



**Mary Taylor, CPA**  
Auditor of State



**BARBERTON PUBLIC LIBRARY  
SUMMIT COUNTY**

**TABLE OF CONTENTS**

<b>TITLE</b>	<b>PAGE</b>
Independent Accountants' Report.....	1
Management's Discussion and Analysis.....	3
Statement of Net Assets – Modified Cash Basis .....	9
Statement of Activities – Modified Cash Basis.....	10
Statement of Modified Cash Basis Assets and Fund Balances Governmental Funds.....	11
Statement of Cash Receipts, Disbursements and Changes in Modified Cash Basis Fund Balances Governmental Funds.....	12
Statement of Receipts, Disbursements and Changes In Fund Balance – Budget and Actual – Budget Basis General Fund .....	13
Notes to the Financial Statements .....	15
Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i> .....	25
Schedule of Prior Audit Findings .....	27

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# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

Barberton Public Library  
Summit County  
602 West Park Avenue  
Barberton, Ohio 44203

To the Board of Trustees:

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of Barberton Public Library, Summit County, (the Library) as of and for the year ended December 31, 2007. 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 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 the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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. The Library processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Library because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinions.

As discussed in Note 2, the accompanying financial statements and notes follow the modified cash accounting basis. This is a comprehensive accounting basis 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 respective modified cash financial position of the governmental activities, the major fund, and the aggregate remaining fund information of Barberton Public Library, Summit County, Ohio, as of December 31, 2007, and the respective changes in modified cash financial position and the respective budgetary comparison for the General fund thereof for the year then ended in conformity with the basis of accounting Note 2 describes.

For the year ended December 31, 2007, the Library revised its financial presentation comparable to the requirements of Governmental Accounting Standard No. 34. *Basic Financial Statements – and Management's Discussion and Analysis for State and Local Governments*.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 26, 2009, 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 grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Management's discussion and analysis is not a required part of the basic financial statements but is supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

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

**Mary Taylor, CPA**  
Auditor of State

June 26, 2009

Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

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This discussion and analysis of the Barberton Public Library's financial performance provides an overall review of the Library's financial activities for the year ended December 31, 2007, within the limitations of the Library's modified cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Library's financial performance.

### **Highlights**

Key highlights for 2007 are as follows:

Net assets of governmental activities increased \$97,808, or 9 percent.

The Library's general receipts are primarily property and income taxes. These receipts represent respectively 29 and 66 percent of the total cash received for governmental activities during the year. Property tax receipts for 2007 changed very little compared to 2006 as development within the community has remained unchanged. Income tax receipts decreased by \$18,890. This was due to stagnant state funding and a decrease in the percentage of allocation to the library.

### **Using the Basic Financial Statements**

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board Statement No. 34, as applicable to the Library's modified cash basis of accounting.

### **Report Components**

The statement of net assets and the statement of activities provide information about the cash activities of the Library as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Library as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

### **Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Library has elected to present its financial statements on a modified cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Library's modified cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the modified cash basis of accounting.

Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

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**Reporting the Government as a Whole**

The statement of net assets and the statement of activities reflect how the Library did financially during 2007, within the limitations of modified cash basis accounting. The statement of net assets presents the cash balances and investments of the governmental activities of the Library at year end. The statement of activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Library's general receipts.

These statements report the Library's cash position and the changes in cash position. Keeping in mind the limitations of the modified cash basis of accounting, you can think of these changes as one way to measure the Library's financial health. Over time, increases or decreases in the Library's cash position is one indicator of whether the Library's financial health is improving or deteriorating. When evaluating the Library's financial condition, you should also consider other nonfinancial factors as well such as the Library's property tax base, the condition of the Library's capital assets and infrastructure, the extent of the Library's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property and income taxes.

In the statement of net assets and the statement of activities, the Library presents the following activity:

Governmental activities - The Library's basic services are reported here, including the purchase of books, circulating materials and public services. Income and property taxes finance most of these activities. Benefits provided through governmental activities are not necessarily paid for by the people receiving them.

**Reporting the Library's Most Significant Funds**

Fund financial statements provide detailed information about the Library's major funds – not the Library as a whole. The Library establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose. All the funds of the Library are reported in the governmental funds as of December 31, 2007.

Governmental Funds - The governmental fund financial statements provide a detailed view of the Library's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Library's programs. The Library's significant governmental funds are presented on the financial statements in separate columns. The information for nonmajor funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The Library's only major governmental fund is the General Fund. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements. We describe this relationship in reconciliations presented with the governmental fund financial statements.



Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

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**The Government as a Whole**

Table 1 provides a summary of the Library's net assets for 2007 compared to 2006 on a modified cash basis:

(Table 1)

**Net Assets**

	<u>Governmental Activities</u>	
	<u>2007</u>	<u>2006</u>
<b>Assets</b>		
Cash and Cash Equivalents	<u>\$1,176,725</u>	<u>\$1,078,917</u>
Total Assets	<u>\$1,176,725</u>	<u>\$1,078,917</u>
<b>Net Assets</b>		
Restricted for:		
Capital Projects	\$41,030	\$104,979
Other Purposes	106,243	128,349
Unrestricted	<u>1,029,452</u>	<u>845,589</u>
Total Net Assets	<u>\$1,176,725</u>	<u>\$1,078,917</u>

As mentioned previously, net assets of governmental activities increased \$97,808 or 9 percent during 2007. The primary reason contributing to the increase in cash balances is due to closely monitoring and budgeting expenditures in relation to anticipated receipts.

Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

Table 2 reflects the changes in net assets on a modified cash basis in 2007 and 2006 for governmental activities.

(Table 2)  
**Changes in Net Assets**

	Governmental Activities	
	2007	2006
Receipts:		
Program Receipts:		
Patron Fines and Fees	\$ 29,392	\$ 33,735
Operating Grants and Contributions	3,401	1,455
Total Program Receipts	32,793	35,190
General Receipts:		
Property and Other Local Taxes	502,967	506,281
Library and Local Government Support	1,136,966	1,154,314
Contributions, Gifts and Donations Not Restricted to Specific Programs	3,281	2,646
Interest	82,724	21,020
Miscellaneous	4,023	2,961
Total General Receipts	1,729,961	1,687,222
Total Receipts	1,762,754	1,722,412
Disbursements:		
Library Services	1,416,453	1,331,518
Capital Outlay	248,493	31,192
Total Disbursements	1,664,946	1,362,710
Increase in Net Assets	97,808	359,702
Net Assets, January 1	1,078,917	719,215
Net Assets, December 31	\$1,176,725	\$1,078,917

Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

Program receipts represent only 2 percent of total receipts and are primarily comprised of patron fines and fees.

General receipts represent 98 percent of the Library's total receipts, and of this amount, 66 percent are Library and Local Government Support funds and property tax receipts represent 29 percent. Other receipts are insignificant and somewhat unpredictable revenue sources.

Disbursements for Library Services represent the overhead costs of running the Library and the support services provided for the other Library activities. These include the costs of patron materials, as well as internal services such as payroll.

**Governmental Activities**

If you look at the Statement of Activities, you will see that the first column lists the major services provided by the Library. The next column identifies the costs of providing these services. The next two columns of the Statement entitled Program Receipts identify amounts paid by people who are directly charged for the service and grants and contributions received by the Library that must be used to provide a specific service. The net Receipt (Disbursement) column compares the program receipts to the cost of the service. This "net cost" amount represents the cost of the service which ends up being paid from money provided by taxpayers. These net costs are paid from the general receipts which are presented at the bottom of the Statement. A comparison between the total cost of services and the net cost is presented in Table 3.

(Table 3)

	<b>Governmental Activities</b>			
	Total Cost of Services	Net Cost of Services	Total Cost of Services	Net Cost of Services
	2007	2007	2006	2006
Library Services	\$1,416,453	\$1,383,660	\$1,331,518	\$1,297,783
Capital Outlay	248,493	248,493	31,192	31,192
<b>Total Expenses</b>	<b>\$1,664,946</b>	<b>\$1,632,153</b>	<b>\$1,362,710</b>	<b>\$1,328,975</b>

The dependence upon property and income tax receipts is apparent as over 98 percent of governmental activities are supported through these general receipts.

**The Government's Funds**

Total governmental funds had receipts of \$1,762,754 and disbursements of \$1,664,946. The greatest change within governmental funds occurred within the General Fund. The fund balance of the General Fund increased \$183,863 as the result of closely monitoring expenditures.

Barberton Public Library  
Summit County

Management's Discussion and Analysis  
For the Year Ended December 31, 2007  
Unaudited

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**General Fund Budgeting Highlights**

The Library's budget is prepared according to Ohio law and is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The most significant budgeted fund is the General Fund.

During 2007, the Library amended its General Fund budget several times to reflect changing circumstances. Final budgeted receipts were below original budgeted receipts due to an unexpected reduction in Library and Local Government Support. Although funding was 'unfrozen' as of July the new fiscal budget reflecting this thaw was not put in place until January of 2008 resulting in an \$85,478 decrease in monies received.

Final disbursements were budgeted at \$1,451,153 while actual disbursements were \$1,368,709. Although receipts failed to live up to expectations, appropriations were not reduced. However, the Library spent less than the budgeted amount. The result is the increase in fund balance of \$183,863 for 2007.

**Current Issues**

The challenge for all libraries is to provide quality services to the public while staying within the restrictions imposed by limited and, in some cases, shrinking funding. We rely heavily on state and local taxes and have very little industry to support the tax base. This fact highlights our dependence on our current levy receipts and the necessity to campaign successfully for a levy renewal.

**Contacting the Library's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Library's finances and to reflect the Library's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Denise Williams, Fiscal Officer, Barberton Public Library, 602 West Park Avenue, Barberton, Ohio 44203.

**Barberton Public Library**  
**Summit County**

*Statement of Net Assets - Modified Cash Basis*  
*December 31, 2007*

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	<u>Governmental Activities</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$1,176,725</u>
<i>Total Assets</i>	<u><u>\$1,176,725</u></u>
<b>Net Assets</b>	
Restricted for:	
Capital Projects	\$41,030
Other Purposes	106,243
Unrestricted	<u>1,029,452</u>
<i>Total Net Assets</i>	<u><u>\$1,176,725</u></u>

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

**Barberton Public Library  
Summit County**

*Statement of Activities - Modified Cash Basis  
For the Year Ended December 31, 2007*

	Program Cash Receipts			Net (Disbursements) Receipts and Changes in Net Assets
	Cash Disbursements	Charges for Services and Sales	Operating Grants and Contributions	Governmental Activities
<b>Governmental Activities</b>				
Library Services	\$1,416,453	\$29,392	\$3,401	(\$1,383,660)
Capital Outlay	248,493			(248,493)
<i>Total Governmental Activities</i>	<u>\$1,664,946</u>	<u>\$29,392</u>	<u>\$3,401</u>	<u>(1,632,153)</u>
<b>General Receipts</b>				
Property Taxes Levied for General Purposes				502,967
Unrestricted Gifts and Contributions				3,281
Grants and Entitlements not Restricted to Specific Programs				1,136,966
Interest				82,724
Miscellaneous				4,023
<i>Total General Receipts</i>				1,729,961
Change in Net Assets				97,808
<i>Net Assets Beginning of Year</i>				<u>1,078,917</u>
<i>Net Assets End of Year</i>				<u>\$1,176,725</u>

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

**Barberton Public Library  
Summit County**

*Statement of Modified Cash Basis Assets and Fund Balances  
Governmental Funds  
December 31, 2007*

	General	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>			
Equity in Pooled Cash and Cash Equivalents	\$1,029,452	\$147,273	\$1,176,725
<i>Total Assets</i>	<u>\$1,029,452</u>	<u>\$147,273</u>	<u>\$1,176,725</u>
<b>Fund Balances</b>			
Reserved:			
Reserved for Encumbrances	\$5,199		\$5,199
Unreserved:			
Undesignated (Deficit), Reported in:			
General Fund	1,024,253		1,024,253
Special Revenue Funds		\$106,243	106,243
Capital Projects Funds		41,030	41,030
<i>Total Fund Balances</i>	<u>\$1,029,452</u>	<u>\$147,273</u>	<u>\$1,176,725</u>

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

**Barberton Public Library  
Summit County**

*Statement of Cash Receipts, Disbursements and Changes in Modified Cash Basis Fund Balances  
Governmental Funds  
For the Year Ended December 31, 2007*

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>Receipts</b>			
Property and Other Local Taxes	\$502,967		\$502,967
Library and Local Government Support	1,078,834		1,078,834
Intergovernmental	53,976	\$4,156	58,132
Patron Fines and Fees	29,392		29,392
Contributions, Gifts and Donations	6,457	225	6,682
Earnings on Investments	82,724		82,724
Miscellaneous	4,023		4,023
<i>Total Receipts</i>	<u>1,758,373</u>	<u>4,381</u>	<u>1,762,754</u>
<b>Disbursements</b>			
Current:			
Library Services	1,343,945	72,508	1,416,453
Capital Outlay	19,565	228,928	248,493
<i>Total Disbursements</i>	<u>1,363,510</u>	<u>301,436</u>	<u>1,664,946</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>394,863</u>	<u>(297,055)</u>	<u>97,808</u>
<b>Other Financing Sources (Uses)</b>			
Transfers In		211,000	211,000
Transfers Out	(211,000)		(211,000)
<i>Total Other Financing Sources (Uses)</i>	<u>(211,000)</u>	<u>211,000</u>	<u>0</u>
<i>Net Change in Fund Balances</i>	183,863	(86,055)	97,808
<i>Fund Balances Beginning of Year</i>	<u>845,589</u>	<u>233,328</u>	<u>1,078,917</u>
<i>Fund Balances End of Year</i>	<u><u>\$1,029,452</u></u>	<u><u>\$147,273</u></u>	<u><u>\$1,176,725</u></u>

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



**Barberton Public Library  
Summit County**

*Statement of Receipts, Disbursements and Changes  
In Fund Balance - Budget and Actual - Budget Basis  
General Fund  
For the Year Ended December 31, 2007*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Receipts</b>				
Property and Other Local Taxes	\$510,000	\$510,000	\$502,967	(\$7,033)
Library and Local Government Support	1,164,312	1,078,834	1,078,834	0
Intergovernmental	40,184	40,184	53,976	13,792
Patron Fines and Fees	34,275	34,275	29,392	(4,883)
Contributions, Gifts and Donations	3,750	3,750	6,457	2,707
Earnings on Investments	22,000	22,000	82,724	60,724
Miscellaneous	2,000	2,000	4,023	2,023
<i>Total Receipts</i>	1,776,521	1,691,043	1,758,373	67,330
<b>Disbursements</b>				
Current:				
Library Services	1,412,406	1,429,353	1,349,144	80,209
Capital Outlay	23,600	21,800	19,565	2,235
<i>Total Disbursements</i>	1,436,006	1,451,153	1,368,709	82,444
<i>Excess of Receipts Over Disbursements</i>	340,515	239,890	389,664	149,774
<b>Other Financing Sources (Uses)</b>				
Transfers Out	(144,600)	(211,000)	(211,000)	0
Contingencies	(20,000)	(5,098)	0	5,098
<i>Total Other Financing Sources (Uses)</i>	(164,600)	(216,098)	(211,000)	5,098
Net Change in Fund Balance	175,915	23,792	178,664	154,874
Unencumbered Cash Balance Beginning of Year	842,594	842,594	842,594	
Prior Year Encumbrances Appropriated	2,995	2,995	2,995	
Unencumbered Cash Balance End of Year	\$1,021,504	\$869,381	\$1,024,253	\$154,874

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

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**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007*

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**Note 1 – Description of the Library and Reporting Entity**

The Barberton Public Library was organized as a school district public library in 1903 under the laws of the State of Ohio. The Library has its own Board of Trustees of seven members who are appointed by the Barberton Board of Education. 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 property, and of exercising such other powers and privileges conferred upon it by law. The Library also determines and operates under its own budget. Control and management of the Library is governed by sections 3375.33 to 3375.39 of the Ohio Revised Code with the administration of the day-to-day operations of the Library being the responsibility of the Director and financial accountability being solely that of the Fiscal Officer.

The Library is fiscally independent of the Barberton Board of Education, although the Board of Education serves in a ministerial capacity as the taxing authority for the Library. The determination to request approval of a tax levy, the role and purpose(s) of the levy, are discretionary decisions made solely by the Barberton Board of Library Trustees. Once those decisions are made, the Barberton Board of Education must put the levy on the ballot. There is no potential for the Library to provide a financial benefit to or impose a financial burden on the Barberton Board of Education.

Under the provisions of Statement No. 14 of the Governmental Accounting Standards Board, "The Financial Reporting Entity," the Library is considered to be a related organization of the Barberton City School District.

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. The Library is also financially accountable for any organizations for which the Library approves the budget, the issuance of debt or the levying of taxes. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Library, are accessible to the Library and are significant in amount to the Library. The Library has no component units.

The Friends of the Barberton Public Library, Inc. is a not-for-profit organization with a self-appointing board. The Library is not financially accountable for the organization, nor does the Library approve the budget or the issuance of debt of the organization. Therefore, this organization has been excluded from the reporting entity of the Library.

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

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 2 - Summary of Significant Accounting Policies**

As discussed further in Note 2.C, the financial statements of the Barberton Public Library have been prepared on a *modified* cash basis of accounting. This *modified* cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the *modified* cash basis of accounting. In the government-wide financial statements and the fund financial statements for the proprietary funds, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the *modified* cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails. The most significant of the Library's accounting policies are described below.

**A. Basis of Presentation**

The Library's basic financial statements consist of government-wide statements, including a statement of net assets and a statement of activities, and fund financial statements, which provide a more detailed level of financial information.

**Government-wide Financial Statements**

The statement of net assets and the statement of activities display information about the Library as a whole. These statements include the financial activities of the primary government. Governmental activities generally are financed through taxes, intergovernmental receipts and other nonexchange transactions.

The statement of net assets presents the cash and investment balances of the governmental activities of the Library at year end. The statement of activities compares disbursements with program receipts for each of the Library's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Library is responsible. Program receipts include charges paid by the recipient of the program's goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program, and receipts of interest earned on grants that are required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a modified cash basis or draws from the Library's general receipts.

**Fund Financial Statements**

During the year, the Library segregates transactions related to certain Library functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Library at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 2 – Summary of Significant Accounting Policies** (continued)

**B. Fund Accounting**

The Library uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. The Library's funds are all classified as governmental.

**Governmental Funds**

Governmental funds are financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions. Monies are assigned to the various governmental funds according to the purposes for which they may or must be used. The following is the Library's major governmental fund:

General Fund - The general fund accounts for all financial resources 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.

The other governmental funds of the Library account for grants and other resources whose use is restricted to a particular purpose.

**C. Basis of Accounting**

The Library's financial statements are prepared using the *modified* cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Library's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred. Any such modifications made by the Library are described in the appropriate section in this note.

As a result of the use of this *modified* cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued liabilities and the related expenses) are not recorded in these financial statements.

**D. Budgetary Process**

All funds are legally required to be appropriated. The appropriations resolution is the Trustee's authorization to spend resources and sets limits on cash disbursements plus encumbrances at the level of control selected by the Trustees. The legal level of control has been established at the fund and character or major category of the object code level for all funds. Budgetary modifications at the legal level of control may only be made by resolution of the Board of Library Trustees.

For control purposes, the Library estimates cash receipts for the year. These estimated receipts, together with the unencumbered carry-over balances from the prior year, set a limit on the amount the Trustees may appropriate. The estimated receipts may be revised during the year if projected increases or decreases in receipts are identified by the Fiscal Officer. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts of estimated resources at the time final appropriations were enacted by the Trustees.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 2 – Summary of Significant Accounting Policies** (continued)

**D. Budgetary Process** (continued)

The appropriations resolution is subject to amendment throughout the year with the restriction that appropriations should not exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation ordinance for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Trustees during the year.

**E. Cash and Cash Equivalents**

Library records identify the purchase of specific investments by specific funds.

To improve cash management, cash received by the Library is pooled and invested. Individual fund integrity is maintained through the Library's records. Interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents."

Investments with original maturities of three months or less at the time they are purchased and investments of the cash management pool are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments.

Investments are reported as assets. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or negative receipts, respectively.

During 2007, investments were Certificate of Deposits held at First Merit Bank, N.A. these investments are recorded at cost.

Investment procedures are restricted by the provisions of the Ohio Revised Code. Interest receipts credited to the general fund during 2007 amounted to \$82,724 which includes \$2,835 assigned from other Library funds.

**F. Restricted Assets**

Cash, cash equivalents, and investments are reported as restricted when limitations on their use change the nature or normal understanding of their use. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. The Library has no restricted assets.

**G. Inventory and Prepaid Items**

The Library reports disbursements for inventories and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 2 – Summary of Significant Accounting Policies** (continued)

**H. Capital Assets**

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

**I. Accumulated Leave**

Upon leaving employment for retirement, employees are entitled to cash payments for 25 percent of their unused sick leave balance. Unpaid sick leave is not reflected as a liability under the Library's modified cash basis of accounting.

**J. Net Assets**

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. Net assets restricted for other purposes include resources restricted for special revenue funds.

The Library's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net assets are available.

**K. Fund Balance Reserves**

The Library reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods. Fund balance reserves have been established for outstanding encumbrances in the amount of \$5,199 at December 31, 2007.

**L. Interfund Transactions**

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Subsidies from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented in the financial statements.

**Note 3 – Change in Basis of Accounting**

Last year the Library reported fund financial statements by fund type using the regulatory basis of accounting as prescribed by the State Auditor's Office. This year the Library has implemented the modified cash basis of accounting described in Note 2. The fund financial statements now present each major fund in a separate column with nonmajor funds aggregated and presented in a single column, rather than a column for each fund type.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 4 – Budgetary Basis of Accounting**

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The Statement of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budgetary Basis presented for the general fund is prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget. The difference between the budgetary basis and the *modified* cash basis is outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (*modified* cash basis). The encumbrances outstanding at year end (budgetary basis) amounted to \$5,199 of the general fund.

**Note 5 – Deposits and Investments**

Monies held by the Library are classified by State statute into three categories.

Active monies are public monies determined to be necessary to meet current demands upon the Library treasury. Active 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 that 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.

Interim monies held by the Library can 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 or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;



**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 5 – Deposits and Investments** (continued)

6. 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;
7. The State Treasurer's investment pool (STAR Ohio).

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.

At year end, the Library had \$350 in undeposited cash on hand which is included as part of "Equity in Pooled Cash and Cash Equivalents" on the financial statements.

Deposits

The Library has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Library or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least 105 percent of the deposits being secured.

Investments

As of December 31, 2007, the Library had investments in an overnight sweep repurchase agreement with a balance of \$400,000.

**Note 6 - Property Taxes**

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located in the Barberton City School District. Real property tax receipts received in 2007 represent the collection of 2006 taxes. Real property taxes received in 2007 were levied after October 1, 2006, on the assessed values as of January 1, 2006, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid 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 property tax receipts received in 2007 represent the collection of 2006 taxes. Public utility real and tangible personal property taxes received in 2007 became a lien on December 31, 2006, were levied after October 1, 2006, and are collected with real property taxes. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property is currently assessed at varying percentages of true value.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

**Note 6 - Property Taxes** (continued)

Tangible personal property tax receipts received in 2007 (other than public utility property) represent the collection of 2007 taxes. Tangible personal property taxes received in 2007 were levied after October 1, 2006, on the true value as of December 31, 2006. Tangible personal property is currently assessed at 25 percent of true value for capital assets and 23 percent for inventory. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, the first payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The full tax rate for all Library operations for the year ended December 31, 2007, was \$1.37 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2007 property tax receipts were based are as follows:

Real Property	
Residential/Agricultural	\$312,905,860
Commercial/Industrial/Mineral	83,411,940
Tangible Personal Property	
Business	29,057,901
Public Utility	11,731,530
Total Assessed Value	\$437,107,231

The County Fiscal Officer collects property taxes on behalf of all taxing districts in the county, including the Library. The County Fiscal Officer periodically remits to the Library its portion of the taxes collected.

**Note 7 - 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. During 2007, the Library contracted with several companies for various types of insurance coverage as follows:

Company	Type of Coverage	Amount of Coverage
Westfield Company	Commercial Property	\$4,750,000
	General Liability	2,000,000
	Commercial Crime	25,000
	Inland Marine	351,000
France and Associates	Errors and Omissions	1,000,000
Ohio Farmers Insurance Company	Library Officials	50,000

Settled claims have not exceeded coverage in any of the last three years and there was no significant reduction in coverage from the prior year.

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

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 8 - Defined Benefit Pension Plan**

The Library participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The traditional plan is a cost-sharing, multiple-employer defined benefit pension plan. The member-directed plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20 percent per year). Under the member directed plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings. The combined plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan. Under the combined plan, employer contributions are invested by the retirement system to provide a formula retirement benefit similar to the traditional plan benefit. Member contributions, whose investment is self-directed by the member, accumulate retirement assets in a manner similar to the member directed plan.

OPERS provides retirement, disability, survivor benefits as well as post-employment health care coverage to qualifying members of both the Traditional Pension and Combined Plans. Members of the Member Directed plan do not qualify for ancillary benefits including post-employment health care coverage.

In order to qualify for post-employment health care coverage, age-and-service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post-Employment Benefit (OPEB) as described in GASB Statement 12.

A portion of each employer's contribution to OPERS is set aside for the funding of post-employment health care. The Ohio Revised Code provides statutory authority for employer contributions. In 2007, local government employer units contributed at 13.85 percent of covered payroll. The portion of employer contributions for all employers, allocated to health care was 5.00 percent from January 1 through June 30, 2007 and 6.00 percent from July 1 through December 31, 2007.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing OPERS Attention: Finance Director, 277 East Town Street, Columbus, OH 43215-4642, or by calling 614-222-5601.

The Library's required contributions for pension obligations for the years ended December 31, 2007 and 2006 were \$99,203 and \$100,941 respectively; the full amount has been contributed for 2007 and 2006.

**Note 9 - 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 with either the traditional or combined plans. Health care coverage for disability recipients and primary survivor recipients is available. Members of the member-directed plan do not qualify for postretirement health care coverage. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit as described in *GASB Statement No. 12*. A portion of each employer's contribution to the traditional or combined plans is set aside for the funding of postretirement health care based on authority granted by State statute. The 2007 local government employer contribution rate was 13.85 percent of covered payroll; 4.5 percent of covered payroll was the portion that was used to fund health care.

**Barberton Public Library  
Summit County**

*Notes to the Basic Financial Statements  
For the Year Ended December 31, 2007  
(Continued)*

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**Note 9 - Postemployment Benefits** (continued)

Benefits are advance-funded using the entry age normal actuarial cost method. Significant actuarial assumptions, based on OPERS's latest actuarial review performed as of December 31, 2006, include a rate of return on investments of 6.5 percent, an annual increase in active employee total payroll of 4.0 percent compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .5 percent and 6.3 percent based on additional annual pay increases. Health care premiums were assumed to increase 1.0 and 6.0 percent annually for the next eight years and 4.0 percent annually after eight years.

All investments are carried at market. 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 annually.

The number of active contributing participants in the traditional and combined plans was 374,979. Actual employer contributions for 2007 which were used to fund postemployment benefits were \$32,232. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2006, (the latest information available) were \$12.0 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$30.7 billion and \$18.7 billion, respectively.

On September 9, 2004, the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2007. The HCPP restructures OPERS' health care coverage to improve the financial solvency of the fund in response to increasing health care costs. Member and employer contribution rates increased as of January 1, 2006, January 1, 2007 and January 1, 2008, which allowed additional funds to be allocated to the health care plan.

**Note 10 – Interfund Transfers**

The general fund transferred \$211,000 to the capital projects funds for the purchase and maintenance of various items throughout the Library. During 2007 these transfers were made to implement a new circulation software and renovation to the main floor.



# Mary Taylor, CPA

Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Barberton Public Library  
Summit County  
602 West Park Avenue  
Barberton, Ohio 44203

To the Board of Trustees:

We have audited the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of Barberton Public Library, Summit County, Ohio, (the Library) as of and for the year ended December 31, 2007, which collectively comprise the Library's basic financial statements and have issued our report thereon dated June 26, 2009, wherein, we noted the Library uses a comprehensive accounting basis other than generally accepted accounting principles. We also noted the Library uses the Auditor of State's Uniform Accounting Network (UAN) to process its financial transactions. *Government Auditing Standards* considers this service to impair the Auditor of State's independence to audit the Library. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. 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 the Comptroller General of the United States' *Government Auditing Standards*.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Library's internal control over financial reporting as a basis for designing our audit procedures for expressing our opinion on the financial statements, but not to opine on the effectiveness of the Library's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Library'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 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 Library's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Library's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Library's internal control will not prevent or detect a material financial statement misstatement.

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 internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above.

We noted a certain matter that we reported to the Library's management in a separate letter dated June 26, 2009.

#### **Compliance and Other Matters**

As part of reasonably assuring whether the Library's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect 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 an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We did note certain noncompliance or other matters that we reported to the Library's management in a separate letter dated June 26, 2009.

We intend this report solely for the information and use of the audit committee, management, and Library Board of Trustees. We intend it for no one other than these specified parties.



**Mary Taylor, CPA**  
Auditor of State

June 26, 2009

BARBERTON PUBLIC LIBRARY  
SUMMIT COUNTY

SCHEDULE OF PRIOR AUDIT FINDINGS  
DECEMBER 31, 2007

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b>
2006-001	The Library has not adopted a formal written accounting procedure manual.	Yes	Finding No Longer Valid.







Mary Taylor, CPA  
Auditor of State

**BARBERTON PUBLIC LIBRARY**

**SUMMIT 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  
AUGUST 4, 2009**