



**LAW LIBRARY ASSOCIATION
WYANDOT COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2000 AND 1999



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**LAW LIBRARY ASSOCIATION
WYANDOT COUNTY**

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STATE OF OHIO
OFFICE OF THE AUDITOR
JIM PETRO, AUDITOR OF STATE

35 North Fourth Street
Columbus, Ohio 43215
Telephone 614-466-3402
800-443-9275
Facsimile 614-728-7199
www.auditor.state.oh.us

REPORT OF INDEPENDENT ACCOUNTANTS

Law Library Association
Wyandot County
109 South Sandusky Street
Upper Sandusky, Ohio 43351

To the Board of Trustees:

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

We conducted our audit in accordance with generally accepted auditing standards 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 Law Library 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.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balance of the Law Library Association, Wyandot County, as of December 31, 2000 and December 31, 1999, and its cash receipts and 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 April 6, 2001 on our consideration of the Law Library's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. 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 Board of Trustees, management, and other officials authorized to receive this report under Section 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO
Auditor of State

April 6, 2001

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**LAW LIBRARY ASSOCIATION
WYANDOT COUNTY**

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

| | |
|----------------------------------------------|-------------|
| Cash receipts: | |
| Intergovernmental | \$105,772 |
| Interest | 1,866 |
| Miscellaneous | 93 |
| | <hr/> |
| Total cash receipts | 107,731 |
| | <hr/> |
| Cash disbursements: | |
| Legislative and Executive | 81,753 |
| Statutory Refunds to Other Governments | 37,508 |
| | <hr/> |
| Total cash disbursements | 119,261 |
| | <hr/> |
| Total cash receipts under cash disbursements | (11,530) |
| Cash Balance, January 1, 2000 | 109,166 |
| | <hr/> |
| Cash Balance, December 31, 2000 | \$97,636 |
| | <hr/> <hr/> |

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

**LAW LIBRARY ASSOCIATION
WYANDOT COUNTY**

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

| | |
|---------------------------------------------|-------------------------|
| Cash receipts: | |
| Intergovernmental | \$108,921 |
| Interest | 1,857 |
| Miscellaneous | <u>3</u> |
| Total cash receipts | <u>110,781</u> |
| Cash disbursements: | |
| Legislative and Executive | 67,248 |
| Statutory Refund to Other Governments | <u>28,154</u> |
| Total cash disbursements | <u>95,402</u> |
| Total cash receipts over cash disbursements | 15,379 |
| Cash Balance, January 1, 1999 | <u>93,787</u> |
| Cash Balance, December 31, 1999 | <u><u>\$109,166</u></u> |

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

**LAW LIBRARY ASSOCIATION
WYANDOT COUNTY**

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Law Library Association, Wyandot County, Ohio, (the Law Library) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Library is directed by a three-member appointed Board of Trustees. Services provided by the Law Library include the purchase and maintenance of legal publications and material for the judicial actions executed by the County.

The Law Library's management believes these financial statements present all activities for which the Law Library is financially accountable.

B. Basis of Accounting

These financial statements follow the basis of accounting 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 paid rather than when a liability is incurred.

C. Cash and Investments

The Law Library maintains a checking account and a savings account.

D. Property, Plant, and Equipment

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

2. EQUITY IN CASH

The Law Library maintains cash accounts with local depositories. The Ohio Revised Code prescribes allowable deposits. The carrying amount of cash at December 31 follows:

| | <u>2000</u> | <u>1999</u> |
|-----------------|-----------------|------------------|
| Deposits | \$64,567 | \$76,826 |
| Savings account | <u>33,069</u> | <u>32,340</u> |
| Total deposits | <u>\$97,636</u> | <u>\$109,166</u> |

Deposits

Deposits are insured by the Federal Depository Insurance Corporation up to \$100,000.

3. IN-KIND CONTRIBUTIONS

The Law Library's Librarian and Assistant Librarian are paid out of Wyandot County's general fund for their services. The County contributed \$15,352 in 2000 and \$13,838 in 1999. This activity is not reflected in the accompanying financial statements.

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Telephone 614-466-3402
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Facsimile 614-728-7199
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REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Law Library Association
Wyandot County
109 South Sandusky Street
Upper Sandusky, Ohio 43351

To the Board of Trustees:

We have audited the accompanying financial statements of the Law Library Association, Wyandot County, Ohio (the Law Library), as of and for the years ended December 31, 2000 and December 31, 1999, and have issued our report thereon dated April 6, 2001. We conducted our audit in accordance with generally accepted auditing standards 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 Law Library's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Law Library in a separate letter dated April 6, 2001.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Law Library'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.

Law Library Association
Wyandot County
Report of Independent Accountants on Compliance
and on Internal Control Required by
Government Auditing Standards
Page 2

This report is intended for the information and use of the Board of Trustees and management, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO
Auditor of State

April 6, 2001



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

88 East Broad Street
P.O. Box 1140
Columbus, Ohio 43216-1140
Telephone 614-466-4514
800-282-0370
Facsimile 614-466-4490

LAW LIBRARY ASSOCIATION

WYANDOT 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
MAY 15, 2001**