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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Monroe County Agricultural Society
Monroe County
PO Box 111
Woodsfield, Ohio 43793

We have performed the procedures enumerated below on the Monroe County Agricultural Society's (the Society) receipts, disbursements and balances recorded in the cash basis accounting records for the years ended November 30, 2024 and 2023 and certain compliance requirements related to those transactions and balances, included in the information provided to us by the management of the Society. The Society is responsible for the receipts, disbursements and balances recorded in the cash basis accounting records for the years ended November 30, 2024 and 2023 and certain compliance requirements related to these transactions and balances included in the information provided to us by the Society.

The Board of Directors and the management of the Society have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of providing assistance in the evaluation of the Society's receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended November 30, 2024 and 2023, and certain compliance requirements related to these transactions and balances. No other party acknowledged the appropriateness of the procedures. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of the report and may not meet the needs of all users of the report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes. The sufficiency of the procedures is solely the responsibility of the parties specified in the 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.

For the purposes of performing these procedures, this report only describes exceptions exceeding \$10.

The procedures and the associated findings are as follows:

Cash and Investments

1. We recalculated the November 30, 2024 and November 30, 2023 bank reconciliations. We found no exceptions.
2. We agreed the December 1, 2022 beginning fund balances recorded to the November 30, 2022 balances in the prior year documentation in the prior year Agreed-Upon Procedures working papers. We found no exceptions. We also agreed the December 1, 2023 beginning fund balances recorded to the November 30, 2023 balances. We found no exceptions.
3. We agreed the 2024 and 2023 bank reconciliation as of November 30, 2024 and 2023 to the total fund cash balances reported in the General Ledger and the financial statements filed by the Society in the Hinkle System. We found the November 30, 2023, total per the bank reconciliation in the amount of \$349,355 did not agree to the General Ledger amount of \$349,185 or to the HINKLE System amount of \$349,476. These errors occurred due to delays in reporting interest from the Society's certificates of deposits.

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Cash and Investments (Continued)

We found the November 30, 2024, total per the bank reconciliation in the amount of \$532,919 did not agree to the General Ledger amount of \$535,478 or to the HINKLE System amount of \$534,502. These errors occurred due to interest posted twice to the General Ledger. The Society has corrected the General Ledger for this duplicate recording of interest.

4. We confirmed the November 30, 2024 bank account balances with the Society's financial institutions. We found no exceptions. We also agreed the confirmed balances to the amounts appearing in the November 30, 2024 bank reconciliation without exception.
5. We selected 5 reconciling debits (such as outstanding checks) from the November 30, 2024 bank reconciliation:
 - a. We traced each debit to the subsequent December bank statement. We found no exceptions.
 - b. We traced the amounts and dates to the check register and determined the debits were dated prior to November 30. We found no exceptions.
6. We selected the reconciling credit (such as deposits in transit) from the November 30, 2024 bank reconciliation:
 - a. We traced the credit to the subsequent December bank statement. We found no exceptions.
 - b. We agreed the credit amount to the Receipts Register and determined it was dated prior to November 30. We found no exceptions.
7. We inspected investments held at November 30, 2024 and November 30, 2023 to determine that they:
 - a. Were of a type authorized by Ohio Rev. Code §§ 135.13, 135.14, 135.144 or 135.145. We found no exceptions.
 - b. Mature within the prescribed time limits noted in Ohio Rev. Code §§ 135.13 or 135.14. We found no exceptions.

Intergovernmental Cash Receipts

We selected all receipts from the Distribution Transaction Detail Report (State DTL) and the County Auditor's DITA Check Detail Report from 2024 and all from 2023.

- a. We compared the amount from the above named reports to the amount recorded in the General Ledger. The amounts agreed.
- b. We inspected the General Ledger to determine these receipts were allocated to the proper account codes. We found no exceptions.
- c. We inspected the General Ledger to determine whether the receipts were recorded in the proper year. We found no exceptions.

Admission/Grandstand Receipts

We selected 2 days of admission/grandstand cash receipts from the year ended November 30, 2024 and 2 days of admission/grandstand cash receipts from the year ended November 30, 2023 recorded in the General Ledger and agreed the receipt amount to the supporting documentation (ticket recapitulation sheets/cash register tapes, etc.).

Admission/Grandstand Receipts (Continued)

For August 22, 2024, the amount recorded in the General Ledger for August 22, 2024 was \$10,827.

- a. The ticket sales recapitulation reported 833 general admission tickets sold and 432 ride tickets sold on that date.
- b. The admission price per ticket was \$10 for general admission and \$6 for rides.
- c. Therefore the recapitulation sheet multiplied by the admission price and ride price supports admission receipts of \$10,922 for August 22, 2024, which exceeds the amount recorded by \$95.

For August 23, 2024, the amount recorded in the General Ledger for August 23, 2024 was \$25,311.

- a. The ticket sales recapitulation reported 1,763 general admission tickets sold and 350 youth tickets sold on that date. A ticket recapitulation was not maintained for the ride tickets sold.
- b. The admission price per ticket was \$10 for general admission and \$7 for youth admission. A ticket recapitulation was not maintained for the ride tickets sold.
- c. Therefore the recapitulation sheet multiplied by the admission price plus ticket booth deposit slip supports admission receipts of \$25,039 for August 23, 2024, which is less than the amount recorded by \$272.

For August 22, 2023, the amount recorded in the General Ledger for August 22, 2023 was \$10,181.

- a. The ticket sales recapitulation reported 737 general admission tickets sold, 420 senior citizen admission tickets sold, 27 season tickets sold, and 125 ride tickets sold on that date.
- b. The admission price per ticket was \$10 for general admission, \$3 for senior citizen admission, \$35 for season tickets and \$6 for rides.
- c. Therefore the recapitulation sheet multiplied by the admission prices, season tickets and ride price supports admission receipts of \$10,325 for August 22, 2023, which exceeds the amount recorded by \$144.

For August 24, 2023, the amount recorded in the General Ledger for August 24, 2023 was \$8,520.

- a. The ticket sales recapitulation reported 769 general admission tickets sold, and 150 ride tickets sold on that date.
- b. The admission price per ticket was \$10 for general admission, and \$6 for rides.
- c. Therefore the recapitulation sheet multiplied by the admission price and ride price supports admission receipts of \$8,590 for August 24, 2023, which exceeds the amount recorded by \$70.

Rental Receipts

We selected 10 rental cash receipts from the year ended November 30, 2023 recorded in the duplicate cash receipts book and:

- a. Agreed the receipt amount to the amount recorded in the General Ledger. The amounts agreed.
- b. Agreed the rate charged with rates in force during the period. We found two receipts totaling \$343 did not have support for storage; therefore, we could not determine if the proper rates were charged. Because we did not inspect all rental receipts, our report provides no assurance regarding whether or not other similar errors occurred.
- c. Inspected the General Ledger to determine whether the receipt was recorded in the proper year. We found no exceptions.

Other Receipts

We selected 10 other receipts from the year ended November 30, 2024 and 10 other receipts from the year ended November 30, 2023 and:

- a. Agreed the receipt amount recorded in the General Ledger to supporting documentation. We found one receipt in the amount of \$30 that did not have supporting documentation. Because we did not inspect all other receipts, our report provides no assurance regarding whether or not other similar errors occurred.
- b. Confirmed the amounts charged complied with rates in force during the period. We found one receipt in the amount of \$30 that did not have supporting documentation. Because we did not inspect all other receipts, our report provides no assurance regarding whether or not other similar errors occurred.
- c. Inspected the General Ledger to determine the receipt was posted to the proper fund, and was recorded in the proper year. We found no exceptions.

Debt

1. The prior report documentation disclosed no debt outstanding as of November 30, 2022.
2. We inquired of management and inspected the receipt and expenditure records for evidence of loan or credit agreements, and bonded, note, County, or mortgage debt issued during 2024 or 2023 or debt payment activity during 2024 or 2023. There were no new debt issuances, nor any debt payment activity during 2024 or 2023.

Non-Payroll Cash Disbursements

We selected 10 disbursements from the General Ledger for the year ended November 30, 2024 and 10 from the year ended November 30, 2023 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.

Sunshine Law Compliance

1. We obtained and inspected the Society's Public Records Policy to determine the policy was in accordance with Ohio Rev. Code §§ 149.43(E)(2) and 149.43(B)(7)(c) and did not limit the number of responses that may be made to a particular person, limit the number of responses during a specified period of time, or establish a fixed period of time before it will respond unless that period is less than eight hours. We found no exceptions.
2. We inquired with Society management and determined the following:
 - a. The Society did not have any completed public records requests during the engagement period.
 - b. The Society did not have any denied public records requests during the engagement period.
 - c. The Society did not have any public records requests with redactions during the engagement period.

Sunshine Law Compliance (Continued)

3. We inquired whether the Society had a records retention schedule and observed that it was readily available to the public as required by Ohio Rev. Code § 149.43(B)(2). We found the Society's records retention schedule has not been sent to the Ohio History Connection for approval.
4. We found there was no written evidence that the Public Records Policy was provided to the records custodian/manager as required by Ohio Rev. Code § 149.43(E)(2).
5. We inspected the Society's policy manual and determined the public records policy was included as required by Ohio Rev. Code § 149.43(E)(2). We found no exceptions.
6. We inquired with Society management and determined that the Society's public record policy was not displayed in all the branches of the Society as required by Ohio Rev. Code § 149.43(E)(2).
7. We did not select any applications submitted to the Records Commission for one-time disposal of obsolete records, and management's review of the schedules of records retention and dispositions for the engagement period. The Society is not subject to the Ohio Rev. Code records authority. Therefore, this step is not applicable and applications were not inspected or inquired about.
8. We inquired with Society management and determined that the Society did not have any elected officials subject to the Public Records Training requirements during the engagement period as required by Ohio Rev. Code §§ 149.43(E)(1) and 109.43(B).
9. We inspected the public notices for the public meetings held during the engagement period and determined the Society notified the general public and news media of when and where meetings during the engagement period were to be held as required by Ohio Rev. Code § 121.22(F). We found no exceptions.
10. We inspected the minutes of public meetings during the engagement period in accordance with Ohio Rev. Code § 121.22(C) and determined whether they were:
 - a. Prepared – a file is created following the date of the meeting
 - b. Filed – placed with similar documents in an organized manner
 - c. Maintained - retained, at a minimum, for the engagement period
 - d. Open to public inspection – available for public viewing or request.We found no exceptions.
11. We inspected the minutes from the engagement period in accordance with Ohio Rev. Code § 121.22(G) and determined the following:
 - a. Executive sessions were only held at regular or special meetings.
 - b. The purpose for the meetings and going into an executive session (when applicable) correlated with one of the matters listed in Ohio Rev. Code § 121.22(G).
 - c. Formal governing board actions were adopted in open meetings.We found no exceptions.

Other Compliance

Ohio Rev. Code § 117.38 requires Societies to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. This statute also permits the Auditor of State to extend the deadline for filing a financial report and establish terms and conditions for any such extension. Auditor of State established policies, regarding the filing of complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System. We confirmed the Society filed their complete financial statements, as defined by AOS Bulletin 2015-007 and Auditor of State established policy within the allotted timeframe for the years ended November 30, 2024 and 2023 in the Hinkle system. Financial information was filed on May 3, 2025, for both years which was not within the allotted timeframe.

We were engaged by the Society to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the AICPA and Comptroller General of the United States' *Government Auditing Standards*. We were not engaged to, and did not conduct an examination, or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Society's receipts, disbursements, balances and compliance with certain laws and regulations. Accordingly, we do not express an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Society and to meet our ethical responsibilities, in accordance with the ethical requirements established by the Comptroller General of the United States' *Government Auditing Standards* related to our agreed upon procedures engagement.

KEITH FABER
Ohio Auditor of State



Tiffany L. Ridenbaugh, CPA, CFE, CGFM
Chief Deputy Auditor

December 1, 2025

OHIO AUDITOR OF STATE KEITH FABER



MONROE COUNTY AGRICULTURAL SOCIETY

MONROE COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

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



Certified for Release 12/16/2025

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This report is a matter of public record and is available online at
www.ohioauditor.gov