

Vinton County Convention and Visitors Bureau

Vinton County, Ohio

Regular Audit

January 1, 2002 through December 31, 2006

Years Audited Under GAGAS: 2002 through 2006

BALESTRA, HARR & SCHERER, CPAs, INC.

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Mary Taylor, CPA
Auditor of State

Board of Directors
Vinton County Convention and Visitors Bureau
104 West Main Street
McArthur, Ohio 45651

We have reviewed the *Independent Auditor's Report* of the Vinton County Convention and Visitors Bureau, prepared by Balestra, Harr & Scherer, CPAs, Inc., for the audit period January 1, 2002 through December 31, 2006. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

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

Mary Taylor

Mary Taylor, CPA
Auditor of State

October 16, 2007

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Vinton County Convention and Visitors Bureau

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Ohio Society of Certified Public Accountants

Independent Auditor's Report

Board of Directors
Vinton County Convention and Visitors Bureau
104 West Main Street
McArthur, Ohio 45651

We have audited the accompanying statements of cash receipts, disbursements and changes in fund cash balances of the Vinton County Convention and Visitors Bureau (the Bureau), for the years ended December 31, 2006, 2005, 2004, 2003 and 2002. These financial statements are the responsibility of the Bureau's management. Our responsibility is to express an opinion on the 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.

As described in Note 1, the Bureau prepares its financial statements on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balances of the Bureau as of December 31, 2006, 2005, 2004, 2003 and 2002, and the cash receipts and disbursements for the years then ended, on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 28, 2007, on our consideration of the Bureau's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.



Balestra, Harr & Scherer, CPAs, Inc.

September 28, 2007

Vinton County Convention and Visitors Bureau
Statements of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balances
For the Years Ended December 31, 2006, 2005, 2004, 2003 and 2002

	2006	2005	2004	2003	2002
Cash receipts:					
Bed tax	\$ 25,589	\$ 22,513	\$ 16,507	\$ 27,351	\$ 7,603
Advertising Income	2,098	4,597	1,030	950	-
Membership Dues	227	470	530	330	-
Interest income	614	381	387	123	-
Miscellaneous Income	527	532	262	517	-
Total cash receipts	<u>29,055</u>	<u>28,493</u>	<u>18,716</u>	<u>29,271</u>	<u>7,603</u>
Cash disbursements:					
Office	10,000	9,500	3,250	750	-
Advertising	13,423	18,428	3,837	6,857	-
Website	220	4,030	-	-	-
Insurance	1,040	1,015	1,000	-	-
Dues and Subscriptions	740	835	550	715	-
Projects	-	3,590	2,500	-	-
Contests	1,031	763	-	544	-
Professional Services	1,050	-	-	-	-
Miscellaneous	392	2,180	892	924	-
Total cash disbursements	<u>27,896</u>	<u>40,341</u>	<u>12,029</u>	<u>9,790</u>	<u>-</u>
Total cash receipts over/ (under) cash disbursements:	1,159	(11,848)	6,687	19,481	7,603
Fund cash balance, January 1:	<u>21,923</u>	<u>33,771</u>	<u>27,084</u>	<u>7,603</u>	<u>-</u>
Fund cash balance, December 31:	<u>\$ 23,082</u>	<u>\$ 21,923</u>	<u>\$ 33,771</u>	<u>\$ 27,084</u>	<u>\$ 7,603</u>

See the accompanying notes to the financial statements.

Vinton County Convention and Visitors Bureau
Notes to the Financial Statements
For the Years Ended December 31, 2006, 2005, 2004, 2003 and 2002

NOTE 1-SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization:

The Vinton County Convention and Visitors Bureau (the Bureau) is a non-governmental not-for-profit organization. The Bureau is directed by a seven-member Board of Trustees. Board members are appointed by the Vinton County Commissioners, Vinton County Chamber of Commerce, and the Bureau. The Bureau was formed to promote travel and tourism in Vinton County as part of the county's overall economic development program. The Bureau's management believes these financial statements present all activities for which the Bureau is financially accountable.

Basis of Accounting:

The Bureau's accounts are maintained on a cash basis, and the statements of cash receipts and disbursements reflect only cash received and disbursed. Therefore, receivables and payables, inventories, long-lived assets, accrued income and expenses and amortization and depreciation, which would be recognized under generally accepted accounting principles, and which may be material in amount are not recognized in the accompanying financial statements.

These statements include adequate disclosure of material matters, as required by the cash basis of accounting.

Cash Deposits:

The Bureau maintains its cash balances in a demand deposit account and certificate of deposit at a local commercial bank. There were no investments during the audit period.

Property, Plant and Equipment:

Acquisitions of property, plant and equipment are recorded as capital outlay disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

Income Taxes:

The Bureau is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

NOTE 2-EXCISE TAX ON LODGING

The Bureau receives tax receipts as authorized under legislation approved by the Ohio Legislature. The Bureau receives excise tax collected by Vinton County and Brown and Swan Townships.

NOTE 3-CONCENTRATIONS

The Bureau receives substantial revenue from the lodging excise tax levied by Vinton County and Brown and Swan Townships. A reduction of that tax could have a significant impact on the operations of the Bureau.

NOTE 4-CONCENTRATION OF CREDIT RISK

The Bureau's cash balances were fully insured by the Federal Deposit Insurance Corporation at December 31, 2006, 2005, 2004, 2003, and 2002. The carrying balances of cash at December 31 were as follows:

	2006	2005	2004	2003	2002
Demand Deposits	\$23,082	\$21,923	\$33,771	\$27,084	\$7,603

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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Board of Directors
Vinton County Convention and Visitors Bureau
104 West Main Street
McArthur, Ohio 45651

We have audited the financial statements of the cash receipts and disbursements of the Vinton County Convention and Visitors Bureau (the Bureau), for the years ended December 31, 2006, 2005, 2004, 2003 and 2002, and have issued our report thereon dated September 28, 2007. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Bureau's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Bureau's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Bureau's internal control over financial reporting.

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

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Bureau's internal control.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Bureau's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, 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 or other matters that are required to be reported under *Government Auditing Standards*.

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

A handwritten signature in cursive script that reads "Balestra, Harr & Scherer". The signature is written in black ink on a light-colored background.

Balestra, Harr & Scherer, CPAs, Inc.

September 28, 2007



Mary Taylor, CPA
Auditor of State

CONVENTION AND VISITORS BUREAU

VINTON 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
NOVEMBER 8, 2007**