

Resolution # 14-15-01

BE IT RESOLVED that the Board of Directors of the Chetco Community Public Library hereby adopts the budget for fiscal year 2015-16 in the total of \$2,995,047 now on file at the Chetco Community Public Library.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2015 and for the purposes shown below are hereby appropriated:

General Fund:

Personal Services	\$ 362,100
Materials & Services	\$ 298,900
Transfers	\$ 0
Capital Outlay	\$ 130,105
Contingency	\$ 15,000
Total Fund Appropriations	\$ 806,105
Unappropriated Ending Balance	\$ 421,536*

Library Improvement Fund:

Transfer to General Fund	\$ 0
Total Fund Appropriations	\$ 0
Unappropriated Ending Balance	\$ 1,752,301 *

Misener Endowment Fund:

Transfer to General Fund	\$ 105
Total Fund Appropriations	\$ 105
Unappropriated Ending Balance	\$ 15,000 *

TOTAL FUND APPROPRIATIONS:	\$ 806,210
TOTAL UNAPPROPRIATED FUNDS:	\$ 2,188,837 *
TOTAL ADOPTED BUDGET:	\$ 2,995,047

*Unappropriated amounts are not intended to be spent this fiscal year but are requirements of the budget for future need: General Fund, reserved for carryover operating expenses
 Library Improvement Fund, reserved for future capital projects
 Misener Endowment Fund, reserved for interest earnings

BE IT RESOLVED that the Board of Directors of the Chetco Community Public Library District hereby imposes the taxes provided for in the adopted budget in the amount of **\$632,997** for operations; and that these taxes are hereby imposed and categorized for tax year 2015-16 upon the assessed value of all taxable property within the district.

SCOVILLE & REIBER, P.C.
Certified Public Accountants

G. KENT SCOVILLE, C.P.A.

LARRY A. REIBER, C.P.A.

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CONSTANCE J. HUNTSMAN, C.P.A.

391 NORTH 2ND STREET * P.O. BOX 449

COOS BAY, OR 97420-0049

(541) 269-5103 FAX: (541) 269-1813

e-mail: scovcpa@scovillereiber.com

MEMBERS

AMERICAN INSTITUTE OF C.P.A.

OREGON SOCIETY OF C.P.A.

Joe Wegner
Gold Beach, OR

As part of the audit we are required to assess the risk of fraud. To do that we need to gather information from employees and board members regarding fraud risk. Please understand this is not to imply any suspicion on our part. This is merely a formality that is required.

Could you please have those listed, including yourself, respond to the questions below and forward the responses to us.

Scoville & Reiber, CPA's
PO Box 449
Coos Bay, OR 97420

Accountant: Joe Wegner
Board chairman: Violet Lovejoy
Vice-chairman: Evelyn Allen
Personnel officer: Pat Piper
Treasurer: Craig Friar
Board member: Stuart Watkins

- Do you have any knowledge of fraud or suspicions of fraud?
 - Fraud can be misappropriation of assets or misstating the financial statements.
- Are you aware of any noncompliance or abuses of laws and regulations?
- How often do you, individually or as a group, assess the risk that the IBEW's financial statements might be misstated due to fraud and the controls that you have in place to prevent and detect it?
- Do you have any processes in place to identify, respond and monitor fraud risks?
- How do you communicate to employees the importance of ethical behavior?



PROPOSAL/CONTRACT

CCB # 171540 CSLB: # 918625

**16335 Lower Harbor Road
P.O. Box 2816
Brookings, OR 97415
541-469-4415**

Sherry Walters & Pat Nied, Owners
"Customer Service Is Our Priority"

**Windows
~~
Heating & Air
Inc.**

DATE: June 2nd, 2015

NAME: Chetco Community Public Library

ADDRESS: 405 Alder Street

CITY: Brookings, Oregon

PHONE #: 541-469-7738

Replace blown compressor and rusted out accumulator on the existing exterior 2 ton Rheem R-22 split system. The unit is 10+ yrs of age and covers the back office and the book storage area .

This installation will require .5 working day(s) with 2 technician(s).

This proposal covers part(s) and labor.

Any additional requirements and/or requests are not stated in this proposal.

Harbor View will need access to the building during working hours 8am- 5pm M-Thur. All work will be done in a professional and timely manner with every effort made not to disturb staff or patrons.

Total Price: \$1,425.00

Harbor View Windows, Heating & Air, Inc. may withdraw this contract amount if not accepted within 30 days.

Harbor View Windows, Heating & Air, Inc. guarantees all work for 3 years from installation except caulking which is 1 year from installation. Payment must conform to above terms. Any payments more than 30 days past due date are subject to 1.584% (19% APR) interest per month, retroactive to the due date. Cancellation of a scheduled job without 24 hours notice may be subject to an \$85.00 trip charge.

This order becomes a binding contract when signed by purchaser and an authorized representative of Harbor View Windows, Heating & Air, Inc. No statement or representations other than as set forth above shall bind any party, and no modification can be made to this contract except in writing and signed by both parties. In the event it should become necessary for the company to institute suit for the enforcement of any of the terms of this contract, purchaser agrees to pay all of company's costs of suit together with reasonable attorney fees.

PURCHASER _____

COMPANY REP. _____

Date: _____

Date: _____



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Heating & Air
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DATE: June 2nd, 2015

NAME: Chetco Community Public Library

ADDRESS: 405 Alder Street

CITY: Brookings, Oregon

PHONE #: 541-469-7738

Provide & Install: 1- 2 ton Rheem split heat pump. This split system would replace the 10+ year old unit and has a blown compressor and a rusted out accumulator. This unit services the back office and the book storage area.

This installation is as follows:

Harbor View will run AC, control and condensate lines to exterior unit.

Use existing thermostat.

Hook up to existing duct work.

Any additional requirements and/or requests are not stated in this proposal.

This installation will require 1 working day with 2 technicians.

Harbor View will need access to the building during working hours 8am- 5pm M-F. All work will be done in a professional and timely manner with every effort made not to disturb staff.

Total Contract Price: \$3,940.00

Down Payment: \$1,970.00

Final Payment: \$1,970.00

Harbor View Windows, Heating & Air, Inc. may withdraw this contract amount if not accepted within 30 days.

Harbor View Windows, Heating & Air, Inc. guarantees all work for 3 years from installation except caulking which is 1 year from installation. Payment must conform to above terms. Any payments more than 30 days past due date are subject to 1.584% (19% APR) interest per month, retroactive to the due date. Cancellation of a scheduled job without 24 hours notice may be subject to an \$85.00 trip charge.

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**Heating & Air
Inc.**

DATE: June 2nd, 2015

NAME: Chetco Community Public Library

ADDRESS: 405 Alder Street

CITY: Brookings, Oregon

PHONE #: 541-469-7738

Replace blown accumulator on the existing exterior 5 ton Rheem R-22 split system. The unit is 10+ yrs of age and covers the convention room on the south east side of the building.

This installation will require .5 working day(s) with 1 technicians.

This proposal covers part(s) and labor.

Any additional requirements and/or requests are not stated in this proposal.

Harbor View will need access to the building during working hours 8am- 5pm M-Thur. All work will be done in a professional and timely manner with every effort made not to disturb staff or patrons.

Total Price: \$635.00

Harbor View Windows, Heating & Air, Inc. may withdraw this contract amount if not accepted within 30 days.

Harbor View Windows, Heating & Air, Inc. guarantees all work for 3 years from installation except caulking which is 1 year from installation. Payment must conform to above terms. Any payments more than 30 days past due date are subject to 1.584% (19% APR) interest per month, retroactive to the due date. Cancellation of a scheduled job without 24 hours notice may be subject to an \$85.00 trip charge.

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DATE: June 2nd, 2015

NAME: Chetco Community Public Library

ADDRESS: 405 Alder Street

CITY: Brookings, Oregon

PHONE #: 541-469-7738

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This installation is as follows:

Harbor View will run AC, control and condensate lines to exterior unit.

Use existing thermostat.

Hook up to existing duct work.

Any additional requirements and/or requests are not stated in this proposal.

This installation will require 1 working day with 2 technicians.

Harbor View will need access to the building during working hours 8am- 5pm M-F. All work will be done in a professional and timely manner with every effort made not to disturb staff.

Total Contract Price: \$6,580.00

Down Payment: \$3,290.00

Final Payment: \$3,290.00

Harbor View Windows, Heating & Air, Inc. may withdraw this contract amount if not accepted within 30 days.

Harbor View Windows, Heating & Air, Inc. guarantees all work for 3 years from installation except caulking which is 1 year from installation. Payment must conform to above terms. Any payments more than 30 days past due date are subject to 1.584% (19% APR) interest per month, retroactive to the due date. Cancellation of a scheduled job without 24 hours notice may be subject to an \$85.00 trip charge.

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