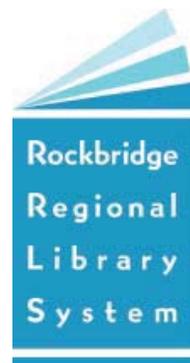


# ROCKBRIDGE REGIONAL LIBRARY



FINANCIAL REPORT

YEAR ENDED JUNE 30, 2018

**ROCKBRIDGE REGIONAL LIBRARY**

**FINANCIAL REPORT**

**YEAR ENDED JUNE 30, 2018**

**ROCKBRIDGE REGIONAL LIBRARY**

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Bruce McWilliams, Treasurer

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Julie Goyette

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# ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT AUDITORS' REPORT

### OFFICERS AND TRUSTEES ROCKBRIDGE REGIONAL LIBRARY LEXINGTON, VIRGINIA

#### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the discretely presented component unit, and each major fund of the Rockbridge Regional Library, as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents. We did not audit the financial statements of the Rockbridge Regional Library Foundation, which is both a major fund and 42%, 47%, and 6%, respectively, of the assets, net position, and revenues of the governmental activities.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditors' Responsibility*

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Rockbridge Regional Library Foundation, which represent 42%, 47%, and 6%, respectively, of the assets, net position, and revenues of the Rockbridge Regional Library. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Rockbridge Regional Library Foundation, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Opinions*

In our opinion, based on our audit and the report of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the discretely presented component unit, and each major fund of the Rockbridge Regional Library, as of June 30, 2018, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Change in Accounting Principle***

As described in Note 2 to the financial statements, in 2018, the Library adopted new accounting guidance, GASB Statement Nos. 75 *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* and 85 *Omnibus 2017*. Our opinion is not modified with respect to this matter.

### ***Restatement of Beginning Balances***

As described in Note 2 to the financial statements, in 2018, the Library restated beginning balances to reflect the requirements of GASB Statement No. 75. Our opinion is not modified with respect to this matter.

### ***Other Matters***

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and schedules related to pension and OPEB funding on pages 3-7 and 54-61 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Supplementary and Other Information*

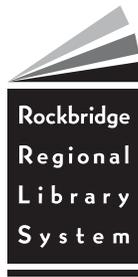
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Rockbridge Regional Library's basic financial statements. The other supplementary information is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The other supplementary 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. Such 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 by us and other auditors. In our opinion, based on our audit, the procedures performed as described above, and the report of the other auditors, the other supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated January 2, 2019, on our consideration of the Rockbridge Regional 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 the Rockbridge Regional Library's internal control over financial reporting and compliance.

*Robinson, Farmer, Cox Associates*  
Staunton, Virginia  
January 2, 2019



## MANAGEMENT DISCUSSION & ANALYSIS FY 2018

The following is a discussion and analysis of the financial performance for Rockbridge Regional Library System (RRLS) for the fiscal year ended June 30, 2018. This section is a summary of the library's financial activities based on current knowledge, decisions and conditions. The results of fiscal year 2018 are discussed in comparison with the prior year. This section is only an introduction and should be read in conjunction with library financial statements.

### FINANCIAL HIGHLIGHTS

- The Library's government-wide net position for the year ending June 30, 2018 is \$1,525,593, an increase of \$71,009 or 5%.
- The net position of the component unit of the Library (Rockbridge Regional Library Foundation) for the year ending June 30, 2018 is \$1,374,663.
- The total fund balance for the year ending June 30, 2018 is \$310,351, an increase of \$25,241 or 8%.

### OVERVIEW OF FINANCIAL STATEMENTS

#### A. GOVERNMENT-WIDE FINANCIAL STATEMENTS

The *Government-wide* financials (Exhibits 1 & 2) look at the Library as a whole. Rockbridge Regional Library Foundation is the endowment fund for the Library and is considered a component unit that is linked to the Library. The component unit is only shown on *Government-wide* financial statements. The *Government-wide* financial statements are on an accrual basis. The Statement of Net Position and the Statement of Activities report information about the Library as a whole and about its activities. These statements include all assets and deferred outflows of resources, and liabilities and deferred inflows of resources, using the accrual basis of accounting which is similar to the accounting used by most private-sector companies. All of the revenues and expenses for the current year are taken into account.

These two statements report the *net position* for the Library as well as changes in the statements. Consider the net position of the Library, the difference between assets and deferred outflows, and liabilities and deferred inflows, as one way to measure the financial health or financial *position* of the Library. Over time, increases or decreases in the net position of the Library are one indicator of whether the financial health of the Library is improving or declining. However, other nonfinancial factors will need to be considered as well, such as contributions to the library foundation or changes in taxes for state and local governments which ultimately affect allocations to the Library.

**Summary of Statement of Net Position  
June 30, 2018 and 2017**

	<b>Governmental Activities</b>		<b>Component Unit Foundation</b>	
	<b>2018</b>	<b>2017, as restated</b>	<b>2018</b>	<b>2017</b>
<b>Assets:</b>				
Current and other assets	\$ 326,018	\$ 316,508	\$ 1,374,663	\$ 1,336,707
Capital assets	1,538,976	1,565,487	-	-
<b>Total assets</b>	<b>\$ 1,864,994</b>	<b>\$ 1,881,995</b>	<b>\$ 1,374,663</b>	<b>\$ 1,336,707</b>
<b>Deferred outflows of resources</b>	<b>\$ 51,393</b>	<b>\$ 96,469</b>	<b>-</b>	<b>-</b>
<b>Liabilities:</b>				
Current and other liabilities	\$ 15,667	\$ 31,398	-	-
Noncurrent liabilities	269,126	483,491	-	-
<b>Total liabilities</b>	<b>\$ 284,793</b>	<b>\$ 514,889</b>	<b>-</b>	<b>-</b>
<b>Deferred inflows of resources</b>	<b>\$ 106,001</b>	<b>\$ 8,991</b>	<b>-</b>	<b>-</b>
<b>Net Position:</b>				
Net investment in capital assets	\$ 1,444,450	\$ 1,447,913	-	-
Restricted	47,190	44,982	963,705	946,514
Unrestricted	33,953	(38,311)	410,958	390,193
<b>Total net position</b>	<b>\$ 1,525,593</b>	<b>\$ 1,454,584</b>	<b>\$ 1,374,663</b>	<b>\$ 1,336,707</b>

**Changes in Net Position  
Years Ended June 30, 2018 and 2017**

	<b>Governmental Activities</b>	
	<b>2018</b>	<b>2017, as restated</b>
<b>Revenues:</b>		
<b>Program Revenues</b>		
Charges for services	\$ 39,719	\$ 39,335
Grants and contributions	1,594,353	1,608,213
<b>Total program revenues</b>	<b>\$ 1,634,072</b>	<b>\$ 1,647,548</b>
<b>General revenues:</b>		
Use of money and property	\$ 2,611	\$ 1,284
Miscellaneous	44,186	19,829
<b>Total general revenues</b>	<b>\$ 46,797</b>	<b>\$ 21,113</b>
<b>Total revenues</b>	<b>\$ 1,680,869</b>	<b>\$ 1,668,661</b>
<b>Expenses:</b>		
Parks, recreation and cultural	\$ 1,609,860	\$ 1,577,853
<b>Total expenses</b>	<b>\$ 1,609,860</b>	<b>\$ 1,577,853</b>
Change in net position	\$ 71,009	\$ 90,808
Net position, beginning	1,454,584	1,369,773
Effect of change in accounting principle	-	(5,997)
<b>Net position, ending</b>	<b>\$ 1,525,593</b>	<b>\$ 1,454,584</b>

## FUND FINANCIAL STATEMENTS

The fund financial statements provide detailed information about the most significant funds, not the Library as a whole.

- Governmental funds

The Library’s operating fund, the general fund, is reported in governmental funds and includes money received from state and local governments to manage library operations, and money spent by the library for such items as salaries, library materials, maintenance and other costs of operating the library.

- Component Units

The Rockbridge Regional Library Foundation is a 501(c)(3) charitable organization and is listed in a separate column of the *Government-wide* Statement of Activities (Exhibit 2). The Foundation is linked to the purposes and governance of the Library.

### SELECTED REVENUE AND EXPENDITURES

	<u>2018</u>	<u>2017</u>	<u>Change</u>	<u>% Change</u>
<b>Selected Revenue Items</b>				
Local government revenue	\$ 1,081,090	\$ 1,012,501	\$ 68,589	7%
State revenue	306,607	310,423	(3,816)	-1%
Donations	123,975	177,411	(53,436)	-30%
Foundation funding-endowment	66,854	65,676	1,178	2%
Fines & fees	39,719	39,335	384	1%
Other revenues	62,624	63,315	(691)	-1%
<b>Total Revenue</b>	<b>\$ 1,680,869</b>	<b>\$ 1,668,661</b>	<b>\$ 12,208</b>	<b>1%</b>
<b>Selected Expenditures</b>				
Compensation & benefits	\$ 1,020,266	\$ 999,182	\$ 21,084	2.1%
Library materials & direct costs	27,222	23,556	3,666	15.6%
State aid expenses	306,607	310,423	(3,816)	-1.2%
Capital outlay	26,382	49,715	(23,333)	-46.9%
Occupancy costs	149,516	125,107	24,409	19.5%
Other expenses	125,635	80,249	45,386	56.6%
<b>Total Expenditures</b>	<b>\$ 1,655,628</b>	<b>\$ 1,651,891</b>	<b>\$ 3,737</b>	<b>0.2%</b>
<b>Total Assets of Component Unit</b>	<b>\$ 1,374,663</b>	<b>\$ 1,336,707</b>	<b>\$ 37,956</b>	<b>2.8%</b>

Expenditures increased by \$3,737 as compared to the prior fiscal year. Reasons for this include an 11% decrease Friends Fundraising, a decrease in the state aid allocation, a 30% decrease in donations and an increase in occupancy costs. Occupancy costs were 19% higher due to an increase in utilities and fuel. Occupancy costs include maintenance, insurance, utilities, rent, furniture & equipment and contractual services (data lines, copiers).

Areas of revenue saw increases though there was a significant decrease in donations of \$53,436 or 30%. The decrease in donations is due to legacy gifts as well as large donations in the prior year. The Foundation endowment also increased by 2%, state aid decreased by 1% and funding from the fines and fees increased 1%. There was only a 7% increase from local funds with three of the four localities decreasing proposed allocations. Overall, revenue increased by \$12,208 or 1%.

<u>Selected Revenue Items</u>	<u>Percentage of Total Revenue for 2018</u>
Local government revenue	64%
State revenue	18%
Donations	7%
Foundation funding-endowment	4%
Fines & fees	2%

### Summary of Statement of Capital Assets

	<u>Governmental Activities</u>	
	<u>2018</u>	<u>2017</u>
Capital assets not being depreciated:		
Land	\$ 138,560	\$ 138,560
Total capital assets not being depreciated	<u>\$ 138,560</u>	<u>\$ 138,560</u>
Capital assets being depreciated:		
Buildings	\$ 1,988,121	\$ 1,965,046
Leasehold improvements	280,987	280,987
Furniture & fixtures	1,113,286	1,112,319
Vehicles	155,567	129,190
Library books	1,126,451	1,128,351
Other Assets (website)	4,060	4,060
Total capital assets being depreciated	<u>\$ 4,668,472</u>	<u>\$ 4,619,953</u>
Less accumulated depreciation for:		
Buildings	\$ 1,359,089	\$ 1,319,485
Leasehold improvements	273,020	270,752
Furniture & fixtures	1,048,159	1,027,326
Vehicles	21,669	11,737
Library books	564,969	563,388
Other Assets (website)	1,150	338
Total accumulated depreciation	<u>\$ 3,268,056</u>	<u>\$ 3,193,026</u>
Total capital assets being depreciated, net	<u>\$ 1,400,416</u>	<u>\$ 1,426,927</u>
Capital assets, net	<u>\$ 1,538,976</u>	<u>\$ 1,565,487</u>

At the end of fiscal year 2018 RRLS had invested \$1,538,976 in capital assets, including land, buildings, equipment, and the collection. This amount represents a net decrease of \$26,511 over fiscal year 2017.

At year-end RRLS had a note payable outstanding in the amount of \$94,526, a decrease of \$23,048 or 20% compared to the outstanding balance at June 30, 2017. More detailed information about the Library's long-term liabilities is presented in Note 8 to the financial statements.

## **ECONOMIC FACTORS AND THE 2019 BUDGET**

As shown above, the majority of revenue for RRLS comes from state and local governments. An economic downturn could severely decrease revenue for the library system. Though we have received some increases in funding, we are still working to recover from the drastic cuts of fiscal years 2010 and 2011 and we expect a decrease in state aid for 2019.

RRLS provides essential services to our patrons, particularly since so much of our region is rural. Wi-Fi, computers, online resources and eBooks are all necessary to work and do business in the 21<sup>st</sup> century. Most job applications are online and residents without internet access are affected financially. The public library provides a large number of patrons internet access via computers or with mobile devices via wi-fi. For many patrons the library is their only option for online activity. Library staff work hard to provide the highest quality of customer service to our patrons but funding has not kept up with essential technological advances and training.

## **CONTACT INFORMATION**

This report is designed to provide the Library's citizens, taxpayers, patrons, investors and creditors with a general overview of the Library's finances and to demonstrate the Library's accountability for funds received. For additional financial information, contact

Rockbridge Regional Library System  
Julie Goyette, Director  
138 South Main Street  
Lexington, VA 24450  
540-463-4324

## **BASIC FINANCIAL STATEMENTS**

## **GOVERNMENT-WIDE STATEMENTS**

**Statement of Net Position**  
**June 30, 2018**

	<b>Primary Government</b>	<b>Component Unit</b>
	<b>Governmental Fund</b>	<b>Rockbridge Regional Library Foundation</b>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 210,040	\$ 3,228
Investments	-	1,371,435
Receivables:		
Accounts receivable	34,277	-
Prepaid items	34,511	-
Restricted assets:		
Cash and cash equivalents	47,190	-
Capital assets (net of accumulated depreciation):		
Land	138,560	-
Buildings	629,032	-
Leasehold improvements	7,967	-
Furniture and fixtures	65,127	-
Vehicles	133,898	-
Library books	561,482	-
Software and web design	2,910	-
Total assets	<u>\$ 1,864,994</u>	<u>\$ 1,374,663</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension related items	\$ 50,093	\$ -
OPEB related items	1,300	-
Total deferred outflows of resources	<u>\$ 51,393</u>	<u>\$ -</u>
<b>LIABILITIES</b>		
Accounts payable	\$ 15,235	\$ -
Unearned revenue	432	-
Long-term liabilities:		
Due within one year	24,048	-
Due in more than one year	245,078	-
Total liabilities	<u>\$ 284,793</u>	<u>\$ -</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension related items	\$ 106,001	\$ -
Total deferred inflows of resources	<u>\$ 106,001</u>	<u>\$ -</u>
<b>NET POSITION</b>		
Net investment in capital assets	\$ 1,444,450	\$ -
Restricted:		
Acquisitions and materials	18,890	-
Debt service reserve	28,300	-
Rockbridge Regional Library Foundation	-	963,705
Unrestricted	33,953	410,958
Total net position	<u>\$ 1,525,593</u>	<u>\$ 1,374,663</u>

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

Statement of Activities  
Year Ended June 30, 2018

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary	Component
					Governmental	Unit
					Governmental	Rockbridge Regional Library Foundation
Governmental Activities:						
Parks, recreation, and cultural	\$ 1,609,860	\$ 39,719	\$ 1,561,353	\$ 33,000	\$ 24,212	\$ -
Total governmental activities	\$ 1,609,860	\$ 39,719	\$ 1,561,353	\$ 33,000	\$ 24,212	\$ -
<b>COMPONENT UNIT:</b>						
Rockbridge Regional Library						
Foundation	\$ 70,879	\$ -	\$ 15,271	\$ -	\$ -	\$ (55,608)
Total component unit	\$ 70,879	\$ -	\$ 15,271	\$ -	\$ -	\$ (55,608)
General revenues:						
Unrestricted revenues from use of money and property					\$ 2,611	\$ 66,836
Restricted revenues from use of money and property					-	26,728
Miscellaneous					44,186	-
Total general revenues					\$ 46,797	\$ 93,564
Change in net position					\$ 71,009	\$ 37,956
Net position - beginning, as restated					1,454,584	1,336,707
Net position - ending					\$ 1,525,593	\$ 1,374,663

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

## **FUND STATEMENTS**

**Balance Sheet - Governmental Funds  
June 30, 2018**


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**ASSETS**

## Current Assets:

Cash and cash equivalents	\$ 210,040
Restricted cash and cash equivalents	47,190
Receivables	34,277
Prepaid items	<u>34,511</u>

Total assets	\$ <u><u>326,018</u></u>
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**LIABILITIES**

## Current Liabilities:

Accounts payable	\$ 15,235
Unearned revenue	<u>432</u>
Total liabilities	\$ <u><u>15,667</u></u>

**FUND BALANCE**

## Nonspendable:

Prepaid items	\$ 34,511
---------------	-----------

## Restricted:

Acquisitions and materials	18,890
Debt service reserve	28,300

## Committed:

Bath friends of the library	56,409
Buena Vista and Goshen improvements	24,526
Rockbridge friends of the library	64,503

## Assigned:

Literacy programs	16,721
Library branches discretionary	29,630
Acquisitions and materials	3,934

Unassigned	<u>32,927</u>
------------	---------------

Total fund balance	\$ <u><u>310,351</u></u>
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Total liabilities and fund balance	\$ <u><u>326,018</u></u>
------------------------------------	--------------------------

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

**Reconciliation of the Balance Sheet of Governmental Funds  
To the Statement of Net Position  
June 30, 2018**

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Amounts reported for governmental activities in the statement of net position are different because:

Total fund balances per Exhibit 3 - Balance Sheet	\$	310,351
---	----	---------

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Land	\$	138,560	
Buildings		629,032	
Leasehold improvements		7,967	
Furniture and fixtures		65,127	
Vehicles		133,898	
Library books		561,482	
Software and web design		<u>2,910</u>	
			1,538,976

Deferred outflows of resources are not available to pay for current-period expenditures and, therefore, are not reported in the funds.

Pension related items	\$	50,093	
OPEB related items		<u>1,300</u>	
			51,393

Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds.

Note payable	\$	(94,526)	
Net OPEB liabilities		(10,000)	
Compensated absences		(81,307)	
Net pension liability		<u>(83,293)</u>	
			(269,126)

Deferred inflows of resources are not due and payable in the current period and, therefore, are not reported in the funds.

Pension related items	\$	<u>(106,001)</u>	<u>(106,001)</u>
-----------------------	----	------------------	------------------

Net position of governmental activities	\$	<u><u>1,525,593</u></u>
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The notes to the financial statements are an integral part of this statement.

**Statement of Revenues, Expenditures and Changes in Fund Balance -  
Governmental Funds  
Year Ended June 30, 2018**

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## Revenues:

## From local sources:

Locality appropriations	\$ 1,048,090
Capital grants and contributions	33,000
Operating grants and contributions	8,550
Foundation funding	66,854
Donations	78,012
Friends	53,240
Charges for services	39,719
Interest income	2,611
E-rate revenue	43,395
Miscellaneous	791

## Intergovernmental:

## Noncategorical aid:

Commonwealth of Virginia	306,607
Total revenues	<u>\$ 1,680,869</u>

## Expenditures:

## Parks, recreation, and cultural:

Compensation and benefits	\$ 1,006,598
Capital outlay	26,382
Rent	15,000
Furniture & fixtures	2,069
Insurance	13,618
Maintenance	55,224
Other Expenses	73,362
Professional Fees	16,879
Programming	10,086
State Aid Expenses	306,607
Staff Development	13,668
Transportation	17,136
Communication	7,793
Utilities	63,605

## Debt service:

Principal	23,048
Interest	4,553

Total expenditures	<u>\$ 1,655,628</u>
--------------------	---------------------

Excess (deficiency) of revenues over (under) expenditures	<u>\$ 25,241</u>
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Net change in fund balances	\$ 25,241
-----------------------------	-----------

Fund balance, beginning of year	<u>285,110</u>
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Fund balance, end of year	<u><u>\$ 310,351</u></u>
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The accompanying notes to financial statements are an integral part of this statement.

**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities  
Year Ended June 30, 2018**

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Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances \$ 25,241

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which the depreciation exceeded capital outlays in the current period.

Capital outlays	\$ 160,235	
Depreciation expense	(184,713)	
		(24,478)

The net effect of various miscellaneous transactions involving capital assets (i.e., sales, trade-ins, and donations) is to increase net assets.

Loss on disposal of capital assets	\$ (2,033)	
		(2,033)

The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Principal repayments	\$ 23,048	
		23,048

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore are not reported as expenditures in governmental funds.

Change in compensated absences	\$ (11,871)	
Pension expense	61,805	
OPEB expense	(703)	
		49,231

Change in net position of governmental activities	\$	<u>71,009</u>
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The notes to the financial statements are an integral part of this statement.

# ROCKBRIDGE REGIONAL LIBRARY

## Notes to Financial Statements June 30, 2018

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### **NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:**

#### **A. Financial Reporting Entity**

The Rockbridge Regional Library is a regional library created pursuant to Section 42, 1-37 of the *Code of Virginia*. It serves Bath and Rockbridge Counties and the cities of Buena Vista and Lexington, all in Virginia. In addition to its facilities in each service jurisdiction, the Library maintains a bookmobile for outlying services. Members of the Board of Trustees are appointed to rotating terms by the Board of Supervisors of Bath and Rockbridge Counties and by the City Councils of Buena Vista and Lexington. As a political subdivision of state and local governments, all funds of the Rockbridge Regional Library are exempt from federal and state income taxes.

#### **B. Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. The Library does not have any business-type activities to report.

The Statement of Net Position is designed to display the financial position of the primary government (governmental activities) and its discretely presented component unit. Governments will report all capital assets in the government-wide Statement of Net Position and will report depreciation expense, the cost of “using up” capital assets, in the Statement of Activities. The net position of a government will be broken down into three categories – 1) net investment in capital assets; 2) restricted; and, 3) unrestricted.

The government-wide Statement of Activities reports expenses and revenues in a format that focuses on the cost of each of the government’s functions. The expense of individual functions is compared to the revenues generated directly by the function (for instance, through user charges or intergovernmental grants).

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as *general revenues*.

#### **C. Measurement Focus, Basis of Accounting, and Financial Statements Presentation**

The financial statements of the Rockbridge Regional Library have been prepared in conformity with the accounting principles generally accepted in the United States as specified by the Governmental Accounting Standards Board, and the specifications promulgated by the Auditor of Public Accounts (APA) of the Commonwealth of Virginia. The more significant of the Library’s Accounting policies are described below.

## ROCKBRIDGE REGIONAL LIBRARY

### Notes to Financial Statements June 30, 2018 (Continued)

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#### **NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)**

##### **C. Measurement Focus, Basis of Accounting, and Financial Statements Presentation (Continued)**

Management's Discussion and Analysis – GASB statement No. 34 requires the financial statements be accompanied by a narrative introduction and analytical overview of the government's financial activities in the form of "management's discussion and analysis" (MD&A).

Discretely Presented Component Unit – The component unit column in the financial statements includes the financial data of the Library's discretely presented component unit. The component unit is reported in a separate column to emphasize that it is legally separate from the Library.

The Rockbridge Regional Library Foundation (the Foundation) is a legally separate Virginia nonstock corporation that is exempt from federal and state income taxes under Section 501 (c)(3) of the Internal Revenue Code. The Foundation acts primarily as a fundraising organization to supplement the resources that are available to the Library in support of its programs. The Foundation is self-perpetuating. The Library does not control the timing or amount of receipts from the Foundation. However, the majority of resources or income thereon that the Foundation holds and invests is restricted to the activities of the Library by the Articles of Incorporation of the Foundation and by the donors. Because these restricted resources held by the Foundation can only be used by, or for the benefit of, the Library, the Foundation is considered a component unit of the Library under Governmental Accounting Standards and, accordingly, is discretely presented in the Library's financial statements.

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

In the fund financial statements, financial transactions and accounts of the Library are organized on the basis of funds. The operation of each fund is considered to be an independent fiscal and separate accounting entity, with a self-balancing set of accounts recording cash and/or 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 regulations, restrictions, or limitations.

Governmental Funds are those through which most governmental functions typically are financed. The Library reports the following major governmental fund.

General Fund - The General Fund is the primary operating fund of the Library. This fund is used to account for and report all financial transactions and resources except those required to be accounted for and reported in another fund. Revenues are derived primarily from state and local distributions, donations and gifts, and interest income.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance**

**1. Cash and Cash Equivalents**

The Rockbridge Regional Library considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the government.

State statutes authorize the government to invest in U.S. Treasury notes, Federal Home Loan notes, and repurchase agreements.

Money market investments, and external investment pools are measured at amortized cost. All other investments are measured at fair value.

Restricted cash of \$47,190 was held for the purposes of meeting debt service reserve requirements, and donor imposed restrictions on the use of funds contributed to the Library. As of June 30, 2018 the debt service reserve carried a balance of \$28,300, and funds restricted by donors for Library acquisitions and materials amounted to \$18,890.

**2. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**3. Capital Assets**

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental activities columns in the financial statements. Capital assets are defined by the Library as assets with an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. No interest was capitalized during the current or previous year.

Property, plant, and equipment of the Library are depreciated using the straight line method over the following estimated useful lives:

Buildings	30 years
Leasehold improvements	10-30 years
Furniture and fixtures	5-10 years
Vehicles	15 years
Library books	10 years
Software and web design	5 years

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

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**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)**

**4. Accounts Receivable**

Accounts receivable are stated at the amount management expects to collect from outstanding balances.

**5. Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

**6. Compensated Absences**

Earned but unused vacation payable to employees has been recorded as an accrued liability. Employees vest in vacation based on policies approved by the Library's Board of Trustees. Employees do not receive payment of accumulated sick leave or unused vacation upon retirement or leaving the employment of the Library. At June 30, 2018 the liability for compensated absences was \$81,307.

**7. Non-monetary Transactions**

Numerous volunteers contribute their efforts to the operations of the Library. Contributed labor has not been recorded as current support or expense. Securities contributed in satisfaction of contributions have been recorded at their subsequent liquidation value.

**8. Revenue Recognition**

Appropriations from participating local governments are recognized in the period designated by the local government. Aid received from state and federal sources is recognized in the period designated by the grantor and after qualifying expenditures have been made that are reimbursable. Unrestricted contributions are recognized in the period the donor intended. Library fines, copier charges, and other expense reimbursements are recognized when collected.

**9. Net Position**

Net position is the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position.

**10. Net Position Flow Assumption**

Sometimes the Library will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Library's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

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**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)**

**11. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Library has one item that qualifies for reporting in this category. This item is comprised of certain items related to the measurement of the net pension liability and net OPEB liability and contributions to the pension and OPEB plans made during the current year and subsequent to the net pension liability and net OPEB liability measurement date. For more detail information on these items, reference the related notes.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Library has one type of item that qualifies for reporting under this category. Certain items related to the measurement of the net pension liability are reported as deferred inflows of resources. For more detailed information on this item, reference the pension note.

**12. Fund Equity**

The Library reports fund balance in accordance with GASB Statement 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

- Nonspendable fund balance – amounts that are not in spendable form (such as inventory and prepaids) or are required to be maintained intact (corpus of a permanent fund);
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- Committed fund balance – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- Assigned fund balance – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
- Unassigned fund balance – amounts that are available for any purpose; positive amounts are only reported in the general fund.

When fund balance resources are available for a specific purpose in more than one classification, it is the Library's policy to use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed.

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

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**NOTE 1—SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)**

**D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (Continued)**

**12. Fund Equity (Continued)**

The Board establishes (and modifies or rescinds) fund balance commitments by passage of a resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). Assigned fund balance is established by the Board through adoption or amendment of the budget as intended for specific purpose (such as the purchase of capital assets, construction, debt service, or for other purposes).

**E. Pensions**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Library's Retirement Plan and the additions to/deductions from the Library's Retirement Plan's net fiduciary position have been determined on the same basis as they were reported by the Virginia Retirement System (VRS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**F. Other Postemployment Benefits (OPEB)**

***Political Subdivision Employee Virginia Local Disability Program (VLDP)***

For purposes of measuring the net VLDP OPEB liability, deferred outflows of resources and deferred inflows of resources related to the VLDP OPEB, and the VLDP OPEB expense, information about the fiduciary net position of the VRS Political Subdivision Employee VLDP; and the additions to/deductions from the VRS Political Subdivision Employee VLDP's net fiduciary position have been determined on the same basis as they were reported by VRS. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

***Medical, Dental, and Prescription Insurance – Pay as You Go Program***

For purposes of measuring the total OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense have been determined based on an actuarial valuation. Benefit payments are recognized when due and payable in accordance with the benefit items.

**G. Budget Process**

A budget is prepared for information and fiscal planning purposes. The budget is adopted as a planning document and is not a legal control on expenses. The budget is prepared on the same basis of accounting as the actual amounts in the financial statements

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 2—ADOPTION OF ACCOUNTING PRINCIPLES:**

The Library implemented the financial reporting provisions of Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* during the fiscal year ended June 30, 2018. This Statement establishes standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures related to postemployment benefits other than pensions (other postemployment benefits or OPEB). Note disclosure and required supplementary information requirements about OPEB are also addressed. The requirements of this Statement will improve accounting and financial reporting by state and local governments for OPEB. In addition, the Library implemented Governmental Accounting Standards Board Statement No. 85, *Omnibus 2017* during the fiscal year ended June 30, 2018. This Statement addresses practice issues identified during implementation and application of certain GASB statements for a variety of topics including issues related to blending component units, goodwill, fair value measurement and application, and postemployment benefits (pensions and other postemployment benefits (OPEB)). The implementation of these Statements resulted in the following restatement of net position:

	<u>Primary Government</u>
Net Position as reported at June 30, 2017	\$ 1,460,581
Implementation of GASB 75:	
To remove OPEB health insurance obligation as reported under GASB 45:	
Net OPEB obligation for health insurance as reported at June 30, 2017	2,000
To increase the net OPEB liability for health insurance based on revised actuarial valuation:	
Net OPEB liability for health insurance as of June 30, 2017 per revised actuarial valuation	(9,000)
To record the Virginia Local Disability Program (VLDP) net OPEB liability and related deferred outflow of resources as of June 30, 2017:	
VLDP net OPEB liability reported at June 30, 2017	-
Deferred outflow of resources related to VLDP net OPEB liability at June 30, 2017, as restated	<u>1,003</u>
Net Position as restated at June 30, 2017	<u>\$ 1,454,584</u>

**NOTE 3—DEPOSITS AND INVESTMENTS:**

**Deposits**

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act") Section 2.2-4400 et. seq. of the Code of Virginia. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial Institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

# ROCKBRIDGE REGIONAL LIBRARY

## Notes to Financial Statements June 30, 2018 (Continued)

### NOTE 3—DEPOSITS AND INVESTMENTS: (CONTINUED)

#### Investments

Statutes authorize the Library to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, prime quality commercial paper and certain corporate notes, banker's acceptance, repurchase agreements and the State Treasurer's Local Government Investment Pool (LGIP).

Investment securities consisted of the following stated at amortized cost:

LGIP	\$	<u>179,116</u>
Total	\$	<u><u>179,116</u></u>

Segregated pools of investment securities are held for the following purposes:

Any activity of the Rockbridge Regional Library	\$	706
Debt service reserve		28,300
Buena Vista improvements		15,130
Goshen improvements		9,396
Materials acquisition		22,824
Friends of the library		56,409
Literacy		16,721
Other branch activities		<u>29,630</u>
Total investment securities	\$	<u><u>179,116</u></u>

#### Credit Risk of Debt Securities

The Library investment policy for credit risk is consistent with the investments allowed by statutes as detailed above.

The Library's rated debt investments as of June 30, 2018 were rated by Standard & Poor's and the ratings are presented below using the Standard & Poor's rating scale.

<u>Rated Debt Investments' Values</u>	
<u>Rated Debt Investments</u>	<u>Fair Quality Ratings</u>
	<u>AAAm</u>
Local Government Investment Pool	\$ <u>179,116</u>
Total	\$ <u><u>179,116</u></u>

#### External Investment Pools

The fair value of the positions in the external investment pool (Local Government Investment Pool) is the same as the value of the pool shares. As LGIP is not SEC registered, regulatory oversight of the pool rests with the Virginia State Treasury. LGIP is an amortized cost basis portfolio under the provisions of GASB Statement No. 79. There are no withdrawal limitations or restrictions imposed on participants.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 3—DEPOSITS AND INVESTMENTS: (CONTINUED)**

**Interest Rate Risk**

All Library investments must be in securities maturing within five years. Maturities of the Library's investments are as follows:

<b>Investments</b>	<b>Fair Value</b>	<b>Maturity</b>
		<b>Less than 1 year</b>
Local Government Investment Pool	\$ 179,116	\$ 179,116
Total	\$ 179,116	\$ 179,116

**NOTE 4—OPERATING LEASES:**

Two library locations are available as a result of gift leases. The estimated fair rental value of the premises is not reported as support and expense in the period in which the premises are used. A summary of the terms of each is as follows:

Buena Vista – Part of the old Buena Vista courthouse is gift leased by the Rockbridge Regional Library from the City of Buena Vista. The Rockbridge Regional Library is responsible for the heat and utilities.

Warm Springs – The building was a personal residence, donated in 1979 to the Bath County government with the provision that it be used as a library. A significant expansion was constructed between 1982 and 1984 by the Rockbridge Regional Library that is reported as leasehold improvements in the accompanying financial statements. Bath County pays insurance and maintenance costs. The library pays for all utilities.

The Goshen Library branch is leased to the Rockbridge Regional Library for \$1,250 monthly. The lease began May 1, 1998 and now runs month to month. Rent expense was \$15,000 in 2018. The Rockbridge Regional Library is responsible for utilities. The lessor is responsible for insurance, property taxes and repairs or maintenance costs which exceed \$500.

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**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 5—CAPITAL ASSETS:**

	Balance July 1, 2017	Additions	Deletions	Balance June 30, 2018
Capital assets not being depreciated:				
Land	\$ 138,560	\$ -	\$ -	\$ 138,560
Total capital assets not being depreciated	<u>\$ 138,560</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 138,560</u>
Capital assets being depreciated:				
Buildings	\$ 1,965,046	\$ 23,075	\$ -	\$ 1,988,121
Leasehold improvements	280,987	-	-	280,987
Furniture and fixtures	1,112,319	11,543	(10,576)	1,113,286
Vehicles	129,190	26,377	-	155,567
Library books	1,128,351	99,240	(101,140)	1,126,451
Software and web design	4,060	-	-	4,060
Total capital assets being depreciated	<u>\$ 4,619,953</u>	<u>\$ 160,235</u>	<u>\$ (111,716)</u>	<u>\$ 4,668,472</u>
Accumulated Depreciation:				
Buildings	\$ (1,319,485)	\$ (39,604)	\$ -	\$ (1,359,089)
Leasehold improvements	(270,752)	(2,268)	-	(273,020)
Furniture & fixtures	(1,027,326)	(29,376)	8,543	(1,048,159)
Vehicles	(11,737)	(9,932)	-	(21,669)
Library books	(563,388)	(102,721)	101,140	(564,969)
Software and web design	(338)	(812)	-	(1,150)
Total accumulated depreciation	<u>\$ (3,193,026)</u>	<u>\$ (184,713)</u>	<u>\$ 109,683</u>	<u>\$ (3,268,056)</u>
Capital assets being depreciated, net	<u>\$ 1,426,927</u>	<u>\$ (24,478)</u>	<u>\$ (2,033)</u>	<u>\$ 1,400,416</u>
Capital assets, net	<u>\$ 1,565,487</u>	<u>\$ (24,478)</u>	<u>\$ (2,033)</u>	<u>\$ 1,538,976</u>

Depreciation expense for the fiscal year totaled \$184,713.

**NOTE 6—APPROPRIATIONS:**

Participating localities appropriated the following support for the year ended June 30, 2018:

Bath County	\$ 153,797
Buena Vista	158,893
Lexington	159,040
Rockbridge County	574,860
Glasgow	1,500
	<u>\$ 1,048,090</u>

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN:**

***Plan Description***

All full-time, salaried permanent employees of the Library are automatically covered by a VRS Retirement Plan upon employment. This is an agent multiple-employer plan administered by the Virginia Retirement System (the System) along with plans for other employer groups in the Commonwealth of Virginia. Members earn one month of service credit for each month they are employed and for which they and their employer pay contributions to VRS. Members are eligible to purchase prior service, based on specific criteria as defined in the Code of Virginia, as amended. Eligible prior service that may be purchased includes prior public service, active military service, certain periods of leave, and previously refunded service.

The System administers three different benefit structures for covered employees – Plan 1, Plan 2, and Hybrid. Each of these benefit structures has different eligibility criteria. The specific information for each plan and the eligibility for covered groups within each plan are set out in the table below:

<b>RETIREMENT PLAN PROVISIONS</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>About Plan 1</b> Plan 1 is a defined benefit plan. The retirement benefit is based on a member’s age, creditable service and average final compensation at retirement using a formula.</p>	<p><b>About Plan 2</b> Plan 2 is a defined benefit plan. The retirement benefit is based on a member’s age, creditable service and average final compensation at retirement using a formula.</p>	<p><b>About the Hybrid Retirement Plan</b> The Hybrid Retirement Plan combines the features of a defined benefit plan and a defined contribution plan.</p> <ul style="list-style-type: none"> <li>• The defined benefit is based on a member’s age, creditable service and average final compensation at retirement using a formula.</li> <li>• The benefit from the defined contribution component of the plan depends on the member and employer contributions made to the plan and the investment performance of those contributions.</li> </ul>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>About Plan 1 (Cont.)</b></p>	<p><b>About Plan 2 (Cont.)</b></p>	<p><b>About the Hybrid Retirement Plan (Cont.)</b></p> <ul style="list-style-type: none"> <li>• In addition to the monthly benefit payment payable from the defined benefit plan at retirement, a member may start receiving distributions from the balance in the defined contribution account, reflecting the contributions, investment gains or losses, and any required fees.</li> </ul>
<p><b>Eligible Members</b> Employees are in Plan 1 if their membership date is before July 1, 2010, and they were vested as of January 1, 2013 and they have not taken a refund.</p> <p><b>Hybrid Opt-In Election</b> VRS non-hazardous duty covered Plan 1 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.</p> <p>The Hybrid Retirement Plan's effective date for eligible Plan 1 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p>	<p><b>Eligible Members</b> Employees are in Plan 2 if their membership date is on or after July 1, 2010, or their membership date is before July 1, 2010, and they were not vested as of January 1, 2013.</p> <p><b>Hybrid Opt-In Election</b> Eligible Plan 2 members were allowed to make an irrevocable decision to opt into the Hybrid Retirement Plan during a special election window held January 1 through April 30, 2014.</p> <p>The Hybrid Retirement Plan's effective date for eligible Plan 2 members who opted in was July 1, 2014.</p> <p>If eligible deferred members returned to work during the election window, they were also eligible to opt into the Hybrid Retirement Plan.</p>	<p><b>Eligible Members</b> Employees are in the Hybrid Retirement Plan if their membership date is on or after January 1, 2014. This includes:</p> <ul style="list-style-type: none"> <li>• Political subdivision employees*</li> <li>• Members in Plan 1 or Plan 2 who elected to opt into the plan during the election window held January 1-April 30, 2014; the plan's effective date for opt-in members was July 1, 2014.</li> </ul> <p><b>*Non-Eligible Members</b> Some employees are not eligible to participate in the Hybrid Retirement Plan. They include:</p> <ul style="list-style-type: none"> <li>• Political subdivision employees who are covered by enhanced benefits for hazardous duty employees.</li> </ul>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Hybrid Opt-In Election (Cont.)</b> Members who were eligible for an optional retirement plan (ORP) and had prior service under Plan 1 were not eligible to elect the Hybrid Retirement Plan and remain as Plan 1 or ORP.</p>	<p><b>Hybrid Opt-In Election (Cont.)</b> Members who were eligible for an optional retirement plan (ORP) and have prior service under Plan 2 were not eligible to elect the Hybrid Retirement Plan and remain as Plan 2 or ORP.</p>	<p><b>*Non-Eligible Members (Cont.)</b> Those employees eligible for an optional retirement plan (ORP) must elect the ORP plan or the Hybrid Retirement Plan. If these members have prior service under Plan 1 or Plan 2, they are not eligible to elect the Hybrid Retirement Plan and must select Plan 1 or Plan 2 (as applicable) or ORP.</p>
<p><b>Retirement Contributions</b> Employees contribute 5% of their compensation each month to their member contribution account through a pre-tax salary reduction. Member contributions are tax-deferred until they are withdrawn as part of a retirement benefit or as a refund. The employer makes a separate actuarially determined contribution to VRS for all covered employees. VRS invests both member and employer contributions to provide funding for the future benefit payment.</p>	<p><b>Retirement Contributions</b> Employees contribute 5% of their compensation each month to their member contribution account through a pre-tax salary reduction.</p>	<p><b>Retirement Contributions</b> A member's retirement benefit is funded through mandatory and voluntary contributions made by the member and the employer to both the defined benefit and the defined contribution components of the plan. Mandatory contributions are based on a percentage of the employee's creditable compensation and are required from both the member and the employer. Additionally, members may choose to make voluntary contributions to the defined contribution component of the plan, and the employer is required to match those voluntary contributions according to specified percentages.</p>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Creditable Service</b> Creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.</p>	<p><b>Creditable Service</b> Same as Plan 1.</p>	<p><b>Creditable Service</b> <b><u>Defined Benefit Component:</u></b> Under the defined benefit component of the plan, creditable service includes active service. Members earn creditable service for each month they are employed in a covered position. It also may include credit for prior service the member has purchased or additional creditable service the member was granted. A member's total creditable service is one of the factors used to determine their eligibility for retirement and to calculate their retirement benefit. It also may count toward eligibility for the health insurance credit in retirement, if the employer offers the health insurance credit.</p> <p><b><u>Defined Contribution Component:</u></b> Under the defined contribution component, creditable service is used to determine vesting for the employer contribution portion of the plan.</p>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Vesting</b> Vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members become vested when they have at least five years (60 months) of creditable service. Vesting means members are eligible to qualify for retirement if they meet the age and service requirements for their plan. Members also must be vested to receive a full refund of their member contribution account balance if they leave employment and request a refund.</p> <p>Members are always 100% vested in the contributions that they make.</p>	<p><b>Vesting</b> Same as Plan 1.</p>	<p><b>Vesting</b> <b><u>Defined Benefit Component:</u></b> Defined benefit vesting is the minimum length of service a member needs to qualify for a future retirement benefit. Members are vested under the defined benefit component of the Hybrid Retirement Plan when they reach five years (60 months) of creditable service. Plan 1 or Plan 2 members with at least five years (60 months) of creditable service who opted into the Hybrid Retirement Plan remain vested in the defined benefit component.</p> <p><b><u>Defined Contribution Component:</u></b> Defined contribution vesting refers to the minimum length of service a member needs to be eligible to withdraw the employer contributions from the defined contribution component of the plan.</p> <p>Members are always 100% vested in the contributions that they make.</p>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Vesting (Cont.)</b></p>	<p><b>Vesting (Cont.)</b></p>	<p><b>Vesting (Cont.)</b>  <u><b>Defined Contribution Component: (Cont.)</b></u>                      Upon retirement or leaving covered employment, a member is eligible to withdraw a percentage of employer contributions to the defined contribution component of the plan, based on service.</p> <ul style="list-style-type: none"> <li>• After two years, a member is 50% vested and may withdraw 50% of employer contributions.</li> <li>• After three years, a member is 75% vested and may withdraw 75% of employer contributions.</li> <li>• After four or more years, a member is 100% vested and may withdraw 100% of employer contributions.</li> </ul> <p>Distribution is not required by law until age 70½.</p>
<p><b>Calculating the Benefit</b>                      The Basic Benefit is calculated based on a formula using the member’s average final compensation, a retirement multiplier and total service credit at retirement. It is one of the benefit payout options available to a member at retirement.</p>	<p><b>Calculating the Benefit</b>                      See definition under Plan 1.</p>	<p><b>Calculating the Benefit</b>  <u><b>Defined Benefit Component:</b></u>                      See definition under Plan 1.</p>

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (CONTINUED)**

***Plan Description (Continued)***

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Calculating the Benefit (Cont.)</b> An early retirement reduction factor is applied to the Basic Benefit if the member retires with a reduced retirement benefit or selects a benefit payout option other than the Basic Benefit.</p>	<p><b>Calculating the Benefit (Cont.)</b></p>	<p><b>Calculating the Benefit (Cont.)</b> <b><u>Defined Contribution Component:</u></b> The benefit is based on contributions made by the member and any matching contributions made by the employer, plus net investment earnings on those contributions.</p>
<p><b>Average Final Compensation</b> A member’s average final compensation is the average of the 36 consecutive months of highest compensation as a covered employee.</p>	<p><b>Average Final Compensation</b> A member’s average final compensation is the average of their 60 consecutive months of highest compensation as a covered employee.</p>	<p><b>Average Final Compensation</b> Same as Plan 2. It is used in the retirement formula for the defined benefit component of the plan.</p>
<p><b>Service Retirement Multiplier</b> <b>VRS:</b> The retirement multiplier is a factor used in the formula to determine a final retirement benefit. The retirement multiplier for non-hazardous duty members is 1.70%.</p> <p><b>Sheriffs and regional jail superintendents:</b> The retirement multiplier for sheriffs and regional jail superintendents is 1.85%.</p> <p><b>Political subdivision hazardous duty employees:</b> The retirement multiplier of eligible political subdivision hazardous duty employees other than sheriffs and regional jail superintendents is 1.70% or 1.85% as elected by the employer.</p>	<p><b>Service Retirement Multiplier</b> <b>VRS:</b> Same as Plan 1 for service earned, purchased or granted prior to January 1, 2013. For non-hazardous duty members the retirement multiplier is 1.65% for creditable service earned, purchased or granted on or after January 1, 2013.</p> <p><b>Sheriffs and regional jail superintendents:</b> Same as Plan 1.</p> <p><b>Political subdivision hazardous duty employees:</b> Same as Plan 1.</p>	<p><b>Service Retirement Multiplier</b> <b><u>Defined Benefit Component:</u></b> <b>VRS:</b> The retirement multiplier for the defined benefit component is 1.00%.</p> <p>For members who opted into the Hybrid Retirement Plan from Plan 1 or Plan 2, the applicable multipliers for those plans will be used to calculate the retirement benefit for service credited in those plans.</p> <p><b>Sheriffs and regional jail superintendents:</b> Not applicable.</p> <p><b>Political subdivision hazardous duty employees:</b> Not applicable.</p> <p><b><u>Defined Contribution Component:</u></b> Not applicable.</p>

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

**NOTE 7—PENSION PLAN: (CONTINUED)**

*Plan Description (Continued)*

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Normal Retirement Age</b> VRS: Age 65.</p> <p><b>Political subdivisions hazardous duty employees:</b> Age 60.</p>	<p><b>Normal Retirement Age</b> VRS: Normal Social Security retirement age.</p> <p><b>Political subdivisions hazardous duty employees:</b> Same as Plan 1.</p>	<p><b>Normal Retirement Age</b> <b><u>Defined Benefit Component:</u></b> VRS: Same as Plan 2.</p> <p><b>Political subdivisions hazardous duty employees:</b> Not applicable.</p> <p><b><u>Defined Contribution Component:</u></b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>
<p><b>Earliest Unreduced Retirement Eligibility</b> VRS: Age 65 with at least five years (60 months) of creditable service or at age 50 with at least 30 years of creditable service.</p> <p><b>Political subdivisions hazardous duty employees:</b> Age 60 with at least five years of creditable service or age 50 with at least 25 years of creditable service.</p>	<p><b>Earliest Unreduced Retirement Eligibility</b> VRS: Normal Social Security retirement age with at least five years (60 months) of creditable service or when their age and service equal 90.</p> <p><b>Political subdivisions hazardous duty employees:</b> Same as Plan 1.</p>	<p><b>Earliest Unreduced Retirement Eligibility</b> <b><u>Defined Benefit Component:</u></b> VRS: Normal Social Security retirement age and have at least five years (60 months) of creditable service or when their age and service equal 90.</p> <p><b>Political subdivisions hazardous duty employees:</b> Not applicable.</p> <p><b><u>Defined Contribution Component:</u></b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>
<p><b>Earliest Reduced Retirement Eligibility</b> VRS: Age 55 with at least five years (60 months) of creditable service or age 50 with at least 10 years of creditable service.</p>	<p><b>Earliest Reduced Retirement Eligibility</b> VRS: Age 60 with at least five years (60 months) of creditable service.</p>	<p><b>Earliest Reduced Retirement Eligibility</b> <b><u>Defined Benefit Component:</u></b> VRS: Age 60 with at least five years (60 months) of creditable service.</p>

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (CONTINUED)**

***Plan Description (Continued)***

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Earliest Reduced Retirement Eligibility (Cont.)</b></p> <p><b>Political subdivisions hazardous duty employees:</b> 50 with at least five years of creditable service.</p>	<p><b>Earliest Reduced Retirement Eligibility (Cont.)</b></p> <p><b>Political subdivisions hazardous duty employees:</b> Same as Plan 1.</p>	<p><b>Earliest Reduced Retirement Eligibility (Cont.)</b></p> <p><b>Political subdivisions hazardous duty employees:</b> Not applicable.</p> <p><b><u>Defined Contribution Component:</u></b> Members are eligible to receive distributions upon leaving employment, subject to restrictions.</p>
<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> The Cost-of-Living Adjustment (COLA) matches the first 3% increase in the Consumer Price Index for all Urban Consumers (CPI-U) and half of any additional increase (up to 4%) up to a maximum COLA of 5%.</p> <p><b><u>Eligibility:</u></b> For members who retire with an unreduced benefit or with a reduced benefit with at least 20 years of creditable service, the COLA will go into effect on July 1 after one full calendar year from the retirement date.</p> <p>For members who retire with a reduced benefit and who have less than 20 years of creditable service, the COLA will go into effect on July 1 after one calendar year following the unreduced retirement eligibility date.</p>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> The Cost-of-Living Adjustment (COLA) matches the first 2% increase in the CPI-U and half of any additional increase (up to 2%), for a maximum COLA of 3%.</p> <p><b><u>Eligibility:</u></b> Same as Plan 1.</p>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement</b> <b><u>Defined Benefit Component:</u></b> Same as Plan 2.</p> <p><b><u>Defined Contribution Component:</u></b> Not applicable.</p> <p><b><u>Eligibility:</u></b> Same as Plan 1 and Plan 2.</p>

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (CONTINUED)**

***Plan Description (Continued)***

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Cost-of-Living Adjustment (COLA) in Retirement (Cont.)</b></p> <p><b><u>Exceptions to COLA Effective Dates:</u></b>                      The COLA is effective July 1 following one full calendar year (January 1 to December 31) under any of the following circumstances:</p> <ul style="list-style-type: none"> <li>• The member is within five years of qualifying for an unreduced retirement benefit as of January 1, 2013.</li> <li>• The member retires on disability.</li> <li>• The member retires directly from short-term or long-term disability under the Virginia Sickness and Disability Program (VSDP).</li> <li>• The member is involuntarily separated from employment for causes other than job performance or misconduct and is eligible to retire under the Workforce Transition Act or the Transitional Benefits Program.</li> <li>• The member dies in service and the member’s survivor or beneficiary is eligible for a monthly death-in-service benefit. The COLA will go into effect on July 1 following one full calendar year (January 1 to December 31) from the date the monthly benefit begins.</li> </ul>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement (Cont.)</b></p> <p><b><u>Exceptions to COLA Effective Dates:</u></b>                      Same as Plan 1.</p>	<p><b>Cost-of-Living Adjustment (COLA) in Retirement (Cont.)</b></p> <p><b><u>Exceptions to COLA Effective Dates:</u></b>                      Same as Plan 1 and Plan 2.</p>

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (CONTINUED)**

***Plan Description (Continued)***

<b>RETIREMENT PLAN PROVISIONS (CONTINUED)</b>		
<b>PLAN 1</b>	<b>PLAN 2</b>	<b>HYBRID RETIREMENT PLAN</b>
<p><b>Disability Coverage</b> Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.7% on all service, regardless of when it was earned, purchased or granted.</p>	<p><b>Disability Coverage</b> Members who are eligible to be considered for disability retirement and retire on disability, the retirement multiplier is 1.65% on all service, regardless of when it was earned, purchased or granted.</p>	<p><b>Disability Coverage</b> Employees of political subdivisions (including Plan 1 and Plan 2 opt-ins) participate in the Virginia Local Disability Program (VLDP) unless their local governing body provides an employer-paid comparable program for its members.</p> <p>Hybrid members (including Plan 1 and Plan 2 opt-ins) covered under VLDP are subject to a one-year waiting period before becoming eligible for non-work-related disability benefits.</p>
<p><b>Purchase of Prior Service</b> Members may be eligible to purchase service from previous public employment, active duty military service, an eligible period of leave or VRS refunded service as creditable service in their plan. Prior creditable service counts toward vesting, eligibility for retirement and the health insurance credit. Only active members are eligible to purchase prior service. Members also may be eligible to purchase periods of leave without pay.</p>	<p><b>Purchase of Prior Service</b> Same as Plan 1.</p>	<p><b>Purchase of Prior Service</b> <b><u>Defined Benefit Component:</u></b> Same as Plan 1, with the following exceptions:</p> <ul style="list-style-type: none"> <li>• Hybrid Retirement Plan members are ineligible for ported service.</li> </ul> <p><b><u>Defined Contribution Component:</u></b> Not applicable.</p>

***Pension Plan Data***

Information about the VRS Political Subdivision Retirement Plan is also available in the separately issued VRS 2017 Comprehensive Annual Financial Report (CAFR). A copy of the 2017 CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2017-annual-report.pdf> or by writing to the System’s Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 7—PENSION PLAN: (CONTINUED)**

***Employees Covered by Benefit Terms***

As of the June 30, 2016 actuarial valuation, the following employees were covered by the benefit terms of the pension plan:

	<u>Number</u>
Inactive members or their beneficiaries currently receiving benefits	7
Inactive members:	
Vested inactive members	3
Non-vested inactive members	3
Inactive members active elsewhere in VRS	<u>1</u>
Total inactive members	7
Active members	<u>14</u>
Total covered employees	<u><u>28</u></u>

***Contributions***

The contribution requirement for active employees is governed by §51.1-145 of the Code of Virginia, as amended, but may be impacted as a result of funding options provided to political subdivisions by the Virginia General Assembly. Employees are required to contribute 5.00% of their compensation toward their retirement. Prior to July 1, 2012, all or part of the 5.00% member contribution may have been assumed by the employer. Beginning July 1, 2012 new employees were required to pay the 5% member contribution. In addition, for existing employees, employers were required to begin making the employee pay the 5.00% member contribution. This could be phased in over a period of up to 5 years and the employer is required to provide a salary increase equal to the amount of the increase in the employee-paid member contribution.

The Library's contractually required employer contribution rate for the year ended June 30, 2018 was 8.84% of covered employee compensation. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2015.

This rate, when combined with employee contributions, was expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions to the pension plan from the Library were \$50,093 and \$49,376 for the years ended June 30, 2018 and June 30, 2017, respectively.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 7—PENSION PLAN: (CONTINUED)**

***Net Pension Liability***

The Library's net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation performed as of June 30, 2016, using updated actuarial assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2017.

***Actuarial Assumptions – General Employees***

The total pension liability for General Employees in the Library's Retirement Plan was based on an actuarial valuation as of June 30, 2016, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2017.

Inflation	2.5%
Salary increases, including inflation	3.5% – 5.35%
Investment rate of return	7.0%, net of pension plan investment expenses, including inflation*

\* Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 7.0%. However, since the difference was minimal, and a more conservative 7.0% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.0% to simplify preparation of pension liabilities.

**Mortality rates:**

Largest 10 – Non-Hazardous Duty: 20% of deaths are assumed to be service related

**Pre-Retirement:**

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates.

**Post-Retirement:**

RP-2014 Employee Rates at age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90

**Post-Disablement:**

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (CONTINUED)**

***Actuarial Assumptions – General Employees (continued)***

Mortality rates (continued):

All Others (Non 10 Largest) – Non-Hazardous Duty: 15% of deaths are assumed to be service related

Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates at ages 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates.

Post-Retirement:

RP-2014 Employee Rates at age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90.

Post-Disablement:

RP-2014 Disability Mortality Rates projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

Largest 10 – Non-Hazardous Duty:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 20%

All Others (Non 10 Largest – Non-Hazardous Duty)

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 15%

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (Continued)**

***Long-Term Expected Rate of Return***

The long-term expected rate of return on pension System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of pension System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class (Strategy)</u>	<u>Target Allocation</u>	<u>Arithmetic Long-Term Expected Rate of Return</u>	<u>Weighted Average Long-Term Expected Rate of Return</u>
Public Equity	40.00%	4.54%	1.82%
Fixed Income	15.00%	0.69%	0.10%
Credit Strategies	15.00%	3.96%	0.59%
Real Assets	15.00%	5.76%	0.86%
Private Equity	15.00%	9.53%	1.43%
Total	<u>100.00%</u>		<u>4.80%</u>
		Inflation	2.50%
		*Expected arithmetic nominal return	<u>7.30%</u>

\* The above allocation provides a one-year return of 7.30%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 6.83%, including expected inflation of 2.50%.

***Discount Rate***

The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that System member contributions will be made per the VRS Statutes and the employer contributions will be made in accordance with the VRS funding policy at rates equal to the difference between actuarially determined contribution rates adopted by the VRS Board of Trustees and the member rate. Through the fiscal year ending June 30, 2019, the rate contributed by the employer for the Library's Retirement Plan will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly. From July 1, 2019 on, participating employers are assumed to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total pension liability.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 7—PENSION PLAN: (Continued)**

***Changes in Net Pension Liability***

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability/ (Asset)
	(a)	(b)	(a) - (b)
Balances at June 30, 2016	\$ 2,072,737	\$ 1,785,256	\$ 287,481
Changes for the year:			
Service cost	\$ 56,734	\$ -	\$ 56,734
Interest	141,981	-	141,981
Changes in assumptions	(2,314)	-	(2,314)
Differences between expected and actual experience	(107,881)	-	(107,881)
Contributions - employer	-	48,999	(48,999)
Contributions - employee	-	27,201	(27,201)
Net investment income	-	217,949	(217,949)
Benefit payments, including refunds of employee contributions	(88,883)	(88,883)	-
Administrative expenses	-	(1,247)	1,247
Other changes	-	(194)	194
Net changes	\$ (363)	\$ 203,825	\$ (204,188)
Balances at June 30, 2017	\$ 2,072,374	\$ 1,989,081	\$ 83,293

***Sensitivity of the Net Pension Liability to Changes in the Discount Rate***

The following presents the net pension liability of the Library using the discount rate of 7.00%, as well as what the Library's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

	Rate		
	(6.00%)	(7.00%)	(8.00%)
Library's Net Pension Liability (Asset)	\$ 316,435	\$ 83,293	\$ (113,935)

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 7—PENSION PLAN: (Continued)**

***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

For the year ended June 30, 2018, the Library recognized pension expense of (\$12,089). At June 30, 2018, the Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ -	\$ 75,385
Change in assumptions	-	1,579
Net difference between projected and actual earnings on pension plan investments	-	29,037
Employer contributions subsequent to the measurement date	<u>50,093</u>	<u>-</u>
Total	<u>\$ 50,093</u>	<u>\$ 106,001</u>

\$50,093 reported as deferred outflows of resources related to pensions resulting from the Library's contributions subsequent to the measurement date will be recognized as a reduction of the Net Pension Liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future reporting periods as follows:

<u>Year ended June 30,</u>	
2019	\$ (54,997)
2020	(26,946)
2021	(5,363)
2022	(18,695)
Thereafter	-

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 8—LONG-TERM OBLIGATIONS:**

Summary of changes in long-term obligations:

	July 1, 2017, as restated	Increase/ Issuances	Decrease/ Retirements	June 30, 2018	Amount Due Within One Year
Note Payable	\$ 117,574	\$ -	\$ (23,048)	\$ 94,526	\$ 24,048
Net OPEB liabilities	9,000	1,000	-	10,000	-
Compensated Absences	69,436	11,871	-	81,307	-
Net pension liability	287,481	200,156	(404,344)	83,293	-
Total Long-Term Obligations	\$ <u>483,491</u>	\$ <u>213,027</u>	\$ <u>(427,392)</u>	\$ <u>269,126</u>	\$ <u>24,048</u>

Details of Indebtedness:

	Total Amount Outstanding	Amount Due Within One Year
\$525,000 note payable to the U.S. Department of Agriculture payable in monthly installments of \$2,300, including interest at 4.25%, beginning March 2, 2007, and maturing February 2, 2046, secured by building and land	\$ 94,526	\$ 24,048
Net OPEB liabilities	10,000	-
Compensated absences	81,307	-
Net pension liability	83,293	-
Total balance at June 30, 2018	\$ <u>269,126</u>	\$ <u>24,048</u>

Interest expense paid in 2018 was \$4,553.

Annual requirements to amortize long-term indebtedness and related interest are as follows:

Year Ending June 30,	Note Payable	
	Principal	Interest
2019	\$ 24,048	\$ 3,552
2020	25,090	2,510
2021	26,178	1,422
2022	19,210	321
	\$ <u>94,526</u>	\$ <u>7,805</u>

**NOTE 9—EMPLOYEE BENEFITS:**

The Rockbridge Regional Library participates in a group insurance plan comprised primarily of employees of Rockbridge County for purposes of obtaining group hospitalization coverage. The Library's employer contributions were \$110,260 for 2018.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP):**

***Plan Description***

All full-time, salaried general employees; including local law enforcement officers, firefighters, or emergency medical technicians of political subdivisions who do not provide enhanced hazardous duty benefits; who are in the VRS Hybrid Retirement Plan benefit structure and whose employer has not elected to opt out of the VRS-sponsored program are automatically covered by the VRS Political Subdivision Employee Virginia Local Disability Program. This is a multiple-employer, cost-sharing plan administered by the Virginia Retirement System (the System), along with pension and other OPEB plans, for eligible public employer groups in the Commonwealth of Virginia. Political subdivisions are required by Title 51.1 of the Code of Virginia, as amended, to provide short-term and long-term disability benefits for their Hybrid employees either through a local plan or through the Virginia Local Disability Program (VLDP).

The specific information for each plan and the eligibility for covered groups within each plan are set out in the table below:

**POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM PLAN PROVISIONS**

**Eligible Employees**

The Political Subdivision Employee Virginia Local Disability Program was implemented January 1, 2014 to provide short-term and long-term disability benefits for non-work-related and work-related disabilities for employees with Hybrid retirement benefits.

Eligible employees are enrolled automatically upon employment, unless their employer has elected to provide comparable coverage. They include:

- Full-time general employees; including local law enforcement officers, firefighters, or emergency medical technicians who do not have enhanced hazardous duty benefits; of public political subdivisions covered under VRS.

**Benefit Amounts**

The Political Subdivision Employee Virginia Local Disability Program (VLDP) provides the following benefits for eligible employees:

**Short-Term Disability –**

- The program provides a short-term disability benefit beginning after a seven-calendar-day waiting period from the first day of disability. Employees become eligible for non-work-related short-term disability coverage after one year of continuous participation in VLDP with their current employer.
- During the first five years of continuous participation in VLDP with their current employer, employees are eligible for 60% of their pre-disability income if they go out on non-work-related or work-related disability.
- Once the eligibility period is satisfied, employees are eligible for higher income replacement levels.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP):  
(CONTINUED)**

***Plan Description: (Continued)***

**Benefit Amounts: (Continued)**

**Long-Term Disability –**

- The VLDP program provides a long-term disability benefit beginning after 125 workdays of short-term disability. Members are eligible if they are unable to work at all or are working fewer than 20 hours per week.
- Members approved for long-term disability will receive 60% of their pre-disability income. If approved for work-related long-term disability, the VLDP benefit will be offset by the workers' compensation benefit. Members will not receive a VLDP benefit if their workers' compensation benefit is greater than the VLDP benefit.

**Virginia Local Disability Program Notes:**

- Members approved for short-term or long-term disability at age 60 or older will be eligible for a benefit, provided they remain medically eligible.
- VLDP Long-Term Care Plan is a self-funded program that assists with the cost of covered long-term care services.

***Contributions***

The contribution requirements for active Hybrid employees is governed by §51.1-1178(C) of the Code of Virginia, as amended, but may be impacted as a result of funding provided to political subdivisions by the Virginia General Assembly. Each political subdivision's contractually required employer contribution rate for the year ended June 30, 2018 was 0.60% of covered employee compensation for employees in the VRS Political Subdivision Employee VDLP. This rate was based on an actuarially determined rate from an actuarial valuation as of June 30, 2015. The actuarially determined rate was expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Contributions from the Library to the VRS Political Subdivision Employee VDLP were \$1,300 and \$1,000 for the years ended June 30, 2018 and June 30, 2017, respectively.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP):  
(CONTINUED)**

***VLDP OPEB Liabilities, VLDP OPEB Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to VLDP OPEB***

At June 30, 2018, the Library reported a liability of \$1,000 for its proportionate share of the VLDP Net OPEB Liability. The Net VLDP OPEB Liability was measured as of June 30, 2017 and the total VLDP OPEB liability used to calculate the Net VLDP OPEB Liability was determined by an actuarial valuation as of that date. The Library’s proportion of the Net VLDP OPEB Liability was based on the Library’s actuarially determined employer contributions to the VLDP OPEB plan for the year ended June 30, 2017 relative to the total of the actuarially determined employer contributions for all participating employers. At June 30, 2017, the Library’s proportion of the VLDP was .09105% as compared to .08526% at June 3, 2016

For the year ended June 30, 2018, the Library recognized VLDP OPEB expense of \$1,000. Since there was a change in proportionate share between June 30, 2016 and June 30, 2017 a portion of the VLDP Net OPEB expense was related to deferred amounts from changes in proportion.

At June 30, 2018, the Library reported deferred outflows of resources and deferred inflows of resources related to the VLDP OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Employer contributions subsequent to the measurement date	\$ 1,300	\$ -
Total	<u>\$ 1,300</u>	<u>\$ -</u>

\$1,300 reported as deferred outflows of resources related to the VLDP OPEB resulting from the Library’s contributions subsequent to the measurement date will be recognized as a reduction of the Net VLDP OPEB Liability in the fiscal year ending June 30, 2019. No other amounts were reported as deferred outflows of resources or deferred inflows of resources related to the VLDP OPEB for fiscal year ending June 30, 2018.

***Actuarial Assumptions***

The total VLDP OPEB liability for the VLDP was based on an actuarial valuation as of June 30, 2016, using the Entry Age Normal actuarial cost method and the following assumptions, applied to all periods included in the measurement and rolled forward to the measurement date of June 30, 2017.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP):  
(CONTINUED)**

***Actuarial Assumptions (Continued)***

Inflation	2.5%
Salary increases, including inflation: Political Subdivision Employees	3.5%-5.35%
Investment rate of return	7.0%, net of plan investment expenses, including inflation*

\*Administrative expenses as a percent of the market value of assets for the last experience study were found to be approximately 0.06% of the market assets for all of the VRS plans. This would provide an assumed investment return rate for GASB purposes of slightly more than the assumed 7.0%. However, since the difference was minimal, and a more conservative 7.0% investment return assumption provided a projected plan net position that exceeded the projected benefit payments, the long-term expected rate of return on investments was assumed to be 7.0% to simplify preparation of OPEB liabilities.

**Mortality Rates – Largest Ten Locality Employers – General and Non-Hazardous Duty Employees**

Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates to 81 and older projected with scale BB to 2020; males 95% of rates; females 105% of rates.

Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 3 years; females 1.0% increase compounded from ages 70 to 90.

Post-Disablement:

RP-2014 Disability Life Mortality Table projected with scale BB to 2020; males set forward 2 years, 110% of rates; females 125% of rates.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75
Withdrawal Rates	Adjusted termination rates to better fit experience at each year age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 20%

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP):  
(CONTINUED)**

***Actuarial Assumptions (Continued)***

**Mortality Rates – Non-Largest Ten Locality Employers – General and Non-Hazardous Duty Employees**

Pre-Retirement:

RP-2014 Employee Rates to age 80, Healthy Annuitant Rates to 81 and older projected with scale BB to 2020; males 90% of rates; females set forward 1 year.

Post-Retirement:

RP-2014 Employee Rates to age 49, Healthy Annuitant Rates at ages 50 and older projected with scale BB to 2020; males set forward 1 year with 1.0% increase compounded from ages 70 to 90; females set forward 3 years.

Post-Disablement:

RP-2014 Disability Life Mortality Table projected with scale BB to 2020; males set forward 2 years; unisex using 100% male.

The actuarial assumptions used in the June 30, 2016 valuation were based on the results of an actuarial experience study for the period from July 1, 2012 through June 30, 2016. Changes to the actuarial assumptions as a result of the experience study are as follows:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75
Withdrawal Rates	Adjusted termination rates to better fit experience at each year age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 15%

ROCKBRIDGE REGIONAL LIBRARY

Notes to Financial Statements  
June 30, 2018 (Continued)

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**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP): (CONTINUED)**

***Net VLDP OPEB Liability***

The net OPEB liability (NOL) for the Political Subdivision Employee VLDP represents the program's total OPEB liability determined in accordance with GASB Statement No. 74, less the associated fiduciary net position. As of June 30, 2017, NOL amounts for the VRS Political Subdivision Employee VLDP is as follows (amounts expressed in thousands):

	<b>Political Subdivision Employee VLDP OPEB Plan</b>	
	<hr/>	
Total Political Subdivision VLDP OPEB Liability	\$	914
Plan Fiduciary Net Position		351
Political Subdivision net VLDP OPEB Liability (Asset)	\$	<u>563</u>
Plan Fiduciary Net Position as a Percentage of the Total Political Subdivision VLDP OPEB Liability		38.40%

The total Political Subdivision Employee VLDP OPEB liability is calculated by the System's actuary, and the plan's fiduciary net position is reported in the System's financial statements. The net Political Subdivision Employee VLDP OPEB liability is disclosed in accordance with the requirements of GASB Statement No. 74 in the System's notes to the financial statements and required supplementary information

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**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP): (CONTINUED)**

***Long-Term Expected Rate of Return***

The long-term expected rate of return on VRS System investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected returns, net of VRS System investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target asset allocation and best estimate of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class (Strategy)</u>	<u>Target Allocation</u>	<u>Arithmetic Long-Term Expected Rate of Return</u>	<u>Weighted Average Long-Term Expected Rate of Return</u>
Public Equity	40.00%	4.54%	1.82%
Fixed Income	15.00%	0.69%	0.10%
Credit Strategies	15.00%	3.96%	0.59%
Real Assets	15.00%	5.76%	0.86%
Private Equity	15.00%	9.53%	1.43%
Total	<u>100.00%</u>		<u>4.80%</u>
		Inflation	<u>2.50%</u>
		*Expected arithmetic nominal return	<u>7.30%</u>

\*The above allocation provides a one-year return of 7.30%. However, one-year returns do not take into account the volatility present in each of the asset classes. In setting the long-term expected return for the system, stochastic projections are employed to model future returns under various economic conditions. The results provide a range of returns over various time periods that ultimately provide a median return of 6.83%, including expected inflation of 2.50%.

***Discount Rate***

The discount rate used to measure the total VLDP OPEB was 7.00%. The projection of cash flows used to determine the discount rate assumed that employer contributions will be made in accordance with the VRS funding policy at rates equal to the actuarially determined contribution rates adopted by the VRS Board of Trustees. Through the fiscal year ending June 30, 2019, the rate contributed by the Library for the VLDP will be subject to the portion of the VRS Board-certified rates that are funded by the Virginia General Assembly. From July 1, 2019 on, all agencies are assumed to contribute 100% of the actuarially determined contribution rates. Based on those assumptions, the VLDP OPEB plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore the long-term expected rate of return was applied to all periods of projected benefit payments to determine the total VLDP OPEB liability.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 10—POLITICAL SUBDIVISION EMPLOYEE VIRGINIA LOCAL DISABILITY PROGRAM (VLDP): (CONTINUED)**

***Sensitivity of the Library’s Proportionate Share of the VLDP Net OPEB Liability to Changes in the Discount Rate***

The following presents the Library’s proportionate share of the net VLDP OPEB liability using the discount rate of 7.00%, as well as what the Library’s proportionate share of the net VLDP OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (6.00%) or one percentage point higher (8.00%) than the current rate:

	<b>Rate</b>		
	<b>1% Decrease</b>	<b>Current Discount</b>	<b>1% Increase</b>
	<b>(6.00%)</b>	<b>(7.00%)</b>	<b>(8.00%)</b>
Rockbridge Regional Library's proportionate share of the Net VLDP OPEB Liability	\$ 1,000	\$ 1,000	\$ 1,000

***Political Subdivision Employee VLDP OPEB Fiduciary Net Position***

Detailed information about the VRS Political Subdivision Employee Virginia Local Disability Program’s Fiduciary Net Position is available in the separately issued VRS 2017 Comprehensive Annual Financial Report (CAFR). A copy of the 2017 VRS CAFR may be downloaded from the VRS website at <http://www.varetire.org/Pdf/Publications/2017-annual-report.pdf>, or by writing to the System’s Chief Financial Officer at P.O. Box 2500, Richmond, VA, 23218-2500.

**NOTE 11—MEDICAL, DENTAL, AND PRESCRIPTION INSURANCE – PAY AS YOU GO (OPEB PLAN):**

***Plan Description***

In addition to the pension benefits described in Note 7 and other benefits described in Note 10, the Library administers a single-employer defined benefit healthcare plan, the Rockbridge Regional Library OPEB Plan. The plan provides post-employment health care benefits to all eligible permanent employees who meet the requirements under the Library’s pension plans. The plan does not issue a publicly available financial report.

***Benefits Provided***

Postemployment benefits are provided to eligible retirees include Medical, Dental, and Prescription insurance. The benefits that are provided for active employees are the same for eligible retirees, spouses and dependents of eligible retirees. All permanent employees of the Library who meet eligibility requirements of the pension plan are eligible to receive postemployment health care benefits.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

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**NOTE 11—MEDICAL, DENTAL, AND PRESCRIPTION INSURANCE – PAY AS YOU GO (OPEB PLAN): (CONTINUED)**

***Plan Membership***

At June 30, 2017 (the measurement date), the following employees were covered by the benefit terms:

Total active employees with coverage	12
Total	<u>12</u>

***Contributions***

The Library does not pre-fund benefits; therefore, no assets are accumulated in a trust fund. The current funding policy is to pay benefits directly from general assets on a pay-as-you-go basis. The funding requirements are established and may be amended by the Library. The amount paid by the Library for OPEB as the benefits came due during the year ended June 30, 2018 was \$1,000.

***Total OPEB Liability***

The Library's total OPEB liability was measured as of June 30, 2017. The total OPEB liability was determined by an actuarial valuation as of that date.

***Actuarial Assumptions***

The total OPEB liability in the July 1, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified.

Salary Increases	2.50% increases annually
Discount Rate	3.56%
Investment Rate of Return	Not applicable
Healthcare Cost Trend Rates:	7.50% for fiscal year end 2018, decreasing 0.50% per year to an ultimate rate of 5.00%
Mortality:	RP-2014 Mortality Table, fully generational with base year 2006, projected using two- dimensional mortality improvement scale MP-2017
Actuarial Cost Method:	Entry Age Actuarial Cost Method

The date of the most recent actuarial experience study for which significant assumptions were based is not available.

***Discount Rate***

The discount rate has been set to 3.56% and represents the Municipal GO AA 20-year yield curve rates of June 30, 2017. The final equivalent single discount rate used for this year's valuation is 3.56% as of the end of the fiscal year with the expectation that the Library will continue contributing the Actuarially Determined Contribution and paying the pay-go cost.

**ROCKBRIDGE REGIONAL LIBRARY**

**Notes to Financial Statements  
June 30, 2018 (Continued)**

**NOTE 11—MEDICAL, DENTAL, AND PRESCRIPTION INSURANCE – PAY AS YOU GO (OPEB PLAN): (CONTINUED)**

***Changes in Total OPEB Liability***

		<b>Library</b>
		<b>Total OPEB Liability</b>
Balances at June 30, 2017	\$	9,000
Changes for the year:		
Service cost		1,000
Benefit payments		(1,000)
Net changes		-
Balances at June 30, 2018	\$	9,000

***Sensitivity of the Total OPEB Liability to Changes in the Discount Rate***

The following amounts present the total OPEB liability of the Library, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (2.56%) or one percentage point higher (4.56%) than the current discount rate:

	<b>Rate</b>		
	<b>1% Decrease (2.56%)</b>	<b>Current Discount Rate (3.56%)</b>	<b>1% Increase (4.56%)</b>
\$	9,980	\$ 9,000	\$ 8,134

***Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates***

The following presents the total OPEB liability of the Library, as well as what the total OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower (6.50% decreasing by 0.50% annually to an ultimate rate of 4.00%) or one percentage point higher (8.50% decreasing by 0.50% annually to an ultimate rate of 6.00%) than the current healthcare cost trend rates:

	<b>Rates</b>		
	<b>Healthcare Cost</b>		
	<b>1% Decrease (6.50% decreasing to 4.00%)</b>	<b>Trend (7.50% decreasing to 5.00%)</b>	<b>1% Increase (8.50% decreasing to 6.00%)</b>
\$	7,906	\$ 9,000	\$ 10,322

***OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources***

For the year ended June 30, 2018, the Library recognized OPEB expense in the amount of \$1,000. Additional disclosures on changes in net OPEB liability and related ratios can be found on the required supplementary information following the notes.

## ROCKBRIDGE REGIONAL LIBRARY

### Notes to Financial Statements June 30, 2018 (Continued)

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#### **NOTE 12—COMPONENT UNIT DISCLOSURES:**

Disclosures that supplement the component unit financial statements of the Foundation are as follows:

##### Investment Securities

The Foundation is required to report its fair value measurements in one of three levels, which are based on the ability to observe in the market place the inputs to the Foundation's valuation techniques. Level 1, the most observable level of inputs, is for investments measured at quoted prices in active markets for identical investments as of June 30, 2018. Level 2 is for investments measured using inputs such as quoted prices for similar assets, quoted prices for the identical asset in inactive markets, and for investments measured at net asset value that can be redeemed in near term. The Foundation uses a brokerage firm pricing service to price most of its level 2 investments. The service employs a proprietary market approach method that uses as inputs observed interest rates and yield curves, prices in active markets for similar assets, and prices for identical assets in active markets that have been adjusted by observable indexes. Level 3 is for investments measured using inputs that are unobservable, and is used in situations for which there is little, if any, independent market activity for the investment.

The following table summarizes the levels in the fair value hierarchy of the Foundation's investments at June 30, 2018:

	Level 1	Level 2	Level 3	Total
Money market funds	\$ 19,893	\$ -	\$ -	\$ 19,893
Mutual funds	1,351,542	-	-	1,351,542
Total	<u>\$ 1,371,435</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,371,435</u>

##### Restricted Net Position

Restricted net position of the Foundation represents resources that are restricted by a donor for a particular purpose or for use in a particular future period. The Foundation's unspent contributions are classified in this class if the donor limited their use, as are the unspent appreciation of its donor-restricted endowment funds. The portion of the Foundation's donor-restricted endowment funds that must be maintained in perpetuity are also reported in this net position class. Restricted net position of the Foundation as of June 30, 2018 amounted to \$963,705.

Complete financial statements for the Foundation can be obtained from the Rockbridge Regional Library at 138 South Main Street in Lexington, Virginia 24450. The Foundation is a private nonprofit organization that reports under FASB standards, including FASB Statement No. 117, *Financial Reporting for Not-for-Profit Organizations*. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the Library's financial reporting entity for these differences.

#### **NOTE 13—RELATED PARTIES:**

The Rockbridge Regional Library provides offices and equipment to the Foundation without charge.

The Foundation solicits and accumulates funds that are used for construction, equipment acquisition, debt service, and operations of the Library.

## ROCKBRIDGE REGIONAL LIBRARY

### Notes to Financial Statements June 30, 2018 (Continued)

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#### **NOTE 14—ECONOMIC DEPENDENCY:**

The Library receives a substantial amount of its support from federal, state, and local governments. A significant reduction in the level of this support, if this were to occur, would have an effect on the Library's programs and activities.

#### **NOTE 15—COMMITMENTS AND CONTINGENCIES:**

Certain contracts and grants received by the Library are subject to audit or review by the grantor/payor agencies. As a result of these audits or reviews, the Library may be required to repay a portion of grant or contract funds received. However, management believes any liability related to its grants and contracts, if any, would be immaterial.

#### **NOTE 16—SUBSEQUENT EVENTS:**

The Library has evaluated events and transactions for possible disclosure and recognition through January 2, 2019, the date which these financial statements were available to be issued.

**REQUIRED SUPPLEMENTARY INFORMATION**

**Schedule of Changes in Net Pension Liability and Related Ratios  
Years Ended June 30, 2015 through June 30, 2018**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<b>Total pension liability</b>				
Service cost	\$ 56,734	\$ 52,727	\$ 42,144	\$ 40,401
Interest	141,981	135,542	131,560	126,396
Changes in assumptions	(2,314)	-	-	-
Differences between expected and actual experience	(107,881)	(5,088)	(21,491)	-
Benefit payments, including refunds of employee contributions	(88,883)	(93,508)	(97,143)	(88,906)
<b>Net change in total pension liability</b>	<u>\$ (363)</u>	<u>\$ 89,673</u>	<u>\$ 55,070</u>	<u>\$ 77,891</u>
<b>Total pension liability - beginning</b>	<u>2,072,737</u>	<u>1,983,064</u>	<u>1,927,994</u>	<u>1,850,103</u>
<b>Total pension liability - ending (a)</b>	<u><u>\$ 2,072,374</u></u>	<u><u>\$ 2,072,737</u></u>	<u><u>\$ 1,983,064</u></u>	<u><u>\$ 1,927,994</u></u>
<b>Plan fiduciary net position</b>				
Contributions - employer	\$ 48,999	\$ 50,502	\$ 46,273	\$ 45,535
Contributions - employee	27,201	24,657	22,448	20,981
Net investment income	217,949	30,609	78,551	237,306
Benefit payments, including refunds of employee contributions	(88,883)	(93,508)	(97,143)	(88,906)
Administrative expense	(1,247)	(1,102)	(1,087)	(1,287)
Other	(194)	(13)	(17)	12
<b>Net change in plan fiduciary net position</b>	<u>\$ 203,825</u>	<u>\$ 11,145</u>	<u>\$ 49,025</u>	<u>\$ 213,641</u>
<b>Plan fiduciary net position - beginning</b>	<u>1,785,256</u>	<u>1,774,111</u>	<u>1,725,086</u>	<u>1,511,445</u>
<b>Plan fiduciary net position - ending (b)</b>	<u><u>\$ 1,989,081</u></u>	<u><u>\$ 1,785,256</u></u>	<u><u>\$ 1,774,111</u></u>	<u><u>\$ 1,725,086</u></u>
<b>Library's net pension liability - ending (a) - (b)</b>	<u>\$ 83,293</u>	<u>\$ 287,481</u>	<u>\$ 208,953</u>	<u>\$ 202,908</u>
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	95.98%	86.13%	89.46%	89.48%
<b>Covered payroll</b>	\$ 577,464	\$ 514,193	\$ 468,068	\$ 421,170
<b>Library's net pension liability as a percentage of covered payroll</b>	14.42%	55.91%	44.64%	48.18%

Schedule is intended to show information for 10 years. Information prior to the 2014 valuation is not available. However, additional years will be included as they become available.

Schedule of Employer Contributions - Pension  
 Years Ended June 30, 2009 through June 30, 2018

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<u>Date</u>	<u>Contractually Required Contribution (1)</u>	<u>Contributions in Relation to Contractually Required Contribution (2)</u>	<u>Contribution Deficiency (Excess) (3)</u>	<u>Employer's Covered Payroll (4)</u>	<u>Contributions as a % of Covered Payroll (5)</u>
2018	\$ 50,093	\$ 50,093	\$ -	\$ 598,145	8.37%
2017	49,376	49,376	-	577,464	8.55%
2016	50,502	50,502	-	514,193	9.82%
2015	46,273	46,273	-	468,068	9.89%
2014	45,535	45,535	-	421,170	10.81%
2013	44,641	44,641	-	412,194	10.83%
2012	41,549	41,549	-	415,906	9.99%
2011	46,208	46,208	-	462,546	9.99%
2010	45,101	45,101	-	453,735	9.94%
2009	42,513	42,513	-	427,699	9.94%

**Notes to Required Supplementary Information - Pension**  
**Year Ended June 30, 2018**

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**Changes of benefit terms** – There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation. The 2014 valuation includes Hybrid Retirement Plan members for the first time. The hybrid plan applies to most new employees hired on or after January 1, 2014 and not covered by enhanced hazardous duty benefits. Because this is a fairly new benefit and the number of participants was relatively small, the impact on the liabilities as of the measurement date of June 30, 2017 is not material.

**Changes of assumptions** – The following changes in actuarial assumptions were made effective June 30, 2016 based on the most recent experience study of the System for the four-year period ending June 30, 2016:

Largest 10 – Non-Hazardous Duty:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 20%

All Others (Non 10 Largest) – Non-Hazardous Duty:

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered rates at older ages and changed final retirement from 70 to 75
Withdrawal Rates	Adjusted rates to better fit experience at each year age and service through 9 years of service
Disability Rates	Lowered rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 15%

ROCKBRIDGE REGIONAL LIBRARY

Schedule of Employer's Share of Net OPEB Liability  
 Virginia Local Disability Program (VLDP)  
 Year Ended June 30, 2018

Date (1)	Employer's Proportion of the Net VLDP OPEB Liability (2)	Employer's Proportionate Share of the Net VLDP OPEB Liability (3)	Employer's Covered Payroll (4)	Employer's Proportionate Share of the Net VLDP OPEB Liability as a Percentage of Covered Payroll (3)/(4) (5)	Plan Fiduciary Net Position as a Percentage of Total VLDP OPEB Liability (6)
2017	0.09105% \$	1,000 \$	167,203	0.60%	38.40%

Schedule is intended to show information for 10 years. Information prior to the 2017 valuation is not available. However, additional years will be included as they become available.

## ROCKBRIDGE REGIONAL LIBRARY

Schedule of Employer Contributions  
 Virginia Local Disability Program (VLDP)  
 Years Ended June 30, 2014 through June 30, 2018

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<u>Date</u>	<u>Contractually Required Contribution (1)</u>	<u>Contributions in Relation to Contractually Required Contribution (2)</u>	<u>Contribution Deficiency (Excess) (3)</u>	<u>Employer's Covered Payroll (4)</u>	<u>Contributions as a % of Covered Payroll (5)</u>
2018	\$ 1,300	\$ 1,300	\$ -	\$ 216,658	0.60%
2017	1,000	1,000	-	167,203	0.60%
2016	632	632	-	105,298	0.60%
2015	573	573	-	95,573	0.60%
2014	47	47	-	7,762	0.60%

Schedule is intended to show information for 10 years. However, library contributions began in fiscal year 2014. Additional years will be included as they become available.

## ROCKBRIDGE REGIONAL LIBRARY

**Notes to Required Supplementary Information**  
**Virginia Local Disability Program (VLDP)**  
**Year Ended June 30, 2018**

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**Changes of benefit terms** – There have been no actuarially material changes to the System benefit provisions since the prior actuarial valuation.

**Changes of assumptions** – The following changes in actuarial assumptions were made effective June 30, 2016 based on the most recent experience study of the System for the four-year period ending June 30, 2016:

**Largest Ten Locality Employers - General and Non-Hazardous Duty Employees**

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75
Withdrawal Rates	Adjusted termination rates to better fit experience at each year age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 20%

**Non-Largest Ten Locality Employers - General and Non-Hazardous Duty Employees**

Mortality Rates (pre-retirement, post-retirement healthy, and disabled)	Updated to a more current mortality table - RP-2014 projected to 2020
Retirement Rates	Lowered retirement rates at older ages and extended final retirement age from 70 to 75
Withdrawal Rates	Adjusted termination rates to better fit experience at each year age and service year
Disability Rates	Lowered disability rates
Salary Scale	No change
Line of Duty Disability	Increased rate from 14% to 15%

**Schedule of Changes in Total OPEB Liability (Asset) and Related Ratios -  
 Medical, Dental, Prescription Insurance  
 Year Ended June 30, 2018**

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	<u>2018</u>
<b>Total OPEB liability</b>	
Service cost	\$ 1,000
Benefit payments	(1,000)
<b>Net change in total OPEB liability</b>	\$ -
<b>Total OPEB liability - beginning</b>	<u>9,000</u>
<b>Total OPEB liability - ending</b>	<u><u>9,000</u></u>
<b>Covered payroll</b>	\$ N/A
<b>Library's total OPEB liability (asset) as a percentage of              covered payroll</b>	N/A

Schedule is intended to show information for 10 years. Additional years will be included as they become available.

**Notes to Required Supplementary Information - Library OPEB -  
 Medical, Dental, Prescription Insurance  
 Year Ended June 30, 2018**

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Valuation Date: 7/1/2016  
 Measurement Date: 7/1/2017

No assets are accumulated in a trust that meets the criteria in GASB 75 to pay related benefits.

*Methods and assumptions used to determine OPEB liability:*

Actuarial Cost Method	Entry age normal level % of salary
Discount Rate	3.56% as of June 30, 2017
Inflation	2.50% per year as of June 30, 2017
Healthcare Trend Rate	7.50% for fiscal year end 2018, decreasing 0.50% per year to an ultimate rate of 5.00%
Salary Increase Rates	2.50% annually
Retirement Age	The average age at retirement is 60
Mortality Rates	RP-2014 Mortality Table, fully generational with base year 2006, projected using two-dimensional mortality improvement scale MP-2017.

## **OTHER SUPPLEMENTARY INFORMATION**

**Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
Year Ended June 30, 2018**

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
Revenues:				
From local sources:				
Locality appropriations	\$ 1,042,299	\$ 1,042,299	\$ 1,048,090	\$ 5,791
Capital grants and contributions	33,000	33,000	33,000	-
Operating grants and contributions	8,500	8,500	8,550	50
Foundation funding	55,636	55,636	66,854	11,218
Donations	30,000	30,000	78,012	48,012
Friends	30,400	30,400	53,240	22,840
Charges for services	37,250	37,250	39,719	2,469
Interest Income	-	-	2,611	2,611
E-rate revenue	27,072	27,072	43,395	16,323
Miscellaneous	907	907	791	(116)
Intergovernmental:				
Noncategorical aid:				
Commonwealth of Virginia	306,458	306,458	306,607	149
Total revenues	<u>\$ 1,571,522</u>	<u>\$ 1,571,522</u>	<u>\$ 1,680,869</u>	<u>\$ 109,347</u>
Expenditures:				
Parks, recreation, and cultural:				
Compensation and benefits	\$ 1,029,392	1,029,392	\$ 1,006,598	22,794
Capital outlay	-	-	26,382	(26,382)
Rent	15,000	15,000	15,000	-
Furniture & fixtures	6,000	6,000	2,069	3,931
Insurance	11,050	11,050	13,618	(2,568)
Maintenance	58,532	58,532	55,224	3,308
Other Expenses	23,590	23,590	73,362	(49,772)
Professional Fees	15,000	15,000	16,879	(1,879)
Programming	12,500	12,500	10,086	2,414
State Aid Expenses	306,458	306,458	306,607	(149)
Staff Development	8,000	8,000	13,668	(5,668)
Transportation	15,500	15,500	17,136	(1,636)
Communication	8,500	8,500	7,793	707
Utilities	62,000	62,000	63,605	(1,605)
Debt service:				
Principal	-	-	23,048	(23,048)
Interest	-	-	4,553	(4,553)
Total expenditures	<u>\$ 1,571,522</u>	<u>\$ 1,571,522</u>	<u>\$ 1,655,628</u>	<u>\$ (84,106)</u>
Net change in fund balances	\$ -	\$ -	\$ 25,241	\$ 25,241
Fund balance, beginning of year	-	-	285,110	285,110
Fund balance, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 310,351</u>	<u>\$ 310,351</u>

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

# **COMPLIANCE**

# ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITORS' 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

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### OFFICERS AND TRUSTEES ROCKBRIDGE REGIONAL LIBRARY LEXINGTON, VIRGINIA

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the governmental activities, the discretely presented component unit, and each major fund of the Rockbridge Regional Library as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise Rockbridge Regional Library's basic financial statements and have issued our report thereon dated January 2, 2019. Our report includes a reference to other auditors who audited the financial statements of the Rockbridge Regional Library Foundation, as described in our report on the Rockbridge Regional Library's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors. The financial statements of the Rockbridge Regional Library Foundation were not audited in accordance with *Government Auditing Standards*, and accordingly, this report does not include reporting on internal control over financial reporting or instances of reportable non-compliance associated with the Rockbridge Regional Library Foundation.

### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Rockbridge Regional Library's internal control over financial reporting (internal control) to determine 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 Rockbridge Regional Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Rockbridge Regional Library's internal control.

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 entity'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 Rockbridge Regional 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 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 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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Robinson, Farmer, Cox Associates*

Staunton, Virginia  
January 2, 2019