



OHIO AUDITOR OF STATE
KEITH FABER





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BASIC AUDIT REPORT

Minster Community Improvement Corporation
Auglaize County
5 West Fourth Street
PO Box 1
Minster, Ohio 45865

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Minster Community Improvement Corporation, Auglaize County, (the CIC) for the years ended December 31, 2024 and 2023.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code § 117.11(A). Because our procedures were not designed to opine on the CIC's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the CIC's financial statements, transactions or balances for the years ended December 31, 2024 and 2023.

The CIC's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code § 117.11(A) is to examine, analyze and inspect these records and documents.

We obtained written representation from the Governing Board that the CIC had no revenue or expense activity during the years ended December 31, 2024 and 2023.

Based on the results of our procedures, we found the significant compliance or accounting issue to report.

Current Year Observation


The CIC has been in operation since 1980, but had not obtained tax exempt status in regards to federal taxation. We are aware that there were no revenues received by the CIC during the period, but if there is a contribution in the future, the CIC could be subject to federal taxation on those revenues if tax exempt status is not obtained. Similarly, donors cannot make tax-deductible contributions unless the CIC has a tax exemption. The prior basic audit also reported this issue.

Current Status of Matters Reported in our Prior Engagement

In addition to the failure to obtain tax exempt status as reported in the Current Year Observation above, the prior basic audit engagement for the years ended December 31, 2022 and 2021 included noncompliance with **Ohio Rev. Code § 149.43(E)(2)** as the Corporation did not formally adopt a public records policy and **Ohio Rev. Code § 149.43(B)(2)** as the Corporation had not adopted a records retention schedule/policy. These matters have been corrected for the years ended December 31, 2024 and 2023.

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A handwritten signature in black ink that reads "Tiffany L Ridenbaugh". The signature is written in a cursive, flowing style.

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

August 29, 2025

OHIO AUDITOR OF STATE KEITH FABER



MINSTER COMMUNITY IMPROVEMENT CORPORATION

AUGLAIZE COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

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



Certified for Release 9/11/2025

65 East State Street, Columbus, Ohio 43215
Phone: 614-466-4514 or 800-282-0370

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