	3,887,870	3,887,870	
<u>\$ 9,594,530</u>	<u>\$ 102,887,270</u>	<u>\$ 3,887,870</u>	<u>\$ 135,941,538</u>	
\$ 15,500	\$ 0	\$ 0	\$ 1,094,061	
0	0	0	303,737	
0	0	0	155,853	
0	0	0	472,254	
0	0	841,808	908,464	
0	0	0	150,000	
0	0	2,855,059	2,974,616	
0	0	191,003	191,003	
15,500	0	3,887,870	6,249,988	
0	102,887,270	0	102,887,270	
56,041	0	0	4,805,398	
0	0	0	407,173	
7,225,547	0	0	7,225,547	
0	0	0	7,814,751	
2,297,442	0	0	6,551,411	
9,579,030	102,887,270	0	129,691,550	
<u>\$ 9,594,530</u>	<u>\$ 102,887,270</u>	<u>\$ 3,887,870</u>	<u>\$ 135,941,538</u>	

The Public Library of Cincinnati and Hamilton County  
 Combined Statement of Revenues, Expenditures and  
 Changes in Fund Balances  
 All Governmental Fund Types and Expendable Trust Funds  
 For the Year Ended December 31, 1999

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
<b>Revenues:</b>			
Intergovernmental	\$ 49,551,084	\$ 989,114	\$ 0
Patron Fines and Fees	1,134,990	0	0
Interest	855,348	0	0
Services Provided to Other Entities	66,109	0	0
Contributions, Gifts and Donations	483	0	0
Miscellaneous	756,413	0	5,140
<b>Total Revenues</b>	<u>52,364,427</u>	<u>989,114</u>	<u>5,140</u>
<b>Expenditures:</b>			
Current:			
Salaries and Benefits	29,318,331	419,429	0
Supplies	1,195,144	21,609	29,764
Purchased and Contracted Services	6,410,699	371,898	1,693,789
Library Materials and Information	7,589,455	1,144	0
Other Objects	88,018	0	0
Capital Outlay	411,782	0	5,025,251
Debt Service:			
Principal Retirement	82,961	4,367	0
Interest and Fiscal Charges	13,495	710	0
<b>Total Expenditures</b>	<u>45,109,885</u>	<u>819,157</u>	<u>6,748,804</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>7,254,542</u>	<u>169,957</u>	<u>(6,743,664)</u>
<b>Other Financing Sources (Uses):</b>			
Operating Transfers - In	0	15,000	6,256,202
Operating Transfers - Out	(6,226,467)	0	(29,735)
<b>Total Other Financing Sources (Uses)</b>	<u>(6,226,467)</u>	<u>15,000</u>	<u>6,226,467</u>
<b>Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b>	<u>1,028,075</u>	<u>184,957</u>	<u>(517,197)</u>
Fund Balances at Beginning of Year	6,247,239	181,676	10,059,072
Increase in Reserve for Inventory	41,428	0	0
<b>Fund Balances at End of Year</b>	<u>\$ 7,316,742</u>	<u>\$ 366,633</u>	<u>\$ 9,541,875</u>

See accompanying notes to the general purpose financial statements.

**Fiduciary  
Fund Type**

Expendable Trust	Total (Memorandum Only)
\$ 0	\$ 50,540,198
0	1,134,990
25,475	880,823
0	66,109
100,191	100,674
195	761,748
125,861	53,484,542
0	29,737,760
209	1,246,726
495	8,476,881
68,753	7,659,352
0	88,018
14,217	5,451,250
0	87,328
0	14,205
83,674	52,761,520
42,187	723,022
0	6,271,202
0	(6,256,202)
0	15,000
42,187	738,022
505,865	16,993,852
0	41,428
\$ 548,052	\$ 17,773,302

The Public Library of Cincinnati and Hamilton County  
 Combined Statement of Revenues, Expenditures and  
 Changes in Fund Balances-Budget and Actual (Budget Basis)  
 All Governmental Fund Types and Expendable Trust Funds  
 For the Year Ended December 31, 1999

	General Fund		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Intergovernmental	\$ 56,542,040	\$ 49,479,762	\$ (7,062,278)
Patron Fines and Fees	1,165,458	1,134,990	(30,468)
Interest	823,298	856,803	33,505
Services Provided to Other Entities	84,365	66,109	(18,256)
Contributions, Gifts and Donations	150	482	332
Miscellaneous	667,184	756,413	89,229
<b>Total Revenues</b>	<u>59,282,495</u>	<u>52,294,559</u>	<u>(6,987,936)</u>
<b>Expenditures:</b>			
Current:			
Salaries and Benefits	31,887,424	30,832,072	1,055,352
Supplies	1,439,267	1,417,605	21,662
Purchased and Contracted Services	7,596,334	7,111,676	484,658
Library Materials and Information	8,877,167	8,710,329	166,838
Other Objects	77,434	71,389	6,045
Capital Outlay	598,530	523,682	74,848
<b>Total Expenditures</b>	<u>50,476,156</u>	<u>48,666,753</u>	<u>1,809,403</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>8,806,339</u>	<u>3,627,806</u>	<u>(5,178,533)</u>
<b>Other Financing Sources (Uses):</b>			
Operating Transfers - In	0	0	0
Operating Transfers - Out	(11,405,000)	(6,226,467)	5,178,533
Advances - In	0	0	0
Advances - Out	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<u>(11,405,000)</u>	<u>(6,226,467)</u>	<u>5,178,533</u>
<b>Excess of Revenues and Other Financing Sources Over (under) Expenditures and Other Financing Uses</b>			
	(2,598,661)	(2,598,661)	0
Fund Balance at Beginning of Year	665,001	665,001	0
Prior Year Encumbrances Appropriated	2,598,661	2,598,661	0
<b>Fund Balance at End of Year</b>	<u>\$ 665,001</u>	<u>\$ 665,001</u>	<u>\$ 0</u>

Special Revenue Funds

Capital Project Funds

Special Revenue Funds			Capital Project Funds		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
\$ 989,114	\$ 989,114	\$ 0	\$ 0	\$ 0	\$ 0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	5,140	5,140
989,114	989,114	0	0	5,140	5,140
555,913	417,529	138,384	0	0	0
22,054	21,620	434	42,530	30,371	12,159
560,665	547,886	12,779	3,127,680	2,120,048	1,007,632
2,145	1,236	909	0	0	0
0	0	0	0	0	0
0	0	0	16,102,979	6,936,493	9,166,486
1,140,777	988,271	152,506	19,273,189	9,086,912	10,186,277
(151,663)	843	152,506	(19,273,189)	(9,081,772)	10,191,417
15,000	15,000	0	11,654,735	6,256,202	(5,398,533)
0	0	0	(29,735)	(29,735)	0
0	0	0	205,940	205,940	0
0	0	0	(205,940)	(205,940)	0
15,000	15,000	0	11,625,000	6,226,467	(5,398,533)
(136,663)	15,843	152,506	(7,648,189)	(2,855,305)	4,792,884
149,940	149,940	0	8,723,395	8,723,395	0
188,308	188,308	0	1,993,995	1,993,995	(0)
\$ 201,585	\$ 354,091	\$ 152,506	\$ 3,069,201	\$ 7,862,085	\$ 4,792,884

continued

The Public Library of Cincinnati and Hamilton County  
 Combined Statement of Revenues, Expenditures and  
 Changes in fund Balances-Budget and Actual (Budget Basis)  
 All Governmental Fund Types and Expendable Trust Funds  
 For the Year Ended December 31, 1999  
 (continued)

	Expendable Trust Funds		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$ 0	\$ 0	\$ 0
Patron Fines and Fees	0	0	0
Interest	29,380	25,475	(3,905)
Services Provided to Other Entities	0	0	0
Contributions, Gifts and Donations	79,896	100,191	20,295
Miscellaneous Revenue	50	195	145
<b>Total Revenues</b>	<u>109,326</u>	<u>125,861</u>	<u>16,535</u>
Expenditures:			
Current:			
Salaries and Benefits	0	0	0
Supplies	24,067	209	23,858
Purchased and Contracted Services	52,676	495	52,181
Library Materials and Information	216,682	81,872	134,810
Other Objects	3,516	0	3,516
Capital Outlay	92,223	14,442	77,781
<b>Total Expenditures</b>	<u>389,164</u>	<u>97,018</u>	<u>292,146</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>(279,838)</u>	<u>28,843</u>	<u>308,681</u>
Other Financing Sources (Uses):			
Operating Transfers - In	0	0	0
Operating Transfers - Out	(220,000)	0	220,000
Advances - In	0	0	0
Advance - Out	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<u>(220,000)</u>	<u>0</u>	<u>220,000</u>
<b>Excess of Revenues and Other Financing Sources Over (under) Expenditures and Other Financing Uses</b>	<u>(499,838)</u>	<u>28,843</u>	<u>528,681</u>
Fund Balance at Beginning of Year	494,761	494,761	0
Prior Year Encumbrances Appropriated	18,502	18,502	0
<b>Fund Balance at End of Year</b>	<u>\$ 13,425</u>	<u>\$ 542,106</u>	<u>\$ 528,681</u>

See accompanying notes to the general purpose financial statements

Total (Memorandum Only)

Revised Budget	Actual	Variance Favorable (Unfavorable)
\$ 57,531,154	\$ 50,468,876	\$ (7,062,278)
1,165,458	1,134,990	(30,468)
852,678	882,278	29,600
84,365	66,109	(18,256)
80,046	100,673	20,627
667,234	761,748	94,514
<u>60,380,935</u>	<u>53,414,674</u>	<u>(6,966,261)</u>
32,443,337	31,249,601	1,193,736
1,527,918	1,469,805	58,113
11,337,355	9,780,105	1,557,250
9,095,994	8,793,437	302,557
80,950	71,389	9,561
16,793,731	7,474,617	9,319,114
<u>71,279,285</u>	<u>58,838,953</u>	<u>12,440,331</u>
<u>(10,898,350)</u>	<u>(5,424,280)</u>	<u>5,474,070</u>
11,669,735	6,271,202	(5,398,533)
(11,654,735)	(6,256,202)	5,398,533
205,940	205,940	0
(205,940)	(205,940)	0
<u>15,000</u>	<u>15,000</u>	<u>0</u>
(10,883,350)	(5,409,280)	5,474,070
10,033,097	10,033,097	0
4,799,466	4,799,466	(0)
<u>\$ 3,949,213</u>	<u>\$ 9,423,283</u>	<u>\$ 5,474,070</u>

**The Public Library of Cincinnati and Hamilton County**  
**Combined Statement of Revenues, Expenses and**  
**Changes in Fund Balances**  
**All Non-Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

<b>Operating Revenues:</b>	
Interest and Dividends	\$ 358,206
Contributions, Gifts and Donations	2,941,617
Miscellaneous	1,088
Net Increase in Fair Value of Investments	<u>7,698</u>
<b>Total Operating Revenues</b>	<u><b>3,308,609</b></u>
<b>Operating Expenses:</b>	
Salaries and Benefits	42,368
Supplies	2,132
Purchased and Contracted Services	8,361
Library Materials and Information	<u>55,536</u>
<b>Total Operating Expenses</b>	<u><b>108,397</b></u>
<b>Operating Income</b>	<b>3,200,212</b>
<b>Operating Transfers - Out</b>	<u><b>(15,000)</b></u>
<b>Net Income</b>	<b>3,185,212</b>
<b>Fund Balances at Beginning of Year</b>	<u><b>5,845,766</b></u>
<b>Fund Balances at End of Year</b>	<u><u><b>\$ 9,030,978</b></u></u>

See accompanying notes to the general purpose financial statements.

**The Public Library of Cincinnati and Hamilton County**  
**Combined Statement of Revenues, Expenses and**  
**Changes in Fund Balances - Budget and Actual (Budget Basis)**  
**All Non-Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 342,225	\$ 358,206	\$ 15,981
Contributions, Gifts and Donations	7,325	2,941,617	2,934,292
Miscellaneous Revenue	0	1,088	1,088
<b>Total Revenues</b>	<b>349,550</b>	<b>3,300,911</b>	<b>2,951,361</b>
Expenses:			
Salaries and Benefits	171,534	70,779	100,755
Supplies	5,000	2,132	2,868
Purchased and Contracted Services	52,051	8,274	43,777
Library Materials and Information	154,905	84,453	70,452
Other Objects	7,114	0	7,114
Capital Outlay	58,700	0	58,700
<b>Total Expenses</b>	<b>449,304</b>	<b>165,638</b>	<b>283,666</b>
Excess of Revenues Over (Under)			
Expenses Before Transfers	(99,754)	3,135,273	3,235,027
Operating Transfers - Out	(15,000)	(15,000)	0
Excess of Revenues Over (Under)			
Expenses and Transfers	(114,754)	3,120,273	3,235,027
Fund Balances at Beginning of Year	5,804,086	5,804,086	0
Prior Year Encumbrances Appropriated	23,017	23,017	0
Fund Balances at End of Year	\$ 5,712,349	\$ 8,947,376	\$ 3,235,027

See accompanying notes to the general purpose financial statements.

The Public Library of Cincinnati and Hamilton County  
 Combined Statement of Cash Flows  
 All Non-Expendable Trust Funds  
 For the Year Ended December 31, 1999

Increase (Decrease) in Cash and Cash Equivalents

Cash Flows from Operating Activities:	
Cash Received from Contributions and Donations	\$ 2,941,617
Cash Received from Other Revenues	1,088
Cash Payments to Suppliers for Goods and Services	(61,743)
Cash Payments for Employee Services and Benefits	(43,272)
Net Cash Provided by Operating Activities	<u>2,837,690</u>
Cash Flows from Noncapital Financing Activities:	
Operating Transfers - Out	(15,000)
Net Cash Used For Noncapital Financing Activities	<u>(15,000)</u>
Cash Flows from Investing Activities:	
Proceeds from Sale of Investments	500
Interest and Dividends	358,206
Net Cash Provided by Investing Activities	<u>358,706</u>
Net Increase in Cash and Cash Equivalents	3,181,396
Cash and Cash Equivalents at Beginning of Year	<u>5,743,746</u>
Cash and Cash Equivalents at End of Year	<u>\$ 8,925,142</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities:	
Operating Income	\$ <u>3,200,212</u>
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Interest earned	(358,206)
Net Increase in Fair Value of Investments	(7,698)
Changes in Assets and Liabilities:	
Increase in Accounts Payable	3,382
Total Adjustments	<u>(362,522)</u>
Net Cash Provided by Operating Activities	<u>\$ 2,837,690</u>
Non Cash Transactions	
Unrealized Increase in Fair Value of Investments of \$7,698	
Reconciliation of Non-Expendable Trust Funds to Balance Sheet:	
Cash and Cash Equivalents - All Fiduciary Funds	\$ 9,477,914
Cash and Cash Equivalents - Expendable Trust Funds	<u>(552,772)</u>
Cash and Cash Equivalents - Non-Expendable Trust Funds	<u>\$ 8,925,142</u>

See accompanying notes to the general purpose financial statements.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 1 - REPORTING ENTITY

The Library was founded in 1853 as a school district library of the Cincinnati School Board. In 1898 when State laws were changed, The Public Library of Cincinnati and Hamilton County, Hamilton County, Ohio (the "Library") was established as a county district library completely separate from the Cincinnati School Board. Currently there is the main library located in downtown Cincinnati, and forty-one branches located throughout Hamilton County.

The Board of Library Trustees has a membership of seven: three appointed by the Common Pleas Court Judges, and four by the Hamilton County Commissioners. Appointments are for seven-year terms and members serve without compensation. Under Ohio statutes, the Library is a body politic and corporate capable of suing and being sued, contracting, acquiring, holding, possessing and disposing of real and personal property, and of exercising such other powers and privileges as are conferred upon it by law. The Library also determines and operates under its own budget. The control and management of the Library is governed by sections 3375.22 to 3375.27 of the Ohio Revised Code. The Board of Library Trustees appoints a Director/Librarian, Clerk-Treasurer, Deputy Librarian-Main Library Services, and Deputy Librarian-Branch Library Services to administer the day-to-day operations of the Library.

There is no potential for the Library to provide a financial benefit or to impose a financial burden on the County Commissioners, nor can the Commissioners significantly influence the programs, activities, or level of service performed or provided by the Library. The Library is fiscally independent of the county, although the County Commissioners serve in a ministerial capacity as the taxing authority. The determination to request approval of a tax, the rate and the purpose(s) of the levy are discretionary decisions made solely by the Board of Library Trustees. Once those decisions are made, the County Commissioners must place the levy on the ballot.

Under the provisions of Statement No. 14 of the Governmental Accounting Standards Board, "The Financial Reporting Entity", the Library is considered to be a related organization of Hamilton County.

Component units are legally separate organizations for which the Library is financially accountable. The Library is financially accountable for an organization if the Library appoints a voting majority of the organization's governing board and (1) the Library is able to significantly influence the programs or services performed or provided by the organization; or (2) the Library is legally entitled to or can otherwise access the organization's resources; the Library is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the Library is obligated for the debt of the organization. Component units may also include organizations for which the Library approves the budget, the issuance of debt or the levying of taxes. The Library has no component units.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of The Public Library of Cincinnati and Hamilton County have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Library's accounting policies are described below.

**A. Basis of Presentation - Fund Accounting**

The Library uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain Library functions or activities.

A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special restrictions or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities not recorded in the funds because they do not directly affect net available financial resources.

For financial statement presentation purposes, the various funds of the Library are grouped into the following generic fund types under the broad fund categories governmental and fiduciary.

**Governmental Fund Types**

Governmental funds are those through which most governmental functions of the Library are financed. The acquisition, use, and balances of the Library's expendable financial resources and the related current liabilities (except those accounted for in trust funds) are accounted for through governmental funds. The following are the Library's governmental fund types:

**General Fund** - This fund is the operating fund of the Library and is used to account for all financial resources except those required to be accounted for in another fund. The general fund balance is available to the Library for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Special Revenue Funds** - These funds are established to account for the proceeds of specific revenue sources (other than amounts relating to expendable trusts or major capital projects) that are legally restricted to expenditure for specific purposes.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Capital Projects Funds - These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by trust funds).

Fiduciary Fund Types

Fiduciary funds are used to account for assets held by the Library in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The Library's fiduciary funds include expendable trust and non-expendable trust funds. Expendable trust funds are accounted for in essentially the same manner as governmental funds. Non-expendable trust funds are accounted for in essentially the same manner as proprietary funds.

Account Groups

To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term liabilities related to specific funds and those of a general nature, the following account groups are used:

General Fixed Assets Account Group - to account for all general fixed assets of the Library.

General Long-Term Obligations Account Group - to account for all long-term liabilities of the Library.

B. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types and expendable trust funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

All non-expendable trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (i.e., net total assets) is segregated into restricted and undesignated fund balance components. Non-expendable trust fund operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of accounting refers to the time when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made. All governmental fund types and expendable trust funds are accounted for using the modified accrual basis of accounting. Under this basis, revenues are recognized in the accounting period when they become both measurable and available. "Measurable" means the amount of the transaction can be determined, and "available" means collectible within the current year or soon enough thereafter to be used to pay liabilities of the current year. The available period for the Library is 30 days. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable. Compensated absences and contractually required contributions to the retirement system expected to be financed from expendable available financial resources are reported as a fund liability. Payments made more than 30 days after year end are considered not to have been paid using current available financial resources.

In applying the susceptible to accrual concept under the modified accrual basis, revenues accrued at the end of the year include interest on investments, grants, and shared revenues. Other miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received.

The accrual basis of accounting is utilized for reporting purposes by the non-expendable trust funds. Revenues are recognized when they are earned and become measurable, and expenses are recognized when incurred, if measurable.

C. Budgetary Process

The budgetary process is prescribed by provisions of the Ohio Administrative Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting.

The certificate of estimated resources and the appropriations resolution are subject to amendment throughout the year with the legal restriction that appropriations cannot exceed estimated resources, as certified. All funds are legally required to be budgeted and appropriated. The legal level of budgetary control is at the object level. Budgetary modifications may only be made by resolution of the Board of Library Trustees. For 1999, the Library has changed the method of presentation to present only at the object level.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Budget

A budget of estimated revenues and expenditures for all funds is submitted to the County Budget Commission by May 31 of each year, for the period January 1 to December 31 of the following year. As taxing authority, it is the responsibility of the County Commissioners to submit the Library's budget to the County Budget Commission. The County Commissioners are not authorized to make changes to the Library's budget.

Estimated Resources

The County Budget Commission determines if the budget substantiates a need to levy all or part of previously authorized taxes and reviews estimated revenue. The Commission certifies its actions to the Library by October 1. As part of this certification, the Library receives the official certificate of estimated resources, which states the projected revenues of each fund. Prior to December 31, the Library must revise its budget so that the total contemplated expenditures from any fund during the ensuing fiscal year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation ordinance. On or about January 1, the certificate of estimated resources is amended to include unencumbered fund balances at December 31 of the preceding year. The certificate may be further amended during the year if the fiscal officer determines that the revenue collected is greater or less than the current estimates. The amounts reported on the budgetary statements reflect the amounts in the final amended official certificate of estimated resources issued during 1999.

Appropriations

A temporary appropriation resolution is passed at the regular December board meeting of each year to control expenditures for the period from January 1 to March 31. The annual appropriation resolution must be passed by April 1 of each year for the period January 1 to December 31. The appropriation resolution fixes spending authority at the fund and object level. The appropriation resolution may be amended during the year as new information becomes available, provided that total fund appropriations do not exceed current estimated resources, as certified. The allocation of appropriations among objects within a fund may be modified during the year only by a resolution of the Board of Library Trustees. During the year several supplemental appropriation measures were passed. The budget figures, which appear on the statements of budgetary comparisons, represent the final appropriation amounts, including all amendments and modifications.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Encumbrances

As part of formal budgetary control, purchase orders, contracts and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation and to determine and maintain legal compliance. The Ohio Administrative Code prohibits expenditures plus encumbrances from exceeding appropriations.

On the GAAP basis, encumbrances outstanding at year end are reported as reservations of fund balances for subsequent-year expenditures for governmental fund types and expendable trust funds and reported in the notes to the financial statements for non-expendable trust funds.

Lapsing of Appropriations

At the close of each year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriations. The encumbered appropriation balance is carried forward to the succeeding calendar year and is not reappropriated.

D. Cash and Cash Equivalents

Cash received by the Library is pooled. Monies for all funds are maintained in the pool or temporarily used to purchase investments. Individual fund integrity is maintained through Library records. Each fund's interest in the pool is presented as "equity in pooled cash and cash equivalents" on the combined balance sheet.

During 1999, investments included Certificates of Deposit, U.S. Treasury Notes and Bonds, and various other investment vehicles that were gifted to the Library through trust agreements.

Investments, except for Certificates of Deposit, are reported at fair value which is based on quoted market prices. Certificates of Deposit are reported at cost.

Ohio statutes specify the funds to receive an allocation of interest earnings. Interest and dividend revenue credited to the general fund during 1999 amounted to \$855,348, which includes \$ 528,500 assigned from other Library funds. The expendable trust funds and non-expendable trust funds also earned interest in the amounts of \$25,475 and \$358,206, respectively.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

For the purposes of the statement of cash flows and for presentation on the combined balance sheet, investments of the cash management pool and investments with a maturity of three months or less at the time they are purchased by the Library are considered to be cash equivalents.

E. Inventory of Supplies

Inventory is stated at cost on a first-in, first-out basis. The costs of inventory items are recorded as expenditures when purchased. Reported supplies inventory is equally offset by a fund balance reserve which indicates that it does not constitute available expendable resources even though it is a component of net current assets.

F. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 1999, are recorded as prepaid items using the consumption method by recording a current asset for the prepaid amount and reflecting the expenditure in the year in which services are consumed.

G. Fixed Assets and Depreciation

General fixed assets are long-lived assets of the Library as a whole. When purchased, such assets are recorded as expenditures in the governmental type funds and capitalized (recorded and accounted for) in the General Fixed Assets Account Group. All purchased fixed assets are valued at cost when historical records are available and at estimated historical cost when no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received. Assets valued at less than \$500 are not capitalized.

The Library does not record infrastructure and has elected not to record depreciation in the General Fixed Assets Account Group.

Library books and materials purchased by the Library are reflected as expenditures when purchased and are not capitalized as assets of the Library. The Library currently has a book collection of over 4.77 million volumes. Because the values of the existing inexhaustible collections, including research books, are not readily determinable, the Library has not capitalized them.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

H. Compensated Absences

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributed to services already rendered and it is probable that the Library will compensate the employees through paid time off or some other means.

The Library recognizes 4 "open" holidays. These are national holidays on which the Library remains open therefore full time employees who work earn an equal number of hours in holiday time. Holiday time is accrued as a liability at December 31.

Sick leave benefits are accrued as a liability using the vesting method. The liability is based on the sick leave accumulated at December 31 by those employees who are eligible to receive termination payments and by those employees for whom it is probable they will become eligible to receive termination benefits in the future. The amount is based on accumulated sick leave and employees' wage rates at year end, taking into consideration any limits specified in the Library's termination policy.

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using expendable available resources. These amounts are recorded in the account "compensated absences" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group.

I. Reservations of Fund Balances

Reservations of fund balances are established to identify the existence of assets that, because of their non-monetary nature or lack of liquidity, represent financial resources not available for current appropriation or expenditure, or the portion of fund balance that is legally segregated for a specific future use. Fund balances have been reserved for encumbrances, inventories of supplies and materials, and restricted principal (the contributions to the non-expendable trust funds).

Designations of fund balance have been established in the Capital Projects Funds. This designation represents money that is intended to be used for construction, improvements and other capital acquisitions.

J. Intergovernmental Revenues

In governmental funds, grants awarded on a non-reimbursement basis and shared revenues are recorded as intergovernmental receivables and revenues when measurable and available.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

K. Interfund Assets and Liabilities

Short-term interfund loans are classified as "Interfund Receivables" or "Interfund Payables".

L. Interfund Transactions

Quasi-external transactions are accounted for as revenues and expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. All other interfund transactions are reported as operating transfers.

M. Total Columns on General Purpose Financial Statements

Total columns on the General Purpose Financial Statements - Overview are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or results of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

N. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 3 - BUDGETARY BASIS OF ACCOUNTING

While reporting financial position, results of operations, and changes in fund balance on the basis of generally accepted accounting principles (GAAP), the budgetary basis requires accounting for certain transactions on a basis of cash receipts, disbursements, appropriations and encumbrances.

The Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual (Budget Basis) - All Governmental Fund Types and Expendable Trust Funds and the Combined Statement of Revenues, Expenses and Changes in Fund Balances - Budget and Actual (Budget Basis) - All Non-Expendable Trust Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 3 - BUDGETARY BASIS OF ACCOUNTING (continued)

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Outstanding year-end encumbrances are treated as expenditures/expenses (budget basis) rather than as a reservation of fund balance (GAAP basis).

The adjustments necessary to convert the results of operations for the year on the GAAP basis to the budget basis are as follows:

	Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses			
	All Governmental Fund Types and Expendable Trust Funds			
	<u>General Fund</u>	<u>Special Revenue</u>	<u>Capital Projects Funds</u>	<u>Expendable Trust Funds</u>
GAAP Basis	\$1,028,075	\$184,957	(\$517,197)	\$42,187
Revenue Accruals	(69,867)	0	0	0
Expenditure Accruals	255,577	2,408	(190,421)	(2,424)
Encumbrances	<u>(3,812,446)</u>	<u>(171,522)</u>	<u>(2,147,687)</u>	<u>(10,920)</u>
Budget Basis	<u>(\$2,598,661)</u>	<u>\$15,843</u>	<u>(\$2,855,305)</u>	<u>\$28,843</u>

	Net Income/Excess of Revenues Over Expenses and Transfers
	All Non-Expendable Trust Funds
GAAP Basis	\$3,185,212
Revenue Accruals	(7,698)
Expense Accruals	3,382
Encumbrances	<u>(60,623)</u>
Budget Basis	<u>\$3,120,273</u>

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 4 - FUND BALANCE**

The General Fund is carrying a positive fund balance which is primarily the result of contingency carryover and the recognition of the Library and Local Government Support Fund allocation in January that will be used for January expenditures, not those amounts owed at December 31.

The Special Revenue Funds are carrying positive fund balances. The money that has been placed in these funds will be used to finance special library programs in 2000.

The Capital Projects Funds are carrying positive fund balances. The money that has been placed in these funds will be used to finance ongoing, current and future capital projects.

Expendable Trust Funds are carrying positive fund balances, which represents moneys gifted to the Library for specific purposes. The Library utilizes these monies in accordance with the trust restrictions.

The Non-Expendable Trust Funds are carrying positive fund balances which represent donations that were gifted to the Library and interest and/or dividends earned. The Library utilizes these moneys in accordance with trust restrictions.

**NOTE 5 - DEPOSITS AND INVESTMENTS**

State statutes classify moneys held by the Library into three categories.

Active deposits are public deposits necessary to meet current demands on the Treasury. Such moneys must be maintained either as cash in the Library treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Library has identified as not required for use within the current two year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing no later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim moneys. Interim moneys are those moneys which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 5 - DEPOSITS AND INVESTMENTS (continued)

Protection of the Library's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the treasurer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public moneys deposited with the institution. The Library requires depositories to pledge specific collateral in the Library's name at the Federal Reserve Bank.

Interim moneys may be invested in the following securities provided they mature or are redeemable within two years from the date of purchase:

- A. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
- B. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- C. Written repurchase agreements in the securities listed above provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- D. Bonds and other obligations of the State of Ohio;
- E. No-load money market mutual funds consisting exclusively of obligations described in division (A) or (B) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and
- F. The State Treasurer's investment pool (STAR Ohio).

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 5 - DEPOSITS AND INVESTMENTS (continued)

Although state statute allows the Library to invest as outlined on the previous page, Board policy as of 12/31/99 states that investments are to be made in certificates of deposit and U.S. Treasury Securities only.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements."

Deposits

At year end, the carrying amount of the Library's deposits was \$24,599,769 and the bank balance was \$26,526,523. The entire bank balance of deposits is covered by FDIC insurance and by U.S. Treasury securities that are pledged as collateral and segregated by the Federal Reserve Bank in pledge accounts. Because the Federal Reserve Bank will not release the collateral without the Library's approval, the collateral is held by the Library's agent in the Library's name.

Investments

The Library's investments are required to be categorized to give an indication of the level of risk assumed by the Library at year end. Category 1 includes investments that are insured or registered or for which the securities are held by the Library or by the Library's agent in the Library's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the Library's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent but not in the Library's name.

	<u>Category 2</u>	<u>Fair Value</u>	
U.S. Treasury Notes	\$ 52,339	\$ 52,339	
U. S. Treasury Bonds	2,128	2,128	
Stocks and Debentures	<u>62,149</u>	<u>62,149</u>	
Totals	<u>\$ 116,616</u>	<u>\$ 116,616</u>	

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 6 - RECEIVABLES**

Receivables at December 31, 1999, consisted of intergovernmental, interest on investments and interfund receivables. Intergovernmental receivables consisted of \$3,833,326 from the Local Library and Government Support Fund and is recorded in the General Fund. All receivables are considered fully collectible.

**NOTE 7 - LEASES**

**Capital Leases**

In previous years, the Library entered into a lease for a new phone system. By the terms of the agreement, the ownership of the equipment is transferred to the Library by the end of the lease term. The lease meets the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13 "Accounting for Leases", which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. Capital lease payments on a budgetary basis are reflected as program expenditures and are reclassified as debt service expenditures in the combined financial statements for the governmental funds. The phone system acquired by lease has been capitalized in the General Fixed Assets Account Group in the amount of \$438,181 which equals the present value of the future minimum lease payments at the time of acquisition. A corresponding liability was recorded in the General Long Term Obligations Account Group. Principal payments in 1999 totaled \$87,328.

The following is a schedule of the future long-term minimum lease payments required under the capital lease and the present value of the minimum lease payments as of December 31, 1999.

<u>Year Ending</u> <u>December 31,</u>	<u>General</u> <u>Long-Term</u> <u>Obligations</u>
2000	\$ 101,533
2001	<u>101,533</u>
	203,066
Less: Amount Representing Interest	<u>(12,063)</u>
Present Value of Minimum Lease Payments	\$ <u><u>191,003</u></u>

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 8 - FIXED ASSETS**

Changes in general fixed assets during the year ended December 31, 1999, were as follows:

Asset Category	Balance at January 1, 1999	Additions	Deletions	Balance at December 31, 1999
Land	\$13,267,497	\$750,000	\$0	\$14,017,497
Improvements to Land	419,764	20,669	0	440,433
Buildings	71,183,169	3,896,859	0	75,080,028
Furniture and Equipment	10,151,854	1,034,280	56,841	11,129,293
Vehicles	341,474	88,900	36,526	393,848
Construction in Progress	2,073,636	1,826,171	2,073,636	1,826,171
<b>Totals</b>	<b>\$97,437,394</b>	<b>\$7,616,879</b>	<b>\$2,167,003</b>	<b>\$102,887,270</b>

**NOTE 9 - DEFINED BENEFIT PENSION PLAN**

The Public Library of Cincinnati and Hamilton County contributes to the Public Employees Retirement System of Ohio (PERS), a cost-sharing multiple-employer public defined benefit pension plan administered by the Public Employees Retirement Board. PERS provides basic retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. PERS issues a stand-alone financial report which may be obtained by writing to the Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling (614) 466-2085 or (800) 222-PERS (7377).

Plan members are required to contribute 8.5 percent of their annual covered salary to fund pension obligations and the Library is required to contribute 9.35 percent. Contributions are authorized by State statute. The contribution rates are determined actuarially. The Library's contributions to PERS for the years ended December 31, 1999, 1998, and 1997 were \$2,136,196, \$1,864,153, and \$1,864,658, respectively. The full amount has been contributed for 1998 and 1997. Seventy-three percent has been contributed for year 1999 with the remainder being reported as a liability within the general long-term obligations account group.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 10 - POSTEMPLOYMENT BENEFITS

The Public Employees Retirement System of Ohio (PERS) provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit and to primary survivor recipients of such retirants. Health care coverage for disability recipients is available. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12. A portion of each employer's contribution to PERS is set aside for the funding of postretirement health care based on authority granted by state statute. The 1999 employer contribution rate was 13.55 percent; 4.2 percent was the portion that was used to fund health care for the year 1999.

During 1997, the Retirement Board adopted a new calculation method for determining employer contributions applied to OPEB. Under the new method, effective January 1, 1998, employer contributions equal to 4.2 percent of member covered payroll, are used to fund health care expenses. Under the prior method, accrued liabilities and normal cost rates were determined for retiree health care coverage.

The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement health care through their contributions to PERS. For 1999, benefits were funded on a pay-as-you-go basis. OPEB are financed through employer contributions and investment earnings, thereon. The contributions allocated to retiree health and Medicare, along with investment income on allocated assets and periodic adjustments in health care provisions, are expected to be sufficient to sustain the program indefinitely. During 1999, OPEB expenditures made by PERS were \$523,599,349. As of December 31, 1999, the unaudited estimated net assets available for future OPEB payments were \$9,870,285,641. At December 31, 1999, the total number benefit recipients eligible for OPEB through PERS was 118,062. The Library's actual contributions for 1999 which were used to fund postemployment benefits were \$959,575.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 11 - OTHER EMPLOYEE BENEFITS

Compensated Absences

Accumulated Unpaid Vacation and Holiday

Library employees who are full-time earn vacation leave at varying rates based upon length of service. The Library recognizes 4 "open" holidays. These are national holidays on which the Library remains open, therefore, full time employees who work earn an equal number of hours in holiday time. In the case of termination, death or retirement, an employee (or his or her estate) is paid for any unused vacation leave up to a maximum of 66 days and unpaid holiday leave up to a maximum of 5 days. The total long-term obligation for vacation and holiday accrual for the Library as a whole amounted to \$2,105,919 at December 31, 1999.

Accumulated Unpaid Sick Leave

All full-time employees are given 15 days of monthly sick leave during their benefit year, which is accrued on a monthly basis. In addition, an annual allocation is awarded to each employee who does not use more than 7 ½ days during their benefit period. This annual sick leave allocation is calculated at 50 percent of the unused monthly days earned during their benefit year. An employee is allocated vested sick leave when they have an unused monthly sick leave balance of 120 days and an unused annual sick leave balance of 60 days and have not used more than 7 ½ days during their benefit period. Vested sick leave is calculated at 50 percent of the unused monthly days allocated during their benefit period and will be added to the employees vested sick leave balance. Upon retirement an employee is paid for their vested sick leave balance up to the maximum of 60 days. The total long-term obligation for sick leave accrual for the Library as a whole as of December 31, 1999 was \$749,140.

Health Insurance

The Library provides medical insurance for full-time employees. An employee can choose between three health care plans: Community Mutual - First Priority, Health Maintenance Plan (HMP) and Choice Care. Dental insurance is provided by Community Mutual and employees are required to share in the cost of their dental plan.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

NOTE 12 - 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, injuries to employees and natural disasters. In 1999, the Library contracted with several insurance companies for primary coverage as follows:

<u>Coverage</u>	<u>Company</u>
Automobile	Atlantic Mutual Insurance Company
Crime	Hartford Fire Insurance Company
Property and Contents*	American and Foreign Insurance Company (Royal Insurance Company)
Boiler and Machinery	Cincinnati Insurance Company
General Liability	Atlantic Mutual Insurance Company
Non-Profit Directors and Officers Liability	National Union Fire Insurance Company American International Group Insurance (Company)
Umbrella Excess Liability	Atlantic Mutual Insurance Company American National Fire Ins. Co.
Workers' Compensation and Employers' Liability	Atlantic Mutual Insurance Company

\* Includes: Building, Contents, Electronic Data Processing Equipment, Fine Arts and Rare Books, and Exterior Glass.

The Library carries two additional layers of insurance coverage. Commercial Umbrella Liability coverage is provided by Atlantic Mutual Insurance Company with a limit of \$20,000,000 each occurrence. Excess liability coverage is provided by American National Fire Insurance Company (Great American Insurance Company) with a limit of \$10,000,000 for each occurrence.

There has been no significant reduction in insurance coverage from 1998 and no insurance settlement has exceeded insurance coverage during the last three years.

The Library pays the State of Ohio Bureau of Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

The Library also carries Public Official Bond coverage for the Business Manager/Clerk-Treasurer and the Deputy-Clerk Treasurer. These bonds are provided by the Hartford Fire Insurance Company.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 13 - LONG-TERM OBLIGATIONS**

	Balance at January 1, 1999	Increases	Decreases	Balance at December 31, 1999
Intergovernmental Payables	\$809,591	\$841,808	\$809,591	\$841,808
Compensated Absences Payable	2,796,720	58,339	0	2,855,059
Capital Leases Payable	278,331	0	87,328	191,003
General Long-Term Obligations	\$3,884,642	\$900,147	\$896,919	\$3,887,870

Compensated absences will be paid from the fund in which the employee's salary is paid. Intergovernmental payables, which represent contractually required pension obligations, will be paid from the General Fund and the Regional Library for the Blind Special Revenue Fund. Capital leases are paid from the General Fund and the Regional Library for the Blind Special Revenue Fund.

**NOTE 14 - INTERFUND ASSETS/LIABILITIES**

Individual fund interfund asset and liability balances at December 31, 1999, were as follows:

Interfund Receivable/Payable

Receivable Fund	Payable Fund	Amount
General Fund	Regional Library for the Blind Special Revenue Fund	\$150,000

**NOTE 15 - SIGNIFICANT CONTRACTUAL OBLIGATIONS**

The Public Library of Cincinnati and Hamilton County has unexpended contract balances for the Groesbeck Branch as of December 31, 1999 totaling \$1,035,833. The remaining contract balances will be paid from the Groesbeck Branch Capital Projects Funds.

**The Public Library of Cincinnati and Hamilton County**  
**Notes to the General Purpose Financial Statements**  
**For the Year Ended December 31, 1999**

**NOTE 16 - CONTINGENT LIABILITIES**

**Litigation**

At December 31, 1999 the Internal Revenue Service had a potential assessment against the Library. No material liability is expected to arise from this current potential assessment.

The Library is of the opinion that ultimate disposition of claims and legal proceedings will not have a material effect, if any, on the financial condition of the Library.

**Federal and State Grants**

For the period January 1, 1999, to December 31, 1999, the Library received federal and state grants for specific purposes that are subject to review and audit by grantor agencies or their designee. Such audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under the terms of the grant. Based on prior experience, the Library believes such disallowance, if any, would be immaterial.

**FINANCIAL STATEMENTS AND SCHEDULES**  
**OF INDIVIDUAL**  
**FUNDS AND ACCOUNT GROUPS**

**THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY**

**General Fund**

To account for all financial resources of the Library except those required to be accounted for in another fund.

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
General Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Intergovernmental	\$ 56,542,040	\$ 49,479,762	\$ (7,062,278)
Patron Fines and Fees	1,165,458	1,134,990	(30,468)
Interest	823,298	856,803	33,505
Services Provided To Other Entities	84,365	66,109	(18,256)
Contributions, Gifts and Donations	150	482	332
Miscellaneous	667,184	756,413	89,229
<b>Total Revenue</b>	<b>59,282,495</b>	<b>52,294,559</b>	<b>(6,987,936)</b>
<b>Expenditures:</b>			
<b>Current:</b>			
<b>Salaries and Benefits</b>			
Salaries and Leave Benefits	24,201,565	23,501,713	699,852
Retirement Benefits	4,085,629	3,887,577	198,052
Insurance Benefits	3,600,230	3,442,782	157,448
<b>Total Salaries and Benefits</b>	<b>31,887,424</b>	<b>30,832,072</b>	<b>1,055,352</b>
<b>Supplies</b>			
General Administrative Supplies	970,611	970,611	0
Property Maintenance Supplies	389,596	386,336	3,260
Motor Vehicle Fuel and Supplies	47,910	45,065	2,845
Supplies Purchased for Resale	31,150	15,593	15,557
<b>Total Supplies</b>	<b>1,439,267</b>	<b>1,417,605</b>	<b>21,662</b>
<b>Purchased and Contracted Services</b>			
Travel and Meeting Expenses	116,742	86,411	30,331
Communications, Print and Publicity	1,254,818	1,116,800	138,018
Property Maintenance, Repair and Security	3,177,420	3,092,200	85,220
Insurance	154,664	143,057	11,607
Rents and Leases	526,251	509,153	17,098
Utilities	1,740,989	1,669,931	71,058
Professional Services	433,229	325,072	108,157
Library Materials Control	192,221	169,052	23,169
<b>Total Purchased and Contracted Services</b>	<b>\$ 7,596,334</b>	<b>\$ 7,111,676</b>	<b>\$ 484,658</b>

(continued)

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
General Fund  
For the Year Ended December 31, 1999  
(continued)

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Library Materials and Information</b>			
Books and Pamphlets	\$ 4,517,032	\$ 4,517,032	\$ 0
Periodicals	2,022,092	2,014,685	7,407
Audiovisual Materials	1,093,844	1,093,820	24
Computer Services and Information	765,861	671,124	94,737
Interlibrary Loan Fees and Charges	65,000	62,330	2,670
Library Material Repair	395,985	341,681	54,304
Library Materials-All Other	17,353	9,657	7,696
<b>Total Library Materials and Information</b>	<b>8,877,167</b>	<b>8,710,329</b>	<b>166,838</b>
<b>Other Objects</b>			
Dues and Memberships	30,664	29,538	1,126
Taxes and Assessments	30,268	30,268	0
Refunds and Reimbursements	15,002	11,583	3,419
Other Miscellaneous Expenses	1,500	0	1,500
<b>Total Other Objects</b>	<b>77,434</b>	<b>71,389</b>	<b>6,045</b>
<b>Capital Outlay</b>			
Furniture and Equipment	509,530	434,782	74,748
Motor Vehicles	89,000	88,900	100
<b>Total Capital Outlay</b>	<b>598,530</b>	<b>523,682</b>	<b>74,848</b>
<b>Total Expenditures</b>	<b>50,476,156</b>	<b>48,666,753</b>	<b>1,809,403</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>8,806,339</b>	<b>3,627,806</b>	<b>(5,178,533)</b>
<b>Other Financing Uses:</b>			
Operating Transfers - Out	(11,405,000)	(6,226,467)	5,178,533
<b>Total Other Financing Uses</b>	<b>(11,405,000)</b>	<b>(6,226,467)</b>	<b>5,178,533</b>
<b>Excess of Revenues Under Expenditures and Other Financing Uses</b>	<b>(2,598,661)</b>	<b>(2,598,661)</b>	<b>0</b>
Fund Balance at Beginning of Year	665,001	665,001	0
Prior Year Encumbrances Appropriated	2,598,661	2,598,661	0
<b>Fund Balance at End of Year</b>	<b>\$ 665,001</b>	<b>\$ 665,001</b>	<b>\$ 0</b>

# THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

## Special Revenue Funds

To account for the proceeds of specific revenue sources (other than expendable trust or for major capital projects) that are legally restricted to expenditure for specific purposes.

### Children's Program Fund

To account for money transferred from the Dorothy M.M. Kersten Non-Expendable Trust Fund for the summer reading program.

### I-Net Production Studio Fund

To account for money received for the purchase of equipment to participate in the Institutional Network (I-NET).

### Cinergy/CCEP Fund

To account for grant money received from Cinergy and the Cinergy/Community Energy Partnership (CCEP) used to purchase library materials exclusively on the topic of energy.

### Regional Library for the Blind Fund

To account for federal and state grants received by the Library for the operation of one of the two regional libraries in Ohio that serve the Blind and Physically Handicapped, as designated by the State Library.

The Public Library of Cincinnati and Hamilton County  
Combining Balance Sheet  
All Special Revenue Funds  
December 31, 1999

	Children's Program	I-Net Production Studio	Cinergy/CCEP
<b><u>Assets</u></b>			
Equity in Pooled Cash and Cash Equivalents	\$ 6,136	\$ 201,585	\$ 549
<b>Total Assets</b>	<b>\$ 6,136</b>	<b>\$ 201,585</b>	<b>\$ 549</b>
<b><u>Liabilities</u></b>			
Accounts Payable	\$ 0	\$ 0	\$ 180
Accrued Salaries Payable	0	0	0
Interfund Payable	0	0	0
Compensated Absences	0	0	0
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>	<b>180</b>
<b><u>Fund Equity</u></b>			
Fund Balance:			
Reserved for Encumbrances	0	0	20
Unreserved:			
Undesignated (Deficit)	6,136	201,585	349
<b>Total Fund Equity</b>	<b>6,136</b>	<b>201,585</b>	<b>369</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 6,136</b>	<b>\$ 201,585</b>	<b>\$ 549</b>

Regional Library For the Blind
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Total
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\$ 317,341

\$ 525,611

\$ 317,341

\$ 525,611

\$ 537  
7,022  
150,000  
1,239

\$ 717  
7,022  
150,000  
1,239

158,798

158,978

170,785

170,805

(12,242)

195,828

158,543

366,633

\$ 317,341

\$ 525,611

The Public Library of Cincinnati and Hamilton County  
Combining Statement of Revenues, Expenditures and  
Changes in Fund Balances  
All Special Revenue Funds  
For the Year Ended December 31, 1999

	Children's Program	I-Net Production Studio	Cinergy/CCEP
Revenues:			
Intergovernmental	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Salaries and Benefits	0	0	0
Supplies	14,688	0	0
Purchased and Contracted Services	0	0	0
Library Materials and Information	0	0	759
Debt Service:			
Principal Retirement	0	0	0
Interest and Fiscal Charges	0	0	0
Total Expenditures	<u>14,688</u>	<u>0</u>	<u>759</u>
Excess of Revenues Over (Under) Expenditures	<u>(14,688)</u>	<u>0</u>	<u>(759)</u>
Other Financing Sources:			
Operating Transfers - In	15,000	0	0
Total Other Financing Sources	<u>15,000</u>	<u>0</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures	312	0	(759)
Fund Balances (Deficit) at Beginning of Year	<u>5,824</u>	<u>201,585</u>	<u>1,128</u>
Fund Balances at End of Year	<u>\$ 6,136</u>	<u>\$ 201,585</u>	<u>\$ 369</u>

Regional Library for the Blind	Total
\$ <u>989,114</u>	\$ <u>989,114</u>
<u>989,114</u>	<u>989,114</u>
419,429	419,429
6,921	21,609
371,898	371,898
385	1,144
4,367	4,367
710	710
<u>803,710</u>	<u>819,157</u>
<u>185,404</u>	<u>169,957</u>
<u>0</u>	<u>15,000</u>
<u>0</u>	<u>15,000</u>
185,404	184,957
<u>(26,861)</u>	<u>181,676</u>
\$ <u><u>158,543</u></u>	\$ <u><u>366,633</u></u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Children's Program Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Supplies			
General Administrative Supplies	15,000	14,688	312
Total Supplies	<u>15,000</u>	<u>14,688</u>	<u>312</u>
Purchased and Contracted Services			
Professional Services	5,824	0	5,824
Total Purchased and Contracted Services	<u>5,824</u>	<u>0</u>	<u>5,824</u>
Total Expenditures	<u>20,824</u>	<u>14,688</u>	<u>6,136</u>
Excess of Revenues Over (Under) Expenditures	<u>(20,824)</u>	<u>(14,688)</u>	<u>6,136</u>
Other Financing Sources:			
Operating Transfers - In	15,000	15,000	0
Total Other Financing Sources	<u>15,000</u>	<u>15,000</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures	<u>(5,824)</u>	<u>312</u>	<u>6,136</u>
Fund Balance at Beginning of Year	5,824	5,824	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 6,136</u>	<u>\$ 6,136</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**I-Net Production Studio Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Capital Outlay	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Excess of Revenues Over Expenditures	0	0	0
Fund Balance at Beginning of Year	201,585	201,585	0
Fund Balance at End of Year	<u>\$ 201,585</u>	<u>\$ 201,585</u>	<u>\$ 0</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Cinergy/CCEP Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Contributions and Gifts	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Library Materials and Information			
Books and Pamphlets	1,128	779	349
Total Library Materials and Information	<u>1,128</u>	<u>779</u>	<u>349</u>
Total Expenditures	<u>1,128</u>	<u>779</u>	<u>349</u>
Excess of Revenues Over (Under) Expenditures	(1,128)	(779)	349
Fund Balance at Beginning of Year	1,128	1,128	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 349</u>	<u>\$ 349</u>

The Public Library of Cincinnati and Hamilton County  
 Schedule of Revenues, Expenditures and  
 Changes in Fund Balance - Budget and Actual (Budget Basis)  
 Regional Library for the Blind Fund  
 For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Intergovernmental	\$ 989,114	\$ 989,114	\$ 0
<b>Total Revenues</b>	<b>989,114</b>	<b>989,114</b>	<b>0</b>
<b>Expenditures:</b>			
<b>Current:</b>			
<b>Salaries and Benefits</b>			
Salaries and Leave Benefits	465,519	338,831	126,688
Retirement Benefits	61,816	57,539	4,277
Insurance Benefits	28,578	21,159	7,419
<b>Total Salaries and Benefits</b>	<b>555,913</b>	<b>417,529</b>	<b>138,384</b>
<b>Supplies</b>			
General Administrative Supplies	7,054	6,933	121
<b>Total Supplies</b>	<b>7,054</b>	<b>6,933</b>	<b>121</b>
<b>Purchased and Contracted Services</b>			
Travel and Meeting Expenses	1,244	1,121	123
Communications, Print and Publicity	14,127	9,385	4,742
Property Maintenance, Repair and Security	162,739	162,194	545
Rents and Leases	347,917	347,917	0
Utilities	28,814	27,269	1,545
<b>Total Purchased and Contracted Services</b>	<b>554,841</b>	<b>547,886</b>	<b>6,955</b>
<b>Library Materials and Information</b>			
Books and Pamphlets	680	235	445
Periodicals	337	222	115
<b>Total Library Materials and Information</b>	<b>1,017</b>	<b>457</b>	<b>560</b>
<b>Total Expenditures</b>	<b>1,118,825</b>	<b>972,805</b>	<b>146,020</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(129,711)</b>	<b>16,309</b>	<b>146,020</b>
<b>Fund Balance (Deficit) at Beginning of Year</b>	<b>(58,597)</b>	<b>(58,597)</b>	<b>0</b>
<b>Prior Year Encumbrances Appropriated</b>	<b>188,308</b>	<b>188,308</b>	<b>0</b>
<b>Fund Balance at End of Year</b>	<b>\$ 0</b>	<b>\$ 146,020</b>	<b>\$ 146,020</b>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
All Special Revenue Funds  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$ 989,114	\$ 989,114	\$ 0
Total Revenues	<u>989,114</u>	<u>989,114</u>	<u>0</u>
Expenditures:			
Current:			
Salaries and Benefits			
Salaries and Leave Benefits	465,519	338,831	126,688
Retirement Benefits	61,816	57,539	4,277
Insurance Benefits	28,578	21,159	7,419
Total Salaries and Benefits	<u>555,913</u>	<u>417,529</u>	<u>138,384</u>
Supplies			
General Administrative Supplies	22,054	21,620	434
Total Supplies	<u>22,054</u>	<u>21,620</u>	<u>434</u>
Purchased and Contracted Services			
Travel and Meeting Expenses	1,244	1,121	123
Communications, Print and Publicity	14,127	9,385	4,742
Professional Services	5,824	0	5,824
Property Maintenance, Repair and Security	162,739	162,194	545
Rents and Leases	347,917	347,917	0
Utilities	28,814	27,269	1,545
Total Purchased and Contracted Services	<u>560,665</u>	<u>547,886</u>	<u>12,779</u>
Library Materials and Information			
Books and Pamphlets	1,808	1,014	794
Periodicals	337	222	115
Total Library Materials and Information	<u>2,145</u>	<u>1,236</u>	<u>909</u>
Total Expenditures	<u>1,140,777</u>	<u>988,271</u>	<u>152,506</u>
Excess of Revenues Over (Under) Expenditures	<u>(151,663)</u>	<u>843</u>	<u>152,506</u>
Other Financing Sources:			
Operating Transfers - In	15,000	15,000	0
Total Other Financing Sources	<u>15,000</u>	<u>15,000</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures	<u>(136,663)</u>	<u>15,843</u>	<u>152,506</u>
Fund Balance at Beginning of Year	149,940	149,940	0
Prior Year Encumbrances Appropriated	188,308	188,308	0
Fund Balance at End of Year	<u>\$ 201,585</u>	<u>\$ 354,091</u>	<u>\$ 152,506</u>

# THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

## Capital Projects Funds

To account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by trust funds.

### Building and Repair Fund

To account for transfers from the general fund to be used for the acquisition of property for future capital construction, and for major improvements and emergency repair of library facilities, including catastrophic damage not covered by property insurance.

### Anderson Regional Branch Expansion Fund

To account for transfers from the general fund to be used for the expansion and renovation of the Anderson Regional Branch Library.

### Delhi Hills Branch Expansion Fund

To account for transfers from the general fund to be used for the expansion and renovation of the Delhi Township Branch Library.

### Continued Computerization Fund

To account for transfers from the general fund to be used for the development of technology and the expansion of computer systems. This fund was formerly referred to as the Continued Development of Computerization Fund.

### Branch Refurbishment

To account for transfers from the general fund to be used for renovation of existing branches.

### Groesbeck Branch Fund

To account for transfers from the general fund to be used for the demolition of the existing Groesbeck Branch Library and the construction of a new facility.

### Harrison Branch Fund

To account for transfers from the general fund to be used for the construction of a new Harrison Branch Library.

### Westwood Branch Fund

To account for transfers from the general fund to be used for the renovation and expansion of the Westwood Branch Library.

**The Public Library of Cincinnati and Hamilton County**  
**Combining Balance Sheet**  
**All Capital Projects Funds**  
**December 31, 1999**

	Building and Repair	Continued Computerization	Branch Refurbishment
<b><u>Assets</u></b>			
Equity in Pooled Cash and Cash Equivalents	\$ 4,429,465	\$ 3,665,295	\$ 517,140
Cash with Fiscal Agent	55,569	6,458	0
<b>Total Assets and Other Debits</b>	<b>\$ 4,485,034</b>	<b>\$ 3,671,753</b>	<b>\$ 517,140</b>
<b><u>Liabilities</u></b>			
Accounts Payable	\$ 31,624	\$ 26,400	\$ 0
Contracts Payable	176,395	0	0
Contracts Payable - Retainage	102,899	6,458	0
<b>Total Liabilities</b>	<b>\$ 310,918</b>	<b>\$ 32,858</b>	<b>\$ 0</b>
<b><u>Fund Equity</u></b>			
Fund Balance:			
Reserved for Encumbrances	628,156	91,385	0
Unreserved:			
Designated for Capital Projects	3,545,960	3,547,510	517,140
<b>Total Fund Equity</b>	<b>\$ 4,174,116</b>	<b>\$ 3,638,895</b>	<b>\$ 517,140</b>
<b>Total Liabilities and Fund Equity</b>	<b>\$ 4,485,034</b>	<b>\$ 3,671,753</b>	<b>\$ 517,140</b>

Groesbeck Branch	Harrison Branch	Total
\$ 1,315,968	\$ 81,940	\$ 10,009,808
46,456	0	108,483
<u>\$ 1,362,424</u>	<u>\$ 81,940</u>	<u>\$ 10,118,291</u>
\$ 18,227	\$ 40,575	\$ 116,826
127,342	0	303,737
46,496	0	155,853
<u>192,065</u>	<u>40,575</u>	<u>576,416</u>
966,218	41,365	1,727,124
204,141	0	7,814,751
<u>1,170,359</u>	<u>41,365</u>	<u>9,541,875</u>
\$ <u>1,362,424</u>	\$ <u>81,940</u>	\$ <u>10,118,291</u>

**The Public Library of Cincinnati and Hamilton County**  
**Combining Statement of Revenues, Expenditures, and**  
**Changes in Fund Balances**  
**All Capital Fund Projects**  
**For the Year Ended December 31, 1999**

	Building and Repair	Anderson Regional Branch Expansion	Delhi Hills Branch Expansion
Revenues:			
Miscellaneous	\$ 5,140	\$ 0	\$ 0
<b>Total Revenues</b>	<b>5,140</b>	<b>0</b>	<b>0</b>
Expenditures:			
Current:			
Supplies	0	0	0
Purchased and Contracted Services	413,101	0	101,860
Capital Outlay	1,999,558	2,036	781,941
<b>Total Expenditures</b>	<b>2,412,659</b>	<b>2,036</b>	<b>883,801</b>
Excess of Revenues Over (Under) Expenditures	(2,407,519)	(2,036)	(883,801)
Other Financing Sources (Uses)			
Operating Transfers - In	539,072	0	19,274
Operating Transfers - Out	(19,274)	0	(10,461)
<b>Total Other Financing Sources (Uses)</b>	<b>519,798</b>	<b>0</b>	<b>8,813</b>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	(1,887,721)	(2,036)	(874,988)
Fund Balances (Defecit) at Beginning of Year	6,061,837	2,036	874,988
<b>Fund Balances at End of Year</b>	<b>\$ 4,174,116</b>	<b>\$ 0</b>	<b>\$ 0</b>

Continued Computerization	Branch Refurbishment	Groesbeck Branch	Harrison Branch	Total
\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,140
0	0	0	0	5,140
29,764	0	0	0	29,764
630,998	0	502,005	45,825	1,693,789
585,958	0	1,655,758	0	5,025,251
1,246,720	0	2,157,763	45,825	6,748,804
(1,246,720)	0	(2,157,763)	(45,825)	(6,743,664)
1,427,526	517,140	3,666,000	87,190	6,256,202
0	0	0	0	(29,735)
1,427,526	517,140	3,666,000	87,190	6,226,467
180,806	517,140	1,508,237	41,365	(517,197)
3,458,089	0	(337,878)	0	10,059,072
\$ 3,638,895	\$ 517,140	\$ 1,170,359	\$ 41,365	\$ 9,541,875

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Building and Repair Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 5,140	\$ 5,140
Total Revenues	<u>0</u>	<u>5,140</u>	<u>5,140</u>
Expenditures:			
Current:			
Purchased and Contracted Services			
Communications, Print and Publicity	20,371	10,070	10,301
Property Maintenance, Repair and Security	65,000	61,872	3,128
Professional Services	529,081	437,067	92,014
Other Contracts and Purchases	31,105	21,237	9,868
Total Purchased and Contracted Services	<u>645,557</u>	<u>530,246</u>	<u>115,311</u>
Capital Outlay			
Land	850,000	750,000	100,000
Land Improvement	692,278	0	692,278
Building Improvement	2,395,912	1,734,492	661,420
Total Capital Outlay	<u>3,938,190</u>	<u>2,484,492</u>	<u>1,453,698</u>
Total Expenditures	<u>4,583,747</u>	<u>3,014,738</u>	<u>1,569,009</u>
Excess of Revenues Over (Under) Expenditures	<u>(4,583,747)</u>	<u>(3,009,598)</u>	<u>1,574,149</u>
Other Financing Sources (Uses):			
Operating Transfers - In	1,100,461	539,073	(561,388)
Operating Transfer - Out	(19,274)	(19,274)	0
Advances - In	205,940	205,940	0
Total Other Financing Sources (Uses)	<u>1,287,127</u>	<u>725,739</u>	<u>(561,388)</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>(3,296,620)</u>	<u>(2,283,859)</u>	<u>1,012,761</u>
Fund Balance at Beginning of Year	5,467,819	5,467,819	0
Prior Year Encumbrances Appropriated	409,334	409,334	0
Fund Balance at End of Year	<u>\$ 2,580,533</u>	<u>\$ 3,593,294</u>	<u>\$ 1,012,761</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Anderson Regional Branch Expansion Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Capital Outlay			
Building Improvement	20,932	20,932	0
Furniture and Equipment	197	197	0
Total Capital Outlay	<u>21,129</u>	<u>21,129</u>	<u>0</u>
Total Expenditures	<u>21,129</u>	<u>21,129</u>	<u>0</u>
Excess of Revenues Over (Under) Expenditures	(21,129)	(21,129)	0
Fund Balance at Beginning of Year	0	0	0
Prior Year Encumbrances Appropriated	21,129	21,129	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Delhi Hills Branch Expansion Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Purchased and Contracted Services			
Professional Services	100,604	100,604	0
Other Contracts and Purchases	1,256	1,256	0
Total Purchased and Contracted Services	<u>101,860</u>	<u>101,860</u>	<u>0</u>
Capital Outlay			
Building Improvement	856,612	856,612	0
Furniture and Equipment	190,651	190,651	0
Total Capital Outlay	<u>1,047,263</u>	<u>1,047,263</u>	<u>0</u>
Total Expenditures	<u>1,149,123</u>	<u>1,149,123</u>	<u>0</u>
Excess of Revenues Over (Under) Expenditures	<u>(1,149,123)</u>	<u>(1,149,123)</u>	<u>0</u>
Other Financing Sources (Uses):			
Operating Transfers - In	19,274	19,274	0
Operating Transfers - Out	(10,461)	(10,461)	0
Total Other Financing Sources (Uses)	<u>8,813</u>	<u>8,813</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>(1,140,310)</u>	<u>(1,140,310)</u>	<u>0</u>
Fund Balance at Beginning of Year	47,508	47,508	0
Prior Year Encumbrances Appropriated	1,092,802	1,092,802	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The Public Library of Cincinnati and Hamilton County  
 Schedule of Revenues, Expenditures and  
 Changes in Fund Balance - Budget and Actual (Budget Basis)  
 Continued Computerization Fund  
 For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Supplies			
General Administrative Supplies	42,530	30,371	12,159
Total Supplies	<u>42,530</u>	<u>30,371</u>	<u>12,159</u>
Purchased and Contracted Services			
Communications, Print and Publicity	3,500	968	2,532
Professional Services	839,586	775,619	63,967
Total Purchased and Contracted Services	<u>843,086</u>	<u>776,587</u>	<u>66,499</u>
Capital Outlay			
Building Improvement	149,010	131,872	17,138
Furniture and Equipment	2,553,491	532,971	2,020,520
Total Capital Outlay	<u>2,702,501</u>	<u>664,843</u>	<u>2,037,658</u>
Total Expenditures	<u>3,588,117</u>	<u>1,471,801</u>	<u>2,116,316</u>
Excess of Revenues Over (Under) Expenditures	(3,588,117)	(1,471,801)	2,116,316
Other Financing Sources:			
Operating Transfers - In	485,000	1,427,525	942,525
Total Other Financing Sources	<u>485,000</u>	<u>1,427,525</u>	<u>942,525</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures	(3,103,117)	(44,276)	3,058,841
Fund Balance at Beginning of Year	3,208,068	3,208,068	0
Prior Year Encumbrances Appropriated	383,717	383,717	0
Fund Balance at End of Year	<u>\$ 488,668</u>	<u>\$ 3,547,509</u>	<u>\$ 3,058,841</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Branch Refurbishment Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Purchased and Contracted Services			
Communications, Print & Publicity	3,200	0	3,200
Professional Services	246,000	0	246,000
Other Contracts and Purchases	9,000	0	9,000
Total Purchased and Contracted Services	<u>258,200</u>	<u>0</u>	<u>258,200</u>
Capital Outlay			
Building Improvement	760,800	0	760,800
Furniture and Equipment	535,000	0	535,000
Total Capital Outlay	<u>1,295,800</u>	<u>0</u>	<u>1,295,800</u>
Total Expenditures	<u>1,554,000</u>	<u>0</u>	<u>1,554,000</u>
Excess of Revenues Over (Under) Expenditures	<u>(1,554,000)</u>	<u>0</u>	<u>1,554,000</u>
Other Financing Sources:			
Operating Transfers - In	1,554,000	517,140	(1,036,860)
Total Other Financing Sources	<u>1,554,000</u>	<u>517,140</u>	<u>(1,036,860)</u>
Excess of Revenues and Other Financing Sources Over Expenditures	<u>0</u>	<u>517,140</u>	<u>517,140</u>
Fund Balance at Beginning of Year	0	0	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 517,140</u>	<u>\$ 517,140</u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Grosbeck Branch Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
<b>Expenditures:</b>			
<b>Current:</b>			
<b>Purchased and Contracted Services</b>			
Communications, Print and Publicity	4,000	2,334	1,666
Professional Services	554,090	554,090	0
Other Contracts and Purchases	69,487	67,741	1,746
Total Purchased and Contracted Services	<u>627,577</u>	<u>624,165</u>	<u>3,412</u>
<b>Capital Outlay</b>			
Land Improvement	69,000	20,669	48,331
Building Improvement	2,570,496	2,449,245	121,251
Furniture and Equipment	280,000	248,852	31,148
Total Capital Outlay	<u>2,919,496</u>	<u>2,718,766</u>	<u>200,730</u>
Total Expenditures	<u>3,547,073</u>	<u>3,342,931</u>	<u>204,142</u>
Excess of Revenues Over (Under) Expenditures	<u>(3,547,073)</u>	<u>(3,342,931)</u>	<u>204,142</u>
<b>Other Financing Sources (Uses):</b>			
Operating Transfers - In	3,666,000	3,666,000	0
Advances - Out	(205,940)	(205,940)	0
Total Other Financing Sources (Uses)	<u>3,460,060</u>	<u>3,460,060</u>	<u>0</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>(87,013)</u>	<u>117,129</u>	<u>204,142</u>
Fund Balance at Beginning of Year	0	0	0
Prior Year Encumbrances Appropriated	87,013	87,013	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 204,142</u>	<u>\$ 204,142</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Harrison Branch Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 0	\$ 0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Expenditures:			
Current:			
Purchased and Contracted Services			
Communications, Print and Publicity	3,200	0	3,200
Professional Services	490,000	87,190	402,810
Other Contracts and Purchases	8,000	0	8,000
Total Purchased and Contracted Services	<u>501,200</u>	<u>87,190</u>	<u>414,010</u>
Capital Outlay			
Buildings	3,002,800	0	3,002,800
Furniture and Equipment	224,000	0	224,000
Total Capital Outlay	<u>3,226,800</u>	<u>0</u>	<u>3,226,800</u>
Total Expenditures	<u>3,728,000</u>	<u>87,190</u>	<u>3,640,810</u>
Excess of Revenues Over (Under) Expenditures	<u>(3,728,000)</u>	<u>(87,190)</u>	<u>3,640,810</u>
Other Financing Sources:			
Operating Transfers - In	3,728,000	87,190	(3,640,810)
Total Other Financing Sources	<u>3,728,000</u>	<u>87,190</u>	<u>(3,640,810)</u>
Excess of Revenues and Other Financing Sources Over Expenditures	0	0	0
Fund Balance at Beginning of Year	0	0	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Westwood Branch Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Miscellaneous	\$ 0	\$ 0	\$ 0
<b>Total Revenues</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Expenditures:</b>			
<b>Current:</b>			
Purchased and Contracted Services			
Communications, Print and Publicity	3,200	0	3,200
Professional Services	142,000	0	142,000
Other Contracts and Purchases	5,000	0	5,000
<b>Total Purchased and Contracted Services</b>	<u>150,200</u>	<u>0</u>	<u>150,200</u>
<b>Capital Outlay</b>			
Building Improvement	926,800	0	926,800
Furniture and Equipment	25,000	0	25,000
<b>Total Capital Outlay</b>	<u>951,800</u>	<u>0</u>	<u>951,800</u>
<b>Total Expenditures</b>	<u>1,102,000</u>	<u>0</u>	<u>1,102,000</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>(1,102,000)</u>	<u>0</u>	<u>1,102,000</u>
<b>Other Financing Sources:</b>			
Operating Transfers - In	1,102,000	0	(1,102,000)
<b>Total Other Financing Sources</b>	<u>1,102,000</u>	<u>0</u>	<u>(1,102,000)</u>
<b>Excess of Revenues and Other Financing Sources Over Expenditures</b>	0	0	0
<b>Fund Balance at Beginning of Year</b>	0	0	0
<b>Fund Balance at End of Year</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
All Capital Projects Funds  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Miscellaneous	\$ 0	\$ 5,140	\$ 5,140
Total Revenues	<u>0</u>	<u>5,140</u>	<u>5,140</u>
Expenditures:			
Current:			
Supplies			
General Administrative Supplies	42,530	30,371	12,159
Total Supplies	<u>42,530</u>	<u>30,371</u>	<u>12,159</u>
Purchased and Contracted Services			
Communications, Print and Publicity	37,471	13,372	24,099
Property Maintenance, Repair and Security	65,000	61,872	3,128
Professional Services	2,901,361	1,954,570	946,791
Other Contracts and Purchases	123,848	90,234	33,614
Total Purchased and Contracted Services	<u>3,127,680</u>	<u>2,120,048</u>	<u>1,007,632</u>
Capital Outlay			
Land	850,000	750,000	100,000
Land Improvement	761,278	20,669	740,609
Buildings	3,002,800	0	3,002,800
Building Improvement	7,680,562	5,193,153	2,487,409
Furniture and Equipment	3,808,339	972,671	2,835,668
Total Capital Outlay	<u>16,102,979</u>	<u>6,936,493</u>	<u>9,166,486</u>
Total Expenditures	<u>19,273,189</u>	<u>9,086,912</u>	<u>10,186,277</u>
Excess of Revenues Over (Under) Expenditures	<u>(19,273,189)</u>	<u>(9,081,772)</u>	<u>10,191,417</u>
Other Financing Sources (Uses):			
Operating Transfers - In	11,654,735	6,256,202	(5,398,533)
Operating Transfer - Out	(29,735)	(29,735)	0
Advances - In	205,940	205,940	0
Advances - Out	(205,940)	(205,940)	0
Total Other Financing Sources (Uses)	<u>11,625,000</u>	<u>6,226,467</u>	<u>(5,398,533)</u>
Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>(7,648,189)</u>	<u>(2,855,305)</u>	<u>4,792,884</u>
Fund Balance at Beginning of Year	8,723,395	8,723,395	0
Prior Year Encumbrances Appropriated	1,993,995	1,993,995	0
Fund Balance at End of Year	<u>\$ 3,069,201</u>	<u>\$ 7,862,085</u>	<u>\$ 4,792,884</u>

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# THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

## Fiduciary Fund Types

To account for assets held by the Library in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds.

## Expendable Trust Funds

### Various Expendable Funds

To account for the following separate funds which are combined for reporting purposes:

Anderson/Mt. Washington	Brooks
Clifton Library Committee	Marcella S. Wendel
Ruth Friedman	Friedman
Friends	Garden Club
Library Programs	Sycamore Branch Library
Unclaimed Money's	Gifts

### Charles H. Dater Westwood Fund

Established as a living memorial to Charles H. Dater to be used for renovation, maintenance, operation, replacement and upkeep of the Westwood Branch Children's Library and Room including books and other related children's library material.

## Non-Expendable Trust Funds

### Various Non-Expendable Funds

To account for the following separate funds which are combined for reporting purposes:

Anderson Library Committee	Aronow	Ina Broeman
Karlina Brown	Cochran	College Club of Cincinnati
Luella Goode Fouch	Russell Alger Frager	G.M.W.
Haven Gillespie	Glueck	Goldsmith
Greider	Lyn Guinsatao	J. Richard Abell
Hatfield	Frances E. Hattendorf	Heatherton
Heekin	Huenefeld	Joseph A. Iacobucci
Maud Jackson	Sarah Kahn	Kane/Merton
Victor S. Keller	Kirby	Dr. M.L. King, Jr. Memorial
Lenke	Lewis	Ruth Krueger
Betsa Marsh	Mayer	Hortense Meister
Miller	Mudge	Evelyn McDermott
Latimer Myers	John T. Nolan, Jr.	Ruth McCammon
John O'Brien	Helen R. Moeskops	P and S
Sarah K. Kistner	Plaut	Otto Heinchen, Jr.
Sharron DeMarke	Rhein	Dorothy McNutt-Weber
Ropes	Julius Schild, Jr., Score	Sackett
Helen Shuey	Julia Abbett Smith	Ruth G. Stern
Stern	Straus Englander	Striker
T and R	Trager	Valerio
West	Charles H. Dater	Cleo J. Hosbrook
Alfredo Valerio Family	Annabel Fey	

(continued)

## Non-Expendable Trust Funds (continued)

### Armstrong Fund

Established from a gift of George W. Armstrong, President of the Baldwin Piano Company, the interest income is used for the purchase of books, occasional special events, and to supplement the Karline Brown Fund.

### Natalie Feld Memorial Fund

Established in 1999 from the estate of Natalie Feld, the initial gift of over \$2.5 million is invested and the interest income is used for the purchase of books on travel and world affairs.

### Hadley Fund

Established from a gift, the interest income is used for travel and study purposes for library employees.

### Heisel/Dunlap Fund

Established by the bequests of the Heisel family and Mrs. Alice M. Dunlap. The interest income is used to provide grants to partially or fully "pay the reasonable costs of tuition for any of its employees who enroll in a course of study the Board of Library Trustees considers essential to the employee's performance".

### Dorothy M.M. Kersten Fund

Established by the estate of Dorothy M.M. Kersten, the money was to be used to purchase a plaque in her honor. The remaining money is invested and the interest income is used to finance various library programs and to purchase library materials.

### Jean Maibaugh Fund

Established from a gift of Jean Maibaugh, the interest income is used to purchase books for preschool and elementary school children.

### Frances S. Hannaford Fund

Established from the estate of Frances S. Hannaford, the initial gift is invested and the interest income earned is used for the purchase of library materials and to fund capital needs for the Norwood Branch Library.

### Cecilia J. Dwyer Fund

Established in 1993 from the estate of Cecilia J. Dwyer, the initial gift of \$100,000 is invested and the interest income is used by the Exceptional Children's Department for the purchase of library materials.

### Jerome and Meta K. Howard Endowment Fund

Established in 1998 from the estate of Jerome Howard, the initial gift of \$1 million and any additional gifts by his estate are invested and the interest income is used to purchase books of non-fiction, with an emphasis on nature and fine arts.

The Public Library of Cincinnati and Hamilton County  
 Combining Balance Sheet  
 All Fiduciary Funds  
 December 31, 1999

	Expendable			
	Various Expendable	Charles H. Dater Westwood	Various Non- Expendable	Armstrong
<b><u>Assets</u></b>				
Equity in Pooled Cash and Cash Equivalents	\$ 246,098	\$ 306,674	\$ 1,739,960	\$ 1,749,473
Investments	0	0	77,296	9,559
Total Assets	<u>\$ 246,098</u>	<u>\$ 306,674</u>	<u>\$ 1,817,256</u>	<u>\$ 1,759,032</u>
<b><u>Liabilities</u></b>				
Accounts Payable	\$ 4,720	\$ 0	\$ 5,404	\$ 0
Total Liabilities	<u>4,720</u>	<u>0</u>	<u>5,404</u>	<u>0</u>
<b><u>Fund Equity</u></b>				
Fund Balance:				
Reserved for Encumbrances	6,200	0	12,292	20,516
Reserved for Restricted Principal	0	0	1,415,085	986,042
Unreserved:				
Undesignated	<u>235,178</u>	<u>306,674</u>	<u>384,475</u>	<u>752,474</u>
Total Fund Equity	<u>241,378</u>	<u>306,674</u>	<u>1,811,852</u>	<u>1,759,032</u>
Total Liabilities and Fund Equity	<u>\$ 246,098</u>	<u>\$ 306,674</u>	<u>\$ 1,817,256</u>	<u>\$ 1,759,032</u>

**Non-Expendable**

Natalie Feld Memorial	Hadley	Heisel/Dunlap	Dorothy M.M. Kersten	Jean Maibaugh	Frances S. Hannaford
\$ 2,516,170	\$ 81,084	\$ 326,630	\$ 409,174	\$ 265,608	\$ 204,099
<u>0</u>	<u>29,761</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>\$ 2,516,170</u>	<u>\$ 110,845</u>	<u>\$ 326,630</u>	<u>\$ 409,174</u>	<u>\$ 265,608</u>	<u>\$ 204,099</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
0	533	6,458	0	0	0
2,506,665	84,350	305,883	98,529	169,280	138,575
<u>9,505</u>	<u>25,962</u>	<u>14,289</u>	<u>310,645</u>	<u>96,328</u>	<u>65,524</u>
<u>2,516,170</u>	<u>110,845</u>	<u>326,630</u>	<u>409,174</u>	<u>265,608</u>	<u>204,099</u>
<u>\$ 2,516,170</u>	<u>\$ 110,845</u>	<u>\$ 326,630</u>	<u>\$ 409,174</u>	<u>\$ 265,608</u>	<u>\$ 204,099</u>

(continued)

The Public Library of Cincinnati and Hamilton County  
 Combining Balance Sheet  
 All Fiduciary Funds  
 December 31, 1999  
 (continued)

	Non-Expendable		Total
	Cecilia J. Dwyer	Jerome and Meta K. Howard Endowment	
<b><u>Assets</u></b>			
Equity in Pooled Cash and Cash Equivalents	\$ 173,341	\$ 1,459,603	\$ 9,477,914
Investments	0	0	116,616
Total Assets	\$ 173,341	\$ 1,459,603	\$ 9,594,530
<b><u>Liabilities</u></b>			
Accounts Payable	\$ 0	\$ 5,376	\$ 15,500
Total Liabilities	0	5,376	15,500
<b><u>Fund Equity</u></b>			
Fund Balance:			
Reserved for Encumbrances	0	10,042	56,041
Reserved for Restricted Principal	129,786	1,391,352	7,225,547
Unreserved:			
Undesignated	43,555	52,833	2,297,442
Total Fund Equity	173,341	1,454,227	9,579,030
Total Liabilities and Fund Equity	\$ 173,341	\$ 1,459,603	\$ 9,594,530

**The Public Library of Cincinnati and Hamilton County**  
**Combining Statement of Revenues, Expenditures and**  
**Changes in Fund Balances**  
**All Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

	Various Expendable	Charles H. Dater Westwood	Total
<b>Revenues:</b>			
Interest	\$ 11,356	\$ 14,119	\$ 25,475
Contributions, Gifts and Donations	80,191	20,000	100,191
Miscellaneous	195	0	195
<b>Total Revenues</b>	<u>91,742</u>	<u>34,119</u>	<u>125,861</u>
<b>Expenditures:</b>			
<b>Current:</b>			
Supplies	209	0	209
Purchased and Contracted Services	0	495	495
Library Materials and Information	68,753	0	68,753
Capital Outlay	14,217	0	14,217
<b>Total Expenditures</b>	<u>83,179</u>	<u>495</u>	<u>83,674</u>
Excess of Revenue Over Expenditures	8,563	33,624	42,187
Fund Balances at Beginning of Year	<u>232,815</u>	<u>273,050</u>	<u>505,865</u>
<b>Fund Balances at End of Year</b>	<u>\$ 241,378</u>	<u>\$ 306,674</u>	<u>\$ 548,052</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Various Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$ 15,380	\$ 11,355	\$ (4,025)
Contributions, Gift and Donations	59,896	80,191	20,295
Miscellaneous	50	195	145
<b>Total Revenues</b>	<b>75,326</b>	<b>91,741</b>	<b>16,415</b>
Expenditures:			
Current:			
Supplies			
General Administrative Supplies	6,252	209	6,043
Property Maintenance Supplies	17,815	0	17,815
<b>Total Supplies</b>	<b>24,067</b>	<b>209</b>	<b>23,858</b>
Purchased and Contracted Services			
Property Maintenance, Repair and Security	2,000	0	2,000
Professional Services	24,176	0	24,176
<b>Total Purchased and Contracted Services</b>	<b>26,176</b>	<b>0</b>	<b>26,176</b>
Library Materials and Information			
Books and Pamphlets	113,996	57,966	56,030
Periodicals	16,671	9,396	7,275
Audiovisual Materials	49,666	14,510	35,156
Library Materials - All Other	15,800	0	15,800
<b>Total Library Materials and Information</b>	<b>196,133</b>	<b>81,872</b>	<b>114,261</b>
Other Objects			
Refunds and Reimbursements	3,516	0	3,516
<b>Total Other Objects</b>	<b>3,516</b>	<b>0</b>	<b>3,516</b>
Capital Outlay			
Land Improvement	5,000	0	5,000
Furniture and Equipment	47,223	14,442	32,781
<b>Total Capital Outlay</b>	<b>52,223</b>	<b>14,442</b>	<b>37,781</b>
<b>Total Expenditures</b>	<b>302,115</b>	<b>96,523</b>	<b>205,592</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(226,789)</b>	<b>(4,782)</b>	<b>222,007</b>
Fund Balance at Beginning of Year	221,711	221,711	0
Prior Year Encumbrances Appropriated	18,502	18,502	0
<b>Fund Balance at End of Year</b>	<b>\$ 13,424</b>	<b>\$ 235,431</b>	<b>\$ 222,007</b>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenditures and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Charles H. Dater Westwood Fund  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$ 14,000	\$ 14,120	\$ 120
Contributions, Gift and Donations	20,000	20,000	0
Total Revenues	<u>34,000</u>	<u>34,120</u>	<u>120</u>
Expenditures:			
Current:			
Purchased and Contracted Services			
Communications, Print and Publicity	3,500	0	3,500
Professional Services	13,000	495	12,505
Other Contracts and Purchases	10,000	0	10,000
Total Purchased and Contracted Services	<u>26,500</u>	<u>495</u>	<u>26,005</u>
Library Materials and Information			
Books and Pamphlets	20,550	0	20,550
Total Library Materials and Information	<u>20,550</u>	<u>0</u>	<u>20,550</u>
Capital Outlay			
Furniture and Equipment	40,000	0	40,000
Total Capital Outlay	<u>40,000</u>	<u>0</u>	<u>40,000</u>
Total Expenditures	<u>87,050</u>	<u>495</u>	<u>86,555</u>
Excess of Revenues Over (Under) Expenditures	<u>(53,050)</u>	<u>33,625</u>	<u>86,675</u>
Other Financing Uses:			
Operating Transfers - Out	(220,000)	0	220,000
Total Other Financing Uses	<u>(220,000)</u>	<u>0</u>	<u>220,000</u>
Excess of Revenues Over (Under) Expenditures and Other Financing Uses	<u>(273,050)</u>	<u>33,625</u>	<u>306,675</u>
Fund Balance at Beginning of Year	273,050	273,050	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 306,675</u>	<u>\$ 306,675</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**All Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Interest	\$ 29,380	\$ 25,475	\$ (3,905)
Contributions, Gift and Donations	79,896	100,191	20,295
Miscellaneous	50	195	145
<b>Total Revenues</b>	<b>109,326</b>	<b>125,861</b>	<b>16,535</b>
<b>Expenditures:</b>			
<b>Current:</b>			
<b>Supplies</b>			
General Administrative Supplies	6,252	209	6,043
Property Maintenance Supplies	17,815	0	17,815
<b>Total Supplies</b>	<b>24,067</b>	<b>209</b>	<b>23,858</b>
<b>Purchased and Contracted Services</b>			
Communications, Print and Publicity	3,500	0	3,500
Property Maintenance, Repair and Security	2,000	0	2,000
Professional Services	37,176	495	36,681
Other Contracts and Purchases	10,000	0	10,000
<b>Total Purchased and Contracted Services</b>	<b>52,676</b>	<b>495</b>	<b>52,181</b>
<b>Library Materials and Information</b>			
Books and Pamphlets	134,545	57,966	76,579
Periodicals	16,671	9,396	7,275
Audiovisual Materials	49,666	14,510	35,156
Library Materials - All Other	15,800	0	15,800
<b>Total Library Materials and Information</b>	<b>216,682</b>	<b>81,872</b>	<b>134,810</b>
<b>Other Objects</b>			
Refunds and Reimbursements	3,516	0	3,516
<b>Total Other Objects</b>	<b>3,516</b>	<b>0</b>	<b>3,516</b>
<b>Capital Outlay</b>			
Land Improvement	5,000	0	5,000
Furniture and Equipment	87,223	14,442	72,781
<b>Total Capital Outlay</b>	<b>92,223</b>	<b>14,442</b>	<b>77,781</b>
<b>Total Expenditures</b>	<b>389,164</b>	<b>97,018</b>	<b>292,146</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(279,838)</b>	<b>28,843</b>	<b>308,681</b>

(continued)

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenditures and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**All Expendable Trust Funds**  
**For the Year Ended December 31, 1999**  
**(continued)**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Other Financing Uses:			
Operating Transfers - Out	\$ (220,000)	\$ 0	\$ 220,000
Total Other Financing Uses	<u>(220,000)</u>	<u>0</u>	<u>220,000</u>
Excess of Revenues Over (Under) Expenditures and Other Financing Uses	(499,838)	28,843	528,681
Fund Balance at Beginning of Year	494,761	494,761	0
Prior Year Encumbrances Appropriated	18,502	18,502	0
Fund Balance at End of Year	<u>\$ 13,425</u>	<u>\$ 542,106</u>	<u>\$ 528,681</u>

**The Public Library of Cincinnati and Hamilton County**  
**Combining Statement of Revenues, Expenses and**  
**Changes in Fund Balances**  
**All Non-Expendable Trust Funds**  
**For the Year Ended December 31, 1999**

	Various Non- Expendable	Armstrong	Natalie Feld Memorial	Hadley
<b>Operating Revenues:</b>				
Interest and Dividends	\$ 103,365	\$ 78,817	\$ 9,505	\$ 6,727
Contributions, Gifts and Donations	41,943	0	2,506,665	1,657
Miscellaneous	128	0	0	0
Net Increase (Decrease) in Fair Value of Investments	8,252	(373)	0	(181)
<b>Total Operating Revenue</b>	<u>153,688</u>	<u>78,444</u>	<u>2,516,170</u>	<u>8,203</u>
<b>Operating Expenses:</b>				
Salaries and Benefits	2,606	17,509	0	2,701
Supplies	2,132	0	0	0
Purchased and Contracted Services	8,361	0	0	0
Library Materials and Information	37,703	0	0	0
<b>Total Operating Expenses</b>	<u>50,802</u>	<u>17,509</u>	<u>0</u>	<u>2,701</u>
<b>Operating Income (Loss)</b>	<u>102,886</u>	<u>60,935</u>	<u>2,516,170</u>	<u>5,502</u>
<b>Operating Transfers - Out</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Income (Loss)</b>	<u>102,886</u>	<u>60,935</u>	<u>2,516,170</u>	<u>5,502</u>
<b>Fund Balances at Beginning of Year</b>	<u>1,708,966</u>	<u>1,698,097</u>	<u>0</u>	<u>105,343</u>
<b>Fund Balances at End of Year</b>	<u>\$ 1,811,852</u>	<u>\$ 1,759,032</u>	<u>\$ 2,516,170</u>	<u>\$ 110,845</u>

Heisel/Dunlap	Dorothy M.M. Kersten	Jean Maibaugh	Frances S. Hannaford	Cecilia J. Dwyer	Jerome and Meta K. Howard Endowment	Total
\$ 16,107	\$ 42,230	\$ 12,673	\$ 9,743	\$ 8,301	\$ 70,738	\$ 358,206
0	0	0	0	0	391,352	2,941,617
960	0	0	0	0	0	1,088
0	0	0	0	0	0	7,698
<u>17,067</u>	<u>42,230</u>	<u>12,673</u>	<u>9,743</u>	<u>8,301</u>	<u>462,090</u>	<u>3,308,609</u>
19,552	0	0	0	0	0	42,368
0	0	0	0	0	0	2,132
0	0	0	0	0	0	8,361
0	0	0	0	884	16,949	55,536
<u>19,552</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>884</u>	<u>16,949</u>	<u>108,397</u>
(2,485)	42,230	12,673	9,743	7,417	445,141	3,200,212
0	(15,000)	0	0	0	0	(15,000)
(2,485)	27,230	12,673	9,743	7,417	445,141	3,185,212
<u>329,115</u>	<u>381,944</u>	<u>252,935</u>	<u>194,356</u>	<u>165,924</u>	<u>1,009,086</u>	<u>5,845,766</u>
<u>\$ 326,630</u>	<u>\$ 409,174</u>	<u>\$ 265,608</u>	<u>\$ 204,099</u>	<u>\$ 173,341</u>	<u>\$ 1,454,227</u>	<u>\$ 9,030,978</u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenses and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
Various Non-Expendable Funds  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Interest and Dividends	\$ 118,700	\$ 103,365	\$ (15,335)
Contributions, Gift and Donations	7,325	41,943	34,618
Miscellaneous	0	128	128
<b>Total Revenues</b>	<b>126,025</b>	<b>145,436</b>	<b>19,411</b>
<b>Expenses:</b>			
<b>Salaries and Benefits</b>			
Other Employee Benefits	5,386	2,606	2,780
<b>Total Salaries and Benefits</b>	<b>5,386</b>	<b>2,606</b>	<b>2,780</b>
<b>Supplies</b>			
General Admin Supplies	5,000	2,132	2,868
<b>Total Supplies</b>	<b>5,000</b>	<b>2,132</b>	<b>2,868</b>
<b>Purchased and Contracted Services</b>			
Travel and Meeting Expenses	900	0	900
Professional Services	51,151	8,274	42,877
<b>Total Purchased and Contracted Services</b>	<b>52,051</b>	<b>8,274</b>	<b>43,777</b>
<b>Library Materials and Information</b>			
Books and Pamphlets	80,098	62,667	17,431
Periodicals	9,100	9,100	0
Audiovisual Materials	5,326	228	5,098
<b>Total Library Materials and Information</b>	<b>94,524</b>	<b>71,995</b>	<b>22,529</b>
<b>Other Objects</b>			
Other Miscellaneous Expenses	7,114	0	7,114
<b>Total Other Objects</b>	<b>7,114</b>	<b>0</b>	<b>7,114</b>
<b>Capital Outlay</b>			
Furniture and Equipment	700	0	700
<b>Total Capital Outlay</b>	<b>700</b>	<b>0</b>	<b>700</b>
<b>Total Expenses</b>	<b>164,775</b>	<b>85,007</b>	<b>79,768</b>
<b>Excess of Revenues Over (Under) Expenses</b>	<b>(38,750)</b>	<b>60,429</b>	<b>99,179</b>
Fund Balance at Beginning of Year	1,672,097	1,672,097	0
Prior Year Encumbrances Appropriated	17,533	17,533	0
<b>Fund Balance at End of Year</b>	<b>\$ 1,650,880</b>	<b>\$ 1,750,059</b>	<b>\$ 99,179</b>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Armstrong Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 95,300	\$ 78,817	\$ (16,483)
Total Revenues	<u>95,300</u>	<u>78,817</u>	<u>(16,483)</u>
Expenses:			
Salaries and Benefits			
Other Employee Benefits	96,747	38,738	58,009
Total Salaries and Benefits	<u>96,747</u>	<u>38,738</u>	<u>58,009</u>
Total Expenses	<u>96,747</u>	<u>38,738</u>	<u>58,009</u>
Excess of Revenues Over (Under) Expenses	(1,447)	40,079	41,526
Fund Balance at Beginning of Year	1,699,849	1,699,849	0
Prior Year Encumbrances Appropriated	1,448	1,448	0
Fund Balance at End of Year	<u>\$ 1,699,850</u>	<u>\$ 1,741,376</u>	<u>\$ 41,526</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Natalie Feld Memorial Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 0	\$ 9,505	\$ 9,505
Contributions, Gift and Donations	0	2,506,665	2,506,665
Total Revenues	<u>0</u>	<u>2,516,170</u>	<u>2,516,170</u>
Total Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Excess of Revenues Over Expenses	0	2,516,170	2,516,170
Fund Balance at Beginning of Year	0	0	0
Fund Balance at End of Year	<u>\$ 0</u>	<u>\$ 2,516,170</u>	<u>\$ 2,516,170</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Hadley Fund**  
**For the Year Ended December 31, 1999.**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 5,200	\$ 6,727	\$ 1,527
Contributions, Gift and Donations	0	1,657	1,657
Total Revenues	<u>5,200</u>	<u>8,384</u>	<u>3,184</u>
Expenses:			
Salaries and Benefits			
Other Employee Benefits	26,865	3,425	23,440
Total Salaries and Benefits	<u>26,865</u>	<u>3,425</u>	<u>23,440</u>
Total Expenses	<u>26,865</u>	<u>3,425</u>	<u>23,440</u>
Excess of Revenues Over (Under) Expenses	(21,665)	4,959	26,624
Fund Balance at Beginning of Year	102,609	102,609	0
Prior Year Encumbrances Appropriated	1,750	1,750	0
Fund Balance at End of Year	<u>\$ 82,694</u>	<u>\$ 109,318</u>	<u>\$ 26,624</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Heisel/Dunlap Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 19,325	\$ 16,107	\$ (3,218)
Miscellaneous	0	960	960
Total Revenues	<u>19,325</u>	<u>17,067</u>	<u>(2,258)</u>
Expenses:			
Salaries and Benefits			
Other Employee Benefits	42,535	26,010	16,525
Total Salaries and Benefits	<u>42,535</u>	<u>26,010</u>	<u>16,525</u>
Total Expenses	<u>42,535</u>	<u>26,010</u>	<u>16,525</u>
Excess of Revenues Over (Under) Expenses	(23,210)	(8,943)	14,267
Fund Balance at Beginning of Year	327,730	327,730	0
Prior Year Encumbrances Appropriated	1,385	1,385	0
Fund Balance at End of Year	<u>\$ 305,905</u>	<u>\$ 320,172</u>	<u>\$ 14,267</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Dorothy M.M. Kersten Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 25,000	\$ 42,230	\$ 17,230
Total Revenues	<u>25,000</u>	<u>42,230</u>	<u>17,230</u>
Expenses:			
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	<u>0</u>	<u>0</u>	<u>0</u>
Excess of Revenues Over Expenses before Transfers	<u>25,000</u>	<u>42,230</u>	<u>17,230</u>
Operating Transfers - Out	<u>(15,000)</u>	<u>(15,000)</u>	<u>0</u>
Excess of Revenues Over Expenses and Transfers	10,000	27,230	17,230
Fund Balance at Beginning of Year	381,944	381,944	0
Fund Balance at End of Year	<u>\$ 391,944</u>	<u>\$ 409,174</u>	<u>\$ 17,230</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Jean Maibaugh Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 13,200	\$ 12,673	\$ (527)
Total Revenues	<u>13,200</u>	<u>12,673</u>	<u>(527)</u>
Expenses:			
Library Materials and Information			
Books and Pamphlets	<u>13,200</u>	<u>0</u>	<u>13,200</u>
Total Library Materials and Information	<u>13,200</u>	<u>0</u>	<u>13,200</u>
Total Expenses	<u>13,200</u>	<u>0</u>	<u>13,200</u>
Excess of Revenues Over Expenses	0	12,673	12,673
Fund Balance at Beginning of Year	252,935	252,935	0
Fund Balance at End of Year	<u>\$ 252,935</u>	<u>\$ 265,608</u>	<u>\$ 12,673</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Frances S. Hannaford Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Interest and Dividends	\$ 10,000	\$ 9,743	\$ (257)
<b>Total Revenues</b>	<u>10,000</u>	<u>9,743</u>	<u>(257)</u>
<b>Expenses:</b>			
Library Materials and Information			
Books and Pamphlets	7,780	0	7,780
<b>Total Library Materials and Information</b>	<u>7,780</u>	<u>0</u>	<u>7,780</u>
Capital Outlay			
Land Improvement	50,000	0	50,000
Furniture and Equipment	8,000	0	8,000
<b>Total Capital Outlay</b>	<u>58,000</u>	<u>0</u>	<u>58,000</u>
<b>Total Expenses</b>	<u>65,780</u>	<u>0</u>	<u>65,780</u>
<b>Excess of Revenues Over (Under) Expenses</b>	(55,780)	9,743	65,523
<b>Fund Balance at Beginning of Year</b>	192,813	192,813	0
<b>Fund Balance at End of Year</b>	<u>\$ 137,033</u>	<u>\$ 202,556</u>	<u>\$ 65,523</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Cecilia J. Dwyer Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 8,500	\$ 8,301	\$ (199)
Total Revenues	<u>8,500</u>	<u>8,301</u>	<u>(199)</u>
Expenses:			
Library Materials and Information			
Books and Pamphlets	4,500	0	4,500
Library Materials-All Other	4,901	885	4,016
Total Library Materials and Information	<u>9,401</u>	<u>885</u>	<u>8,516</u>
Total Expenses	<u>9,401</u>	<u>885</u>	<u>8,516</u>
Excess of Revenues Over (Under) Expenses	(901)	7,416	8,317
Fund Balance at Beginning of Year	165,023	165,023	0
Prior Year Encumbrances Appropriated	901	901	0
Fund Balance at End of Year	<u>\$ 165,023</u>	<u>\$ 173,340</u>	<u>\$ 8,317</u>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**Jerome and Meta K. Howard Endowment Fund**  
**For the Year Ended December 31, 1999**

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest and Dividends	\$ 47,000	\$ 70,738	\$ 23,738
Contributions, Gift and Donations	0	391,352	391,352
Total Revenues	<u>47,000</u>	<u>462,090</u>	<u>415,090</u>
Expenses:			
Library Materials and Information			
Books and Pamphlets	30,000	11,573	18,427
Total Library Materials and Information	<u>30,000</u>	<u>11,573</u>	<u>18,427</u>
Total Expenses	<u>30,000</u>	<u>11,573</u>	<u>18,427</u>
Excess of Revenues Over Expenses	17,000	450,517	433,517
Fund Balance at Beginning of Year	1,009,086	1,009,086	0
Fund Balance at End of Year	<u>\$ 1,026,086</u>	<u>\$ 1,459,603</u>	<u>\$ 433,517</u>

The Public Library of Cincinnati and Hamilton County  
Schedule of Revenues, Expenses and  
Changes in Fund Balance - Budget and Actual (Budget Basis)  
All Non-Expendable Funds  
For the Year Ended December 31, 1999

	Revised Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Interest and Dividends	\$ 342,225	\$ 358,206	\$ 15,981
Contributions, Gift and Donations	7,325	2,941,617	2,934,292
Miscellaneous	0	1,088	1,088
<b>Total Revenues</b>	<b>349,550</b>	<b>3,300,911</b>	<b>2,951,361</b>
<b>Expenses:</b>			
<b>Salaries and Benefits</b>			
Other Employee Benefits	171,534	70,779	100,755
<b>Total Salaries and Benefits</b>	<b>171,534</b>	<b>70,779</b>	<b>100,755</b>
<b>Supplies</b>			
General Admin Supplies	5,000	2,132	2,868
<b>Total Supplies</b>	<b>5,000</b>	<b>2,132</b>	<b>2,868</b>
<b>Purchased and Contracted Services</b>			
Travel and Meeting Expenses	900	0	900
Professional Services	51,151	8,274	42,877
<b>Total Purchased and Contracted Services</b>	<b>52,051</b>	<b>8,274</b>	<b>43,777</b>
<b>Library Materials and Information</b>			
Books and Pamphlets	135,578	74,240	61,338
Periodicals	9,100	9,100	0
Audiovisual Materials	5,326	228	5,098
Library Materials - All Other	4,901	885	4,016
<b>Total Library Materials and Information</b>	<b>154,905</b>	<b>84,453</b>	<b>70,452</b>
<b>Other Objects</b>			
Other Miscellaneous Expenses	7,114	0	7,114
<b>Total Other Objects</b>	<b>7,114</b>	<b>0</b>	<b>7,114</b>
<b>Capital Outlay</b>			
Land Improvement	50,000	0	50,000
Furniture and Equipment	8,700	0	8,700
<b>Total Capital Outlay</b>	<b>58,700</b>	<b>0</b>	<b>58,700</b>
<b>Total Expenses</b>	<b>449,304</b>	<b>165,638</b>	<b>283,666</b>

(continued)

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Revenues, Expenses and**  
**Changes in Fund Balance - Budget and Actual (Budget Basis)**  
**All Non-Expendable Funds**  
**For the Year Ended December 31, 1999**  
 (continued)

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Excess of Revenues Over (Under) Expenses Before Transfers	\$ (99,754)	\$ 3,135,273	\$ 3,235,027
Operating Transfers - Out	(15,000)	(15,000)	0
Excess of Revenues Over (Under) Expenses and Transfers	(114,754)	3,120,273	3,235,027
Fund Balance at Beginning of Year	5,804,086	5,804,086	0
Prior Year Encumbrances Appropriated	23,017	23,017	0
Fund Balance at End of Year	<u>\$ 5,712,349</u>	<u>\$ 8,947,376</u>	<u>\$ 3,235,027</u>

The Public Library of Cincinnati and Hamilton County  
Combining Statement of Cash Flows  
All Non-Expendable Trust Funds  
For the Year Ended December 31, 1999

	Various Non- Expendable	Armstrong	Natalie Feld Memorial	Hadley
<u>Increase (Decrease) in Cash and Cash Equivalents</u>				
Cash Flows from Operating Activities:				
Cash Received from Contributions and Donations	\$ 41,943	\$ 0	\$ 2,506,665	\$ 1,657
Cash Received from Other Revenues	128	0	0	0
Cash Payments to Suppliers for Goods and Services	(49,286)	0	0	0
Cash Payments for Employee Services and Benefits	(2,606)	(18,222)	0	(2,892)
Net Cash Provided By (Used for) Operating Activities	<u>(9,821)</u>	<u>(18,222)</u>	<u>2,506,665</u>	<u>(1,235)</u>
Cash Flows from Noncapital Financing Activities:				
Operating Transfers - Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Cash Used for Noncapital Financing Activities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Cash Flows from Investing Activities:				
Proceeds from Sale of Investments	500		0	0
Interest and Dividends	103,365	78,817	9,505	6,727
Net Cash Provided by Investing Activities	<u>103,865</u>	<u>78,817</u>	<u>9,505</u>	<u>6,727</u>
Net Increase (Decrease) in Cash and Cash Equivalents	94,044	60,595	2,516,170	5,492
Cash and Cash Equivalents at Beginning of Year	<u>1,645,916</u>	<u>1,688,878</u>	<u>0</u>	<u>75,592</u>
Cash and Cash Equivalents at End of Year	<u>\$ 1,739,960</u>	<u>\$ 1,749,473</u>	<u>\$ 2,516,170</u>	<u>\$ 81,084</u>
<u>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used for) Operating Activities</u>				
Operating Income (Loss)	<u>\$ 102,886</u>	<u>\$ 60,935</u>	<u>\$ 2,516,170</u>	<u>\$ 5,502</u>
Adjustments to Reconcile Operating Income (Loss) to Net Cash Used for Operating Activities:				
Interest earned	(103,365)	(78,817)	(9,505)	(6,727)
Net (Increase) Decrease in Fair Value of Investments	(8,252)	373	0	181
Changes in Assets and Liabilities:				
Increase (Decrease) in Accounts Payable	<u>(1,090)</u>	<u>(713)</u>	<u>0</u>	<u>(191)</u>
Total Adjustments	<u>(112,707)</u>	<u>(79,157)</u>	<u>(9,505)</u>	<u>(6,737)</u>
Net Cash Provided by (Used for) Operating Activities	<u>\$ (9,821)</u>	<u>\$ (18,222)</u>	<u>\$ 2,506,665</u>	<u>\$ (1,235)</u>
Non Cash Transactions				
Unrealized Increase in Fair Value of Investments of \$7,698				

Heisel/ Dunlap	Dorothy M.M. Kersten	Jean Maibaugh	Frances S. Hannaford	Cecilia J. Dwyer	Jerome and Meta K. Howard Endowment	Total
\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 391,352	\$ 2,941,617
960	0	0	0	0	0	1,088
0	0	0	0	(884)	(11,573)	(61,743)
(19,552)	0	0	0	0	0	(43,272)
(18,592)	0	0	0	(884)	379,779	2,837,690
0	(15,000)	0	0	0	0	(15,000)
0	(15,000)	0	0	0	0	(15,000)
0	0	0	0	0	0	500
16,107	42,230	12,673	9,743	8,301	70,738	358,206
16,107	42,230	12,673	9,743	8,301	70,738	358,706
(2,485)	27,230	12,673	9,743	7,417	450,517	3,181,396
329,115	381,944	252,935	194,356	165,924	1,009,086	5,743,746
\$ 326,630	\$ 409,174	\$ 265,608	\$ 204,099	\$ 173,341	\$ 1,459,603	\$ 8,925,142
\$ (2,485)	\$ 42,230	\$ 12,673	\$ 9,743	\$ 7,417	\$ 445,141	\$ 3,200,212
(16,107)	(42,230)	(12,673)	(9,743)	(8,301)	(70,738)	(358,206)
0	0	0	0	0	0	(7,698)
0	0	0	0	0	5,376	3,382
(16,107)	(42,230)	(12,673)	(9,743)	(8,301)	(65,362)	(362,522)
\$ (18,592)	\$ 0	\$ 0	\$ 0	\$ (884)	\$ 379,779	\$ 2,837,690

## GENERAL FIXED ASSETS ACCOUNT GROUP

To account for fixed assets other than those accounted for in the trust funds.

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of General Fixed Assets**  
**By Source**  
**December 31, 1999**

<b>General Fixed Assets:</b>	
Land	\$ 14,017,497
Improvements to Land	440,433
Buildings	75,080,028
Equipment and Furniture	11,129,293
Vehicles	393,848
Construction in Progress	<u>1,826,171</u>
<b>Total General Fixed Assets</b>	<b>\$ <u>102,887,270</u></b>

**Investment in General Fixed Assets From:**

General Fund Revenues	\$ 16,069,491
Special Revenue Fund Revenues	122,046
Capital Projects Fund Revenues	37,309,244
Acquired before 12/31/92	49,321,058
Donations	<u>65,431</u>
<b>Total Investment in General Fixed Assets</b>	<b>\$ <u>102,887,270</u></b>

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of General Fixed Assets**  
**By Object and Type**  
**For the Year Ended December 31, 1999**

	<u>Capital Outlay</u>
Land	14,017,497
Improvements to Land	440,433
Buildings	75,080,028
Equipment and Furniture	11,129,293
Vehicles	393,848
Construction in Progress	1,826,171
<b>Total General Fixed Assets</b>	<b>102,887,270</b>

The Library is considered to have one function which is providing library service to the public. Therefore, to be consistent with the operating statement, this schedule is presented by object and type.

**The Public Library of Cincinnati and Hamilton County**  
**Schedule of Changes in General Fixed Assets**  
**By Object and Type**  
**For the Year Ended December 31, 1999**

Object and Type	Balance at January 1, 1999	Additions	Deletions	Balance at December 31, 1999
Capital Outlay				
Land	\$ 13,267,497	\$ 750,000	\$ 0	14,017,497
Improvements to Land	419,764	20,669	0	440,433
Buildings	71,183,169	3,896,859	0	75,080,028
Furniture and Equipment	10,151,854	1,034,280	56,841	11,129,293
Vehicles	341,474	88,900	36,526	393,848
Construction in Progress	2,073,636	1,826,171	2,073,636	1,826,171
	<u>\$ 97,437,394</u>	<u>\$ 7,616,879</u>	<u>\$ 2,167,003</u>	<u>\$ 102,887,270</u>

The Library is considered to have one function which is providing library service to the public. Therefore, to be consistent with the operating statement, this schedule is presented by object and type.

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# Statistical Section

## STATISTICAL SECTION

The following unaudited statistical tables reflect social and economic data and financial trends of the Library.

*The Public Library of Cincinnati and Hamilton County does not receive property taxes nor is there any debt; therefore statistical tables related to these two areas are not applicable and are not presented.*

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

GENERAL FUND REVENUES BY SOURCE  
LAST TEN YEARS

Year	Intergovernmental	Patrons		Interest	Services		Contributions	Miscellaneous	Total
		Fines and Fees	Provided to Other Entities		Donations				
1990 (a)	\$ 31,692,750	\$ 797,693	\$ -	\$ 431,047	-	\$ -	-	\$ 397,295	\$ 33,318,785
1991 (a)	36,507,726	895,818	-	399,242	681	-	681	241,916	38,045,383
1992 (a)	37,147,416	982,641	-	237,170	5	-	5	449,419	38,816,651
1993 (b)	38,294,920	889,178	-	208,718	203	-	203	426,438	39,819,457
1994 (b)	39,501,115	953,044	-	198,878	-	-	-	362,904	41,015,941
1995 (b)	41,498,031	977,710	-	416,227	44	-	44	365,978	43,257,990
1996 (b)	44,336,902	1,009,835	-	390,339	168	-	168	302,761	46,040,005
1997 (b)	44,601,540	1,062,703	-	1,198,538	176	-	176	520,853	47,383,810
1998 (b)	47,086,716	1,057,513	28,122	980,905	488	28,122	488	535,474	49,689,218
1999 (b)	49,551,084	1,134,990	66,109	855,348	483	66,109	483	756,413	52,364,427

(a) Cash Basis Library Financial Data  
(b) GAAP Basis Library Financial Data

Source: Library Financial Records

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

GENERAL FUND EXPENDITURES  
LAST TEN YEARS

Year	Current Expenditures	Capital Outlay	Debt Service	Total
1990 (a)	\$ 26,943,752	\$ 231,595	-	\$ 27,175,347
1991 (a)	28,699,272	144,239	-	28,843,511
1992 (a)	29,941,663	54,896	-	29,996,559
1993 (b)	33,179,951	161,036	-	33,340,987
1994 (b)	35,663,808	196,018	20,400	35,880,226
1995 (b)	36,609,262	145,435	13,600	36,768,297
1996 (b)	37,114,625	267,705	-	37,382,330
1997 (b)	39,923,822	362,185	96,456	40,382,463
1998 (b)	42,894,942	395,297	96,456	43,386,695
1999 (b)	44,601,647	411,782	96,456	45,109,885

(a) Cash Basis Library Financial Data  
(b) GAAP Basis Library Financial Data

Source: Library Financial Records

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

DEMOGRAPHIC STATISTICS  
LAST TEN YEARS

Year	County	County	County
	Population (a)	Unemployment Rate(b)	Bank Deposits(c) (Amounts in 000's)
1990	866,228	3.9 %	\$ 10,447,237
1991	866,228	4.6	11,745,028
1992	866,228	4.9	16,100,000
1993	866,228	5.2	15,290,052
1994	866,228	4.8	17,301,493
1995	866,228	4.1	18,661,138
1996	866,228	4.0	21,598,936
1997	866,228	3.5	18,070,437
1998	847,202	2.9	24,305,322
1999	840,443	3.0	41,302,569

Sources:

(a) U.S. Census Bureau (1998 - 1999 are estimates from U.S. Census Bureau web site)

(b) Ohio Bureau of Employment Services

(c) Federal Reserve Bank of Cleveland

THE PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY

MISCELLANEOUS STATISTICS  
LAST TEN YEARS

Year	Number of Employees	Numbers of Materials Owned (a)	Number of Library Materials Circulated	Number of Registered Borrowers(b)
1990	791	6,267,245	9,588,347	377,304
1991	798	6,521,401	10,413,286	399,313
1992	810	6,726,885	10,995,062	421,958
1993	867	6,839,356	11,675,108 *	392,475
1994	842	8,840,631	11,724,356	390,334
1995	879	8,805,414	12,167,290	395,412
1996	850	9,037,042	12,564,004	388,386
1997	922	9,133,681	12,502,014	389,697
1998	927	9,653,049	12,805,278	393,509
1999	947	9,993,586	13,149,907	396,064

Column Notes:

(a) Figures for 1990 - 1993 do not include uncataloged microfiche.

(b) Figures for 1990 - 1992 represent all cards issued.

Figures for 1993 forward represent all active borrowers on record as of year end.

Miscellaneous Notes:

\* 1993 records were revised in November 1994 to correct duplicate circulation

\*\* 1994 records include previously owned, but not cataloged microfiche.

\*\*\* 1998 forward includes Public Documents collection count.

Source: Library Statistical Records

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STATE OF OHIO  
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street  
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Columbus, Ohio 43216-1140  
Telephone 614-465-4514  
800-282-0370  
Facsimile 614-465-4490

**PUBLIC LIBRARY OF CINCINNATI AND HAMILTON COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

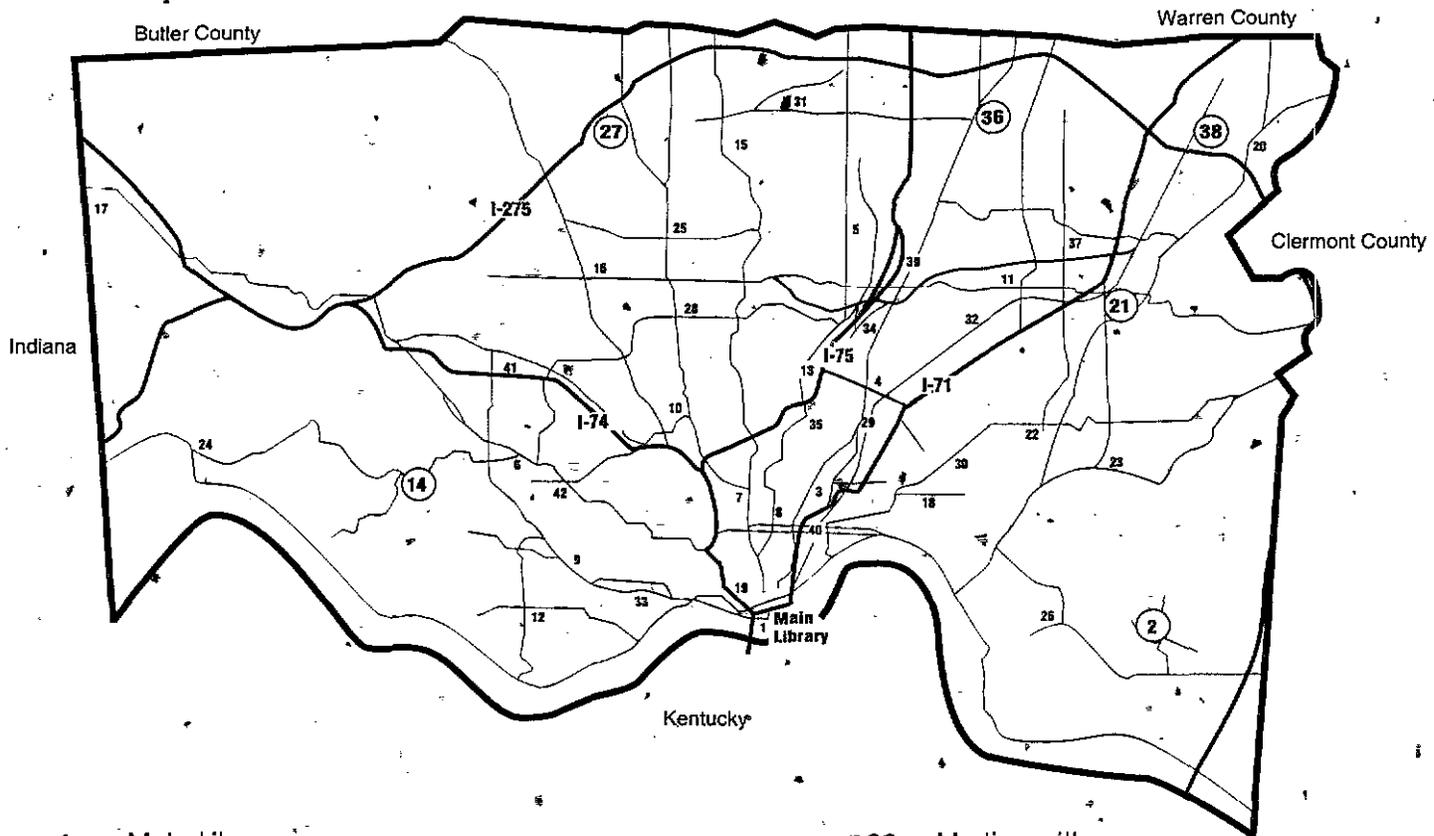
*Susan Babbitt*

CLERK OF THE BUREAU

CERTIFIED  
JULY 25, 2000

# Public Library of Cincinnati and Hamilton County

## Service Areas and Locations



- |  |                              |
|--|------------------------------|
| 1. Main Library                          | 22. Madisonville             |
| 2. Anderson Regional                     | 23. Mariemont                |
| 3. Avondale                              | 24. Miami Township           |
| 4. Bond Hill                             | 25. Mt. Healthy              |
| 5. Bonham                                | 26. Mt. Washington           |
| 6. Cheviot                               | 27. North Central Regional   |
| 7. Clifton                               | 28. Northern Hills           |
| 8. Corryville                            | 29. Norwood                  |
| 9. Covedale                              | 30. Oakley                   |
| 10. Cumminsville                         | 31. Parkdale                 |
| 11. Deer Park                            | 32. Pleasant Ridge           |
| 12. Delhi Township                       | 33. Price Hill               |
| 13. Elmwood Place                        | 34. Roselawn                 |
| 14. Green Township Regional              | 35. St. Bernard              |
| 15. Greenhills                           | 36. Sharonville Regional     |
| 16. Groesbeck                            | 37. Sycamore                 |
| 17. Harrison                             | 38. Symmes Township Regional |
| 18. Hyde Park                            | 39. Valley                   |
| 19. Lincoln Park                         | 40. Walnut Hills             |
| 20. Loveland                             | 41. West Fork                |
| 21. Madeira-Indian Hill-Kenwood Regional | 42. Westwood                 |



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