



**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2000 - 1999



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

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REPORT OF INDEPENDENT ACCOUNTANTS

Law Library Association
Scioto County
602 Seventh Street
Portsmouth, Ohio 45662

To the Board of Trustees:

We have audited the accompanying financial statements of the Regular Account of the Law Library Association, Scioto County, Ohio (the Association), as of and for the years ended December 31, 2000 and December 31, 1999. These financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

As discussed in Note 1, the Association prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

The financial statements referred to above present only the Regular Account and are not intended to present fairly the financial position and the results of operations of the Association, in conformity with the basis of accounting described in Note 1.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balances of the Regular Account of the Law Library Association, Scioto County, as of December 31, 2000 and December 31, 1999, and its cash receipts and cash disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated July 18, 2001, on our consideration of the Association's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations and contracts. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

This report is intended solely for the information and use of the management, Board of Trustees, and other officials authorized to receive this report under Ohio Revised Code Section 117.26, and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro
Auditor of State

July 18, 2001

**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGE IN CASH BALANCE OF THE REGULAR ACCOUNT
FOR THE YEAR ENDED DECEMBER 31, 2000**

Cash Receipts:	
County Auditor	\$88,966
Common Pleas Court	1,250
City of Portsmouth	97,485
Interest	119
Credit Returns	<u>177</u>
Total Cash Receipts	<u>187,997</u>
Cash Disbursements:	
Salaries	12,140
Materials	159,430
Supplies	337
Equipment	377
Miscellaneous	325
Insurance	<u>763</u>
Total Cash Disbursements	<u>173,372</u>
Excess of Cash Receipts Over/(Under) Cash Disbursements	14,625
Cash Balance, January 1	<u>3,446</u>
Cash Balance, December 31	<u><u>\$18,071</u></u>

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

**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGE IN CASH BALANCE OF THE REGULAR ACCOUNT
FOR THE YEAR ENDED DECEMBER 31, 1999**

Cash Receipts:	
County Auditor	\$67,591
Common Pleas Court	1,250
Portsmouth Municipal Court	5,500
City of Portsmouth	34,802
Interest	236
Credit Returns	293
Miscellaneous	<u>350</u>
Total Cash Receipts	<u>110,022</u>
Cash Disbursements:	
Salaries	11,321
Materials	101,321
Supplies	1,022
Equipment	1,409
Insurance	<u>763</u>
Total Cash Disbursements	<u>115,836</u>
Excess of Cash Receipts Over/(Under) Cash Disbursements	(5,814)
Cash Balance, January 1	<u>9,260</u>
Cash Balance, December 31	<u><u>\$3,446</u></u>

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

**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS OF THE REGULAR ACCOUNT
DECEMBER 31, 2000 AND 1999**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Law Library Association, Scioto County, (the Association) is a body politic and corporate established to exercise the rights and privileges conveyed to it by the Constitution of the State of Ohio and Ohio Rev. Code Sections 3375.48 through 3375.56, inclusive. The Association is directed by an appointed Board of Trustees. The Association provides legal reference materials for all Scioto County Residents.

The Association's management believes these financial statements represent all activities for which the Association is financially accountable as per Ohio Rev. Code Section 3375.50 and 3375.53.

B. Basis of Accounting

These financial statements follow the basis of accounted prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when a payment is made rather than when a liability is incurred.

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

C. Budgetary Process

The Association is not required to follow the budgetary requirements under Ohio Revised Code Chapter 5705. Accordingly, no budgetary information is presented.

D. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

2. EQUITY IN POOLED CASH

The Ohio Revised Code prescribes allowable deposits for the Association. The carrying amount of cash at December 31 was as follows:

	<u>2000</u>	<u>1999</u>
Demand deposits	<u>\$18,071</u>	<u>\$3,446</u>

Deposits:

Demand Deposits are insured by the Federal Deposit Insurance Corporation.

**LAW LIBRARY ASSOCIATION
SCIOTO COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS OF THE REGULAR ACCOUNT
DECEMBER 31, 2000 AND 1999
(Continued)**

3. RETIREMENT SYSTEMS

The Public Employees Retirement System of Ohio (PERS) is a state operated, cost-sharing, multiple employer public employee retirement system. PERS provides retirement benefits to vested employees who are eligible to retire based upon years of service. PERS also provides survivor and disability benefits to vested employees.

Contribution rates are also prescribed by the Ohio Revised Code. For 2000 and 1999, PERS members contributed 8.5% of their gross salaries. The Association contributed an amount equal to 13.55% of participants' gross salaries through June 30, 2000. Effective July 1, 2000 the employers' contribution rate decreased to 8.13% of the participants' gross salaries. The Library has paid all contributions required through December 31, 2000.

4. RISK MANAGEMENT

The Association has obtained commercial insurance for comprehensive property and general liability.



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

Law Library Association
Scioto County
602 Seventh Street
Portsmouth, Ohio 45662

To the Board of Trustees:

We have audited the accompanying financial statements of the Regular Account of the Law Library Association, Scioto County, Ohio (the Association), as of and for the years ended December 31, 2000 and December 31, 1999, and have issued our report thereon dated July 18, 2001. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Association's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Association in a separate letter dated July 18, 2001.

Law Library Association
Scioto County
Report of Independent Accountants on Compliance and on
Internal Control Required by *Government Auditing Standards*
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This report is intended for the information and use of management and the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro
Auditor of State

July 18, 2001



STATE OF OHIO
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SCIOTO COUNTY LAW LIBRARY ASSOCIATION

SCIOTO COUNTY

CLERK'S CERTIFICATION

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

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
AUGUST 21, 2001**