



Office of the City Auditor

INFORMATION CALENDAR
September 21, 2004

To: Honorable Mayor and
Members of the City Council

From: Ann-Marie Hogan, City Auditor

Subject: Library Operations Audit

INTRODUCTION

On August 24, 2004, the Mayor asked me to comment on statements in the Berkeley Measure L ballot arguments that referred to our Library Operations Audit. These statements pertained to: 1) Library costs, and 2) Implementation of the audit recommendations.

1. The issue of costs of Library services was not addressed in our audit, although the ballot argument indicates otherwise. The objectives of this performance audit were to evaluate the effectiveness of the internal control structure over purchasing and accounts payable operations in the Library's Administrative Division and Technical Services Division, and to identify and evaluate the effectiveness of the Library's efforts to reduce workers' compensation claims at the Central Library.
2. Regarding the implementation of audit recommendations, the Library has provided us with an audit implementation status report that indicates they have implemented 17 of our 20 recommendations and have partially implemented 3. This information has not been audited by the Auditor's Office.

A positive finding in the audit was that the Library was taking steps to reduce workers' compensation claims. Our recommendation for enhancing this effort could be seen as having an impact on costs in the future.

CURRENT SITUATION AND ITS EFFECTS

The auditors believe that the implementation of our recommendations will improve internal controls in Library operations.

CONTACT PERSON

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Approved:

Ann-Marie Hogan, City Auditor
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