

Report of Audit

on the

*Financial Statements
and Supplementary Schedules*

of the

*Township of Pequannock
Free Public Library*

for the

*Year Ended
December 31, 2023*



TOWNSHIP OF PEQUANNOCK FREE PUBLIC LIBRARY
(A COMPONENT UNIT OF THE TOWNSHIP OF PEQUANNOCK)

I N D E X

	<u>PAGE NUMBER</u>
Independent Auditor's Report	1-4
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	5-6

EXHIBITS

"1"	Balance Sheet for the Year Ended December 31, 2023	7
"2"	Statement of Operations and Change in Fund Balance for the Year Ended December 31, 2023	8
"3"	Statement of Revenues for the Year Ended December 31, 2023	9
"4"	Statement of Expenditures for the Year Ended December 31, 2023	10
Notes to Financial Statements - December 31, 2023		11-17

SCHEDULES

Current Fund:

"1"	Schedule of Cash for the Year Ended December 31, 2023	18
"2"	Schedule of Accounts Payable for the Year Ended December 31, 2023	19
"3"	Schedule of Due to Township for the Year Ended December 31, 2023	19
"4"	Schedule of Municipal Appropriations Receivable for the Year Ended December 31, 2023	20
"5"	Schedule of Due to Building and Endowment Fund for the Year Ended December 31, 2023	20





SUPLEE, CLOONEY & COMPANY LLC

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

Members of the Board of Trustees
The Township of Pequannock Free Public Library
Pequannock, New Jersey 07444

Opinions

We have audited the accompanying balance sheet - regulatory basis of the individual fund of the Township of Pequannock Free Public Library (the "Library"), as of and for the year ended December 31, 2023, the related statements of operations and changes in fund balance - regulatory basis for the year then ended, basis and the related statements of revenue and expenditures - regulatory basis of the individual fund for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Library's regulatory financial statements as listed in the table of contents.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the regulatory financial statements referred to above present fairly, in all material respects, the regulatory basis balance sheet of the individual fund as of December 31, 2023, the regulatory basis statement of operations and changes in fund balance for the year then ended and the regulatory basis of revenue and expenditures for the year ended December 31, 2023 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") as described in Note 1.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Matter Giving Rise to Adverse Opinion" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the individual fund of the Library as of December 31, 2023, or the results of its operations and changes in fund balance for the year then ended or the revenue and expenditures for the year ended December 31, 2023.

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Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Library and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matter Giving Rise to Adverse Opinion

As described in Note 1 of the regulatory financial statements, the regulatory financial statements are prepared by the Library on the basis of the financial reporting provisions prescribed by the Division, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of New Jersey. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the regulatory financial statements in accordance with the regulatory basis of accounting prescribed by the Division, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of regulatory financial statements that are free from material misstatement, whether due to fraud or error. In preparing the regulatory financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

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

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In performing an audit in accordance with GAAS, *Government Auditing Standards* and audit requirements prescribed by the Division, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

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

Supplementary Information

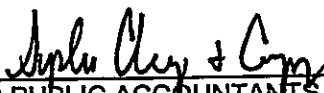
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Library's regulatory financial statements. The supplementary information, and data listed in the table of contents as required by the Division are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information, and data listed in the table of contents, as required by the Division are fairly stated, in all material respects, in relation to the regulatory financial statements as a whole.

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Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 23, 2024, on our consideration of the Library's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Library's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Library's internal control over financial reporting and compliance.



CERTIFIED PUBLIC ACCOUNTANTS



REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 23, 2024



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Members of the Board of Trustees
Township of Pequannock Free Public Library
Pequannock, New Jersey 07444

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the regulatory financial statements of the current fund of the Township of Pequannock Free Public Library (the "Library"), as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Library's regulatory financial statements, and have issued our report thereon dated July 23, 2024. Our report disclosed that, as described in Note B to the financial statements, the Township of Pequannock Free Public Library prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

Internal Control Over Financial Reporting

In planning and performing our audit of the regulatory financial statements, we considered the Library's control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

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A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Library's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. 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 or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Library's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Library's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


CERTIFIED PUBLIC ACCOUNTANTS


REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 23, 2024

Exhibit 1

TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)

Balance Sheet

December 31, 2023
(with comparative information for December 31, 2022)

	<u>Ref.</u>	<u>2023</u>	<u>2022</u>
Assets			
Regular Fund:			
Cash	Schedule 1	\$ 124,346	749,015
Municipal Appropriation Receivable	Schedule 4	<u>264,600</u>	<u>—</u>
Total Regular Fund		<u>388,946</u>	<u>749,015</u>
Building and Endowment Fund			
Cash	Schedule 1	531,839	231,965
Due from Regular Fund	Schedule 5	<u>200,000</u>	<u>—</u>
Total Building and Endowment Fund		<u>731,839</u>	<u>231,965</u>
		<u>\$ 1,120,785</u>	<u>980,980</u>
Liabilities and Fund Balances			
Regular Fund:			
Accounts payable	Schedule 2	\$ 7,072	9,453
Due to Township	Schedule 3	72,051	70,804
Due to Building and Endowment Fund	Schedule 5	<u>200,000</u>	<u>—</u>
		279,123	80,257
Fund balance	Exhibit 2	<u>109,823</u>	<u>668,758</u>
Total Regular Fund		<u>388,946</u>	<u>749,015</u>
Building and Endowment Fund			
Fund balance			
Restricted	Note 1	10,890	10,890
Unassigned		<u>720,949</u>	<u>221,075</u>
Total Building Fund	Exhibit 2	<u>731,839</u>	<u>231,965</u>
		<u>\$ 1,120,785</u>	<u>980,980</u>

See accompanying notes to financial statements.

Exhibit 2

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY**
(A Component Unit of the Township of Pequannock)

Statement of Operations and Changes in Fund Balance

Year ended December 31, 2023

	2023	
	Regular Fund	Building & Endowment Fund
Revenue and other income realized:		
Township appropriations	\$ 1,058,401	—
State aid	8,668	—
Grant - State of New Jersey	—	—
Fines	3,204	—
Contributions	22,708	100
Copier revenue	1,658	—
Interest on savings	7,031	7,974
Video program	—	—
Miscellaneous	5,325	—
Capital Projects	—	500,000
Total revenue and other income	<u>1,106,995</u>	<u>508,074</u>
Expenditures:		
Salaries and benefits	635,267	—
Library materials	73,974	—
Stationery and supplies	13,659	—
Administration	86,300	—
Exhibits and programs	18,938	—
Building maintenance	26,588	—
Furniture and equipment	6,211	1,200
Telephone	6,802	—
Pension	55,226	—
General insurance	25,155	—
Utilities	16,184	—
Professional Fees	—	7,000
Capital projects contribution	500,000	—
Total expenditures	<u>1,464,304</u>	<u>8,200</u>
Excess (Deficit) in revenue over expenditures	(357,309)	499,874
Fund balance, January 1	<u>668,758</u>	<u>231,965</u>
	311,449	731,839
Decreased by excess funds returned to Township	<u>201,626</u>	<u>—</u>
Fund balance, December 31,	<u>\$ 109,823</u>	<u>731,839</u>

See accompanying notes to financial statements.

Exhibit 3

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY**
(A Component Unit of the Township of Pequannock)

Statement of Revenues - Regular Fund

Year ended December 31, 2023

Description	2023		Excess (deficit)
	Budget revenue	Realized	
Township budget appropriation	\$ 1,058,401	1,058,401	—
State aid	8,500	8,668	168
Grant - State of New Jersey	—	—	—
Fines	2,000	3,204	1,204
Contributions	5,750	22,708	16,958
Copier revenue	1,000	1,658	658
Interest on savings	1,500	7,031	5,531
Video program	—	—	—
Miscellaneous	2,000	5,325	3,325
	<u>\$ 1,079,151</u>	<u>1,106,995</u>	<u>27,844</u>
	Cash	842,395	
	Due from Township	264,600	
		<u>1,106,995</u>	

See accompanying notes to financial statements.

Exhibit 4

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY**
(A Component Unit of the Township of Pequannock)

Statement of Expenditures - Regular Fund

Year ended December 31, 2023

			2023		
	Actual budget	Paid or charged	Accounts payable	Total expenditures	Excess (deficit)
Salaries and benefits	\$ 743,500	635,267	—	635,267	108,233
Library materials	86,000	70,971	3,003	73,974	12,026
Stationery and supplies	11,000	13,648	11	13,659	(2,659)
Administration	47,976	82,691	3,609	86,300	(38,324)
Exhibits and programs	11,675	18,612	326	18,938	(7,263)
Building maintenance	16,000	26,465	123	26,588	(10,588)
Furniture and equipment	1,500	6,211	—	6,211	(4,711)
Telephone	8,000	6,802	—	6,802	1,198
Pension	72,000	55,226	—	55,226	16,774
General insurance	22,000	25,155	—	25,155	(3,155)
Utilities	37,000	16,184	—	16,184	20,816
Capital projects contribution	22,500	500,000	—	500,000	(477,500)
	<u>\$ 1,079,151</u>	<u>1,457,232</u>	<u>7,072</u>	<u>1,464,304</u>	<u>(385,153)</u>
Cash Disbursed		225,400			
Capital projects contributions		500,000			
Due to Township		<u>731,832</u>			
Total		<u>\$ 1,457,232</u>			

See accompanying notes to financial statements.

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

(1) Summary of Significant Accounting Policies

The accounting policies of the Pequannock Township Public Library, State of New Jersey (the Library) conform to the accounting principles applicable to municipalities prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations in conformity with generally accepted accounting principles. The following is a summary of the significant policies.

Reporting Entity

The financial statements of the Library include all of the operations of the Library. The Library has no component units that are required to be included in the financial statements.

Component Unit

The Governmental Accounting Standards Board Statement 14 requires that disclosure be made in the financial statements regarding the financial reporting entity of governmental units.

The financial reporting entity consists of the primary government, organizations for which the primary government is financially accountable and other organizations for which the primary government is not accountable but for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

A component unit is a legally separate organization for which the elected officials or the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and is either able to impose its will on the organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government.

The Pequannock Township Public Library is a component unit of the primary government of the Township of Pequannock. The members of the Pequannock Township Public Library are appointed by Township Council of the Township of Pequannock and the Township would be obligated to guarantee debt of the Library to the extent not met by other sources.

Fund Accounting

In order to ensure observance of limitations and restrictions placed on the use of the resources available to the Library, the accounts of the Library are maintained in accordance with the principles of "fund accounting." This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds that are in accordance with activities or objectives specified. The operations of each fund are accounted for with a separate set of self balancing accounts that comprise its assets, liabilities reserves, fund balance, revenues and expenditures, as appropriate.

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

Fund Types

Regular Fund: is used to account for the resources and expenditures for operations of a general nature, including Federal, State and Local grants for operations, if any,

Building and Endowment Fund: is used to account for the receipts, custodianship and disbursements of monies in accordance with the purpose for which the fund was created.

Budgets and budgetary accounting

An annual budget is adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures. Budget amounts presented in the accompanying financial statements are those adopted by the Library Board of Trustees.

Basis of Accounting

The accounting principles and practices prescribed for libraries by the Division differ in certain respects from generally accepted accounting principles (GAAP) applicable to local government units. The more significant differences are as follows:

Revenues

Revenues are recognized on a cash basis. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Expenditures

Expenditures are recognized when the obligation is incurred. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

Assets and Liabilities

Compensated Absences

Expenditures relating to obligations for unused vested accumulated vacation and sick pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

As of December 31, 2023 the estimated accrued liability as determined by Library officials for vacation, sick and compensatory time is approximately \$26,860. In accordance with state regulations this accrued liability has not been expensed or recorded as a liability.

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

Inventories of Supplies

The costs of inventories of supplies and the library collection for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories and the library collection are not capitalized on the balance sheet as required by GAAP.

Capital Assets

The library building and equipment is owned by the Township of Pequannock and is not recorded on the books of the Library. No depreciation on the building is included in operating expenditures.

Fund Balance Restrictions

Fund balance restrictions are used to indicate that portion of the fund balance that is not available for expenditures or is legally segregated for a specific future use. Designation of portions of the fund balances are established to indicate tentative plans for financial utilization in a future period. The unassigned fund balance represent the amount available for future budgetary operations.

Restricted – includes amounts restricted by external sources or by constitutional provisions or enabling legislation. The Library received money from the Landsberger Trust to continue to fund the Landsberger Collection of books, films and other materials on the Holocaust.

Unassigned – is the residual classification for the fund. This classification represents fund balance that has not been assigned and that has not been restricted, committed or assigned to a specific purpose within the fund.

Use of Estimates

The preparation of financial statements in conformity with the accounting practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey requires management to make estimates and assumptions that affect certain reports, amounts and disclosures. Accordingly, actual results could differ from those estimates.

Basic Financial Statements

The GASB Codification also defines the financial statements of a governmental unit that are required to be presented in the financial statements be in accordance with GAAP. The Pequannock Township Public Library presents the financial statements listed in the table of contents which are required by the Division and which differ from the financial statements requires by GAAP. In addition, the Division requires the financial statements listed in the table of contents to include references to the additional information schedules. This practice differs from GAAP

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

(2) Deposits and Investments

Cash and cash equivalents include petty cash, change funds, amounts in deposits, and short term investments with original maturities of three months or less.

Investments are stated at cost, which approximates market. The Pequannock Township Public Library classifies certificates of deposit which have original maturity dates of more than three months but less than twelve months from the date of purchase, as investments.

Deposits

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey which are insured by the Federal Deposit Insurance Corporation (FDIC), the Savings Association Insurance Fund or by any other agencies of the United States that insure deposits or the State of New Jersey Cash Management Fund.

N.J.S.A. 17:9-41 et. Seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Governmental Unit Deposit Protection Act. Public depositories include Savings and Loan institutions, banks (both state and national banks) and savings banks must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of their deposits to the Governmental Units.

GASB Statement No. 40, Deposit and Investment Risk Disclosures, requires disclosure of bank deposits that are subject to custodial credit risk. The custodial credit risk for deposits is the risk that, in the event of the failure of a depository institution, the Library will not be able to recover deposits or will not be able to recover collateral securities that may be in the possession of an outside party. As of December 31, 2023, the Library's bank deposits are insured by federal deposit insurance (FDIC) and by the State's Government Unit Deposit Protection Act.

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Governmental money market funds;
- (3) Any obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by the local units;
- (6) Local government investment pools;

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant of section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities, if:
 - a. The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - b. The custody of collateral is transferred to a third party;
 - c. The maturity of the agreement is not more than 30 days;
 - d. The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - e. A master repurchase agreement providing for the custody and security of collateral is executed.

(3) Retirement Plans

Substantially all of the Library's employees participate in the defined benefit Public Employee Retirement Systems (retirement system) which has been established by State statute. This system is sponsored and administered by the State of New Jersey.

Public Employees' Retirement System

Public Employees' Retirement System (PERS)--is a cost-sharing multiple-employer contributory defined benefit plan which was established as of January 1, 1955, under the provision N.J.S.A. 43:15A to provide retirement, death and disability benefits, including post-retirement health care, to substantially all full time employees of the State or any county, municipality, school district or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 10 years of service for pension benefits and 25 years for post-retirement health care coverage.

Other Pension Funds

The State also administers the Pension Adjustment Fund (PAF), which provides cost of living increases, equal to 60 percent of the change in the average consumer price index, to eligible retirees in all State-sponsored pension systems except SACT. The cost of living increase for PERS is funded directly by the retirement system and is considered in the annual actuarial calculation of the required State contribution for that system.

According to State statutes, all obligations of each retirement system will be assumed by the State of New Jersey should any retirement system be terminated.

The State of New Jersey, Department of Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information of each of the retirement systems, funds, and trusts. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey 08625-0295.

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

Significant Legislation

Chapter 78, P.L. 2011, effective June 28, 2011 made various changes to the manner in which the Public Employees' Retirement System (PERS) operate and to the benefit provisions of the systems.

Chapter 78's provisions impacting employee pension and health benefits include:

- New members of the PERS hired on or after June 28, 2011 (Tier 5 members) will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of $\frac{1}{4}$ of 1% for each month that the member is under age 65.
- The eligibility age to qualify for a service retirement in the PERS is increased from age 63 to 65 for Tier 5 members.
- Increases in active member contribution rates. PERS active member rates increase from 5.5% of annual compensation to 6.5% plus an addition 1% phased-in over 7 years. For fiscal year 2012, the member contribution rates will increase in October 2011. The phase-in of the additional incremental member contribution rates for PERS members will take place in July of each subsequent fiscal year.
- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.
- New employee contribution requirements towards the cost of employer-provided health benefit coverage. Employees are required to contribute a certain percentage of the cost of coverage. The rate of contribution is determined based on the employee's annual salary and the selected level of coverage. The increased employee contributions will be phased in over a 4-year period for those employed prior to Chapter 78's effective date with a minimum contribution required to be at least 1.5% of salary.
- In addition, this legislation changes the method for amortizing the pension systems' unfunded accrued liability (from a level percent of pay method to a level dollar of pay).

Funding Policy

Contribution Requirements:

The contribution policy for PERS is set by New Jersey State statutes and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. Members of PERS contribute at a uniform rate of 7.50% of base salary, as defined. Employers are required to contribute at an actuarially determined rate in all Funds. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PERS. In the PERS the employer contribution includes funding for post-retirement medical premiums.

Pequannock Township Public Library
(A Component Unit of the Township of Pequannock)

Notes to the Financial Statements

December 31, 2023

Library Contributions:

The Library's year ended December 31, 2023 contribution to PERS was \$55,226.

Deferred Compensation Plan

The Pequannock Public Library, through the Township, offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan permits employees to defer a portion of their salary to future years. Individuals are one hundred percent vested. The plan, is funded solely from voluntary employee payroll deductions. Distribution is available to employees upon termination, retirement, death, or unforeseeable emergency. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property or rights are solely the property and rights of the individual contributors and are not subject to the claims of the Library's general creditors. The plan is maintained by the Township.

(4) Subsequent Events

The Library has evaluated subsequent events occurring after the financial statement date through July 23, 2024 which is the date the financial statements were available to be issued. Based on this evaluation, the Library has determined that no subsequent events have occurred which require disclosure in the financial statements.

(5) Litigation, Claims and Contingent Liabilities

In the ordinary conduct of its business, the Library may be a party to litigation. At December 31, 2023, in the opinion of management based upon consultation with legal counsel, there were no matters pending or threatened which would have a material adverse effect on the financial position of the Library.

Schedule 1

TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)

Schedule of Cash

Year ended December 31, 2023

	<u>Regular Fund</u>	<u>Building & Endowment Fund</u>
Balance, January 1,	\$ 749,015	231,965
Increased by receipts:		
Township of Pequannock budget appropriations	793,801	—
State aid	8,668	—
Grant - State of New Jersey	—	—
Fines	3,204	—
Contributions	22,708	100
Copier revenue	1,658	—
Interest on savings	7,031	7,974
Video program	—	—
Miscellaneous	5,325	—
Capital projects contributions	—	300,000
	<u>842,395</u>	<u>308,074</u>
	<u>1,591,410</u>	<u>540,039</u>
Decreased by disbursements:		
Expenditures	225,400	8,200
Capital projects contribution	300,000	—
Return of excess funds	201,626	—
Accounts payable	9,453	—
Due to Township	730,585	—
	<u>1,467,064</u>	<u>8,200</u>
Balance, December 31,	\$ <u><u>124,346</u></u>	<u><u>531,839</u></u>

Schedule 2

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)**

Schedule of Accounts Payable

Year ended December 31, 2023

Balance, December 31, 2022	\$	9,453
Increased by accounts payable		<u>7,072</u>
		16,525
Decreased by cash disbursed		<u>9,453</u>
Balance, December 31, 2023	\$	<u><u>7,072</u></u>

Schedule 3

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)**

Schedule of Due to Township

Year ended December 31, 2023

Balance, December 31, 2022	\$	70,804
Increased by expenses paid		<u>731,832</u>
		802,636
Decreased by cash disbursed		<u>730,585</u>
Balance, December 31, 2023	\$	<u><u>72,051</u></u>

Schedule 4

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)**

Schedule of Municipal Appropriations Receivable

Year ended December 31, 2023

Balance, December 31, 2022	\$	—
Increased by Municipal Appropriation		<u>1,058,401</u>
		1,058,401
Decreased by cash received		<u>793,801</u>
Balance, December 31, 2023	\$	<u><u>264,600</u></u>

Schedule 5

**TOWNSHIP OF PEQUANNOCK
FREE PUBLIC LIBRARY
(A Component Unit of the Township of Pequannock)**

**Schedule of Due to Building and Endowment Fund
Operating Fund**

Year ended December 31, 2023

Balance, December 31, 2022	\$	—
Increase by:		
2022 Capital Plan Funding		<u>200,000</u>
Balance, December 31, 2023	\$	<u><u>200,000</u></u>

