

**THE GREATER COLUMBUS CONVENTION
AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS**

FRANKLIN COUNTY

REGULAR AUDIT

DECEMBER 31, 2018



OHIO AUDITOR OF STATE KEITH FABER



Board of Directors
Greater Columbus Convention and Visitor's Bureau DBA Experience Columbus
277 West Nationwide Blvd
Columbus, Ohio 43215

We have reviewed the *Independent Auditor's Report* of the Greater Columbus Convention and Visitor's Bureau DBA Experience Columbus, Franklin County, prepared by Wilson, Shannon & Snow, Inc., for the audit period January 1, 2018 through December 31, 2018. 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.

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 Greater Columbus Convention and Visitor's Bureau DBA Experience Columbus is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Keith Faber".

Keith Faber
Auditor of State
Columbus, Ohio

April 24, 2019

This page intentionally left blank.

**THE GREATER COLUMBUS CONVENTION
AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS**

FRANKLIN COUNTY

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
INDEPENDENT AUDITOR'S REPORT	1
FINANCIAL STATEMENTS:	
CONSOLIDATED STATEMENT OF FINANCIAL POSITION	3
CONSOLIDATED STATEMENT OF ACTIVITIES	4
CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES	5
CONSOLIDATED STATEMENT OF CASH FLOWS	6
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS	7
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY <i>GOVERNMENT AUDITING STANDARDS</i>	15

This page intentionally left blank.

INDEPENDENT AUDITOR'S REPORT

The Greater Columbus Convention and Visitor's Bureau
dba Experience Columbus
Franklin County
277 West Nationwide Blvd.
Columbus, Ohio 43215

To the Board of Directors:

Report on the Consolidated Financial Statements

We have audited the accompanying financial statements of The Greater Columbus Convention and Visitor's Bureau, dba Experience Columbus, Franklin County, Ohio (the Organization), (a not-for-profit corporation), which comprise the consolidated statement of financial position as of and for the year ended December 31, 2018, the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes designing, implementing, and maintaining internal control relevant to preparing and fairly presenting financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing those risks of financial statement material misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Organization's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Organization's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our opinion.

The Greater Columbus Convention and Visitor's Bureau
dba Experience Columbus
Franklin County
Independent Auditor's Report

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Greater Columbus Convention and Visitor's Bureau, Franklin County, Ohio as of December 31, 2018, and the changes in its net assets and its cash flows for the year then ended in accordance with the accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 4, 2019, on our consideration of the Organization'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 internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.

Wilson, Shuman & Snow, Inc.

March 4, 2019
Newark, Ohio

THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS
FRANKLIN COUNTY

CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2018

ASSETS

Current Assets:

Cash and Cash Equivalents	\$	4,822,656
Prepaid Expenses and Deposits		592,607
Accounts Receivable		156,277
Total Current Assets		5,571,540

Noncurrent Assets:

Property and Equipment, Net		400,068
-----------------------------	--	---------

TOTAL ASSETS		\$ 5,971,608
---------------------	--	---------------------

LIABILITIES AND NET ASSETS

LIABILITIES

Current Liabilities:

Accounts Payable	\$	611,701
Accrued Expenses		470,333
Deferred Revenue		129,075
Loan Payable		5,000
Total Current Liabilities		1,216,109

Noncurrent Liabilities:

Loan Payable		14,509
--------------	--	--------

TOTAL LIABILITIES		1,230,618
--------------------------	--	------------------

NET ASSETS

Without Donor Restrictions		4,740,990
----------------------------	--	-----------

TOTAL NET ASSETS		4,740,990
-------------------------	--	------------------

TOTAL LIABILITIES AND NET ASSETS		\$ 5,971,608
---	--	---------------------

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

THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS
FRANKLIN COUNTY

CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2018

	Without Donor Restrictions
OPERATING ACTIVITIES	
Revenues and Other Support	
Columbus Bed Tax	\$ 10,132,437
Contributions	826,052
Program Revenue	798,870
Promotional Revenue, Franklin County	2,140,000
Contributed Services	238,745
Publication Revenue	756,932
Sports Marketing	964,650
Other	75,695
Total Revenues and Other Support	15,933,381
EXPENSES	
Convention Marketing	7,386,764
Tourism Marketing	3,846,154
Communication and Public Relations	1,041,921
Sports Marketing	2,470,782
Supporting Services:	
Management and General	1,422,629
Total Expenses	16,168,250
Change in Net Assets from Operations	(234,869)
NON-OPERATING ACTIVITIES	
Interest	255
Total Non-Operating Activities	255
CHANGE IN NET ASSETS	(234,614)
NET ASSETS, BEGINNING OF YEAR	4,975,604
NET ASSETS, END OF YEAR	\$ 4,740,990

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

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018**

	<u>Convention Marketing</u>	<u>Tourism Marketing</u>	<u>Communication and Public Relations</u>	<u>Sports Marketing</u>	<u>Management and General</u>	<u>Total</u>
Personnel Services	\$ 3,417,801	\$ 832,565	\$ 597,982	\$ 1,285,015	\$ 880,549	\$ 7,013,912
Promotion:						
Advertising	766,660	2,134,099	60,060	166,989	-	3,127,808
Travel and Lodging	319,831	63,753	58,523	79,639	46,623	568,369
Meals and Entertainment	581,502	60,778	107,432	168,901	62,974	981,587
Publications	1,876	-	-	-	-	1,876
Program Development	754,325	240,470	25,372	170,898	47,820	1,238,885
Promotional Items	132,310	76,202	18,454	35,104	4,467	266,537
Project Expenses	48,762	53,500	-	-	24,100	126,362
Facilities Rent	343,120	107,478	66,409	133,153	88,542	738,702
Building Occupancy	6,727	11,417	2,030	1,344	1,529	23,047
Professional Fees	174,138	68,485	27,214	142,478	72,628	484,943
Auto, Van, Parking	16,819	8,490	2,863	5,204	3,766	37,142
Computer Expenses	113,778	4,357	2,727	9,433	116,181	246,476
Equipment Rental and Maintenance	18,630	5,753	2,715	7,383	4,514	38,995
Insurance	10,311	2,873	2,087	4,358	2,362	21,991
Office Supplies	65,739	77,778	17,058	22,139	19,065	201,779
Postage and Mailing	29,126	37,238	5,675	2,030	2,984	77,053
Telephone	46,368	10,332	3,857	44,935	5,494	110,986
Miscellaneous	210,495	64	-	25,158	-	235,717
Sponsorship and Events	223,364	11,993	15,790	127,356	2,206	380,709
Subscriptions and Memberships	37,207	21,328	14,119	13,337	21,988	107,979
Depreciation	67,875	17,201	11,554	25,928	14,837	137,395
Total Functional Expenses	<u>\$ 7,386,764</u>	<u>\$ 3,846,154</u>	<u>\$ 1,041,921</u>	<u>\$ 2,470,782</u>	<u>\$ 1,422,629</u>	<u>\$ 16,168,250</u>

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

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
dba EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2018**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in Net Assets from Operations	\$ (234,869)
Adjustments to reconcile net assets to net cash used in operating activities:	
Depreciation	137,395
Changes in Assets and Liabilities:	
Decrease in Accounts Receivable	108,488
Decrease in Prepaid Expenses and Deposits	89,020
Increase in Accounts Payable	140,951
Increase in Accrued Expenses	21,269
Decrease in Deferred Revenue	(627,056)
	(364,802)

NET CASH USED IN OPERATING ACTIVITIES

(364,802)

CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES

Loan Principal Payments	(4,764)
Purchase of Property and Equipment	(97,968)
	(102,732)

NET CASH USED IN CAPITAL AND RELATED FINANCING ACTIVITIES

(102,732)

CASH FLOWS FROM INVESTING ACTIVITIES

Interest	255
	255

NET CASH PROVIDED BY INVESTING ACTIVITIES

255

NET DECREASE IN CASH AND CASH EQUIVALENTS

(467,279)

CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR

5,289,935

CASH AND CASH EQUIVALENTS, END OF YEAR

\$ 4,822,656

Schedule of Noncash Capital and Financing Activities:

Loan Interest Expense Paid	\$ 1,070
	1,070

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

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018**

Note 1. Nature of Organization

Nature of organization: The Greater Columbus Convention & Visitor's Bureau, dba Experience Columbus ("the Organization") is the official destination marketing organization for Greater Columbus. The Organization established the Experience Columbus Foundation to further promote its mission. The Organization is the sole member of the Experience Columbus Foundation. The activity of the Experience Columbus Foundation is consolidated into the Organization's financial statements.

The Greater Columbus Sports Commission operates within Experience Columbus and was organized to promote, attract, and service sporting events for Greater Columbus. The Greater Columbus Sports Commission established The Greater Columbus Sports Foundation ("Sports Foundation") to further promote its mission. The Organization is the sole member of the Sports Foundation. The activity of the Sports Foundation is consolidated into the Organization's financial statements.

Note 2. Summary of Significant Accounting Policies

Basis of presentation: The financial statements have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP) which require the Organization to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the Organization's management and the Board of Directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by the actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities. The Organization did not report donor restricted net assets at December 31, 2018.

Consolidation: The consolidated financial statements include the accounts of the Organization, the Experience Columbus Foundation, and the Sports Foundation. All significant intercompany balances and transactions have been eliminated in the consolidated financial statements.

Use of estimates: The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 2. Summary of Significant Accounting Policies (Continued)

Measure of operations: The statements of activities reports all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to the fulfillment of the Organization's mission. Nonoperating activities are limited to resources that generate interest income and other activities considered to be of a more unusual or nonrecurring nature.

Cash and cash equivalents: For purposes of the statement of cash flows, the Organization considers all highly liquid investments with a maturity of three months or less to be cash equivalents.

The Organization's cash balance fluctuates during the year and can exceed federally insured limits. Management monitors regularly the financial condition of the banking institution, along with the balances in cash and cash equivalents and tries to keep this potential risk to a minimum. The Organization has not experienced any losses in such accounts and believes it is not exposed to any significant credit risk on cash and cash equivalents. Protection of the Organization's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution. The Organization's deposits are not subject to credit risk.

Property and equipment: Property and equipment are recorded at cost, less accumulated depreciation. Provisions for depreciation are computed under the straight-line method based upon the estimated useful lives of the assets, which range from 3 to 10 years. Leasehold improvements are amortized over the lesser of the lease term or the estimated useful life of the asset. Depreciation expense was \$137,395 for 2018. Property and equipment that are donated are recorded at fair value at the date of donation. Major renewals and betterments over \$500 are capitalized and depreciated. Maintenance and repairs, which do not improve or extend the life of the respective assets, are charged to expense as incurred. Upon disposal of assets, the cost and related accumulated depreciation are removed from the accounts and any gain or loss is included in income.

Contributions: Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions; depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions if the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Promotion, publication and program revenue: The Organization obtains promotional support from the City of Columbus and Franklin County to promote Greater Columbus. The Organization receives support from member and community attendance at programs and special events. The Organization also receives support to assist in reducing the costs of certain publications and the costs associated with attending trade shows and conventions.

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 2. Summary of Significant Accounting Policies (Continued)

Contributed services and materials: The Organization receives support from its members and the community in the form of publications, meeting facilities, lodging, meals, and transportation. The estimated fair value of these services is reported as income and expense in the period in which the services are rendered and materials are donated.

Functional expenses: The costs of providing programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among Convention Marketing, Tourism Marketing, Communication and Public Relations, Sports Marketing, and Management and General programs benefited. Such allocations are determined by management on an equitable basis based on staff size in each department.

Income taxes: The Organization is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code and applicable state law, except for taxes pertaining to unrelated business income, if any. The Greater Columbus Sports Foundation and the Experience Columbus Foundation are exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and applicable state law, except for taxes pertaining to unrelated business income, if any.

The Organization follows Financial Accounting Standards Board (FASB) guidance on accounting for uncertainty in income taxes, which addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Under this guidance, the Organization may recognize the tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities, based on the technical merits of the position. Examples of tax positions include the tax-exempt status of the Organization and various positions related to the potential sources of unrelated business taxable income (UBIT). The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has a greater than 50 percent likelihood of being realized upon ultimate settlement. The guidance on accounting for uncertainty in income taxes also addresses de-recognition, classification, interest and penalties on income taxes, and accounting in interim periods. During the year ended December 31, 2018, the Organization did not incur any interest, penalties, or unrecognized tax benefits which were recorded as liabilities attributed to forms 990 and 990T income tax returns. The returns of the Organization for 2017, 2016, and 2015 are subject to examination by the taxing authority, generally for three years after the due date.

Advertising expense: The Organization expenses advertising costs as incurred. Advertising expenses were \$3,127,808 for 2018.

Deferred Revenue: Deferred revenue is comprised of trade show deposits, event deposits, and deferred membership dues. Revenues generated from these items are deferred and recognized at the event date or straight-line over the course of the membership period.

Accrued Expenses: These expenses consist of accrued wages, vacation leave, and payroll withholdings to the extent that payments are attributable to services already rendered and are not contingent on a specific event that is outside the control of the Organization and the employee.

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 2. Summary of Significant Accounting Policies (Continued)

New Accounting Pronouncement: On August 18, 2016, the Financial Accounting Standards Board (FASB) issued ASU 2016-14, Not-for-Profit Entities (Topic 958) – *Presentation of Financial Statements of Not-for-Profit Entities*. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. The Organization has adjusted the presentation of these statements accordingly, however, its implementation did not have an effect on the Organization's net assets.

Note 3. Availability and Liquidity

The following represents the Organization's financial assets at December 31, 2018:

Financial assets at December 31, 2018:	
Cash and cash equivalents	\$ 4,822,656
Accounts receivable	<u>156,277</u>
Total financial assets available to meet general expenses over the next twelve months	<u>\$ 4,978,933</u>

The Organization's goal is generally to maintain financial assets to meet 90 days of operating and program expenses. The Organization has a \$500,000 line of credit available to meet cash flow needs.

Note 4. Property and Equipment

Property and equipment consisted of the following at December 31, 2018:

<u>Description</u>	<u>Balance 12/31/17</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 12/31/18</u>
Office Furniture & Equipment	\$ 649,766	\$ 55,022	\$ (2,120)	\$ 702,668
Computer Equipment	478,342	41,454	-	519,796
Leasehold Improvements	<u>534,096</u>	<u>1,492</u>	<u>-</u>	<u>535,588</u>
Total Property and Equipment, Cost	1,662,204	97,968	(2,120)	1,758,052
Accumulated Depreciation	<u>(1,222,709)</u>	<u>(137,395)</u>	<u>2,120</u>	<u>(1,357,984)</u>
Total Property and Equipment, Net	<u>\$ 439,495</u>	<u>\$ (39,427)</u>	<u>\$ -</u>	<u>\$ 400,068</u>

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 5. Prepaid Expenses and Deposits

At December 31, 2018, prepaid expenses and deposits consisted of the following:

	<u>2018</u>
Prepaid Program Expenses	\$ 270,506
Prepaid Office Expenses	138,889
Prepaid Sports Marketing	85,467
Prepaid Insurance	53,958
Prepaid Professional Association Dues	31,331
Prepaid Conferences and Seminars	12,086
Prepaid Other	<u>370</u>
 Total	 <u>\$ 592,607</u>

Note 6. Contributed Services Revenues

Contributed services are as follows at December 31, 2018:

	<u>2018</u>
Convention Marketing:	
Production Costs	\$ 64,845
Travel, Lodging, Meals & Incidentals	19,515
Facility Fees	<u>21,000</u>
 Total Convention Marketing	 <u>105,360</u>
Tourism Marketing:	
Visitors Center - Rent	<u>30,000</u>
Sports Marketing:	
Production Costs	79,872
Facility Fees	<u>12,000</u>
 Total Sports Marketing	 <u>91,872</u>
Communication & Public Relations	
Food & Beverage Fees	10,675
Facility Fees	498
Other Program Costs	<u>340</u>
 Total Communications & Public Relations	 <u>11,513</u>
 Total Contributed Services Revenue	 <u><u>\$ 238,745</u></u>

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 7. Accounts Payable

At December 31, 2018, accounts payable consisted of the following:

	2018
Public Accounts Payable	\$ 425,676
Accounts Payable - Sports Commission	138,914
Other Accounts Payable	28,596
Private Accounts Payable	17,061
Other Accounts Payable - Sports Commission	1,454
 Total	 \$ 611,701

Note 8. Loan Payable

In November of 2017 the Organization purchased a company vehicle. The Organization obtained a loan for \$25,810. The loan will be fully paid in August of 2022. Amounts due on the loan for principal are as follows:

	Balance at 12/31/17	Additions	Reductions	Balance at 12/31/18	Amounts Due in One Year
Loan Payable	\$ 24,273	\$ -	\$ (4,764)	\$ 19,509	\$ 5,000

The following is the summary of the future annual principal and interest requirements for the vehicle loan:

Year Ending December 31,	Loan Payable		
	Principal	Interest	Total
2019	\$ 5,000	\$ 834	\$ 5,834
2020	5,247	587	5,834
2021	5,507	327	5,834
2022	3,755	68	3,823
Total	\$ 19,509	\$ 1,816	\$ 21,325

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 9. Line of Credit

The Organization (which includes the operations of the Greater Columbus Sports Commission) has a \$500,000 line of credit with a bank. Interest is payable monthly at the daily LIBOR rate plus 2.70%. The Organization did not have outstanding balances at December 31, 2018.

Note 10. Retirement Plan/Disability Plan

The Organization has a 401(k) retirement plan that covers all eligible employees. Eligible employees may elect to defer a portion of their annual wages as a contribution to the plan. The Organization contributes, on behalf of each eligible participant, a discretionary matching contribution equal to 100% of salary reductions up to 3% of compensation, then 50% of salary reductions up to the next 3% of compensation. The Organization also contributes 5% of each participating individual's compensation to the plan. The Organization may make additional contributions to the Plan at the discretion of the Board of Trustees. Expenses related to this plan were \$395,640 in 2018.

The Organization also has a self-funded disability plan providing for benefits if an employee is unable to work for medical reasons. The Plan provides benefits of 66% of the employee's current salary for the period of disability, not to exceed eight weeks. Disability payments were \$4,530 in 2018.

Note 11. Lease Commitments

The Organization leases two facilities under operating leases expiring at various dates through 2024. Rent expense was \$738,702 in 2018. The future minimum lease payments at December 31, 2018 are as follows:

<u>Year Ending December 31,</u>	<u>Amount</u>
2019	\$ 407,998
2020	419,296
2021	413,715
2022	352,328
2023	352,328
Thereafter	322,967
Total	<u>\$ 2,268,632</u>

Note 12. Risk Management

The Organization is subjected to certain types of risk in the performance of its normal functions. They include risks the Organization might be subjected to by its employees in the performance of their normal duties. The Organization manages these types of risks through commercial insurance. The amount of settlements has not exceeded insurance coverage for any of the past three years. There has not been a significant reduction of coverage since the prior year in any of the major categories of risk.

**THE GREATER COLUMBUS CONVENTION AND VISITOR'S BUREAU
DBA EXPERIENCE COLUMBUS
FRANKLIN COUNTY**

**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018
(Continued)**

Note 13. Contingent Liabilities

The Organization is not involved in any litigation that, in the opinion of management, would have a material effect on the consolidated financial statements at December 31, 2018

Note 14. Related Entities

The Columbus Local Organizing Committee (CLOC) is a separate legal entity created under the provisions of Internal Revenue Code Section 501(c)(3) for the purpose of managing and promoting events affiliated with the Organization. The Organization has no ownership or voting control in the CLOC although the Organization's Chief Executive Officer serves on the CLOC Board of Directors. During 2018, the Organization transferred its event operational responsibilities specific to the American Society of Association Executives (ASAE), which will be held in 2019. A summary of CLOC's financial information at December 31, 2018 is as follows:

Total Assets	\$ 1,132,639
Total Liabilities	<u>-</u>
Total Net Assets	\$ <u>1,132,639</u>
Total Revenues	<u>\$ 1,146,805</u>
Total Expenses	<u>\$ 14,166</u>

At December 31, 2018, \$50,000 was included in accounts payable due to the CLOC from the Organization.

Note 15. Subsequent Event

The Organization has evaluated subsequent events through March 4, 2019, the date that the financial statements were available to be issued.

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

The Greater Columbus Convention and Visitor's Bureau
dba Experience Columbus
Franklin County
277 West Nationwide Blvd.
Columbus, Ohio 43215

To the Board of Trustees:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of The Greater Columbus Convention and Visitor's Bureau, dba Experience Columbus, Franklin County, Ohio (the Organization) as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Organization's financial statements and have issued our report thereon dated March 4, 2019.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinion on the financial statements, but not to the extent necessary to opine on the effectiveness of the Organization's internal control. Accordingly, we have not opined on it.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. *A material weakness* is a deficiency, or combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Organization's financial statements. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. However, unidentified material weaknesses may exist.

The Greater Columbus Convention and Visitor's Bureau
dba Experience Columbus
Franklin County
Independent Auditor's Report on Internal Control
Over Financial Reporting and on Compliance and
Other Matters Required By *Government Auditing Standards*
Page 2

Compliance and Other Matters

As part of reasonably assuring whether the Organization'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, opining 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 we must report under *Government Auditing Standards*.

Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Wilson, Shuman & Sons, Inc.

March 4, 2019
Newark, Ohio

OHIO AUDITOR OF STATE
KEITH FABER



GREATER COLUMBUS CONVENTION AND VISITORS BUREAU

FRANKLIN 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 9, 2019**