



**Auditor of State  
Betty Montgomery**



TOLEDO-LUCAS COUNTY PUBLIC LIBRARY  
LUCAS COUNTY

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**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON INTERNAL  
CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS**

Toledo-Lucas County Public Library  
Lucas County  
325 N. Michigan Street  
Toledo, Ohio 43624-1628

To the Board of Trustees:

We have audited the financial statements of the Toledo-Lucas County Public Library (the Library) as of and for the year ended December 31, 2002, and have issued our report thereon dated June 3, 2003. 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 *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the 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*.

**Internal Control over Financial Reporting**

In planning and performing our audit, we considered the 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.

This report is intended for the information and use of the audit committee, management, and the Board of Trustees, 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 "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty Montgomery**  
Auditor of State

June 3, 2003

TOLEDO-LUCAS COUNTY  
PUBLIC LIBRARY, OHIO

Comprehensive Annual Financial Report

For the Year Ended  
December 31, 2002

# Introductory Section



TOLEDO-LUCAS COUNTY  
PUBLIC LIBRARY, OHIO

Comprehensive Annual Financial Report

For the Year Ended  
December 31, 2002

Issued By:

Finance Office

Toledo-Lucas County Public Library  
 Comprehensive Annual Financial Report  
 For the Year Ended December 31, 2002  
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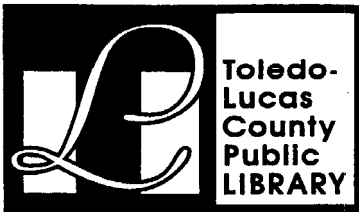
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Toledo, Ohio 43624-1628

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[www.library.toledo.oh.us](http://www.library.toledo.oh.us)

June 3, 2003

To the Citizens of Toledo and Lucas County and  
To the Board of Library Trustees of the Toledo-Lucas County Public Library

We are pleased to present our ninth Comprehensive Annual Financial Report (CAFR) for the Toledo-Lucas County Public Library. This report, for the year ended December 31, 2002, contains the financial statements and other financial and statistical data that provide complete and full disclosure of all material financial aspects of the Toledo-Lucas County Public Library (the "Library"). This CAFR conforms to generally accepted accounting principles as applicable to governmental entities. The responsibility for the accuracy and completeness of all data presented, and the fairness of the presentation, rests with the Library, specifically the Finance Office.

This CAFR is divided into three sections as follows:

1. The Introductory Section contains the table of contents, letter of transmittal, a list of principal officials, organization chart of the Library, and the certificate of achievement.
2. The Financial Section includes the Independent Accountant's Report, the General Purpose Financial Statements and Notes, which provide an overview of the Library's financial position and operating results, and the Financial Statements and Schedules of Individual Funds and Account Group, which provide detailed information about the General Purpose Financial Statements.
3. The Statistical Section presents social and economic data and financial trend information.

#### History of the Library

The origin of the Toledo-Lucas County Public Library reaches back to 1838 when the Toledo Young Men's Association created "a lyceum and public library in Toledo". This organization later evolved into the Toledo Library Association that became the Toledo Public Library on April 18, 1873. The Toledo Public Library left its original leased quarters in 1888 and moved into a new library building at the corner of Madison and Ontario streets. In 1900, the open shelf system was adopted and four years later catalog cards replaced a printed catalog of the library's holdings.

In 1915, the Toledo Public Library laid the groundwork to become a multi-building system when the Toledo City Council accepted \$125,000 from Andrew Carnegie for the construction of five branch libraries in the city. The first two branches opened in 1917: Locke Branch and Kent Branch. Three more branches opened the following year: Mott Branch, Jermain Branch, and South Branch.

The Lucas County Library system was established in 1918. Its headquarters, on River Road in Maumee, was situated at the site of Dudley's Massacre in the War of 1812. That same year, the county library opened branches in Waterville, Whitehouse, Monclova, and Sylvania. During the next half century, the Lucas County Library system gained a national reputation for its advocacy of bookmobile service to supplement its stationary collections in schools and other public and private buildings. At its peak, the county library operated three bookmobiles.

For the next fifty years, the Toledo Public Library, the Lucas County Library and, following its independent establishment in 1925, the Sylvania Library, continued to open additional branches and provide new services and resources as the county population's information needs expanded.

The next major pioneering development came in 1970 when the three library systems in Lucas County merged into the current county-wide Toledo-Lucas County Public Library. In the subsequent thirty years, the logic of that merger has been demonstrated repeatedly in improved service, increased usage, and more effective use of tax funds.

In 1995, the Library system adopted an enhanced computer-based technology to cope more successfully with the demands of the Information Age and to prepare for the forthcoming 21st century. The Library has applied computerization to its circulation system and its online public access catalog. It has also developed effective computerized links in statewide, national, and international networks with the objective of improving customer access to information. Public on-site access to the Internet was offered in 1996 and has expanded every year.

In the November 1995 general election, 73 percent of the Lucas County voters approved the Library's proposed capital projects. The \$38.6 million bond issue is funding the renovation and expansion of the Main Library and virtually all of the system's eighteen branch libraries from 1996 through 2005.

Subsequently, the Library assembled a team of architects, construction managers, and other experts to work with the staff and develop the complex capital plans needed. Library users of all ages have been included in this planning process. Public meetings at Library sites, where neighborhood residents talked with the project architects, and focus groups of adults, teenagers, and children have brought forth a good variety of suggestions and comments. By the end of 2002, the Main Library addition and thirteen branch libraries' capital projects had been completed (Heatherdowns, Holland, Kent, Maumee, Mott, Oregon, Point Place, Reynolds Corners, Sanger, Sylvania, Toledo Heights, Washington and West Toledo). The Birmingham Branch and South Branch were in the planning stages. Only Lagrange Central, Locke, and Waterville branches remain for updating.

### Mission

The stated mission of the Library is as follows:

The Toledo-Lucas County Public Library supports and enhances a better quality of life for all residents of Lucas County. This is achieved best by offering open and equitable access to information and services in a variety of formats and locations. The Library provides:

- Focused resources and services which meet the needs of young children, adults, and individual learners.
- Popular materials at levels proportional to demands.
- Reference services, including specialized resources and services for economic development and local history.

The Library, in fulfillment of this mission, is committed to sound resource management, to the continued advancement of the Library system, and to quality service for all users.

## Materials/Services

The Library provides the residents of Lucas County with an abundance and variety of excellent services. With a book collection of 2.4 million volumes, of which 1 million are in the Main Library, the Toledo-Lucas County Public Library has the fifth largest public library collection in the State. Its annual circulation of over 6.6 million includes not only best sellers but also materials on all topics imaginable. In addition to books, the Library has maps, newspapers, current and bound magazines, microfilm, large print materials, videocassettes, compact discs, audio cassettes, books-on-tape, sheet music, digital video discs, and access to the Internet. Electronic books were introduced in 2000.

The Main Library is located in downtown Toledo and offers in-depth collections and staff expertise in the following subject areas: Business-Technology, Children, Humanities, Local History, and AudioVisual. Special collections and services include Community Information Profile which is a directory of local organizations and agencies, Grantsmanship Center to assist grants writers, Federal Documents Depository collection dating back to 1884, patents, a genealogical research collection, and a technology center which offers free public access to computers.

The Library's Special Services Department operates bookmobile services to nursing homes, retirement centers, and rural Lucas County residents. Special Services also provides library materials to correctional facilities, daycare providers, homebound, preschool, teens, and seniors.

One hundred fifty-three PC's were made available to the public at the Main Library and four hundred eleven system-wide.

In 2002, staff members responded to 547,958 reference questions from patrons that reached the Library in person, via phone, fax, or mail. The Library offers computerized database services which provide access to hundreds of topics in all fields of knowledge. In addition, the Library's online catalog and other information resources are available through dial-in access. In 2002, our web page was accessed 3,130,296 times.

All nineteen Library agencies offer children's and adult programs to encourage reading and promote library services and materials.

## REPORTING ENTITY

The Library's reporting entity has been defined in accordance with Statement No. 14 of the Governmental Accounting Standards Board. The Library is under the control and management of a Board of Trustees consisting of seven members. Three of the board members are appointed by the Common Pleas Court Judges and four are appointed by the Lucas County Commissioners. Board members are appointed for a term of seven years, the term of one trustee expiring each year. At its January meeting, the Board organizes for the ensuing year and elects a president, vice president, and secretary.

There is no potential for the Library to provide a financial benefit to or impose a financial burden on the County Commissioners, nor can the County Commissioners significantly influence the programs, activities, or level of service performed or provided by the Library. The Library is fiscally independent of the County, although the County Commissioners serve in a ministerial capacity as the taxing authority. The determination to request approval of a tax, the rate, and the purpose(s) of the levy are discretionary decisions made solely by the Board of Library Trustees. Once those decisions are made, the County Commissioners must place the levy on the ballot.

The Library receives the major portion of its income (70 percent) from the Library and Local Government Support Fund (LLGSF). The LLGSF is a fixed portion (at present 5.7 percent) of the state income tax collection. The monies are distributed to Ohio's eighty-eight counties according to a fixed formula. Within Lucas County, the distribution is based upon a per pupil formula. In 2002, the Toledo-Lucas County Public Library received 98.87 percent of the LLGSF for Lucas County. The balance was received by Swanton Public Library and Evergreen Community.

The second largest source of operating revenue (23 percent) comes from a one mill Lucas County property tax levy. This tax levy is for a ten year period. The Library began collecting this tax in 1998. In 2002, Toledo-Lucas County Public Library received 1.96 percent of the public utilities property tax, 2.24 percent of the residential property tax, and 2.44 percent of the commercial property tax in Lucas County.

### ECONOMIC CONDITION AND OUTLOOK

The Library serves the entire County of Lucas and City of Toledo. This area has historically been a prime site for heavy manufacturing of steel, glass, rubber, and plastics, especially related to the automotive industry. As manufacturing has declined, the local economic development officers have nurtured small business start up and have attempted to attract high technology companies with modest success. The City and County salaries remain lower than the State average, unemployment is slightly higher than the State average, and the recent national downturn lingers in Toledo. The economy was bumpy throughout 2002.

Toledo is home to a world-class museum of art, a nationally acclaimed zoo, COSI, well maintained metropolitan parks, an excellent university, and a medical school.

The population of the City of Toledo has declined during the past several decades, while the County's population has slowly increased. Even under static population levels, Library usage has grown. Circulation has increased dramatically in the past fifteen years, for example. System-wide circulation remains on a generally upward trend, with the 2002 total of all items borrowed exceeding six million items for the seventh consecutive year. Last year's total number of visitors to all Library locations reached nearly 3.4 million. The number of youngsters in the 2002 Summer Reading Club was over 15,000, a 20 percent increase over 2001. As an overall sign of a strong, effective Library system, the Toledo-Lucas County Public Library was ranked as the eighth best public library in the United States among the ninety libraries in its population category, according to the Hennen American Public Library Rating Index.

The major revenue source for the Library is the Library and Local Government Support Fund (LLGSF), based on an earmarking of the State income tax. The LLGSF is dependent on the economy of the State and, thus, fluctuates widely. In 1992, the Ohio Legislature froze the LLGSF at the 1991 level and temporarily reduced the earmarked funds from 6.3 percent to 5.7 percent. Although the earmarking percentage was reduced, the State income tax revenue grew during those years, and therefore a slight increase in actual dollars was seen in the LLGSF. In 1995, the Ohio legislature changed the temporary reduction into permanent law. Therefore, the increase of the LLGSF is due to the State income tax increase. More recently, LLGSF funding has followed the generally strong statewide economy for 1996 through 2000; however, beginning July 2001, the LLGSF faced a biennium budget freeze. In 2002, the Library faced a reduction of \$1.4 million to its operating budget because of Ohio's poor economy and lowered State income tax collections. The Library imposed a hiring freeze (saving \$589,250) and additional cuts in materials of \$300,000, furniture and supplies of \$125,500, contingencies of \$220,000, and other minor cuts to nearly every other budget line item.



## MAJOR INITIATIVES

The following are selected highlights of the Library's accomplishments in 2002:

Circulation - 6,603,030

Reference - 547,958

Registered borrowers - 298,674

Collection total = 2,469,168 books

Web access - 3,130,296

**AUTHORS! AUTHORS!** - This popular series continued for a ninth year and included Michael Medved, Jonathan Kozol, Bebe Moore Campbell, Sue Grafton, Bob Woodward, and Kerry Kennedy Cuomo. The Blade remained a proud co-sponsor, as did the Friends of the Library and the Library Legacy Foundation.

**OTHER LOCAL PARTNERSHIPS** - In 2002, the Library formed many partnerships with community businesses and organizations which benefited children and adults. The major cooperative efforts included the summer reading clubs and teen summer activities, funded by ten local sponsors. Another season of Brown Bag concerts pleased thousands of downtown noon timers thanks to six financial sponsors.

### CAPITAL PROJECTS

Birmingham Branch Library Project - The renovation and addition will go to bid in spring 2003. The site plan and floor plan have been confirmed.

South Branch Library Project - Architects from Ducat Porter MacPherson have a proposed site plan and floor plan for a new South Branch location. Bidding is expected in spring 2003.

Lagrange Central Branch Library - Land has been acquired for the new branch at the corner of Manhattan and Lagrange Streets. The architect for the project is the Collaborative, Inc. The architect will be starting work on the site plan and floor plan in 2003.

Waterville Branch Library - The Library has chosen Buchrer Group to be the architect for this project. They are working with focus groups on ideas for the renovation and addition to the branch.

### PROSPECTS FOR 2003 AND BEYOND

Other Capital Projects - The Library will continue implementation of the capital projects promised to the voters of Lucas County in the 1995 campaign. There are three more years to go and Locke Branch project to complete.

## FINANCIAL INFORMATION

The Library's financial records are maintained on a cash basis for all fund types. Prior to year end closing, adjusting entries are prepared for the various funds to convert the cash basis records to the modified accrual basis for all governmental fund types and the accrual basis for the proprietary fund type and non-expendable trust funds. The modified accrual basis of accounting requires that revenues be recognized when they are both measurable and available. Expenditures are generally recorded when the fund liability is incurred. The accrual basis of accounting recognizes revenues when earned and expenses when incurred.

## Internal Control Structure and Budgetary Control

Development of the Library's accounting system included consideration of internal accounting controls. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding (1) the safeguarding of assets against loss from unauthorized use or disposition and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance states that internal controls should be evaluated to ensure that the expense associated with providing internal controls does not exceed the benefit expected to be derived from their implementation. This evaluation involves estimates and judgment by the Library administration and members of the finance office. The administrative and financial management personnel believe that the Library's financial controls adequately safeguard existing assets and provide reasonable assurance of the proper recording of financial transactions.

Budgetary control is maintained by the encumbrance of purchase amounts prior to the release of purchase orders to vendors. Purchase orders are not issued when insufficient appropriations preclude the encumbrance of the amount of the purchase.

## Governmental Funds - Revenues and Expenditures

The following schedule presents a summary of the General fund's revenues for the years ended December 31, 2001, and December 31, 2002, and the amounts, changes, and percentage of total revenues.

<u>Revenues</u>	<u>2002</u>	<u>2001</u>	<u>Increase (Decrease)</u>	<u>Percentage of Change</u>
Taxes	\$4,901,608	\$4,971,874	(\$70,266)	(1.41%)
Intergovernmental	19,093,284	20,637,392	(1,544,108)	(7.48)
Patron fines and fees	843,310	825,054	18,256	2.21
Interest	139,973	300,971	(160,998)	(53.49)
Services provided to others	62,787	61,767	1,020	1.65
Gifts and donations	22,439	11,752	10,687	90.94
Miscellaneous	666,458	551,445	115,013	20.86
Total revenues	<u>\$25,729,859</u>	<u>\$27,360,255</u>	<u>(\$1,630,396)</u>	

Taxes consist of a one mill property tax levy for operating and a .7 mill bond levy for capital improvements.

Intergovernmental revenues primarily consist of Library and Local Government Support Fund (LLGSF) disbursements from the State. The Library and Local Government Support Fund decreased in 2002 because of the freeze mandated by the State Legislature.

Patron fines and fees includes all payments for overdue or lost books and revenues received for services rendered, including but not exclusive to photocopying, data bases services, and parking garage fees.

Interest revenues are from investments in certificates of deposit and U.S. Treasury Notes. The decrease is from having less money to invest and lower interest rates.

Gifts and donations are received from the Library Legacy Foundation and patrons.

Miscellaneous revenue is primarily made up of book bags, searches, rents, and other miscellaneous revenue and reimbursements.

The following schedule presents a summary of the General fund's expenditures for the years ended December 31, 2001, and December 31, 2002, and the amounts, changes, and percentage of total revenues.

<u>Expenditures</u>	<u>2002</u>	<u>2001</u>	<u>Increase (Decrease)</u>	<u>Percentage of Change</u>
Public services	\$25,179,909	\$25,539,260	(\$359,351)	(1.41%)
Capital outlay	479,542	707,128	(227,586)	(32.18)
Debt service:				
Principal retirement	132,755	148,806	(16,050)	(10.79)
Interest and fiscal charges	9,982	12,460	(2,479)	(19.89)
Total expenditures	<u>\$25,802,188</u>	<u>\$26,407,654</u>	<u>(\$605,466)</u>	

Public Services - Administration, Financial Services, Personnel, Computer Service, Communications, all Building Personnel, Technical Services, Main Library, and all branches.

Capital outlay costs are primarily related to the Library expansion project.

Debt service expenditures are for payments on the tax anticipation notes and capital leases.

#### Internal Service Funds

The Library has two internal service funds. These two funds are Prescription and Health. These funds account for the prescription drug and health benefits provided by the Library to their employees. The Library terminated its self insured program for health during 2002. This fund will be closed.

#### Fiduciary Funds

The Library has three non-expendable trust funds. These three funds are the following: Libbey, Hopkins, and Colburn. The interest generated from these funds is used to purchase books for the library system.

### CASH MANAGEMENT

The Library pursues an aggressive cash management program by expediting the receipt of revenues and prudently investing available cash in obligations issued by the United States Government or the State of Ohio. The Library's deposits are collateralized as required by State statute. The total interest earned for the year ended December 31, 2002, was \$229,528.

## RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. In 2002, the Library contracted with several companies for insurance coverage as follows:

<u>Coverage</u>	<u>Company</u>
Property*	Traveler's Property Casualty
General Liability	Traveler's Property Casualty
Auto	Traveler's Property Casualty
Umbrella	Traveler's Property Casualty
Boiler/Machinery	Traveler's Property Casualty
Earthquake/Flood	Traveler's Property Casualty
Directors and Officers	Chubb Executive Risk Indemnity, Inc.
Special Library Form**	Traveler's Property Casualty
Electronic Equipment	Traveler's Property Casualty
Employee Benefits	Traveler's Property Casualty

\* Includes: Glass and Transit

\*\* Includes: Fine Arts, Rare Books, Electronic Data Processing Equipment, Valuable Papers

There are various limits and deductibles associated with each type of insurance that is outlined in detail in the notes to the financial statements.

The Library pays the State of Ohio Bureau of Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

## OTHER INFORMATION

### Independent Audit

An audit team from Auditor of State, Betty Montgomery's Office has performed this year's audit. The results of the audit are presented in the Report of Independent Accountants.

### Certificate of Achievement

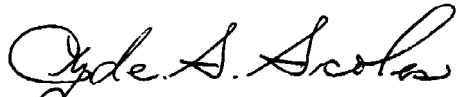
The Government Finance Officers Association of the United States and Canada (GFOA) has awarded a Certificate of Achievement for Excellence in Financial Reporting to the Toledo-Lucas County Public Library for its Comprehensive Annual Financial Report for the year ended 2001. This was the eighth consecutive Certificate of Achievement received by the Library.

In order to be awarded a Certificate of Achievement, a governmental unit must publish an easily readable and efficiently organized Comprehensive Annual Financial Report which conforms to program standards. Such a report must also satisfy both generally accepted accounting principles and applicable legal requirements.

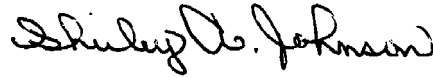
A Certificate of Achievement is valid for a period of only one year. We believe our current report continues to conform to the Certificate of Achievement program requirements. Since this report was prepared with the stringent guidelines of the Certificate of Achievement program in mind, it will be submitted to GFOA to determine its eligibility for the Certificate of Achievement for 2002.

Acknowledgements

A special thanks is extended to my staff for its hard work and dedication in compiling cash reports, accrual information, and fixed asset information. I would also like to express appreciation to Betty Montgomery, Auditor of State, and to her Local Government Services staff for their assistance in preparing this report.



Clyde S. Scoles  
Director/Clerk-Treasurer



Shirley A. Johnson  
Business Manager/Deputy Clerk-Treasurer

Toledo-Lucas County Public Library

List of Principal Officials

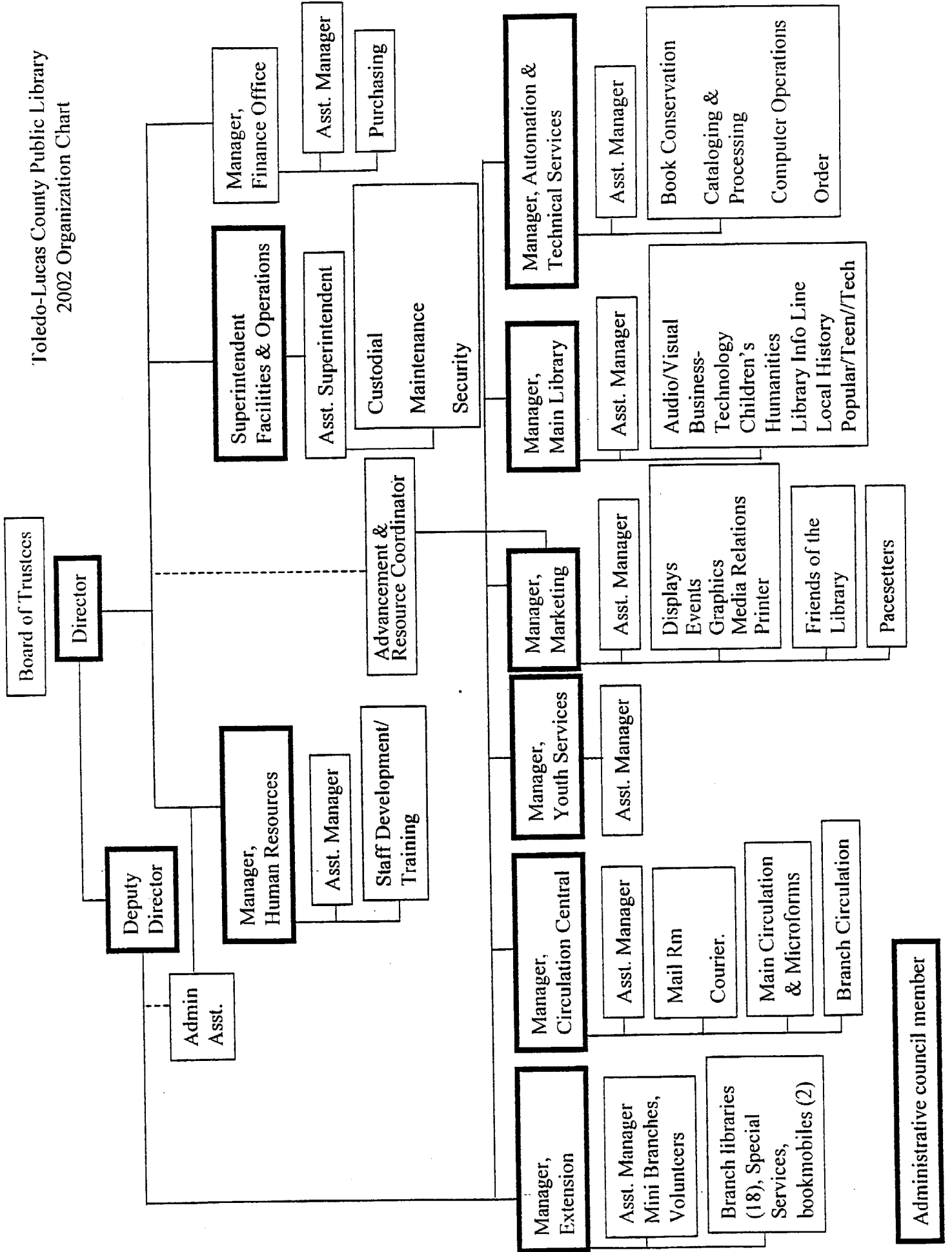
Board of Trustees

President	John F. Hayward
Vice President	A. Randy Clay
Secretary	George R. Tucker
Board Members	Carol Z. Block
	Bernard F. Judy
	Harry W. Kessler
	Susan M. Savage

Appointed Officials

Director/Clerk-Treasurer	Clyde S. Scoles
Deputy Director	Margaret C. Danziger
Business Manager/ Deputy Clerk-Treasurer	Shirley A. Johnson
Assistant Deputy Clerk-Treasurers	Linda S. Schramm
	Roger A. Veitch

Toledo-Lucas County Public Library  
2002 Organization Chart



Administrative council member

## Financial Section





**Auditor of State  
Betty Montgomery**

**INDEPENDENT ACCOUNTANTS' REPORT**

Toledo-Lucas County Public Library  
Lucas County  
325 Michigan Street  
Toledo, Ohio 43624-1628

To the Board of Trustees

We have audited the accompanying general-purpose financial statements of the Toledo-Lucas County Public Library, Lucas County, (the Library) as of and for the year ended December 31, 2002, as listed in the table of contents. These general-purpose financial statements are the responsibility of the Library's management. Our responsibility is to express an opinion on these general-purpose 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 *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.

In our opinion, the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Library as of December 31, 2002, and the results of its operations and the cash flows of its proprietary fund type and nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 3, 2003 on our consideration of the 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.

The accompanying financial information listed as supporting schedules in the table of contents is presented for additional analysis and is not a required part of the financial statements of the Library. We subjected this information to the auditing procedures applied in the audit of the general-purpose, combining and individual fund and account group financial statements. In our opinion, it is fairly stated in all material respects in relation to the financial statements of each of the respective individual funds and account groups taken as a whole.

We did not audit the data included in the introductory and statistical sections of this report and therefore express no opinion thereon.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

**Betty Montgomery**  
Auditor of State

June 3, 2003

## GENERAL PURPOSE FINANCIAL STATEMENTS

The following general purpose financial statements, along with the notes to the general purpose financial statements, present an overview of the Library's financial position at December 31, 2002, and the results of operations and cash flows of its proprietary fund type and non-expendable trust funds for the year then ended.

Toledo-Lucas County Public Library  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 December 31, 2002

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
Assets and other debits:			
Assets:			
Equity in pooled cash and cash equivalents	\$4,565,991	\$295,772	\$3,868,098
Receivables:			
Taxes	6,073,428	5,232,553	0
Accounts	66,707	0	0
Accrued Interest	4,786	2,107	0
Intergovernmental	11,105,216	0	0
Interfund	10,000	0	0
Prepaid items	427,531	0	0
Materials and supplies inventory	71,703	0	0
Restricted assets:			
Equity in pooled cash and cash equivalents	5,254	0	52,249
Fixed assets	0	0	0
Other debits:			
Amount to be provided from general governmental resources	0	0	0
Total assets and other debits	\$22,330,616	\$5,530,432	\$3,920,347

Proprietary Fund Type	Fiduciary Fund Type	Account Groups		Totals (Memorandum Only)
		General Fixed Assets	General Long-Term Obligations	
Internal Service	Non-Expendable Trust			
\$382,453	\$277,317	\$0	\$0	\$9,389,631
0	0	0	0	11,305,981
0	0	0	0	66,707
0	2,613	0	0	9,506
0	0	0	0	11,105,216
0	0	0	0	10,000
0	0	0	0	427,531
0	0	0	0	71,703
0	0	0	0	57,503
0	0	90,019,980	0	90,019,980
0	0	0	2,178,374	2,178,374
<u>\$382,453</u>	<u>\$279,930</u>	<u>\$90,019,980</u>	<u>\$2,178,374</u>	<u>\$124,642,132</u>

(continued)

Toledo-Lucas County Public Library  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 December 31, 2002  
 (continued)

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
Liabilities, fund equity, and other credits:			
Liabilities:			
Accounts payable	\$336,500	\$0	\$0
Accrued wages payable	346,208	0	0
Compensated absences payable	103,261	0	0
Intergovernmental payable	63,719	0	0
Interfund payable	0	10,000	0
Deferred revenue	15,816,665	5,232,946	0
Claims payable	0	0	0
Notes payable	0	0	3,799,000
Accrued interest payable	0	0	33,938
Payable from restricted assets:			
Retainage payable	5,254	0	52,249
Capital leases payable	0	0	0
	<u>16,671,607</u>	<u>5,242,946</u>	<u>3,885,187</u>
Fund equity and other credits:			
Investment in general fixed assets	0	0	0
Retained earnings			
Unreserved	0	0	0
Fund balance:			
Reserved:			
Reserved for encumbrances	1,767,422	12,400	786,290
Reserved for restricted principal	0	0	0
Unreserved:			
Designated for scholarships	173,013	0	0
Undesignated (deficit)	3,718,574	275,086	(751,130)
	<u>5,659,009</u>	<u>287,486</u>	<u>35,160</u>
Total liabilities, fund equity, and other credits	<u>\$22,330,616</u>	<u>\$5,530,432</u>	<u>\$3,920,347</u>

See accompanying notes to the general purpose financial statements

Proprietary Fund Type	Fiduciary Fund Type	Account Groups		Totals (Memorandum Only)
		General Fixed Assets	General Long-Term Obligations	
Internal Service	Non-Expendable Trust			
\$0	\$0	\$0	\$0	\$336,500
0	0	0	0	346,208
0	0	0	1,592,504	1,695,765
0	0	0	468,833	532,552
0	0	0	0	10,000
0	0	0	0	21,049,611
35,684	0	0	0	35,684
0	0	0	0	3,799,000
0	0	0	0	33,938
0	0	0	0	57,503
0	0	0	117,037	117,037
<u>35,684</u>	<u>0</u>	<u>0</u>	<u>2,178,374</u>	<u>28,013,798</u>
0	0	90,019,980	0	90,019,980
346,769	0	0	0	346,769
0	0	0	0	2,566,112
0	129,590	0	0	129,590
0	0	0	0	173,013
0	150,340	0	0	3,392,870
<u>346,769</u>	<u>279,930</u>	<u>90,019,980</u>	<u>0</u>	<u>96,628,334</u>
<u>\$382,453</u>	<u>\$279,930</u>	<u>\$90,019,980</u>	<u>\$2,178,374</u>	<u>\$124,642,132</u>

Toledo-Lucas County Public Library  
 Combined Statement of Revenues, Expenditures,  
 and Changes in Fund Balances  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002

	Governmental Fund Types			Totals (Memorandum Only)
	General	Special Revenue	Capital Projects	
Revenues:				
Taxes	\$4,901,608	\$4,452,224	\$579,206	\$9,933,038
Intergovernmental	19,093,284	712,684	0	19,805,968
Patrons fines and fees	843,310	0	0	843,310
Interest	139,973	9,334	70,395	219,702
Services provided to others	62,787	0	0	62,787
Gifts and donations	22,439	26,843	450,000	499,282
Miscellaneous	666,458	674	0	667,132
<b>Total revenues</b>	<b>25,729,859</b>	<b>5,201,759</b>	<b>1,099,601</b>	<b>32,031,219</b>
Expenditures:				
Current:				
Public services	25,179,909	53,813	250,932	25,484,654
Intergovernmental	0	5,033,179	0	5,033,179
Capital outlay	479,542	101,626	650,126	1,231,294
Debt service:				
Principal retirement	132,755	0	0	132,755
Interest and fiscal charges	9,982	0	214,981	224,963
<b>Total expenditures</b>	<b>25,802,188</b>	<b>5,188,618</b>	<b>1,116,039</b>	<b>32,106,845</b>
Excess of revenues over (under) expenditures	(72,329)	13,141	(16,438)	(75,626)
Other financing sources:				
Sale of fixed assets	0	0	713,181	713,181
Inception of capital lease	106,935	0	0	106,935
<b>Total other financing sources</b>	<b>106,935</b>	<b>0</b>	<b>713,181</b>	<b>820,116</b>
Excess of revenues and other financing sources over expenditures	34,606	13,141	696,743	744,490
Fund balances (deficit) at beginning of year	5,624,403	274,345	(661,583)	5,237,165
Fund balances at end of year	<u>\$5,659,009</u>	<u>\$287,486</u>	<u>\$35,160</u>	<u>\$5,981,655</u>

See accompanying notes to the general purpose financial statements



Toledo-Lucas County Public Library  
 Combined Statement of Revenues, Expenditures,  
 and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002

	General Fund		Variance Favorable (Unfavorable)
	Revised Budget	Actual	
Revenues:			
Taxes	\$5,512,599	\$5,480,814	(\$31,785)
Intergovernmental	19,049,002	19,095,327	46,325
Patrons fines and fees	761,000	842,831	81,831
Interest	175,775	133,016	(42,759)
Services provided to others	63,001	62,795	(206)
Gifts and donations	10,000	10,909	909
Miscellaneous	323,000	801,820	478,820
<b>Total revenues</b>	<b>25,894,377</b>	<b>26,427,512</b>	<b>533,135</b>
Expenditures:			
Current:			
Public services	28,640,305	27,300,900	1,339,405
Intergovernmental	0	0	0
Capital outlay	472,222	429,435	42,787
Debt service:			
Principal retirement	361,000	361,000	0
Interest and fiscal charges	220,000	218,206	1,794
<b>Total expenditures</b>	<b>29,693,527</b>	<b>28,309,541</b>	<b>1,383,986</b>
Excess of revenues over (under) expenditures	(3,799,150)	(1,882,029)	1,917,121
Other financing sources (uses):			
Sale of fixed assets	0	0	0
Advances - in	1,000	1,000	0
Advances - out	(10,000)	(10,000)	0
<b>Total other financing sources (uses)</b>	<b>(9,000)</b>	<b>(9,000)</b>	<b>0</b>
Excess of revenues and other financing sources over (under) expenditures and other financing uses	(3,808,150)	(1,891,029)	1,917,121
Fund balances at beginning of year	2,479,314	2,479,314	0
Prior year encumbrances appropriated	1,910,703	1,910,703	0
<b>Fund balances at end of year</b>	<b>\$581,867</b>	<b>\$2,498,988</b>	<b>\$1,917,121</b>

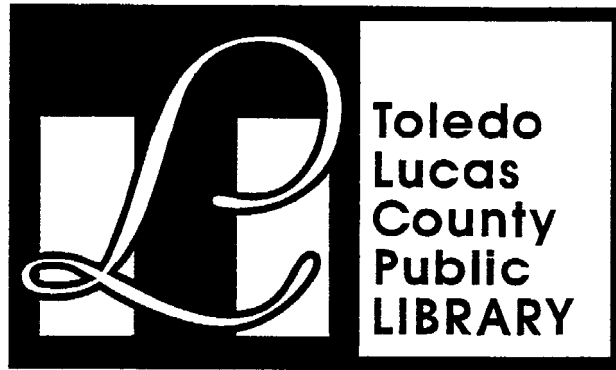
(continued)

Toledo-Lucas County Public Library  
 Combined Statement of Revenues, Expenditures,  
 and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual  
 All Governmental Fund Types  
 For the Year Ended December 31, 2002  
 (continued)

	Special Revenue Funds		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$4,772,300	\$4,452,224	(\$320,076)
Intergovernmental	757,100	712,684	(44,416)
Patrons fines and fees	0	0	0
Interest	11,035	9,898	(1,137)
Services provided to others	0	0	0
Gifts and donations	15,800	26,843	11,043
Miscellaneous	0	674	674
Total revenues	<u>5,556,235</u>	<u>5,202,323</u>	<u>(353,912)</u>
Expenditures:			
Current:			
Public services	121,907	66,213	55,694
Intergovernmental	5,354,300	5,033,179	321,121
Capital outlay	167,626	101,626	66,000
Debt service:			
Principal retirement	0	0	0
Interest and fiscal charges	0	0	0
Total expenditures	<u>5,643,833</u>	<u>5,201,018</u>	<u>442,815</u>
Excess of revenues over (under) expenditures	<u>(87,598)</u>	<u>1,305</u>	<u>88,903</u>
Other financing sources (uses):			
Sale of fixed assets	0	0	0
Advances - in	10,000	10,000	0
Advances - out	(1,000)	(1,000)	0
Total other financing sources (uses)	<u>9,000</u>	<u>9,000</u>	<u>0</u>
Excess of revenues and other financing sources over (under) expenditures and other financing uses	<u>(78,598)</u>	<u>10,305</u>	<u>88,903</u>
Fund balances at beginning of year	271,984	271,984	0
Prior year encumbrances appropriated	1,083	1,083	0
Fund balances at end of year	<u>\$194,469</u>	<u>\$283,372</u>	<u>\$88,903</u>

See accompanying notes to the general purpose financial statements

Capital Projects Funds			Totals (Memorandum Only)		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
\$0	\$0	\$0	\$10,284,899	\$9,933,038	(\$351,861)
0	0	0	19,806,102	19,808,011	1,909
0	0	0	761,000	842,831	81,831
137,371	70,395	(66,976)	324,181	213,309	(110,872)
0	0	0	63,001	62,795	(206)
550,000	450,000	(100,000)	575,800	487,752	(88,048)
0	0	0	323,000	802,494	479,494
<u>687,371</u>	<u>520,395</u>	<u>(166,976)</u>	<u>32,137,983</u>	<u>32,150,230</u>	<u>12,247</u>
1,150,668	969,808	180,860	29,912,880	28,336,921	1,575,959
0	0	0	5,354,300	5,033,179	321,121
3,708,155	1,303,304	2,404,851	4,348,003	1,834,365	2,513,638
0	0	0	361,000	361,000	0
0	0	0	220,000	218,206	1,794
<u>4,858,823</u>	<u>2,273,112</u>	<u>2,585,711</u>	<u>40,196,183</u>	<u>35,783,671</u>	<u>4,412,512</u>
<u>(4,171,452)</u>	<u>(1,752,717)</u>	<u>2,418,735</u>	<u>(8,058,200)</u>	<u>(3,633,441)</u>	<u>4,424,759</u>
0	713,181	713,181	0	713,181	713,181
0	0	0	11,000	11,000	0
0	0	0	(11,000)	(11,000)	0
<u>0</u>	<u>713,181</u>	<u>713,181</u>	<u>0</u>	<u>713,181</u>	<u>713,181</u>
(4,171,452)	(1,039,536)	3,131,916	(8,058,200)	(2,920,260)	5,137,940
2,564,870	2,564,870	0	5,316,168	5,316,168	0
1,608,723	1,608,723	0	3,520,509	3,520,509	0
<u>\$2,141</u>	<u>\$3,134,057</u>	<u>\$3,131,916</u>	<u>\$778,477</u>	<u>\$5,916,417</u>	<u>\$5,137,940</u>



Toledo-Lucas County Public Library  
 Combined Statement of Revenues, Expenses,  
 and Changes in Retained Earnings/Fund Balance  
 Proprietary Fund Type and Non-Expendable Trust Funds  
 For the Year Ended December 31, 2002

	Proprietary Fund Type		Totals (Memorandum Only)
	Internal Service	Non-Expendable Trust	
Operating revenues:			
Charges for services	\$1,708,616	\$0	\$1,708,616
Interest	0	9,826	9,826
Other operating revenues	8,171	0	8,171
Total operating revenues	<u>1,716,787</u>	<u>9,826</u>	<u>1,726,613</u>
Operating expenses:			
Purchased and contracted services	206,907	114	207,021
Library materials and information	0	5,868	5,868
Claims	1,286,842	0	1,286,842
Total operating expenses	<u>1,493,749</u>	<u>5,982</u>	<u>1,499,731</u>
Operating income	223,038	3,844	226,882
Retained earnings/fund balance at beginning of year	<u>123,731</u>	<u>276,086</u>	<u>399,817</u>
Retained earnings/fund balance at end of year	<u><u>\$346,769</u></u>	<u><u>\$279,930</u></u>	<u><u>\$626,699</u></u>

See accompanying notes to the general purpose financial statements

Toledo-Lucas County Public Library  
 Combined Statement of Revenues, Expenses,  
 and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual  
 Proprietary Fund Type and Non-Expendable Trust Funds  
 For the Year Ended December 31, 2002

	Internal Service Funds		
	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Charges for services	\$2,060,000	\$1,708,616	(\$351,384)
Interest	0	0	0
Other	0	8,171	8,171
Total revenues	<u>2,060,000</u>	<u>1,716,787</u>	<u>(343,213)</u>
Expenses:			
Purchased and contracted services	381,000	207,237	173,763
Library materials and information	0	0	0
Claims	1,910,000	1,371,864	538,136
Total expenses	<u>2,291,000</u>	<u>1,579,101</u>	<u>711,899</u>
Excess of revenues over (under) expenses	(231,000)	137,686	368,686
Fund balances at beginning of year	244,437	244,437	0
Prior year encumbrances appropriated	<u>0</u>	<u>0</u>	<u>0</u>
Fund balances at end of year	<u><u>\$13,437</u></u>	<u><u>\$382,123</u></u>	<u><u>\$368,686</u></u>

See accompanying notes to the general purpose financial statements

Non-Expendable Trust Funds			Totals (Memorandum Only)		
Revised Budget	Actual	Variance Favorable (Unfavorable)	Revised Budget	Actual	Variance Favorable (Unfavorable)
\$0	\$0	\$0	\$2,060,000	\$1,708,616	(\$351,384)
9,900	10,571	671	9,900	10,571	671
0	0	0	0	0	0
9,900	10,571	671	2,069,900	1,719,187	(350,713)
250	114	136	381,250	207,351	173,899
10,172	9,053	1,119	10,172	9,053	1,119
0	0	0	1,910,000	1,371,864	538,136
10,422	9,167	1,255	2,301,422	1,588,268	713,154
(522)	1,404	1,926	(231,522)	130,919	362,441
272,206	272,206	0	516,643	516,643	0
522	522	0	522	522	0
<u>\$272,206</u>	<u>\$274,132</u>	<u>\$1,926</u>	<u>\$285,643</u>	<u>\$648,084</u>	<u>\$362,441</u>

Toledo-Lucas County Public Library  
 Combined Statement of Cash Flows  
 Proprietary Fund Type and Non-Expendable Trust Funds  
 For the Year Ended December 31, 2002

	Proprietary Fund Type	Non-Expendable Trust	Totals (Memorandum Only)
	Internal Service		
Increase (decrease) in cash and cash equivalents:			
Cash flows from operating activities:			
Cash received from quasi-external operating transactions with other funds	\$1,708,616	\$0	\$1,708,616
Cash payments for purchased and contracted services	(206,907)	(114)	(207,021)
Cash payments for library materials and information	0	(5,868)	(5,868)
Cash payments for claims	(1,371,864)	0	(1,371,864)
Cash payments for other revenues	8,171	0	8,171
	138,016	(5,982)	132,034
Net cash provided by (used for) operating activities			
Cash flows from investing activities:			
Interest	0	10,571	10,571
	0	10,571	10,571
Net increase in cash and cash equivalents	138,016	4,589	142,605
Cash and cash equivalents at beginning of year	244,437	272,728	517,165
	244,437	272,728	517,165
Cash and cash equivalents at end of year	\$382,453	\$277,317	\$659,770
Reconciliation of operating income to net cash provided by (used for) operating activities:			
Operating income	\$223,038	\$3,844	\$226,882
Adjustments to reconcile operating income to net cash provided by (used for) operating activities:			
Interest reported as operating income	0	(9,826)	(9,826)
Changes in assets and liabilities:			
Decrease in claims payable	(85,022)	0	(85,022)
	(85,022)	0	(85,022)
Net cash provided by (used for) operating activities	\$138,016	(\$5,982)	\$132,034

See accompanying notes to the general purpose financial statements



Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 1 - REPORTING ENTITY

The Library was founded in 1873 as the Toledo Public Library. In 1918, the Lucas County Library system was established and in 1925, the Sylvania Library was established. The three library systems were merged into the current county-wide Toledo-Lucas County Public Library (Library) in 1970. Currently, there is a main branch located in downtown Toledo and eighteen branches which are located throughout Lucas County.

The Board of Library Trustees has seven members: three appointed by the Common Pleas Court Judges and four appointed by the Lucas County Commissioners. Appointments are for seven-year terms and members serve without compensation. Under Ohio statutes, the Library is a body politic and corporate capable of suing and being sued; contracting; acquiring, holding, possessing, and disposing of real and personal property; and exercising such other powers and privileges as are conferred upon it by law. The Library also determines and operates under its own budget. The control and management of the Library is governed by Sections 3375.22 to 3375.27 of the Ohio Revised Code. The Board of Library Trustees appoints a Director/Clerk-Treasurer, Deputy Director, Business Manager/Deputy Clerk-Treasurer, and two Assistant Deputy Clerk-Treasurers.

There is no potential for the Library to provide a financial benefit to or to impose a financial burden on the County Commissioners, nor can the County Commissioners significantly influence the programs, activities, or level of service performed or provided by the Library. The Library is fiscally independent of the County, although the County Commissioners serve in a ministerial capacity as the taxing authority. The determination to request approval of a tax, the rate, and the purpose(s) of the levy are discretionary decisions made solely by the Board of Library Trustees. Once these decisions are made, the County Commissioners must place the levy on the ballot.

Under the provisions of Governmental Accounting Standards Board Statement No. 14, "The Financial Reporting Entity", the Library is considered a related organization to Lucas County.

Component units are legally separate organizations for which the Library is financially accountable. The Library is financially accountable for an organization if the Library appoints a voting majority of the organization's governing board and (1) the Library is able to significantly influence the programs or services performed or provided by the organization; or (2) the Library is legally entitled to or can otherwise access the organization's resources; the Library is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the Library is obligated for the debt of the organization. Component units may also include organizations for which the Library approves the budget, the issuance of debt, or the levying of taxes. Currently, the reporting entity of the Library does not include any component units.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Toledo-Lucas County Public Library have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Library also applies Financial Accounting Standards Board (FASB) Statements and Interpretations issued on or before November 30, 1989, to its proprietary activities provided they do not conflict with or contradict GASB pronouncements. Following are the more significant of the Library's accounting policies.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. Basis of Presentation - Fund Accounting

The Library uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain Library functions or activities.

A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations. An account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net available expendable resources.

For financial statement presentation purposes, the various funds of the Library are grouped into the following generic fund types under the broad fund categories of governmental, proprietary, and fiduciary.

Governmental Fund Types - Governmental funds are those through which most governmental functions of the Library are financed. The acquisition, use, and balances of the Library's expendable financial resources and the related current liabilities (except those accounted for in proprietary funds and trust funds) are accounted for through governmental funds. The measurement focus of these funds is upon determination of financial position and changes in financial position. The following are the Library's governmental fund types:

General Fund - This fund is used to account for all financial resources of the Library, except those required to be accounted for in another fund. The General fund balance is available to the Library for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds - These funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specific purposes.

Capital Projects Funds - These funds are used to account for financial resources used for the acquisition or construction of major capital facilities, other than those financed by trust funds.

Proprietary Fund Type

Proprietary funds are used to account for the Library's ongoing activities which are similar to those found in the private sector. The measurement focus of these funds is upon determination of net income, financial position, and cash flows. The following is the Library's proprietary fund type:

Internal Service Funds - These funds are used to account for the financing of goods or services provided by one department to other departments of the Library on a cost-reimbursement basis.

Fiduciary Fund Type - Fiduciary funds are used to account for assets held by the Library in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. The Library's fiduciary funds are non-expendable trust funds, which are accounted for in essentially the same manner as proprietary funds.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Account Groups - To make a clear distinction between fixed assets related to specific funds and those of general government, and between long-term liabilities related to specific funds and those of a general nature, the following account groups are used:

General Fixed Assets Account Group - This account group is established to account for all general fixed assets of the Library.

General Long-Term Obligations Account Group - This account group is established to account for all long-term obligations of the Library.

B. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental fund types are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The proprietary fund type and non-expendable trust funds are accounted for using a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. Operating statements of these funds present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made.

The modified accrual basis of accounting is followed for the governmental fund types. The full accrual basis of accounting is followed for the proprietary fund type and non-expendable trust funds.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. Available means the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Library, available means expected to be received within thirty days of year end.

Nonexchange transactions, in which the Library receives value without directly giving equal value in return, include property taxes, grants, entitlements, and donations. On the accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied. Revenue from grants, entitlements, and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the Library must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Library on a reimbursement basis. On the modified accrual basis, revenue from nonexchange transactions must also be available before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered both measurable and available at year end: grants, fines and fees, interest, and services provided to others.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred revenues arise when assets are recognized before revenue recognition criteria has been satisfied. Property taxes for which there was an enforceable legal claim as of December 31, 2002, but which were levied to finance 2003 operations, are recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue. On the modified accrual basis, revenues that are not collected within the available period are recorded as deferred revenue.

On the accrual basis, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

C. Budgetary Process

The budgetary process is prescribed by provisions of the Ohio Administrative Code and entails the preparation of budgetary documents within an established timetable. The major documents prepared are the budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting.

The certificate of estimated resources and the appropriation resolution are subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources, as certified. All funds are required to be budgeted and appropriated. The level of budgetary control is at the object level. Budgetary modifications may only be made by resolution of the Board of Library Trustees.

Budget - A budget of estimated revenues and expenditures for all funds is submitted to the County Commissioners by May 31 of each year, for the period January 1 to December 31 of the following year. As taxing authority, it is the responsibility of the County Commissioners to submit the Library's budget to the County Budget Commission. The County Commissioners are not authorized to make changes to the Library's budget.

Estimated Resources - The County Budget Commission reviews estimated revenues and determines if the budget substantiates a need to levy all or part of previously authorized taxes. The County Budget Commission certifies its actions to the Library by September 1. As part of this certification, the Library receives the official certificate of estimated resources, which states the projected revenues of each fund. Prior to December 31, the Library must revise its budget so that total contemplated expenditures from any fund during the ensuing year will not exceed the amount available as stated in the certificate of estimated resources. The revised budget then serves as the basis for the annual appropriation measure. On or about January 1, the certificate of estimated resources is amended to include the unencumbered fund balances at December 31 of the preceding year. The certificate of estimated resources may be further amended during the year if the fiscal officer determines that revenue to be collected is greater or less than the current estimate. The amounts reported on the budgetary statements reflect the amounts on the amended official certificate of estimated resources in effect at the time final appropriations were passed by the Board of Trustees.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Appropriations - A temporary appropriation resolution to control expenditures may be passed on or about January 1 of each year, for the period January 1 to March 31. The annual appropriation resolution must be passed by April 1 of each year, for the period January 1 to December 31. The appropriation resolution fixes the spending authority at the fund and object level. The allocation of appropriations among objects within a fund may be modified during the year only by a resolution of the Board of Library Trustees. During the year, four supplemental appropriation resolutions were passed. The budget figures which appear on the statements of budgetary comparisons represent the final appropriation amounts passed during the year.

Encumbrances - As part of formal budgetary control, purchase orders, contracts, and other commitments for the expenditure of monies are recorded as the equivalent of expenditures on the non-GAAP budgetary basis in order to reserve that portion of the applicable appropriation. On the GAAP basis, encumbrances outstanding at year end are reported as a reservation of fund balance for subsequent-year expenditures for governmental fund types and reported in the notes to the financial statements for the proprietary fund type and non-expendable trust funds.

Lapsing of Appropriations - At the close of each year, the unencumbered balance of each appropriation reverts to the respective fund from which it was appropriated and becomes subject to future appropriation. Encumbered appropriations are carried forward to the succeeding year and are not reappropriated.

D. Cash and Investments

To improve cash management, cash received by the Library is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through Library records. Interest in the pool is presented as "Equity in pooled cash and cash equivalents" on the combined balance sheet.

During 2002, the Library invested in U.S. Treasury notes and STAR Ohio. U.S. Treasury notes are reported at fair value, which is based on quoted market prices. STAR Ohio is an investment pool, managed by the State Treasurer's Office, which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAR Ohio are valued at STAR Ohio's share price, which is the price the investment could be sold for on December 31, 2002.

Following Ohio statutes, the Board of Library Trustees has, by resolution, specified the funds to receive an allocation of interest earnings. Interest revenue credited to the General fund during 2002 was \$139,973, which included \$56,373 assigned from other Library funds.

For purposes of the combined statement of cash flows and for presentation on the combined balance sheet, investments of the cash management pool and investments with an original maturity of three months or less at the time they are purchased by the Library are considered to be cash equivalents. Investments with an initial maturity of more than three months, and not purchased from the pool, are reported as investments.

E. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 2002, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of purchase and an expenditure is recorded in the year in which services are consumed.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Materials and Supplies Inventory

Inventory is stated at cost on a first-in, first-out basis and is recorded as an expenditure when used. Inventory consists of expendable supplies held for consumption.

G. Restricted Assets

The Library has resources set aside whose use is limited to the payment of retainage to contractors.

H. Fixed Assets and Depreciation

The fixed asset values were initially determined by assigning original acquisition costs when such information was available. In cases where information supporting original costs was not available, estimated historical costs were used. Donated fixed assets are capitalized at fair market value on the date donated.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements which extend the useful life or increase the capacity or operating efficiency of the asset are capitalized at cost.

General fixed assets (fixed assets used in governmental fund type operations) are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction costs are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. Assets in the general fixed assets account group are not depreciated.

The Library does not have infrastructure. The Library maintains a capitalization threshold of one hundred dollars.

I. Library Books

Library books and materials are reflected as expenditures when purchased and are not capitalized as assets of the Library. The Library currently has a book collection of 2,469,168 books.

J. Interfund Assets/Liabilities

Short-term interfund loans are classified as "Interfund receivables/payables".

K. Compensated Absences

Library employees are represented by two unions, Association of Public Library Employees (Aple) and Communication Workers of America (CWA). Aple covers all librarians and CWA covers custodians, clerks, and clerical employees. All other employees are classified as exempt.

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the Library will compensate the employees for the benefits through paid time off or some other means. The Library records a liability for accumulated unused vacation time when earned for all employees.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Sick leave benefits are accrued as a liability using the vesting method. The liability includes the employees who are currently eligible to receive termination benefits and those the Library has identified as probable of receiving payment in the future. The amount is based on accumulated sick leave and employee's wage rates at year end, taking into consideration any limits specified in the Library's termination policy. The Library records a liability for accumulated unused sick leave after the number of years as follows:

Aple	5 years on staff
CWA	8 years on staff
Exempt	12 years on staff

For governmental funds, the current portion of unpaid compensated absences is the amount expected to be paid using available expendable resources. These amounts are recorded in the account "Compensated absences payable" in the fund from which the employees who have accumulated unpaid leave are paid. The remainder is reported in the general long-term obligations account group.

L. Accrued Liabilities and Long-Term Obligations

In general, governmental fund payables and accrued liabilities are reported as obligations of the funds regardless of whether they will be liquidated with current resources. However, compensated absences and contractually required pension contributions that will be paid from governmental funds are reported as liabilities in the general long-term obligations account group to the extent that they will not be paid with current available expendable resources. Payments made more than thirty days after year end are considered not to have used current available expendable resources. Capital leases are reported as a liability in the general long-term obligations account group until due.

Generally accepted accounting principles require reporting the note liability in the funds that received the proceeds. To comply with GAAP reporting requirements, the Library's note activity is being reflected in the capital projects fund rather than the General fund as reported on a budgetary basis.

M. Reservations and Designations of Fund Balance

The Library reserves those portions of fund equity which are legally segregated for a specific future use or which do not represent available expendable resources and, therefore, are not available for appropriation or expenditure. Fund balance designations are established to indicate tentative plans for financial resource utilization in future periods. Unreserved, undesignated fund balance indicates that portion of fund equity which is available for appropriation in future periods. Fund equity reserves have been established for encumbrances and restricted principal.

In the General fund, the Board has designated a portion of fund balance for scholarships.

N. Interfund Transactions

Quasi-external transactions are accounted for as revenues and expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed. Nonrecurring and nonroutine permanent transfers of equity between funds and the transfer of residual balances of discontinued funds or projects to the General fund or capital projects funds are classified as residual equity transfers. All other interfund transfers are reported as operating transfers.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

O. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

P. Total Columns on Combined Financial Statements

Total columns on the combined statements overview are captioned "Totals (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

NOTE 3 - ACCOUNTABILITY

At December 31, 2002, the Bond Construction capital projects fund had a deficit fund balance, in the amount of \$3,325,322. The deficit is due to recording the note liability in the fund receiving the proceeds and will be alleviated when bonds are issued or the notes are paid.

NOTE 4 - BUDGETARY BASIS OF ACCOUNTING

While reporting financial position, results of operations, and changes in fund balances/retained earnings on the basis of generally accepted accounting principles (GAAP), the budgetary basis, as provided by law, requires accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual - All Governmental Fund Types and the Combined Statement of Revenues, Expenses, and Changes in Fund Balances - Budget (Non-GAAP Basis) and Actual - Proprietary Fund Type and Non-Expendable Trust Funds are presented on the budgetary basis to provide a meaningful comparison of actual results with the budget. The major differences between the budget basis and the GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures/expenses are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Outstanding year end encumbrances are treated as expenditures/expenses (budget basis) rather than as a reservation of fund balance for governmental fund types and as note disclosure for the proprietary fund type and non-expendable trust funds (GAAP basis).
4. The Library repays revenue anticipation note principal and interest from the General fund (budget basis) as opposed to the fund that received the proceeds (GAAP basis). General fund resources used to pay both principal and interest have been allocated accordingly.



Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 4 - BUDGETARY BASIS OF ACCOUNTING (continued)

The adjustments necessary to convert the results of operations for the year on the GAAP basis to the budget basis are as follows:

	Excess of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses All Governmental Fund Types		
	General	Special Revenue	Capital Projects
GAAP Basis	\$34,606	\$13,141	\$696,743
<u>Increase (Decrease) Due To:</u>			
Revenue Accruals:			
Accrued 2001, Received in Cash 2002	1,545,687	2,278	0
Accrued 2002, Not Yet Received in Cash	(1,433,472)	(1,714)	0
Expenditure Accruals:			
Accrued 2001, Paid in Cash 2002	(848,956)	0	(675,176)
Accrued 2002, Not Yet Paid in Cash	854,942	0	86,187
Cash Adjustments:			
Unrecorded Activity 2001	11,074	0	0
Unrecorded Activity 2002	(10,096)	0	0
Prepaid Items	16,026	0	0
Materials and Supplies Inventory	10,321	0	0
Note Principal Retirement	(361,000)	0	0
Note Interest	(218,206)	0	218,206
Reallocation of Debt Activity	579,206	0	(579,206)
Advances - In	1,000	10,000	0
Advances - Out	(10,000)	(1,000)	0
Encumbrances Outstanding at Year End (Budget Basis)	(2,062,161)	(12,400)	(786,290)
Budget Basis	(\$1,891,029)	\$10,305	(\$1,039,536)

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 4 - BUDGETARY BASIS OF ACCOUNTING (continued)

Net Income/Excess of Revenues Over Expenses  
Proprietary Fund Type and Non-Expendable Trust Funds

	Proprietary Fund Type	
	Internal Service	Non-Expendable Trust
GAAP Basis	\$223,038	\$3,844
<u>Increase (Decrease) Due To:</u>		
Revenue Accruals:		
Accrued 2001, Received in Cash 2002	0	3,358
Accrued 2002, Not Yet Received in Cash	0	(2,613)
Expenditure Accruals:		
Accrued 2001, Paid in Cash 2002	(120,706)	0
Accrued 2002, Not Yet Paid in Cash	35,684	0
Encumbrances Outstanding at Year End (Budget Basis)	(330)	(3,185)
Budget Basis	\$137,686	\$1,404

NOTE 5 - DEPOSITS AND INVESTMENTS

State statutes classify monies held by the Library into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such monies must be maintained either as cash in the Library treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits the Board has identified as not required for use within the current five year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit, or by savings or deposit accounts, including passbook accounts.

Protection of the Library's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the fiscal officer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 5 - DEPOSITS AND INVESTMENTS (continued)

Interim monies may be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including, but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio;
5. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions; and,
6. The State Treasurer's investment pool (STAR Ohio).

The Library may also invest any monies not required to be used for a period of six months or more in the following:

1. Bonds of the State of Ohio;
2. Bonds of any municipal corporation, village, county, township, or other political subdivision of this State as to which there is no default of principal, interest, or coupons.

Investments in stripped principal or interest obligations, reverse repurchase agreements, and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage, and short selling are also prohibited. An investment must mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Library, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the fiscal officer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

At year end, the Library had \$43,283 in undeposited cash on hand which is included on the balance sheet of the Library as part of "Equity in pooled cash and cash equivalents".

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 5 - DEPOSITS AND INVESTMENTS (continued)

The following information classifies deposits and investments by categories of risk as defined in GASB Statement No. 3, "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements".

At year end, the carrying amount of the Library's deposits was \$1,162,558 and the bank balance was \$1,701,141. Of the bank balance, \$170,418 was covered by federal depository insurance and \$1,530,723 was uninsured and uncollateralized. Although all State statutory requirements for the deposit of money had been followed, non-compliance with federal requirements could potentially subject the Library to a successful claim by the FDIC.

The Library's investments are categorized to give an indication of the level of risk assumed by the Library at year end. Category 1 includes investments that are insured or registered for which the securities are held by the Library or its agent in the Library's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the Library's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty, or by its trust department or agent but not in the Library's name. STAR Ohio is an unclassified investment since it is not evidenced by securities that exist in physical or book entry form.

	Category 2	Fair Value
U.S. Treasury Notes	\$991,567	\$991,567
STAR Ohio		7,249,726
Total		\$8,241,293

The classification of cash and cash equivalents and investments on the combined balance sheet is based on criteria set forth in GASB Statement No. 9, "Reporting Cash Flows of Proprietary and Non-Expendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting". A reconciliation between the classification of cash and cash equivalents and investments on the combined balance sheet and the classification of deposits and investments according to GASB Statement No. 3 is as follows:

	Cash and Cash Equivalents/ Deposits	Investments
GASB Statement No. 9	\$9,447,134	\$0
Cash on Hand	(43,283)	0
Investments:		
U.S. Treasury Notes	(991,567)	991,567
STAR Ohio	(7,249,726)	7,249,726
GASB Statement No. 3	\$1,162,558	\$8,241,293

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 6 - PROPERTY TAXES

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located within the Library district. Real property tax revenues received in 2002 represent the collection of 2001 taxes. Real property taxes were levied in 2002 after October 1, 2002, on the assessed values as of January 1, 2002, the lien date. These taxes will be collected in and are intended to finance 2003 operations. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. All property is required to be revalued every six years. The last revaluation was completed in 1997. Real property taxes are payable annually or semiannually. The first payment is due December 31, with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility real and tangible personal property taxes were levied in 2002 after October 1, 2002, on the assessed values as of December 31, 2001, the lien date. These taxes will be collected in and are intended to finance 2003 operations. Public utility real property is assessed at 35 percent of true value; tangible personal property is currently assessed at varying percentages of true value. Public utility property taxes are payable on the same dates as real property taxes described previously.

Tangible personal property tax revenues received in 2002 (other than public utility property) represent the collection of 2002 taxes. Tangible personal property taxes received in 2002 were levied after October 1, 2001, on the true value as of December 31, 2001. Tangible personal property is currently assessed at 25 percent of true value for equipment and 24 percent for inventory. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. The first payment is due April 30, with the remainder payable by September 20.

The County Treasurer collects property taxes on behalf of all taxing districts within the County, including the Toledo-Lucas County Public Library. The County Auditor periodically remits to the Library its portion of the taxes collected.

Accrued property taxes receivable represents delinquent taxes outstanding and real property, public utility property, and tangible personal property taxes which were measurable as of December 31, 2002, and for which there was an enforceable legal claim. Although total property tax collections for the next year are measurable, amounts to be received during the available period are not subject to reasonable estimation at December 31 and are not intended to finance 2002 operations.

The full tax rate for all Library operations for the year ended December 31, 2002, was \$1.70 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2002 property tax receipts were based are as follows:

Category	Amount
Real Property	\$6,473,136,000
Public Utility Property	313,631,000
Tangible Personal Property	934,788,000
Total Assessed Value	\$7,721,555,000

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 7 - RECEIVABLES

Receivables at December 31, 2002, consisted of taxes, accounts (photocopies, facsimiles, and fines), accrued interest, intergovernmental, and interfund receivables. All receivables are considered fully collectible. Accounts receivable at December 31 were \$66,707. Intergovernmental receivables consisted of library local government support in the General fund, in the amount of \$11,105,216.

NOTE 8 - FIXED ASSETS

Changes in general fixed assets during 2002 were as follows:

Fixed Asset Classification	Balance at 12/31/01	Additions	Reductions	Balance at 12/31/02
Land	\$6,761,943	\$195,207	\$408,200	\$6,548,950
Buildings and Improvements	24,075,038	2,588,105	229,938	26,433,205
Improvements Other Than Buildings	2,938,276	17,713	8,456	2,947,533
Furniture and Equipment	12,469,759	482,454	1,879,205	11,073,008
Vehicles	195,397	0	0	195,397
Construction in Progress	44,696,925	533,673	2,408,711	42,821,887
Total General Fixed Assets	<u>\$91,137,338</u>	<u>\$3,817,152</u>	<u>\$4,934,510</u>	<u>\$90,019,980</u>

Construction in progress is reduced when the assets are substantially completed or are placed in service and are presented as additions to the appropriate asset class.

NOTE 9 - INTERFUND ASSETS AND LIABILITIES

At December 31, 2002, the General fund had an interfund receivable and the Services to the Elderly Grant special revenue fund had an interfund payable, in the amount of \$10,000.

NOTE 10 - RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. In 2002, the Library contracted with various companies for insurance coverage. The companies provided coverage for property (includes glass and transit), general liability, auto, umbrella, mechanical breakdowns (includes boilers and machinery), earthquake, directors and officers, and special library form (includes fine arts, rare books, electronic data processing equipment, and valuable papers).

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 10 - RISK MANAGEMENT (continued)

Limits and deductible amounts for the above policies are:

Coverage	Limits	Deductible Amounts
Property	\$103,031,802	\$1,000
General Liability	2,000,000 Aggregate 1,000,000 Each Occurrence	1,000
Auto	1,000,000	100 Comprehensive 250 Collision
Umbrella	5,000,000	0
Boiler/Machinery	50,000,000	1,000
Earthquake/Flood	10,000,000	50,000
Directors and Officers	2,000,000	25,000
Special Library Form	77,658,600	1,000
Electronic Equipment	3,130,670	1,000
Employee Benefits	2,000,000 Aggregate 1,000,000 Each Employee	0

There has been no significant reduction in insurance coverage from 2001, and no insurance settlement has exceeded insurance coverage during the last three years.

The Library pays the State of Ohio Bureau of Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

In 2001, the Library began providing prescription and health care benefits through self insured programs. The Library established a Prescription fund and Health fund (internal service funds) to account for and finance these employee benefits. The Prescription fund provides for unlimited coverage. On November 1, 2002, the Library terminated the self insured program for Health coverage. While in operation, the Health fund provided coverage up to a maximum of \$1,591,064 lifetime for each individual. The Library has commercial insurance for claims in excess of coverage provided by the funds.

All funds of the Library participate in the prescription program and participated in the health program through October 31, 2002, and made payments to the respective funds based on actuarial estimates of the amounts needed to pay prior- and current-year claims. Claims payable is based on the requirements of Governmental Accounting Standards Board Statement No. 30, "Accounting and Financial Reporting for Risk Financing and Related Insurance Issues", which requires that a liability for unpaid claims costs, including estimates of costs relating to incurred but not reported claims, be reported if information prior to issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount can be reasonably estimated. The estimate was not affected by incremental claim adjustment expenses and does not include other allocated or unallocated claim adjustment expenses. Claims payable at December 31, 2002, was estimated by the third party administrator at \$35,684.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 10 - RISK MANAGEMENT (continued)

The changes in the claims liability for the past two years were as follows:

Year	Beginning Balance	Current-Year Claims and Changes in Estimates	Claims Payments	Ending Balance
2002	\$120,706	\$1,286,842	\$1,371,864	\$35,684
2001	0	392,584	271,878	120,706

On November 1, 2002, employee health insurance was acquired through Medical Mutual of Ohio.

NOTE 11 - CONSTRUCTION AND OTHER SIGNIFICANT COMMITMENTS

The Library has several outstanding contracts for professional services and construction. The following amounts remained on these contracts as of December 31, 2002:

Branch	Outstanding Balance
Birmingham	\$31,691
Holland	4,080
Lagrange	53,160
Main	554,853
South	97,750
West Toledo	439
Washington	4,080

NOTE 12 - COMPENSATED ABSENCES

The criteria for determining the vacation and sick leave liability is derived from negotiated agreements and State laws. Employees are categorized by union as either Aple or CWA, or they are exempt (do not belong to a union).

Vacation and sick leave earned and accumulated depends upon length of service. The maximum hours by category of employee is listed below:

Employee Type	Maximum Vacation Earned per Year	Maximum Sick Earned per Year	Maximum Vacation Accumulation	Maximum Sick Accumulation	Percentage Sick Leave Paid
Aple	182	104	212	950	39%
CWA	182	104	205	925	39
Exempt	182	104	212	950	39



Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 12 - COMPENSATED ABSENCES (continued)

When employees terminate their employment, they are paid for their accumulated vacation. An employee must retire through the Ohio Public Employees Retirement System (OPERS) to receive payment of sick leave.

NOTE 13 - DEFINED BENEFIT PENSION PLAN

The Library contributes to the Ohio Public Employees Retirement System (OPERS), a cost-sharing multiple employer defined benefit pension plan administered by the Public Employees Retirement Board. OPERS provides basic retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 145 of the Ohio Revised Code. OPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to the Ohio Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642.

Plan members are required to contribute 8.5 percent of their annual covered salary to fund pension obligations and the Library is required to contribute 13.55 percent; 8.55 percent was the portion used to fund pension obligations for 2002. Contributions are authorized by State statute. The contribution rates are determined actuarially. For all full-time employees, the Library picks up both the employer's and the employee's portion of the pension obligation.

The Library's contributions to PERS for the years ended December 31, 2002, 2001, and 2000 were as follows:

	2002	2001	2000
Library's employer contribution	\$1,090,307	\$1,167,831	\$788,893
Library's pickup of full-time employees contribution	997,933	991,868	951,430
Total payment by Library	2,088,240	2,159,699	1,740,323
Library's pickup of part-time employees contribution	85,998	81,274	73,890
Total payment to PERS	<u>\$2,174,238</u>	<u>\$2,240,973</u>	<u>\$1,814,213</u>

The Library has paid 73 percent of the employer contribution for 2002, and 100 percent for 2001 and 2000. The unpaid contribution for 2002, in the amount of \$295,832, is recorded as a liability in the general long-term obligations account group.

NOTE 14 - POSTEMPLOYMENT BENEFITS

The Ohio Public Employees Retirement System (OPERS) provides postretirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit. Health care coverage for disability and primary survivor recipients is available. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit (OPEB) as described in GASB Statement No. 12, "Disclosure of Information on Postemployment Benefits Other Than Pension Benefits by State and Local Governmental Employers". A portion of each employer's contribution to OPERS is set aside for the funding of postretirement health care based on authority granted by State statute. The employer contribution rate was 13.55 percent of covered payroll; 5 percent was the portion used to fund health care for 2002.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 14 - POSTEMPLOYMENT BENEFITS (continued)

Benefits are advance funded using the entry age normal cost method. Significant actuarial assumptions include a rate of return on investments of 8 percent, an annual increase in active employee total payroll of 4 percent compounded annually, and an additional increase in total payroll of .5 percent to 6.3 percent based on additional pay increases. Health care premiums were assumed to increase 4 percent annually.

OPEB are financed through employer contributions and investment earnings. All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Assets are adjusted to reflect 25 percent of unrealized market appreciation or depreciation on investment assets.

At December 31, 2002, the total number of benefit recipients eligible for OPEB through OPERS was 402,041. As of December 31, 2001, the actuarial value of net assets available for future OPEB payments were \$11.6 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$16.4 billion and \$4.8 billion, respectively. The Library's actual contributions for 2002 which were used to fund OPEB were \$637,606.

NOTE 15 - NOTES PAYABLE

On November 1, 2000, the Library issued revenue anticipation notes, in the amount of \$4,500,000, for completing improvements to the library system by acquiring, constructing, reconstructing, equipping, and otherwise improving the library's facilities and sites. The notes were issued under the authority of Ohio Revised Code Sections 3375.40 and 3375.404 for a ten year period, with final maturity during 2010. The notes have an interest rate of 5.36 percent. The notes are being repaid through the Bond Construction capital projects fund. The outstanding balance at December 31, 2002, was \$3,799,000. The principal paid in 2002, was 361,000.

Principal and interest requirements to retire notes payable outstanding at December 31, 2002, were as follows:

Year Ending December 31,	Principal	Interest	Total
2003	382,000	198,588	580,588
2004	406,000	177,792	583,792
2005	430,000	155,708	585,708
2006	457,000	132,312	589,312
2007	485,000	107,441	592,441
2008 - 2010	1,639,000	157,557	1,796,557
	<u>\$3,799,000</u>	<u>\$929,398</u>	<u>\$4,728,398</u>

NOTE 16 - CONSTRUCTION AND IMPROVEMENT OF FACILITIES

In 1995, the Board of Trustees of the Toledo-Lucas County Public Library submitted, to the Lucas County Commissioners, a property tax levy to be used for improvements to the Library system. The County Commissioners serve as the taxing authority and issue tax related debt on behalf of the Library, although their role is limited to a ministerial function. The determination to request approval of a tax, the rate, and the purpose are discretionary decisions made solely by the Board of Library Trustees.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

NOTE 16 - CONSTRUCTION AND IMPROVEMENT OF FACILITIES (continued)

With approval of the levy, the County Commissioners issued County general obligation bonds, in the amount of \$25,000,000 in 1996 and \$13,600,000 in 1997, for Library improvements. The bonds will be paid from proceeds of the property tax levy. Because the bonds are general obligations of Lucas County, the long-term obligation is excluded from the general long-term obligations of the Toledo-Lucas County Public Library. The receipt and expenditure of the proceeds from the property tax levy for the retirement of the debt is reflected in the Improvement Levy special revenue fund.

NOTE 17 - LONG-TERM OBLIGATIONS

The changes in the Library's long-term obligations during 2002 were as follows:

	Balance at 12/31/01	Additions	Reductions	Balance at 12/31/02
Compensated Absences Payable	\$1,484,594	\$107,910	\$0	\$1,592,504
Intergovernmental Payable	465,700	468,833	465,700	468,833
Capital Leases Payable	142,857	106,935	132,755	117,037
Total General Long-Term Obligations	<u>\$2,093,151</u>	<u>\$683,678</u>	<u>\$598,455</u>	<u>\$2,178,374</u>

Compensated absences will be paid from the fund from which the employee's salary is paid. The intergovernmental payable, representing the Library's contractually required pension contributions, and capital leases will be paid from the General fund.

NOTE 18 - CAPITALIZED LEASES - LESSEE DISCLOSURE

The Library has entered into several leases for computers. The leases meet the criteria of a capital lease as defined by Statement of Financial Accounting Standards No. 13, "Accounting for Leases", which defines a capital lease generally as one which transfers benefits and risks of ownership to the lessee. New capital leases are reflected in the accounts "Capital outlay" and "Inception of capital lease" in the General fund, which will be making the lease payments. Capital lease payments are reflected as debt service expenditures on the combined financial statements for the governmental funds. General fixed assets acquired by lease have been capitalized in the general fixed assets account group, in the amount of \$394,242. This amount represents the present value of the future minimum lease payments at the time of acquisition. A corresponding liability was recorded in the general long-term obligations account group. Principal payments in 2002 were \$132,755.

Toledo-Lucas County Public Library  
Notes to the General Purpose Financial Statements  
For the Year Ended December 31, 2002

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NOTE 18 - CAPITALIZED LEASES - LESSEE DISCLOSURE (continued)

The following is a schedule of the future minimum lease payments required under the capital leases and the present value of the minimum lease payments as of December 31, 2002.

<u>Year Ending December 31,</u>	<u>GLTOAG</u>
2003	\$87,700
2004	37,780
Total Minimum Lease Payments	125,480
Less Amount Representing Interest	(8,443)
Present Value of Minimum Lease Payments	<u>\$117,037</u>

NOTE 19 - CONTINGENT LIABILITIES

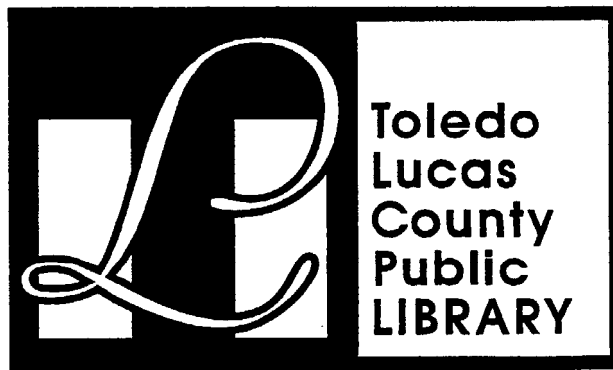
A. Litigation

There are currently no matters in litigation with the Library as defendant.

B. Federal and State Grants

For the period January 1, 2002, to December 31, 2002, the Library received Federal and State grants for specific purposes that are subject to review and audit by grantor agencies or their designee. Such audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under the terms of the grant. Based on prior experience, the Library believes such disallowance, if any, would be immaterial.

FINANCIAL STATEMENTS AND SCHEDULES  
OF INDIVIDUAL FUNDS AND ACCOUNT GROUP



## GENERAL FUND

To account for all financial resources of the Library, except those required to be accounted for in another fund.

Toledo-Lucas County Public Library  
General Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$5,512,599	\$5,480,814	(\$31,785)
Intergovernmental	19,049,002	19,095,327	46,325
Patron fines and fees	761,000	842,831	81,831
Interest	175,775	133,016	(42,759)
Services provided to others	63,001	62,795	(206)
Gifts and donations	10,000	10,909	909
Miscellaneous	323,000	801,820	478,820
<b>Total revenues</b>	<b>25,894,377</b>	<b>26,427,512</b>	<b>533,135</b>
Expenditures:			
Current:			
Public services			
Salaries and benefits			
Salaries and leave benefits	12,977,000	12,962,512	14,488
Retirement benefits	3,301,377	3,129,813	171,564
Insurance benefits	2,332,189	2,010,277	321,912
Other employee benefits	52,488	39,431	13,057
<b>Total salaries and benefits</b>	<b>18,663,054</b>	<b>18,142,033</b>	<b>521,021</b>
Supplies			
General administrative supplies	271,484	252,248	19,236
Property maintenance supplies and repair	177,750	176,356	1,394
Motor vehicle fuel, supplies, and parts	20,531	14,723	5,808
Other supplies	0	0	0
<b>Total supplies</b>	<b>469,765</b>	<b>443,327</b>	<b>26,438</b>
Purchased and contracted services			
Travel and meeting expenditures	59,851	58,100	1,751
Communications, printing, and publicity	1,032,298	917,522	114,776
Property maintenance, repair, and security services	1,259,400	1,247,003	12,397
Insurance	213,000	203,149	9,851
Rents/leases	455,391	438,215	17,176
Utilities	1,637,081	1,522,441	114,640
Professional services	620,338	605,071	15,267
Library material control services	86,951	83,526	3,425
Other purchased and contracted services	163,746	141,433	22,313
<b>Total purchased and contracted services</b>	<b>5,528,056</b>	<b>5,216,460</b>	<b>311,596</b>

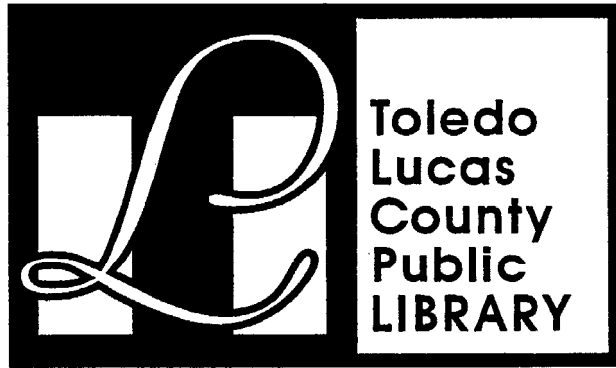
(continued)



Toledo-Lucas County Public Library  
General Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002  
(continued)

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Library materials and information			
Books and pamphlets	\$2,715,975	\$2,401,597	\$314,378
Periodicals	282,877	234,030	48,847
Audiovisual materials	614,554	563,632	50,922
Computer services and information	210,602	182,940	27,662
Interlibrary loan fees/charges	13,156	12,235	921
Library materials repair and restoration	13,400	7,405	5,995
Library materials - all other	1,000	0	1,000
Total library materials and information	<u>3,851,564</u>	<u>3,401,839</u>	<u>449,725</u>
Other expenditures			
Dues and memberships	57,500	39,932	17,568
Taxes and assessments	33,000	32,979	21
Refunds and reimbursements	37,366	24,330	13,036
Total other expenditures	<u>127,866</u>	<u>97,241</u>	<u>30,625</u>
Total public services	<u>28,640,305</u>	<u>27,300,900</u>	<u>1,339,405</u>
Capital outlay			
Buildings and improvements	28,757	15,022	13,735
Improvements other than buildings	35,000	17,775	17,225
Furniture and equipment	408,465	396,638	11,827
Total capital outlay	<u>472,222</u>	<u>429,435</u>	<u>42,787</u>
Debt service:			
Principal retirement	361,000	361,000	0
Interst and fiscal charges	220,000	218,206	1,794
Total debt service	<u>581,000</u>	<u>579,206</u>	<u>1,794</u>
Total expenditures	<u>29,693,527</u>	<u>28,309,541</u>	<u>1,383,986</u>
Excess of revenues under expenditures	<u>(3,799,150)</u>	<u>(1,882,029)</u>	<u>1,917,121</u>
Other financing sources (uses):			
Advances - in	1,000	1,000	0
Advances - out	(10,000)	(10,000)	0
Total other financing sources (uses)	<u>(9,000)</u>	<u>(9,000)</u>	<u>0</u>
Excess of revenues and other financing sources under expenditures and other financing uses	<u>(3,808,150)</u>	<u>(1,891,029)</u>	<u>1,917,121</u>
Fund balance at beginning of year	2,479,314	2,479,314	0
Prior year encumbrances appropriated	<u>1,910,703</u>	<u>1,910,703</u>	<u>0</u>
Fund balance at end of year	<u><u>\$581,867</u></u>	<u><u>\$2,498,988</u></u>	<u><u>\$1,917,121</u></u>



## SPECIAL REVENUE FUNDS

To account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specific purposes.

### Community Development Block Grant

To account for grant monies used for the Library expansion project.

### Presidents, Politics, and Power Grant

To account for grant monies used for displaying presidential artifacts.

### With These Hands: Story Quilts

To account for grant monies for a program and exhibit on African-American quilts.

### Services to the Elderly Grant

To account for grant monies for an informational and referral program and for caregiver resources for the elderly.

### Improvement Levy

To account for the receipt and distribution to Lucas County of the property tax levy used to pay the County general obligation bonds issued to finance Library improvements.

### Staff Development

To account for monies received from Margie Malmberg for staff development.

### Special Gifts

To account for small donations used as designated by the donors.

### Marci Stothers

To account for monies received from Marci Stothers for purchasing children's books about Indians.

### Toledo Profile

To account for monies received from the sale of a book on local history used for further publications of the book or for revisions to the book.

### Lois Waffle

To account for monies donated from the Estate of Lois A. Waffle to benefit the Waterville Branch of the Library.

### Colby

To account for monies received from George F. Colby to benefit the Jermain Branch of the Library. This branch has since been closed. The Board has designated this money to be used for acquisitions relating to the history of Toledo and Lucas County.

### Kent

To account for monies received from Eliza M. Kent to purchase books.

### Louise M. Meffley

To account for monies donated from the Estate of Louise M. Meffley for purchasing materials for the sight impaired.

Toledo-Lucas County Public Library  
Combining Balance Sheet  
All Special Revenue Funds  
December 31, 2002

	Services to the Elderly Grant	Improvement Levy	Staff Development	Special Gifts	Marci Stothers
Assets:					
Equity in pooled cash and cash equivalents	\$11,534	\$0	\$3,915	\$14,908	\$1,026
Receivables:					
Taxes	0	5,232,553	0	0	0
Accrued Interest	0	0	0	0	0
<b>Total assets</b>	<b>\$11,534</b>	<b>\$5,232,553</b>	<b>\$3,915</b>	<b>\$14,908</b>	<b>\$1,026</b>
Liabilities:					
Interfund payable	\$10,000	\$0	\$0	\$0	\$0
Deferred revenue	0	5,232,553	0	0	0
<b>Total liabilities</b>	<b>10,000</b>	<b>5,232,553</b>	<b>0</b>	<b>0</b>	<b>0</b>
Fund equity:					
Fund balance:					
Reserved:					
Reserved for encumbrances	10,035	0	0	50	595
Unreserved:					
Undesignated (deficit)	(8,501)	0	3,915	14,858	431
<b>Total fund equity</b>	<b>1,534</b>	<b>0</b>	<b>3,915</b>	<b>14,908</b>	<b>1,026</b>
<b>Total liabilities and fund equity</b>	<b>\$11,534</b>	<b>\$5,232,553</b>	<b>\$3,915</b>	<b>\$14,908</b>	<b>\$1,026</b>

<u>Toledo Profile</u>	<u>Lois Waffle</u>	<u>Colby</u>	<u>Kent</u>	<u>Louise M. Meffley</u>	<u>Totals</u>
\$1,223	\$76,923	\$50,691	\$69,821	\$65,731	\$295,772
0	0	0	0	0	5,232,553
0	0	604	890	613	2,107
<u>\$1,223</u>	<u>\$76,923</u>	<u>\$51,295</u>	<u>\$70,711</u>	<u>\$66,344</u>	<u>\$5,530,432</u>
\$0	\$0	\$0	\$0	\$0	\$10,000
0	0	94	107	192	5,232,946
0	0	94	107	192	5,242,946
0	0	322	995	403	12,400
1,223	76,923	50,879	69,609	65,749	275,086
1,223	76,923	51,201	70,604	66,152	287,486
<u>\$1,223</u>	<u>\$76,923</u>	<u>\$51,295</u>	<u>\$70,711</u>	<u>\$66,344</u>	<u>\$5,530,432</u>

Toledo-Lucas County Public Library  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances  
All Special Revenue Funds  
For the Year Ended December 31, 2002

	Community Development Block Grant	Presidents, Politics, and Power	With These Hands: Story Quilts	Services to the Elderly Grant	Improvement Levy	Staff Development
Revenues:						
Taxes	\$0	\$0	\$0	\$0	\$4,452,224	\$0
Intergovernmental	125,000	0	100	6,840	580,744	0
Interest	0	0	0	0	0	77
Gifts and donations	0	0	0	0	0	0
Miscellaneous	0	0	0	0	211	0
<b>Total revenues</b>	<b>125,000</b>	<b>0</b>	<b>100</b>	<b>6,840</b>	<b>5,033,179</b>	<b>77</b>
Expenditures:						
Current:						
Public services	25,624	1,000	0	5,306	0	495
Intergovernmental	0	0	0	0	5,033,179	0
Capital outlay	99,376	0	0	0	0	0
<b>Total expenditures</b>	<b>125,000</b>	<b>1,000</b>	<b>0</b>	<b>5,306</b>	<b>5,033,179</b>	<b>495</b>
Excess of revenues over (under) expenditures	0	(1,000)	100	1,534	0	(418)
Fund balances (deficit) at beginning of year	0	1,000	(100)	0	0	4,333
<b>Fund balances at end of year</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,534</b>	<b>\$0</b>	<b>\$3,915</b>

Special Gifts	Marci Stothers	Toledo Profile	Lois Waffle	Colby	Kent	Louise M. Meffley	Totals
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,452,224
0	0	0	0	0	0	0	712,684
151	30	19	1,364	2,048	2,758	2,887	9,334
26,843	0	0	0	0	0	0	26,843
0	0	463	0	0	0	0	674
<u>26,994</u>	<u>30</u>	<u>482</u>	<u>1,364</u>	<u>2,048</u>	<u>2,758</u>	<u>2,887</u>	<u>5,201,759</u>
14,438	755	0	795	2,159	1,217	2,024	53,813
0	0	0	0	0	0	0	5,033,179
2,250	0	0	0	0	0	0	101,626
<u>16,688</u>	<u>755</u>	<u>0</u>	<u>795</u>	<u>2,159</u>	<u>1,217</u>	<u>2,024</u>	<u>5,188,618</u>
10,306	(725)	482	569	(111)	1,541	863	13,141
4,602	1,751	741	76,354	51,312	69,063	65,289	274,345
<u>\$14,908</u>	<u>\$1,026</u>	<u>\$1,223</u>	<u>\$76,923</u>	<u>\$51,201</u>	<u>\$70,604</u>	<u>\$66,152</u>	<u>\$287,486</u>

Toledo-Lucas County Public Library  
Community Development Block Grant Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$125,000	\$125,000	\$0
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	25,624	25,624	0
Capital outlay			
Buildings and improvements	47,535	47,535	0
Furniture and equipment	51,841	51,841	0
Total capital outlay	99,376	99,376	0
Total expenditures	125,000	125,000	0
Excess of revenues over expenditures	0	0	0
Fund balance at beginning of year	0	0	0
Fund balance at end of year	\$0	\$0	\$0



Toledo-Lucas County Public Library  
 Presidents, Politics, and Power Grant Special Revenue Fund

Schedule of Revenues, Expenditures,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:	\$0	\$0	\$0
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	1,000	1,000	0
Excess of revenues under expenditures	(1,000)	(1,000)	0
Fund balance at beginning of year	1,000	1,000	0
Fund balance at end of year	\$0	\$0	\$0

Toledo-Lucas County Public Library  
 With These Hands: Story Quilts Special Revenue Fund

Schedule of Revenues, Expenditures,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$100	\$100	\$0
Expenditures:	<u>0</u>	<u>0</u>	<u>0</u>
Excess of revenues over expenditures	100	100	0
Other financing uses:			
Advances - out	<u>(1,000)</u>	<u>(1,000)</u>	<u>0</u>
Excess of revenues under expenditures and other financing uses	(900)	(900)	0
Fund balance at beginning of year	<u>900</u>	<u>900</u>	<u>0</u>
Fund balance at end of year	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

Toledo-Lucas County Public Library  
Services to the Elderly Grant Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Intergovernmental	\$50,000	\$6,840	(\$43,160)
Expenditures:			
Current:			
Public services			
Salaries and benefits			
Salaries and leave benefits	18,000	2,240	15,760
Supplies			
General administrative supplies	1,000	0	1,000
Purchased and contracted services			
Travel and meeting expenditures	3,000	229	2,771
Communications, printing, and publicity	2,000	365	1,635
Professional services	5,000	300	4,700
Other purchased and contracted services	1,000	0	1,000
Total purchased and contracted services	11,000	894	10,106
Library materials and information			
Books and pamphlets	20,000	12,207	7,793
Total expenditures	50,000	15,341	34,659
Excess of revenues under expenditures	0	(8,501)	(8,501)
Other financing sources:			
Advances - in	10,000	10,000	\$0
Excess of revenues and other financing sources over expenditures	10,000	1,499	(8,501)
Fund balance at beginning of year	0	0	0
Fund balance at end of year	\$10,000	\$1,499	(\$8,501)

Toledo-Lucas County Public Library  
Improvement Levy Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Taxes	\$4,772,300	\$4,452,224	(\$320,076)
Intergovernmental	582,000	580,744	(1,256)
Miscellaneous	0	211	211
Total revenues	5,354,300	5,033,179	(321,121)
Expenditures:			
Intergovernmental	5,354,300	5,033,179	321,121
Excess of revenues over expenditures	0	0	0
Fund balance at beginning of year	0	0	0
Fund balance at end of year	\$0	\$0	\$0

Toledo-Lucas County Public Library  
Staff Development Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	<u>Revised Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Interest	\$140	\$77	(\$63)
Expenditures:			
Current:			
Public services			
Salaries and benefits			
Other employee benefits	4,400	495	3,905
	<u>4,400</u>	<u>495</u>	<u>3,905</u>
Excess of revenues under expenditures	(4,260)	(418)	3,842
Fund balance at beginning of year	<u>4,333</u>	<u>4,333</u>	<u>0</u>
Fund balance at end of year	<u><u>\$73</u></u>	<u><u>\$3,915</u></u>	<u><u>\$3,842</u></u>

Toledo-Lucas County Public Library  
Special Gifts Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$350	\$151	(\$199)
Gifts and donations	15,800	26,843	11,043
Total revenues	16,150	26,994	10,844
Expenditures:			
Current:			
Public Services			
Supplies			
General administrative supplies	350	0	350
Purchased and contracted services			
Travel and meeting expenditures	1,000	525	475
Professional services	10,750	9,823	927
Other purchased and contracted services	5,970	3,802	2,168
Total purchased and contracted services	17,720	14,150	3,570
Library materials and information			
Books and pamphlets	338	338	0
Other expenditures			
Refunds and reimbursements	75	0	75
Total public services	18,483	14,488	3,995
Capital outlay			
Furniture and equipment	2,250	2,250	0
Total expenditures	20,733	16,738	3,995
Excess of revenues over (under) expenditures	(4,583)	10,256	14,839
Fund balance at beginning of year	3,519	3,519	0
Prior year encumbrances appropriated	1,083	1,083	0
Fund balance at end of year	\$19	\$14,858	\$14,839

Toledo-Lucas County Public Library  
 Marci Stothers Special Revenue Fund

Schedule of Revenues, Expenditures,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
	<u>          </u>	<u>          </u>	<u>          </u>
Revenues:			
Interest	\$60	\$30	(\$30)
Expenditures:			
Current:			
Public services			
Library materials and information			
Books and pamphlets	<u>1,800</u>	<u>1,350</u>	<u>450</u>
Excess of revenues under expenditures	(1,740)	(1,320)	420
Fund balance at beginning of year	<u>1,751</u>	<u>1,751</u>	<u>0</u>
Fund balance at end of year	<u><u>\$11</u></u>	<u><u>\$431</u></u>	<u><u>\$420</u></u>

Toledo-Lucas County Public Library  
 Toledo Profile Special Revenue Fund

Schedule of Revenues, Expenditures,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$25	\$19	(\$6)
Miscellaneous	0	463	463
Total revenues	25	482	457
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	750	0	750
Excess of revenues over (under) expenditures	(725)	482	1,207
Fund balance at beginning of year	741	741	0
Fund balance at end of year	\$16	\$1,223	\$1,207



Toledo-Lucas County Public Library  
Lois Waffle Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$2,360	\$1,364	(\$996)
Expenditures:			
Current:			
Public services			
Salaries and benefits			
Other employee benefits	11,750	795	10,955
Capital outlay			
Buildings and improvements	60,000	0	60,000
Furniture and equipment	6,000	0	6,000
Total capital outlay	66,000	0	66,000
Total expenditures	77,750	795	76,955
Excess of revenues over (under) expenditures	(75,390)	569	75,959
Fund balance at beginning of year	76,354	76,354	0
Fund balance at end of year	\$964	\$76,923	\$75,959

Toledo-Lucas County Public Library  
Colby Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	<u>Revised Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:			
Interest	<u>\$2,500</u>	<u>\$2,368</u>	<u>(\$132)</u>
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	33	33	0
Library materials and information			
Books and pamphlets	<u>2,467</u>	<u>2,448</u>	<u>19</u>
Total expenditures	<u>2,500</u>	<u>2,481</u>	<u>19</u>
Excess of revenues under expenditures	0	(113)	(113)
Fund balance at beginning of year	<u>50,482</u>	<u>50,482</u>	<u>0</u>
Fund balance at end of year	<u><u>\$50,482</u></u>	<u><u>\$50,369</u></u>	<u><u>(\$113)</u></u>

Toledo-Lucas County Public Library  
Kent Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$2,750	\$2,971	\$221
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	50	32	18
Library materials and information			
Books and pamphlets	2,700	2,180	520
Total expenditures	2,750	2,212	538
Excess of revenues over expenditures	0	759	759
Fund balance at beginning of year	68,067	68,067	0
Fund balance at end of year	\$68,067	\$68,826	\$759

Toledo-Lucas County Public Library  
Louise M. Meffley Special Revenue Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$2,850	\$2,918	\$68
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	100	23	77
Library materials and information			
Books and pamphlets	2,750	2,404	346
Total expenditures	2,850	2,427	423
Excess of revenues over expenditures	0	491	491
Fund balance at beginning of year	64,837	64,837	0
Fund balance at end of year	\$64,837	\$65,328	\$491

## CAPITAL PROJECTS FUNDS

To account for financial resources used for the acquisition or construction of major capital facilities.

### Building and Repair

To account for transfers from the General fund to acquire or construct equipment and buildings.

### Bond Construction

To account for bond proceeds used to improve the library system by acquiring, constructing, reconstructing, equipping, and otherwise improving the Library's facilities and sites, including the acquisition of real estate and interests therein, for the Main Library and all of the branches.

### Library Legacy Foundation

To account for donations from the Library Foundation to improve the library system by assistance with the construction project.

Toledo-Lucas County Public Library  
Combining Balance Sheet  
All Capital Projects Funds  
December 31, 2002

	<u>Building and Repair</u>	<u>Bond Construction</u>	<u>Library Legacy Foundation</u>	<u>Totals</u>
Assets:				
Equity in pooled cash and cash equivalents	\$2,320,868	\$507,616	\$1,039,614	\$3,868,098
Restricted assets:				
Equity in pooled cash and cash equivalents	<u>44,089</u>	<u>8,160</u>	<u>0</u>	<u>52,249</u>
Total assets	<u><u>\$2,364,957</u></u>	<u><u>\$515,776</u></u>	<u><u>\$1,039,614</u></u>	<u><u>\$3,920,347</u></u>
Liabilities:				
Notes payable	\$0	\$3,799,000	\$0	\$3,799,000
Accrued interest payable	0	33,938	0	33,938
Payable from restricted assets:				
Retainage payable	<u>44,089</u>	<u>8,160</u>	<u>0</u>	<u>52,249</u>
Total liabilities	<u>44,089</u>	<u>3,841,098</u>	<u>0</u>	<u>3,885,187</u>
Fund equity:				
Fund balance:				
Reserved:				
Reserved for encumbrances	298,416	487,874	0	786,290
Unreserved:				
Undesignated (deficit)	<u>2,022,452</u>	<u>(3,813,196)</u>	<u>1,039,614</u>	<u>(751,130)</u>
Total fund equity (deficit)	<u>2,320,868</u>	<u>(3,325,322)</u>	<u>1,039,614</u>	<u>35,160</u>
Total liabilities and fund equity	<u><u>\$2,364,957</u></u>	<u><u>\$515,776</u></u>	<u><u>\$1,039,614</u></u>	<u><u>\$3,920,347</u></u>

Toledo-Lucas County Public Library  
Combining Statement of Revenues, Expenditures,  
and Changes in Fund Balances  
All Capital Projects Funds  
For the Year Ended December 31, 2002

	Building and Repair	Bond Construction	Library Legacy Foundation	Totals
Revenues:				
Taxes	\$0	\$579,206	\$0	\$579,206
Interest	43,271	9,606	17,518	70,395
Gifts and donations	0	0	450,000	450,000
Total revenues	<u>43,271</u>	<u>588,812</u>	<u>467,518</u>	<u>1,099,601</u>
Expenditures:				
Current:				
Public services	105,126	145,806	0	250,932
Capital outlay	446,876	203,250	0	650,126
Debt service:				
Interest and fiscal charges	0	214,981	0	214,981
Total expenditures	<u>552,002</u>	<u>564,037</u>	<u>0</u>	<u>1,116,039</u>
Excess of revenues over (under) expenditures	(508,731)	24,775	467,518	(16,438)
Other financing sources:				
Sale of fixed assets	713,181	0	0	713,181
Excess of revenues and other financing sources over expenditures	<u>204,450</u>	<u>24,775</u>	<u>467,518</u>	<u>696,743</u>
Fund balances (deficit) at beginning of year	<u>2,116,418</u>	<u>(3,350,097)</u>	<u>572,096</u>	<u>(661,583)</u>
Fund balances (deficit) at end of year	<u><u>\$2,320,868</u></u>	<u><u>(\$3,325,322)</u></u>	<u><u>\$1,039,614</u></u>	<u><u>35,160</u></u>

Toledo-Lucas County Public Library  
Building and Repair Capital Projects Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$50,000	\$43,271	(\$6,729)
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	533,219	357,675	175,544
Capital outlay			
Buildings and improvements	1,640,477	653,197	987,280
Improvements other than buildings	200,000	195,207	4,793
Furniture and equipment	214,335	21,908	192,427
Total capital outlay	2,054,812	870,312	1,184,500
Total expenditures	2,588,031	1,227,987	1,360,044
Excess of revenues under expenditures	(2,538,031)	(1,184,716)	1,353,315
Other financing sources:			
Sale of fixed assets	0	713,181	713,181
Excess of revenues and other financing sources under expenditures	(2,538,031)	(471,535)	2,066,496
Fund balance at beginning of year	1,845,045	1,845,045	0
Prior year encumbrances appropriated	693,031	693,031	0
Fund balance at end of year	\$45	\$2,066,541	\$2,066,496



Toledo-Lucas County Public Library  
Bond Construction Capital Projects Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$37,371	\$9,606	(\$27,765)
Expenditures:			
Current:			
Public services			
Purchased and contracted services			
Professional services	617,449	612,133	5,316
Capital outlay			
Buildings and improvements	314,515	274,438	40,077
Furniture and equipment	168,828	158,554	10,274
Total capital outlay	483,343	432,992	50,351
Total expenditures	1,100,792	1,045,125	55,667
Excess of revenues under expenditures	(1,063,421)	(1,035,519)	27,902
Fund balance at beginning of year	147,729	147,729	0
Prior year encumbrances appropriated	915,692	915,692	0
Fund balance at end of year	\$0	\$27,902	\$27,902

Toledo-Lucas County Public Library  
Library Legacy Foundation Capital Projects Fund

Schedule of Revenues, Expenditures,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$50,000	\$17,518	(\$32,482)
Gifts and donations	550,000	450,000	(100,000)
Total revenues	<u>600,000</u>	<u>467,518</u>	<u>(132,482)</u>
Expenditures:			
Capital outlay			
Buildings and improvements	1,129,900	0	1,129,900
Furniture and equipment	40,100	0	40,100
Total expenditures	<u>1,170,000</u>	<u>0</u>	<u>1,170,000</u>
Excess of revenues over (under) expenditures	(570,000)	467,518	1,037,518
Fund balance at beginning of year	<u>572,096</u>	<u>572,096</u>	<u>0</u>
Fund balance at end of year	<u><u>\$2,096</u></u>	<u><u>\$1,039,614</u></u>	<u><u>\$1,037,518</u></u>

## INTERNAL SERVICE FUNDS

To account for the financing of goods or services provided by one department to other departments of the Library on a cost-reimbursement basis.

### Prescription

To account for the self insurance program for employee drug card benefits.

### Health

To account for the self insurance program for employee health benefits.

Toledo-Lucas County Public Library  
 Combining Balance Sheet  
 All Internal Service Funds  
 December 31, 2002

	Prescription	Health	Totals
Assets:			
Equity in pooled cash and cash equivalents	\$84,520	\$297,933	\$382,453
Liabilities:			
Claims payable	\$35,684	\$0	\$35,684
Retained earnings:			
Unreserved	48,836	297,933	346,769
Total liabilities and fund equity	\$84,520	\$297,933	\$382,453

Toledo-Lucas County Public Library  
Combining Statement of Revenues, Expenses,  
and Changes in Retained Earnings  
All Internal Service Funds  
For the Year Ended December 31, 2002

	<u>Prescription</u>	<u>Health</u>	<u>Totals</u>
Operating revenues:			
Charges for services	\$436,403	\$1,272,213	\$1,708,616
Other operating revenues	<u>0</u>	<u>8,171</u>	<u>8,171</u>
Total operating revenues	<u>436,403</u>	<u>1,280,384</u>	<u>1,716,787</u>
Operating expenses:			
Purchased and contracted services	12,838	194,069	206,907
Claims	<u>427,725</u>	<u>859,117</u>	<u>1,286,842</u>
Total operating expenses	<u>440,563</u>	<u>1,053,186</u>	<u>1,493,749</u>
Operating income (loss)	(4,160)	227,198	223,038
Retained earnings at beginning of year	<u>52,996</u>	<u>70,735</u>	<u>123,731</u>
Retained earnings at end year	<u><u>\$48,836</u></u>	<u><u>\$297,933</u></u>	<u><u>\$346,769</u></u>

Toledo-Lucas County Public Library  
 Prescription Internal Service Fund

Schedule of Revenues, Expenses,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Charges for services	\$400,000	\$436,403	\$36,403
Expenses:			
Purchased and contracted services			
Professional services	56,000	12,838	43,162
Claims			
Claims	410,000	405,755	4,245
Total expenses	466,000	418,593	47,407
Excess of revenues over (under) expenses	(66,000)	17,810	83,810
Fund balance at beginning of year	66,710	66,710	0
Fund balance at end of year	\$710	\$84,520	\$83,810

Toledo-Lucas County Public Library  
Health Internal Service Fund

Schedule of Revenues, Expenses,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Charges for services	\$1,660,000	\$1,272,213	(\$387,787)
Other	0	8,171	8,171
Total Revenues	<u>1,660,000</u>	<u>1,280,384</u>	<u>(379,616)</u>
Expenses:			
Purchased and contracted services			
Professional services	325,000	194,399	130,601
Claims			
Claims	<u>1,500,000</u>	<u>966,109</u>	<u>533,891</u>
Total expenses	<u>1,825,000</u>	<u>1,160,508</u>	<u>664,492</u>
Excess of revenues over (under) expenses	(165,000)	119,876	284,876
Fund balance at beginning of year	<u>177,727</u>	<u>177,727</u>	<u>0</u>
Fund balance at end of year	<u><u>\$12,727</u></u>	<u><u>\$297,603</u></u>	<u><u>\$284,876</u></u>

Toledo-Lucas County Public Library  
Combining Statement of Cash Flows  
All Internal Service Funds  
For the Year Ended December 31, 2002

	<u>Prescription</u>	<u>Health</u>	<u>Totals</u>
Increase (decrease) in cash and cash equivalents:			
Cash flows from operating activities:			
Cash received from quasi-external operating transactions with other funds	\$436,403	\$1,272,213	\$1,708,616
Cash payments for purchased and contracted services	(12,838)	(194,069)	(206,907)
Cash payments for claims	(405,755)	(966,109)	(1,371,864)
Other revenues	0	8,171	8,171
Net cash provided by operating activities	<u>17,810</u>	<u>120,206</u>	<u>138,016</u>
Cash and cash equivalents at beginning of year	<u>66,710</u>	<u>177,727</u>	<u>244,437</u>
Cash and cash equivalents at end of year	<u><u>\$84,520</u></u>	<u><u>\$297,933</u></u>	<u><u>\$382,453</u></u>
Reconciliation of operating income (loss) to net cash provided by operating activities:			
Operating income (loss)	(\$4,160)	\$227,198	\$223,038
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:			
Changes in assets and liabilities:			
Increase (decrease) in claims payable	<u>21,970</u>	<u>(106,992)</u>	<u>(85,022)</u>
Net cash provided by operating activities	<u><u>\$17,810</u></u>	<u><u>\$120,206</u></u>	<u><u>\$138,016</u></u>



## FIDUCIARY FUND TYPE

To account for assets held by the Library in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

### NON-EXPENDABLE TRUST FUNDS

#### Libbey

Established by the bequest of Edward Drummond Libbey. The annual income is to provide for purchasing books other than novels, works of fiction, periodicals, and newspapers.

#### Hopkins

Originally established by Mrs. Owen J. Hopkins. The National Society of the United States Daughters of 1812 have given additional contributions. The annual income is to be used to purchase books on genealogy.

#### Colburn

Established by William J. and Carrie P. Colburn. The annual income is to provide for purchasing books other than novels, works of fiction, periodicals, and newspapers.

Toledo-Lucas County Public Library  
 Combining Balance Sheet  
 All Non-Expendable Trust Funds  
 December 31, 2002

	<u>Libbey</u>	<u>Hopkins</u>	<u>Colburn</u>	<u>Totals</u>
Assets:				
Equity in pooled cash and cash equivalents	\$198,535	\$23,946	\$54,836	\$277,317
Receivables:				
Accrued Interest	1,824	237	552	2,613
Total assets	<u>\$200,359</u>	<u>\$24,183</u>	<u>\$55,388</u>	<u>\$279,930</u>
Liabilities:	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Fund equity:				
Reserved:				
Reserved for restricted principal	100,000	10,000	19,590	129,590
Unreserved:				
Undesignated	<u>100,359</u>	<u>14,183</u>	<u>35,798</u>	<u>150,340</u>
Total fund equity	<u>200,359</u>	<u>24,183</u>	<u>55,388</u>	<u>279,930</u>
Total liabilities and fund equity	<u>\$200,359</u>	<u>\$24,183</u>	<u>\$55,388</u>	<u>\$279,930</u>

Toledo-Lucas County Public Library  
Combining Statement of Revenues, Expenses,  
and Changes in Fund Balances  
All Non-Expendable Trust Funds  
For the Year Ended December 31, 2002

	<u>Libbey</u>	<u>Hopkins</u>	<u>Colburn</u>	<u>Totals</u>
Operating revenues:				
Interest	\$6,990	\$893	\$1,943	\$9,826
Operating expenses:				
Purchased and contracted services	90	10	14	114
Library materials and information	4,057	442	1,369	5,868
Total operating expenses	4,147	452	1,383	5,982
Operating income	2,843	441	560	3,844
Fund balances at beginning of year	197,516	23,742	54,828	276,086
Fund balances at end year	<u>\$200,359</u>	<u>\$24,183</u>	<u>\$55,388</u>	<u>\$279,930</u>

Toledo-Lucas County Public Library  
 Libbey Non-Expendable Trust Fund

Schedule of Revenues, Expenses,  
 and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
 For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$7,000	\$7,547	\$547
Expenses:			
Purchased and contracted services			
Professional services	100	90	10
Library materials and information			
Books and pamphlets	7,150	6,501	649
Total expenses	7,250	6,591	659
Excess of revenues over (under) expenses	(250)	956	1,206
Fund balance at beginning of year	194,885	194,885	0
Prior year encumbrances appropriated	250	250	0
Fund balance at end of year	<u>\$194,885</u>	<u>\$196,091</u>	<u>\$1,206</u>

Toledo-Lucas County Public Library  
Hopkins Non-Expendable Trust Fund

Schedule of Revenues, Expenses,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$900	\$948	\$48
Expenses:			
Purchased and contracted services			
Professional services	50	10	40
Library materials and information			
Books and pamphlets	850	732	118
Total expenses	900	742	158
Excess of revenues over expenses	0	206	206
Fund balance at beginning of year	23,450	23,450	0
Fund balance at end of year	\$23,450	\$23,656	\$206

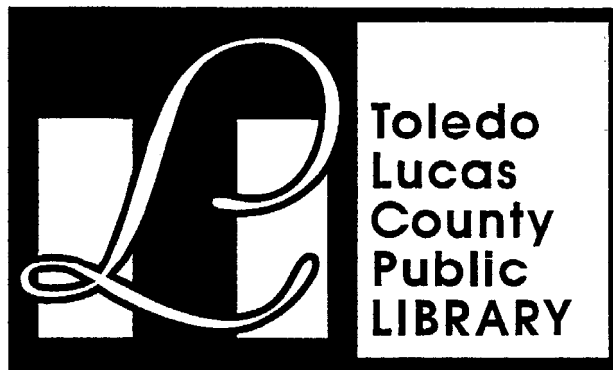
Toledo-Lucas County Public Library  
Colburn Non-Expendable Trust Fund

Schedule of Revenues, Expenses,  
and Changes in Fund Balance - Budget (Non-GAAP Basis) and Actual  
For the Year Ended December 31, 2002

	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Interest	\$2,000	\$2,076	\$76
Expenses:			
Purchased and contracted services			
Professional services	100	14	86
Library materials and information			
Books and pamphlets	2,172	1,820	352
Total expenses	2,272	1,834	438
Excess of revenues over (under) expenses	(272)	242	514
Fund balance at beginning of year	53,871	53,871	0
Prior year encumbrances appropriated	272	272	0
Fund balance at end of year	<u>\$53,871</u>	<u>\$54,385</u>	<u>\$514</u>

Toledo-Lucas County Public Library  
Combining Statement of Cash Flows  
All Non-Expendable Trust Funds  
For the Year Ended December 31, 2002

	<u>Libbey</u>	<u>Hopkins</u>	<u>Colburn</u>	<u>Totals</u>
Increase (decrease) in cash and cash equivalents:				
Cash flows from operating activities:				
Cash payments for purchased and contracted services	(\$90)	(\$10)	(\$14)	(\$114)
Cash payments for library materials and information	<u>(4,057)</u>	<u>(442)</u>	<u>(1,369)</u>	<u>(5,868)</u>
Net cash used for operating activities	(4,147)	(452)	(1,383)	(5,982)
Cash flows from investing activities:				
Interest	<u>7,547</u>	<u>948</u>	<u>2,076</u>	<u>10,571</u>
Net increase in cash and cash equivalents	3,400	496	693	4,589
Cash and cash equivalents at beginning of year	<u>195,135</u>	<u>23,450</u>	<u>54,143</u>	<u>272,728</u>
Cash and cash equivalents at end of year	<u><u>\$198,535</u></u>	<u><u>\$23,946</u></u>	<u><u>\$54,836</u></u>	<u><u>\$277,317</u></u>
Reconciliation of operating income to net cash used for operating activities:				
Operating income	\$2,843	\$441	\$560	\$3,844
Adjustments to reconcile operating income to net cash used for operating activities:				
Interest reported as operating income	<u>(6,990)</u>	<u>(893)</u>	<u>(1,943)</u>	<u>(9,826)</u>
Net cash used for operating activities	<u><u>(\$4,147)</u></u>	<u><u>(\$452)</u></u>	<u><u>(\$1,383)</u></u>	<u><u>(\$5,982)</u></u>





GENERAL FIXED ASSETS ACCOUNT GROUP

To account for all general fixed assets of the Library.

Toledo-Lucas County Public Library  
Schedule of General Fixed Assets by Source  
December 31, 2002

General Fixed Assets:

Land	\$6,548,950
Buildings and Improvements	26,433,205
Improvements Other Than Buildings	2,947,533
Furniture and Equipment	11,073,008
Vehicles	195,397
Construction in Progress	42,821,887
Total General Fixed Assets	\$90,019,980

Investment in General Fixed Assets From:

General Fund Revenues	\$2,701,251
Special Revenue Funds:	
Local History Photo	
Gifts and Donations	40,717
Youth Connection	
Intergovernmental	761
Defense Logistics	
Intergovernmental	13,572
Special Gifts	
Gifts and Donations	8,161
Capital Projects Funds:	
Gates Foundation	101,850
Service to Underserved	14,861
Whiz Kids to Seniors	33,700
Toledo Electronic Kiosk	26,255
Building and Repair	
Operating Transfer	5,049,953
Bond Construction	
Tax Levy	58,758,933
Library Legacy Foundation	1,950,624
Acquired Prior to December 31, 1993	21,319,342
Total Investment in General Fixed Assets	\$90,019,980

Toledo-Lucas County Public Library  
Schedule of General Fixed Assets by Function  
December 31, 2002

Asset Category	Main Library Public Services	Branches Public Services	Total
Land	\$4,755,986	\$1,792,964	\$6,548,950
Buildings and Improvements	3,864,721	22,568,484	26,433,205
Improvements Other Than Buildings	1,570,412	1,377,121	2,947,533
Furniture and Equipment	7,400,324	3,672,684	11,073,008
Vehicles	195,397	0	195,397
Construction in Progress	42,719,764	102,123	42,821,887
Total	<u>\$60,506,604</u>	<u>\$29,513,376</u>	<u>\$90,019,980</u>

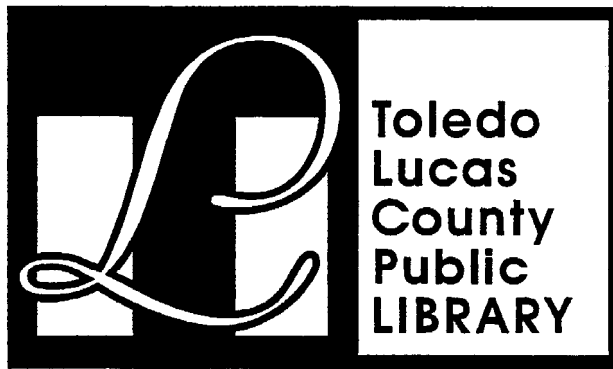
Toledo-Lucas County Public Library  
Schedule of Changes in General Fixed Assets by Function  
For the Year Ended December 31, 2002

Function	Balance at 12/31/01	Additions	Reductions	Transfers	Balance at 12/31/02
Main Library Public Services	\$60,480,652	\$711,491	(\$1,877,748)	\$1,192,209	\$60,506,604
Branches Public Services	30,656,686	3,105,661	(3,056,762)	(1,192,209)	29,513,376
Total General Fixed Assets	<u>\$91,137,338</u>	<u>\$3,817,152</u>	<u>(\$4,934,510)</u>	<u>\$0</u>	<u>\$90,019,980</u>

## Statistical Section

## STATISTICAL SECTION

The following unaudited statistical tables reflect social and economic data, and financial trends of the Library.



Toledo-Lucas County Public Library  
 General Fund Expenditures by Function  
 Last Ten Years

Year	Public Services	Capital Outlay	Debt Service	Total
2002 a	\$25,179,909	\$479,542	\$142,737	\$25,802,188
2001 a	25,539,260	707,128	161,266	26,407,654
2000 a	24,621,915	697,314	157,152	25,476,381
1999 a	22,891,278	1,737,941	106,213	24,735,432
1998 a	21,493,814	523,645	50,690	22,068,149
1997 a	20,260,341	315,870	14,140	20,590,351
1996 a	19,000,974	288,249	27,241	19,316,464
1995 a	17,288,597	200,272	34,248	17,523,117
1994 a	17,226,379	248,020	40,923	17,515,322
1993 b	16,418,084	392,200	0	16,810,284

Source: Toledo-Lucas County Public Library records

a - GAAP basis financial statements

b - Cash basis financial statements



Toledo-Lucas County Public Library  
 General Fund Revenues by Source  
 Last Ten Years

Year	Taxes	Intergovernmental	Patrons Fines and Fees	Interest
2002 a	\$4,901,608	\$19,093,284	\$843,310	\$139,973
2001 a	4,971,874	20,637,392	825,054	300,971
2000 a	5,535,630	20,436,213	749,780	348,209
1999 a	5,540,938	19,089,223	718,819	631,463
1998 a	5,321,029	17,968,114	732,592	2,658,684
1997 a	4,892,203	15,630,071	742,769	1,892,704
1996 a	4,355,785	14,865,171	727,206	622,262
1995 a	4,307,725	13,643,067	678,323	370,147
1994 a	4,257,442	12,879,126	699,980	218,824
1993 b	4,166,004	12,265,961	653,135	174,714

Source: Toledo-Lucas County Public Library records

a - GAAP basis financial statements

b - Cash basis financial statements

Services Provided to Others	Gifts and Donations	Miscellaneous	Total
\$62,787	\$22,439	\$666,458	\$25,729,859
61,767	11,752	551,445	27,360,255
59,606	14,970	403,811	27,548,219
57,665	12,521	300,364	26,350,993
85,018	10,370	207,668	26,983,475
114,164	13,320	193,583	23,478,814
116,350	15,377	147,084	20,849,235
101,392	15,706	59,424	19,175,784
101,333	14,760	55,961	18,227,426
101,864	47,416	52,502	17,461,596

Toledo-Lucas County Public Library  
 Real and Public Utility Property Tax Levies and Collections  
 Last Ten Years

Collection Year	Total Tax Levy	Current Tax Collections	Percent of Levy Collected	Delinquent Tax Collections
2002	\$10,055,856	\$9,514,805	94.62%	\$346,973
2001	10,051,354	9,620,151	95.71	182,248
2000	10,104,136	9,639,614	95.40	282,648
1999	9,763,522	9,499,692	97.30	314,001
1998	9,762,156	9,390,195	96.19	316,333
1997	8,146,000	7,912,831	97.14	356,329
1996	8,080,100	7,687,188	95.14	526,892
1995	4,005,921	3,847,687	96.05	132,953
1994	4,016,000	3,812,000	94.92	144,000
1993	3,653,000	3,476,000	95.15	125,000

Source: Lucas County Auditor

<u>Total Tax Collections</u>	<u>Percent of Total Tax Collections to Total Tax Levy</u>	<u>Outstanding Delinquent Taxes</u>	<u>Percent of Delinquent Taxes to Total Tax Levy</u>
\$9,861,778	98.07%	\$601,156	5.98%
9,802,399	97.52	663,629	6.60
9,922,262	98.20	624,775	6.18
9,813,693	100.51	649,621	6.65
9,706,528	99.43	787,480	8.07
8,269,160	101.51	652,742	8.01
8,214,080	101.66	700,727	8.67
3,980,640	99.37	393,515	9.82
3,956,000	98.51	428,000	10.66
3,601,000	98.58	434,000	11.88

Toledo-Lucas County Public Library  
Tangible Personal Property Tax Levies and Collections  
Last Ten Years

Collection Year	Total Tax Levy	Current Tax Collections	Percent of Levy Collected	Delinquent Tax Collections
2002	\$1,596,235	\$1,442,911	90.39%	\$139,277
2001	1,707,564	1,622,000	94.99	106,489
2000	1,681,842	1,666,706	99.10	61,783
1999	1,608,156	1,585,076	98.56	167,191
1998	1,554,000	1,495,259	96.22	83,411
1997	1,515,050	1,438,061	94.92	87,070
1996	1,483,424	1,440,968	97.14	64,276
1995	764,630	730,731	95.57	52,731
1994	732,320	722,360	98.64	42,852
1993	758,000	683,123	90.12	53,398

Source: Lucas County Auditor

<u>Total Tax Collections</u>	<u>Percent of Total Tax Collections to Tax Levy</u>	<u>Outstanding Delinquent Taxes</u>	<u>Percent of Delinquent Taxes to Tax Levy</u>
\$1,582,188	99.12%	\$276,570	17.33%
1,728,489	101.23	249,750	14.63
1,728,489	102.77	245,824	14.62
1,752,267	108.96	209,275	13.01
1,578,670	101.59	497,794	32.03
1,525,131	100.67	382,133	25.22
1,505,244	101.47	40,050	2.70
783,462	102.46	56,783	7.43
765,212	104.49	69,340	9.47
736,521	97.17	67,071	8.85

Toledo-Lucas County Public Library  
 Assessed and Estimated Actual Value of Taxable Property  
 Last Ten Years  
 (amounts expressed in thousands)

Year	Real Property		Public Utility Personal Property	
	Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value
2002	\$6,473,136	\$18,494,674	\$313,631	\$1,254,524
2001	6,388,628	18,253,223	453,115	1,812,460
2000	5,198,999	14,854,283	453,059	1,677,996
1999	5,100,496	14,572,846	483,823	1,791,937
1998	5,014,699	14,327,711	490,200	1,815,556
1997	4,550,925	13,002,643	494,129	1,830,107
1996	4,481,814	12,805,183	526,527	1,880,454
1995	4,449,295	12,712,271	552,585	1,973,518
1994	4,179,059	11,940,169	551,401	1,961,390
1993	4,110,479	11,744,226	531,430	1,890,351

Source: Lucas County Auditor

Tangible Personal Property		Total	
Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value
\$934,788	\$3,739,152	\$7,721,555	\$23,488,350
986,679	3,946,716	7,828,422	24,012,399
934,788	3,739,152	6,586,846	20,271,431
869,274	3,477,096	6,453,593	19,841,879
862,363	3,449,452	6,367,262	19,592,719
841,559	3,366,236	5,886,613	18,198,986
801,851	3,207,404	5,810,192	17,893,041
750,332	3,001,328	5,752,212	17,687,117
732,320	2,929,280	5,462,780	16,830,839
781,574	3,126,296	5,423,483	16,760,873



Toledo-Lucas County Public Library  
Property Tax Rates - Direct and All Overlapping Governments (a)  
Last Ten Years  
(Per \$1,000 of Assessed Values)

Collection Year	2002	2001	2000	1999
Toledo-Lucas County Public Library	\$1.70	\$1.70	\$1.70	\$1.85
Lucas County:				
General Fund	\$2.00	\$2.00	\$2.00	\$2.00
Board of Mental Retardation	5.00	4.50	4.50	4.50
Children Services Board	2.65	3.50	3.50	3.50
Community Mental Health	1.50	1.50	1.50	1.50
Emergency Medical Service	0.00	0.00	0.00	0.00
Senior Services	0.45	0.45	0.25	0.25
911 Emergency Telephone System	0.70	0.70	0.70	0.70
Zoo	1.65	1.65	1.65	1.65
Total Lucas County	<u>\$13.95</u>	<u>\$14.30</u>	<u>\$14.10</u>	<u>\$14.10</u>
School Districts:				
Anthony Wayne	\$63.70	\$63.70	\$63.70	\$64.50
Evergreen	50.43	47.23	42.53	39.70
Maumee	62.30	62.30	62.30	62.30
Oregon	49.20	49.20	49.20	49.20
Otsego	56.90	56.90	56.90	49.11
Ottawa Hills	114.50	113.10	113.10	107.05
Springfield	68.10	64.10	64.10	64.20
Swanton	68.11	68.74	68.74	62.10
Sylvania	65.20	65.20	65.20	66.30
Toledo	63.00	63.00	63.00	57.80
Washington	65.90	65.90	65.90	61.70
Joint Vocational School Districts:				
Four County	\$3.20	\$3.20	\$3.20	\$3.20
Penta County	2.20	2.20	2.20	2.20

1998	1997	1996	1995	1994	1993
\$1.85	\$1.85	\$1.85	\$1.00	\$1.00	\$1.00
\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
4.50	4.50	4.50	4.50	4.50	4.50
3.50	3.50	3.50	3.50	3.50	3.50
1.50	1.50	1.50	1.50	1.50	1.50
0.00	0.00	0.00	0.00	0.00	0.00
0.25	0.25	0.25	0.25	0.25	0.25
0.70	0.50	0.50	0.50	0.50	0.50
1.65	1.65	1.70	1.70	1.20	1.20
<u>\$14.10</u>	<u>\$13.90</u>	<u>\$13.95</u>	<u>\$13.95</u>	<u>\$13.45</u>	<u>\$13.45</u>
\$64.50	\$66.80	\$66.80	\$66.80	\$65.10	\$62.90
39.70	42.90	42.90	42.90	42.90	39.70
62.30	64.50	59.60	59.60	59.60	57.40
49.20	49.20	45.80	45.80	42.30	42.30
57.20	51.80	52.60	52.60	54.00	52.50
107.05	104.30	104.30	104.30	97.90	97.90
64.20	67.40	67.40	67.40	63.00	61.80
62.10	64.60	65.16	65.16	58.40	56.20
66.30	68.20	63.90	63.90	62.30	62.30
57.80	57.80	57.80	57.80	57.80	58.60
61.70	61.70	56.80	56.80	56.80	52.10
\$3.20	\$3.20	\$3.20	\$3.20	\$3.20	\$3.20
2.20	2.20	2.20	2.20	2.20	2.20

(continued)

Toledo-Lucas County Public Library  
Property Tax Rates - Direct and All Overlapping Governments (a)  
Last Ten Years  
(Per \$1,000 of Assessed Values)  
(continued)

Collection Year	2002	2001	2000	1999
Townships:				
Harding	\$4.30	\$4.30	\$4.30	\$3.30
Jerusalem	9.75	9.75	9.75	9.75
Monclova	5.20	5.20	5.20	5.20
Providence	6.95	6.95	6.95	6.95
Richfield	5.80	7.20	7.20	7.20
Spencer	6.00	6.00	6.00	6.00
Springfield	8.10	8.10	8.10	8.10
Swanton	6.10	6.10	6.10	6.10
Sylvania	17.72	16.22	16.22	15.90
Washington	18.20	18.20	18.20	18.20
Waterville	10.80	10.80	10.80	9.30
Municipalities:				
Village of Berkey	\$3.00	\$3.00	\$3.00	\$3.00
Village of Harbor View	7.00	7.00	7.00	7.00
Village of Holland	0.80	0.80	0.80	0.80
City of Maumee	3.70	3.70	3.70	3.85
City of Oregon	3.50	3.50	3.50	3.50
Village of Ottawa Hills	4.10	4.10	4.10	4.10
Village of Swanton	4.50	4.50	4.50	3.00
City of Sylvania	5.10	5.10	5.10	5.10
City of Toledo	4.40	4.40	4.40	4.40
Village of Waterville	3.50	3.50	3.50	3.50
Village of Whitehouse	3.50	3.50	3.50	3.50
Metroparks	1.40	1.40	1.40	1.00
Toledo-Lucas County Port Authority	0.40	0.40	0.40	0.40
Toledo Area Regional Transportation Authority (TARTA) (b)	2.50	2.50	2.50	2.50

Source: Lucas County Auditor

a - Property tax rates are determined by a combination of the county-wide tax rates and the applicable tax rates for the school district, township, and municipality in which the property is located.

b - TARTA is not levied in every county taxing district.

1998	1997	1996	1995	1994	1993
\$3.30	\$3.30	\$3.30	\$3.30	\$3.30	\$3.30
9.75	9.75	9.75	9.75	9.75	9.75
5.20	4.90	4.90	4.90	4.90	4.90
4.45	6.45	6.45	6.45	6.45	6.45
7.20	5.30	5.30	5.30	5.30	5.30
6.00	6.00	6.00	6.00	6.00	6.00
8.10	6.30	6.30	6.30	6.30	6.30
5.20	4.70	4.70	4.70	4.70	5.40
16.40	16.40	16.40	16.40	16.40	16.40
18.20	19.20	19.20	19.20	19.20	19.20
9.30	9.30	9.30	9.30	9.30	9.30
\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
7.00	7.00	7.00	7.00	7.00	7.00
0.80	2.00	2.00	2.00	2.00	2.00
4.00	4.20	4.20	4.20	4.20	4.40
3.50	3.50	3.50	3.50	3.50	3.50
4.10	4.10	4.10	4.10	4.10	4.10
3.00	3.00	3.00	3.00	3.00	3.00
6.25	5.75	5.75	5.75	5.75	5.75
4.40	4.40	4.40	4.40	4.40	4.40
3.50	3.50	3.50	3.50	3.50	3.50
3.50	3.50	3.50	3.50	3.50	3.50
1.00	1.00	1.00	1.00	1.00	1.00
0.40	0.40	0.40	0.40	0.40	0.35
2.50	2.50	2.50	2.50	2.50	2.50

Toledo-Lucas County Public Library  
Demographic Statistics  
Last Ten Years

Year	Population (a)	Unemployment Rate (b)	
		County	Ohio
2002	455,054	5.80%	5.00%
2001	455,054	5.10	4.50
2000	455,054	4.90	4.10
1999	462,361	5.20	4.20
1998	462,361	5.50	4.20
1997	462,361	5.20	4.60
1996	462,361	5.00	4.90
1995	462,361	5.00	4.80
1994	462,361	5.80	5.50
1993	462,361	6.80	6.50

Source: a - 1990 and 2000 Census  
b - Ohio Bureau of Employment Services

Toledo-Lucas County Public Library  
Property Values, Construction, and Bank Deposits  
Last Ten Years  
(dollar amounts expressed in thousands)

Year	Property Values	Residential Construction (b)		Commercial Construction (b)		County Bank Deposits (c)
		Number of Permits	Value (a)	Number of Permits	Value (a)	
2002	\$7,721,555	1,726	\$194,094	1,060	\$139,055	\$83,835
2001	7,828,422	1,683	210,838	841	6,802,511	0 (d)
2000	6,586,846	7,823	211,843	1,493	507,966	2,413,149
1999	6,453,593	9,060	162,282	1,418	178,607	6,340,350
1998	6,367,262	1,806	166,716	692	452,756	5,302,858
1997	5,886,613	1,659	136,610	742	98,492	3,037,031
1996	5,810,192	9,647	169,808	1,877	177,256	3,810,869
1995	5,752,212	6,010	134,803	1,031	124,126	3,053,287
1994	5,462,780	1,624	116,231	671	76,802	2,768,305
1993	5,423,483	1,589	110,850	694	55,682	3,124,897

Source: a - Estimated Actual Property Value

b - City of Toledo Building Department, Lucas County Building Regulation Department, City of Oregon Inspection Department, City of Maumee Division of Building, and the Village of Whitehouse Building Department

c - Federal Reserve Bank of Cleveland

d - During 2001 there were no bank headquarters located within the county, branches only.

Toledo-Lucas County Public Library  
Principal Taxpayers  
December 31, 2002

Name of Taxpayer	Total Assessed Valuation	Percentage of Total Assessed Valuation
General Motors Powertrain	\$58,166,000	0.75%
Sun Company Incorporated	43,645,000	0.57
B.P. America	38,970,000	0.50
Daimler Chrysler	33,973,000	0.44
Block Communications	24,418,000	0.32
General Mills	24,318,000	0.31
Owens Illinois	23,944,000	0.31
Johns Manville	22,499,000	0.29
Meijer Stores	21,679,000	0.28
Andersons Incorporated	21,020,000	0.27
 Total All Taxpayers' Assessed Valuation	 \$7,721,555,000	

Source: Lucas County Auditor

Toledo-Lucas County Public Library  
Miscellaneous Statistics  
Last Ten Years

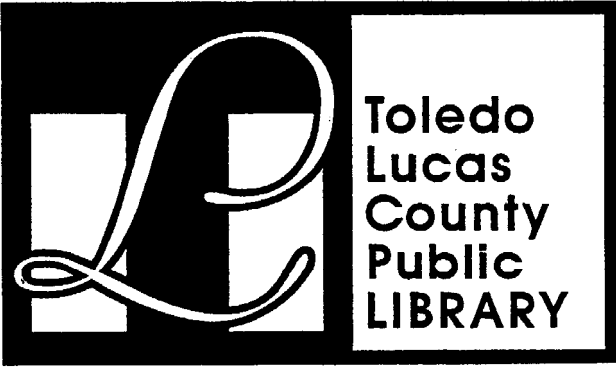
Year	Number of Employees	Number of Volumes Owned	Number of Library Materials Circulated	Number of Registered Borrowers (a)
2002	342	2,469,168	6,603,030	298,674
2001	360	2,227,893	6,501,428	287,912
2000	366	2,288,418	6,105,445	277,888
1999	364	2,253,118	6,045,409	271,637
1998	365	2,486,266	6,199,395	270,260
1997	358	2,418,175	6,570,426	268,205
1996	352	2,248,571	6,357,823	255,256
1995	351	2,564,304	5,834,894	N/A
1994	344	2,332,340	5,854,894	236,193
1993	302	2,237,760	6,062,901	235,622

Source: Toledo-Lucas County Public Library records

a - The Toledo-Lucas County Public Library's computer system was changed during 1995.  
The number of card holders was not available for 1995.

N/A - Not available









**Auditor of State  
Betty Montgomery**

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

**TOLEDO-LUCAS COUNTY PUBLIC LIBRARY**

**LUCAS 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  
JULY 15, 2003**