



**PICKAWAY COUNTY LAW LIBRARY ASSOCIATION
PICKAWAY COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 1999 - 1998



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

PICKAWAY COUNTY LAW LIBRARY ASSOCIATION
PICKAWAY COUNTY

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**STATE OF OHIO
OFFICE OF THE AUDITOR**

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REPORT OF INDEPENDENT ACCOUNTANTS

Board of Trustees
Pickaway County Law Library Association
Pickaway County
Pickaway County Courthouse
P.O. Box 727
Circleville, Ohio 43113

We have audited the accompanying financial statements of the Pickaway County Law Library Association, Pickaway County, Ohio, (the Library) as of and for the years ended December 31, 1999 and December 31, 1998. These financial statements are the responsibility of the Library's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards 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 audits 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 audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Library prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balance of the Pickaway County Law Library, Pickaway County, Ohio, as of December 31, 1999 and December 31, 1998, and its 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 June 12, 2000 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.

This report is intended solely for the information and use of the management, Board of Trustees and other officials authorized to receive this report under § 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Jim Petro".

JIM PETRO
Auditor of State

June 12, 2000

**PICKAWAY COUNTY LAW LIBRARY ASSOCIATION
PICKAWAY COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN CASH BALANCES
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Amount</u>
Cash Receipts:	
Intergovernmental	\$109,993
Miscellaneous	3,791
Total Cash Receipts	<u>113,784</u>
Cash Disbursements:	
Law Books	95,811
Salaries	13,430
Equipment	1,229
Supplies	875
Miscellaneous	1,009
1998 Refund to Subdivisions	<u>32,151</u>
Total Cash Disbursements	<u>144,505</u>
Excess Cash Receipts (Under) Cash Disbursements	(30,721)
Cash Balances, January 1, 1999	<u>65,879</u>
Cash Balances, December 31, 1999	<u><u>\$35,158</u></u>

The notes to the financial statements are an integral part of this statement.

**PICKAWAY COUNTY LAW LIBRARY ASSOCIATION
PICKAWAY COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN CASH BALANCES
FOR THE YEAR ENDED DECEMBER 31, 1998**

	<u>Amount</u>
Cash Receipts:	
Intergovernmental	\$151,905
Miscellaneous	1,436
Total Cash Receipts	<u>153,341</u>
Cash Disbursements:	
Law Books	\$93,881
Library Service	13,725
Equipment	2,049
Supplies	426
Misc.	6,099
1997 Refund to Subdivisions	23,655
Total Cash Disbursements	<u>139,835</u>
Excess Cash Receipts Over Cash Disbursements	13,506
Cash Balances, January 1, 1998	<u>52,373</u>
Cash Balances, December 31, 1998	<u><u>\$65,879</u></u>

The notes to the financial statements are an integral part of this statement.

**PICKAWAY COUNTY LAW LIBRARY ASSOCIATION
PICKAWAY COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 - 1998**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Pickaway County Law Library Association, Pickaway County, Ohio, (the Library) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Library is directed by a 6-member Board of Trustees appointed by the Pickaway County Bar Association. The Library provides the community with various educational and literary resources.

The Library's management believes these financial statements present all activities for which the Library is financially accountable.

B. Basis of Accounting

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred.

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

C. 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.

2. CASH DEPOSITS

The Ohio Revised Code prescribes allowable deposits. The carrying amount of cash at December 31, were as follows:

	<u>1999</u>	<u>1998</u>
Demand deposits	\$19,648	\$51,021
Certificates of deposit	<u>15,510</u>	<u>14,858</u>
Total deposits	<u>\$35,158</u>	<u>\$65,879</u>

Deposits: Deposits are insured by the Federal Depository Insurance Corporation.

3. RISK MANAGEMENT

The Library has obtained commercial insurance for the following risks:

- Comprehensive property and general liability

4. INTERGOVERNMENTAL REVENUE

The Library's intergovernmental revenue is derived from a statutory formula provided from fines assessed by the Pickaway County Court System and the Circleville Municipal Court.

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

Board of Trustees
Pickaway County Law Library Association
Pickaway County
P.O. Box 727
Circleville, Ohio 43113

We have audited the accompanying financial statements of the Pickaway County Law Library Association, Pickaway County, Ohio (the Library), as of and for the years ended December 31, 1999 and December 31, 1998, and have issued our report thereon dated June 12, 2000. We conducted our audits in accordance with generally accepted auditing standards 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 audits 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 audits, we considered 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. However, we noted a certain matter involving the internal control over financial reporting that does not require inclusion in this report, that we have reported to management of the Library in a separate letter dated June 12, 2000.

This report is intended for the information and use of the management and 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, appearing to read "Jim Petro". The signature is fluid and cursive, with a large loop at the end.

JIM PETRO
Auditor of State

June 12, 2000



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OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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LAW LIBRARY ASSOCIATION

PICKAWAY 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 6, 2000**