



Dave Yost • Auditor of State



**ALBANY INDEPENDENT AGRICULTURAL SOCIETY  
ATHENS COUNTY**

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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Albany Independent Agricultural Society  
Athens County  
P.O. Box 193  
Albany, Ohio 45710

We have performed the procedures enumerated below, with which the Board of Directors and the management of the Albany Independent Agricultural Society, Athens County, Ohio (the Society), agreed, solely to assist the Board in evaluating receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended November 30, 2010 and 2011, and certain compliance requirements related to these transactions and balances. Management is responsible for recording transactions; and management and the Board are responsible for complying with the compliance requirements. This agreed-upon procedures engagement was conducted in accordance with the American Institute of Certified Public Accountants' attestation standards and applicable attestation engagement standards included in the Comptroller General of the United States' *Government Auditing Standards*. The sufficiency of the procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

This report only describes exceptions exceeding \$10.

### Cash

1. We tested the mathematical accuracy of the November 30, 2011 and November 30, 2010 bank reconciliations. We found no exceptions.
2. We compared the December 1, 2009 beginning fund balances recorded in the Comparative Statement of Cash Receipts and Disbursements to the November 30, 2009 balances in the prior year cash reconciliation section of the Auditor of State Agreed Upon Procedures work papers. The December 1, 2009 beginning fund balance recorded in the Comparative Statement of Receipts and Disbursements was \$47,054. The November 30, 2009 ending balance in the prior period agreed-upon procedures work papers was \$46,136, resulting in a difference of \$918. The Treasurer posted an adjustment from the 2009-2008 Agreed-Upon Procedures report as an expenditure in 2010 rather than as a decrease in 2009 Ending Balances. This resulted in an overstatement of beginning balance in 2010 of \$918 and overstated expenditures of \$918. These errors did not affect Ending Balances for the audit period.
3. We compared the totals per the bank reconciliations to the total of the November 30, 2011 and 2010 fund cash balance reported in the General Ledger. The 2011 amounts agreed. The 2010 General Ledger balance exceeded the balance indicated on the bank reconciliation by \$116 due to improper inclusion of Check 4791 dated 9/11/10 in the outstanding check listing, which was corrected by the Fiscal Officer in May 2011.

### **Cash (Continued)**

4. We confirmed the November 30, 2011 bank account balance with the Society's financial institution. We found no exceptions. We also agreed the confirmed balances to the amounts appearing in the November 30, 2011 bank reconciliation without exception.
5. We selected five reconciling debits (such as outstanding checks) haphazardly from the November 30, 2011 bank reconciliation:
  - a. We traced each debit to the subsequent December bank statement. We found no exceptions.
  - b. We traced the amounts and dates written to the check register, to determine the debits were dated prior to November 30. We noted no exceptions.
6. We inspected the Comparative Statement of Cash Receipts and Disbursements to determine whether the Findings For Adjustment identified in the prior agreed-upon procedures to reduce the General Fund balance were properly posted to the report. We note that the Treasurer posted one adjustment from the 2009-2008 Agreed-Upon Procedures report as an expenditure in 2010 rather than as a decrease in 2009 Ending Balances. This resulted in an overstatement of beginning balance in 2010 of \$918 and overstated expenditures of \$918. We note that these errors did not result in incorrect Ending Balances for the audit period.

### **Intergovernmental and Other Confirmable Cash Receipts**

1. We selected all the receipts from the Distribution Transaction Detail Report (State DTL) for 2011 and 2010.
  - a. We compared the amount from the DTL/confirmation to the amount recorded in the Receipt Ledger. The amounts agreed.
  - b. We determined whether these receipts were allocated to the proper account code(s). We found no exceptions.
  - c. We determined whether the receipts were recorded in the proper year. We found no exceptions.

### **Admission/Grandstand Receipts**

We haphazardly selected one day of admission/grandstand cash receipts from the year ended November 30 2011 and one day of admission/grandstand cash receipts from the year ended November 30, 2010 recorded in the receipts ledger and determined whether the receipt amount agreed to the supporting documentation (ticket recapitulation sheets). The amounts agreed for the day we tested from 2011.

For September 10, 2010, the amount recorded in the receipts ledger for September 10, 2010 was \$8,316.

- a. The ticket sales recapitulation reported 1390 tickets sold on that date.
- b. The admission price per ticket was \$6.
- c. Therefore, the recapitulation sheet multiplied by the admission price supports admission receipts of \$8,340 for September 10, 2010, which exceeds the amount recorded by \$24.

### **Sustaining and Entry (Purse) Receipts and Disbursements**

We obtained copies of race schedules approved by the Board of Directors. We selected one race day from the year ended November 30 2011 and one race day from the year ended November 30, 2010 and performed the following steps:

### **Sustaining and Entry (Purse) Receipts and Disbursements (Continued)**

- a. Traced authorized race dates to the cash receipt ledger postings and determined whether there are purse receipt postings for each authorized race day. The cash receipts ledger reported wagering receipts for the authorized dates.
- b. Traced authorized race dates to the cash disbursement ledger postings and determined whether there were appropriate purse disbursement postings for each authorized race day. The cash disbursements ledger reported wagering disbursements for the authorized dates.

### **Over-The-Counter Cash Receipts**

We haphazardly selected 10 over-the-counter cash receipts from the year ended December 31, 2011 and 10 over-the-counter cash receipts from the year ended 2010 recorded in the duplicate cash receipts book and determined whether the:

- a. Receipt amount agreed to the amount recorded in the receipt ledger. The amounts agreed.
- b. Amount charged (when applicable) complied with rates in force during the period. We found no exceptions.
- c. Receipt was posted to the proper fund and was recorded in the proper year. We found no exceptions.

### **Debt**

1. The prior agreed-upon procedures report disclosed no debt outstanding as of November 30, 2009.
2. We inquired of management, and scanned the receipt and expenditure records for evidence of loan or credit agreements, and bonded, note, County, or mortgage debt issued during 2011 or 2010 or debt payment activity during 2011 or 2010. We noted no new debt issuances, or any debt payment activity during 2011 or 2010.

### **Payroll Cash Disbursements**

We noted no payroll cash disbursement activity during 2011 or 2010.

### **Non-Payroll Cash Disbursements**

1. From the Expenditure report, we re-footed checks recorded as disbursements for Equipment and Grounds Maintenance for 2011. We found no exceptions.
2. We haphazardly selected ten disbursements from the General Ledger for the year ended November 30, 2011 and ten from the year ended 2010 and determined whether:
  - a. The disbursements were for a proper public purpose. We found no exceptions.
  - b. The check number, date, payee name and amount recorded on the returned, canceled check agreed to the check number, date, payee name and amount recorded in the General Ledger and to the names and amounts on the supporting invoices. We found no exceptions.
  - c. Based on the nature of the expenditure, the account coding is reasonable. We found no exceptions.

**Officials' Response:** We did not receive a response from Officials to the exceptions reported above.

We were not engaged to, and did not conduct an examination, the objective of which would be the expression of an opinion on the Society's receipts, disbursements, balances and compliance with certain laws and regulations. Accordingly, we do not express an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of management, those charged with governance, and others within the Society, and is not intended to be, and should not be used by anyone other than these specified parties.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive, flowing style with a large loop at the end of the last name.

**Dave Yost**  
Auditor of State

February 10, 2012





# Dave Yost • Auditor of State

**ALBANY INDEPENDENT AGRICULTURAL SOCIETY**

**ATHENS 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 8, 2012**