



Dave Yost • Auditor of State

**AGRICULTURAL SOCIETY
NOBLE COUNTY
DECEMBER 31, 2017 AND 2016**

TABLE OF CONTENTS

TITLE	PAGE
Independent Accountants' Report on Applying Agreed-Upon Procedures.....	1

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Agricultural Society
Noble County
10972 Cain Road
Caldwell, Ohio 43724

We have performed the procedures enumerated below, which were agreed to by the Board of Directors and the management of the Agricultural Society, Noble County, Ohio (the Society), on the receipts, disbursements and balances recorded in the Society's cash basis accounting records for the years ended November 30, 2017 and 2016 and certain compliance requirements related to those transactions and balances, included in the information provided to us by the management of the Society. The Society is responsible for the receipts, disbursements and balances recorded in the cash basis accounting records for the years ended November 30, 2017 and 2016 and certain compliance requirements related to these transactions and balances included in the information provided to us by the Society. The sufficiency of the procedures is solely the responsibility of the parties specified in this report.

Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

This report only describes exceptions exceeding \$10.

Cash

1. We recalculated the November 30, 2017 and November 30, 2016 bank reconciliations. We found no exceptions.
2. We agreed the December 1, 2015 beginning fund balances recorded to the November 30, 2015 balances in the prior year audited statements. We found the December 1, 2015 beginning fund balance was \$11 more than what was recorded to the November 30, 2015 balance in the prior year audited statement. We also agreed the December 1, 2016 beginning fund balances recorded to the November 30, 2016 balances. We found no exceptions.
3. We agreed the totals per the bank reconciliations to the total of the November 30, 2017 and 2016 fund cash balance reported in the annual financial report. The amounts agreed.
4. We confirmed the November 30, 2017 bank account balances with the Society's financial institutions. We found no exceptions. We also agreed the confirmed balances to the amounts appearing in the November 30, 2017 bank reconciliation without exception.
5. We selected five reconciling debits (such as outstanding checks) haphazardly from the November 30, 2017 bank reconciliation:
 - a. We traced each debit to the subsequent December and January bank statements. We found no exceptions.
 - b. We traced the amounts and dates to the check register, to determine the debits were dated prior to November 30. There were no exceptions.

Cash (Continued)

6. We inspected investments held at November 30, 2017 and November 30, 2016 to determine that they:
 - a. Were of a type authorized by Ohio Rev. Code §§ 135.13, 135.14 or 135.144. We found no exceptions.
 - b. Mature within the prescribed time limits noted in Ohio Rev. Code § 135.13 or 135.14. There were no exceptions.

Intergovernmental and Other Confirmable Cash Receipts

1. We selected all the receipts from the Distribution Transaction Detail Report (State DTL) for 2017 and 2016.
 - a. We compared the amount from the above report to the amount recorded in the Account QuickReport-Revenues Report. The amounts agreed.
 - b. We inspected the Account QuickReport-Revenues Report to determine whether these receipts were allocated to the proper account codes. We found one receipt in 2016 for horse racing tax that was recorded to an expenditure account instead of a revenue account.
 - c. We inspected the Account QuickReport-Revenues Report to determine whether the receipts were recorded in the proper year. We found no exceptions.
2. We confirmed the amounts paid from the Gun Arama account as donations to the Society during the years ending November 30, 2017 and 2016. We found no exceptions. Also during 2017 and 2016 we confirmed the amount paid from the Ohio Harness Horsemen's Association. We found no exceptions.
 - a. We inspected the Account QuickReport-Revenues Report to determine whether these receipts were allocated to the proper account codes. We found no exceptions.
 - b. We inspected the Account QuickReport-Revenues Report to determine whether the receipts were recorded in the proper year. We found no exceptions.

Admission/Grandstand Receipts

We haphazardly selected one day of admission/grandstand cash receipts from the year ended November 30, 2017 and one day of admission/grandstand cash receipts from the year ended November 30, 2016 recorded in the Account QuickReport-Revenues Report and agreed the receipt amount to the supporting documentation (ticket recapitulation sheet). We noted the following:

For September 1, 2017, the amount recorded in the QuickReport-Revenues Report for September 1, 2017, was \$8,073.

- a. The ticket sales recapitulation reported 903 tickets sold on that date.
- b. The admission price per ticket was \$9.
- c. Therefore the recapitulation sheet multiplied by the admission price supports admission receipts of \$8,127 for September 1, 2017, which exceeds the amount collected by \$54.

For September 2, 2016, the amount recorded in the QuickReport-Revenues Report for September 2, 2016, was \$18,216.

- a. The ticket sales recapitulation reported 2,275 tickets sold on that date.
- b. The admission price per ticket was \$8.
- c. Therefore the recapitulation sheet multiplied by the admission price supports admission receipts of \$18,200 for September 2, 2016, which is less than the amount recorded by \$16.

Rental Receipts

We haphazardly selected 10 rental cash receipts from the year ended November 30, 2017 and 10 rental cash receipts from the year ended November 30, 2016 recorded in the duplicate cash receipts book and Account QuickReport-Revenues Report and determined whether the:

- a. Receipt amount recorded on the duplicate receipt agreed to the amount recorded in the Account QuickReport-Revenues Report. We found duplicate receipts were not issued for two rental receipts in 2017 and eight rental receipts in 2016.
- b. Amount charged complied with rates in force during the period. We found the amount charged for boat rentals for two receipts in 2017 did not agree to the rental rate schedule approved by the Board. The amount charged was less than the approved rental rate schedule.
- c. Receipt was recorded in the proper year. We found no exceptions.

Over-The-Counter Cash Receipts

We haphazardly selected 10 over-the-counter cash receipts from the year ended November 30, 2017 and 10 over-the-counter cash receipts from the year ended 2016 recorded in the Account QuickReport-Revenues Report and:

- a. Agreed the receipt amount to the amount recorded in the Account QuickReport-Revenues Report. We found duplicate receipts were not issued for eight over-the-counter cash receipts in 2016.
- b. Confirmed the amounts charged complied with rates in force during the period. We found no exceptions.
- c. Inspected the Account QuickReport-Revenues Report to determine the receipt was posted to the proper fund, and was recorded in the proper year. We found no exceptions.

Debt

1. The prior audit documentation disclosed no debt outstanding as of November 30, 2015.
2. We inquired of management, and inspected the receipt and expenditure records for evidence of loan or credit agreements, and bonded, note, County, or mortgage debt issued during 2017 or 2016 or debt payment activity during 2017 or 2016. There were no new debt issuances, nor any debt payment activity during 2017 or 2016.

Payroll Cash Disbursements

1. We haphazardly selected one payroll check for all employees from 2017 and one payroll check for all employees from 2016 from the Account QuickReport-Expenses Report and:
 - a. We compared the hours and pay rate, or salary recorded in the Account QuickReport-Expenses Report to supporting documentation (timecard, legislatively or statutorily-approved rate or salary). We found no exceptions.
2. We inspected the last remittance of tax and retirement withholdings for the year ended November 30, 2017 to confirm remittances were timely paid, and that the amounts paid agreed to the amounts withheld, plus the employer's share where applicable, during the final withholding period of 2017. We observed the following:

Payroll Cash Disbursements (Continued)

Withholding (plus employer share, where applicable)	Date Due	Date Paid	Amount Due	Amount Paid
Federal income taxes & Medicare (and social security, for employees not enrolled in pension system)	January 31, 2018	January 9, 2018	\$117.52	\$117.52
State income taxes	January 15, 2018	January 26, 2018	\$8.94	\$8.94

Non-Payroll Cash Disbursements

We haphazardly selected ten disbursements from the Account QuickReport-Expenses Report for the year ended November 30, 2017 and ten from the year ended 2016 and determined whether:

- a. The disbursements were for a proper public purpose. We found no exceptions.
- b. The check number, date, payee name and amount recorded on the returned, canceled check agreed to the check number, date, payee name and amount recorded in the Account QuickReport-Expenses Report and to the names and amounts on the supporting invoices. We found no exceptions.
- c. Based on the nature of the expenditure, the account coding is reasonable. We found no exceptions.

Other Compliance

Ohio Rev. Code Section 117.38 requires societies to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. This statute also permits the Auditor of State to extend the deadline for filing a financial report and establish terms and conditions for any such extension. Auditor of State established policies, in addition to filing extensions granted for extenuating circumstances, allow for refiling complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System for December 31, 2017 and 2016 fiscal year ends included in 2015-2016 or 2016-2017 agreed up on procedure engagements, subsequent to the Entity's deadline where the initial filing was filed on time but incomplete. We confirmed the Entity filed their complete financial statements, as defined by AOS Bulletin 2015-007 and Auditor of State established policy within the allotted timeframe for the years ended November 30, 2017 and 2016 in the Hinkle system. There were no exceptions.

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

This report is to provide assistance in the evaluation of the Society's receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended November 30, 2017 and 2016, and certain compliance requirements related to these transactions and balances and is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

Dave Yost
Auditor of State
Columbus, Ohio

October 15, 2018

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NOBLE COUNTY AGRICULTURAL SOCIETY

NOBLE 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 15, 2018**