

**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY  
Regular Audit  
December 31, 2008 and 2007**

*Perry & Associates*  
**Certified Public Accountants, A.C.**





# Mary Taylor, CPA

Auditor of State

Board of Trustees  
Clermont County Law Library Association  
270 East Main Street  
Batavia, Ohio 45103

We have reviewed the *Independent Accountants' Report* of the Clermont County Law Library Association, prepared by Perry & Associates, Certified Public Accountants, A.C., for the audit period January 1, 2007 through December 31, 2008. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Accountants' Report* on your financial statements. While the Auditor of State does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Accountants' Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State permits.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Clermont County Law Library Association is responsible for compliance with these laws and regulations.

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

March 19, 2009

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**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

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**INDEPENDENT ACCOUNTANTS' REPORT**

February 11, 2009

Clermont County Law Library Association  
Clermont County  
270 Main Street  
Batavia, Ohio 45103

To the Board of Trustees:

We have audited the accompanying financial statements of the **Clermont County Law Library Association, Clermont County, Ohio**, (the Association) as of and for the years ended December 31, 2008 and 2007. 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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Association has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Association's larger (i.e. major) funds separately. While the Association does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation. The Auditor of State permits, but does not require Law Libraries to reformat their statements. The Association has elected not to follow GAAP statement formatting requirements. The following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2008 and 2007 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Association as of December 31, 2008 and 2007 or their changes in financial position for the year then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the fund cash balances of Clermont County Law Library Association, as of December 31, 2008 and 2007, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the Association to include Management's Discussion and Analysis for the years ended December 31, 2008 and 2007. The Association has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 11, 2009, on our consideration of the Association's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Perry & Associates CPAs A.C.".

**Perry and Associates**  
Certified Public Accountants, A.C.

**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND  
CHANGES IN FUND CASH BALANCES  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2008**

	<b>General Fund</b>
<b>Cash Receipts:</b>	
<b>Clermont County Receipts:</b>	
Clermont County Auditor	\$ 559,385
<b>Other Receipts:</b>	
Interest	889
Miscellaneous Receipts	508
Total Cash Receipts	560,782
<b>Cash Disbursements:</b>	
Book Purchases	429,076
Office	59,450
Payroll	72,154
Total Cash Disbursements	560,680
Total Cash Receipts Over/(Under) Cash Disbursements	102
Fund Cash Balances, January 1	8
<b>Fund Cash Balances, December 31</b>	<b>\$ 110</b>

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



**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND  
CHANGES IN FUND CASH BALANCES  
GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 2007**

	<b>General Fund</b>
<b>Cash Receipts:</b>	
<b>Clermont County Receipts:</b>	
Clermont County Auditor	\$ 535,432
<b>Other Receipts:</b>	
Interest	171
Miscellaneous Receipts	5,110
	540,713
Total Cash Receipts	540,713
<b>Cash Disbursements:</b>	
Book Purchases	449,276
Office	45,166
Payroll	46,274
	540,716
Total Cash Disbursements	540,716
Total Cash Receipts Over/(Under) Cash Disbursements	(3)
Fund Cash Balances, January 1	11
<b>Fund Cash Balances, December 31</b>	<b>\$ 8</b>

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

**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2008 and 2007**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Description of the Entity**

The Clermont County Law Library Association (the Association), Clermont County, Ohio is a body established for the purpose of exercising the rights and privileges conveyed to it by the Constitution and laws of the State of Ohio. The Association is directed by a five member Board of Trustees. The Trustees are members of the Clermont County Bar Association and are appointed by the presiding judge of the Court of Common Pleas of Clermont County. They serve unlimited terms. The Association is formed for the purpose of providing a legal research and resource base to members.

The Law Librarian and assistants serve at the pleasure of the Board of Trustees. The Law Librarian's and two of her assistant's compensation is fixed by the Judge of Common Pleas Court and is paid out of the Clermont County General Fund. The Board of Trustees serve without compensation.

Management believes the financial statements included in this report represent all of the funds of the Association over which the Board of Trustees is financially accountable.

The Association controls only public funds that are received from the various courts of Clermont County. These public funds are restricted to purchases of law books, computer communication, salaries, and equipment. Some funds the Association receives are considered private monies which include fees charged for the use of the Association's computer system for legal research and from photocopying charges. Fees collected for the use of the computers and copiers remain private even though the equipment may have been purchased with public funds. The Association accounts for these monies within the General Fund and can disburse these private monies at its discretion.

**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.

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

**C. Cash and Investments**

The Association maintains an interest bearing checking account for all its deposits.

**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2008 and 2007  
(Continued)**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**D. Fund Accounting**

The Association uses fund accounting to segregate cash and investments that are restricted as to use. The Association uses one fund to account for the related revenues and expenditures.

**General Fund**

The general fund is the general operating fund. It is used to account for all financial resources except those required by law or contract to be restricted. The Association has no financial resources required by law or contract to be restricted.

**E. Budgetary Process**

The Association is not subject to Ohio budgetary law and is not a taxing subdivision.

**F. 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, and depreciation is not recorded for these assets.

**2. EQUITY IN POOLED CASH**

The Association maintains one bank account for its fund. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash at December 31 was as follows:

	2008	2007
Demand deposits	<u>\$ 110</u>	<u>\$ 8</u>

Deposits are either insured by the Federal Deposit Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

**3. RISK MANAGEMENT**

The Association has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Public official's liability
- Errors and omissions

The Association also provides health insurance coverage to fulltime employees through a private carrier. There has been no significant change in coverage from last year. Settled claims have not exceeded commercial coverage in the past three years.

**CLERMONT COUNTY LAW LIBRARY ASSOCIATION  
CLERMONT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2008 and 2007  
(Continued)**

**4. Retirement Systems**

Employees of the Association were covered by the Public Employees Retirement System (PERS) of Ohio. The State of Ohio accounts for the activities of the retirement system and the amount of that fund is not reflected in the accompanying financial statements. The employees of the Association began contributing to PERS in June 1996. Prior to June 1996, the employees paid into the Social Security System. The employees contributed 10.0% in 2008 and 9.5% in 2007 of their gross salaries and Association contributed an amount equal to 14.0% in 2008 and 13.85% in 2007 of their gross wages. The Law Librarian and two of her assistants are County employees and thus contributed 10.0% in 2008 and 9.5% in 2007 of their gross wages. Clermont County contributes an amount equal to 14.0% in 2008 and 13.85% in 2007 of their gross wages.

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**INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
REQUIRED BY *GOVERNMENT AUDITING STANDARDS***

February 11, 2009

Clermont County Law Library Association  
Clermont County  
270 Main Street  
Batavia, Ohio 45103

To the Board of Trustees:

We have audited the financial statements of **Clermont County Law Library Association, Clermont County, Ohio**, (the Association) as of and for the years ended December 31, 2008 and 2007, and have issued our report thereon dated February 11, 2009, wherein we noted the Association followed accounting practices the Auditor of State prescribes rather than accounting principles generally accepted in the United States of America. 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 the Comptroller General of the United States' *Government Auditing Standards*.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Association's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinions on the financial statements, but not to opine on the effectiveness of the Association's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Association's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Association's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Association's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Association's internal control will not prevent or detect a material financial statement misstatement.

**Internal Control Over Financial Reporting (Continued)**

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and accordingly, would not necessarily disclose all significant deficiencies that are also material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

**Compliance and Other Matters**

As part of reasonably assuring whether the Association's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters that we must report under *Government Auditing Standards*.

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

Respectfully Submitted,



**Perry and Associates**  
Certified Public Accountants, A.C.



**Mary Taylor, CPA**  
Auditor of State

**LAW LIBRARY ASSOCIATION**

**CLERMONT 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  
MARCH 31, 2009**