



**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 1999 - 1998



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

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REPORT OF INDEPENDENT ACCOUNTANTS

Grandview Heights Public Library
Franklin County
1685 West First Avenue
Columbus, Ohio 43212-3399

To the Board of Trustees:

We have audited the accompanying financial statements of the Grandview Heights Public Library, Franklin 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 audit.

We conducted our audit 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 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 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 combined fund cash balances and reserves for encumbrances of the Library as of December 31, 1999 and December 31, 1998, and its combined 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 May 22, 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 audit committee, 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

May 22, 2000

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Governmental Fund Types</u>				Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
Cash Receipts:					
Local Taxes	\$2,161,813	\$0	\$271,681	\$0	\$2,433,494
Patron Fines and Fees	56,283	0	0	0	56,283
Earnings on Investments	12,959	14,487	37,922	40,115	105,483
Contributions, Gifts and Donations	1,501	66,805	0	0	68,306
Miscellaneous Receipts	20,473	23,575	0	0	44,048
Total Cash Receipts	<u>2,253,029</u>	<u>104,867</u>	<u>309,603</u>	<u>40,115</u>	<u>2,707,614</u>
Cash Disbursements:					
Current:					
Salaries and Benefits	1,364,161	0	0	0	1,364,161
Supplies	52,562	0	0	0	52,562
Purchased and Contracted Services	341,314	0	3,348	0	344,662
Library Materials and Information	386,663	0	0	0	386,663
Other Objects	13,684	25,556	0	0	39,240
Debt Service:					
Redemption of Principal	0	0	140,000	0	140,000
Interest Payments and Other Financing Fees and Costs	0	0	72,953	0	72,953
Capital Outlay	71,820	1,821	0	0	73,641
Total Cash Disbursements	<u>2,230,204</u>	<u>27,377</u>	<u>216,301</u>	<u>0</u>	<u>2,473,882</u>
Total Cash Receipts Over/(Under) Cash Disbursements	<u>22,825</u>	<u>77,490</u>	<u>93,302</u>	<u>40,115</u>	<u>233,732</u>
Other Financing Receipts/(Disbursements):					
Transfers-In			5,798	130,445	136,243
Transfers-Out	(136,197)	0	0	0	(136,197)
Total Other Financing Receipts/(Disbursements)	<u>(136,197)</u>	<u>0</u>	<u>5,798</u>	<u>130,445</u>	<u>46</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	<u>(113,372)</u>	<u>77,490</u>	<u>99,100</u>	<u>170,560</u>	<u>233,778</u>
Fund Cash Balances, January 1	<u>372,282</u>	<u>180,225</u>	<u>672,242</u>	<u>651,489</u>	<u>1,876,238</u>
Fund Cash Balances, December 31	<u><u>\$258,910</u></u>	<u><u>\$257,715</u></u>	<u><u>\$771,342</u></u>	<u><u>\$822,049</u></u>	<u><u>\$2,110,016</u></u>
Reserves for Encumbrances, December 31	<u><u>\$61,947</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$61,947</u></u>

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

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

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

	<u>Proprietary Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>Enterprise</u>	<u>Internal Service</u>	
Operating Cash Receipts:			
Patron Fees and Fines	\$5,245	\$0	\$5,245
Earnings on Investments	\$0	\$6,965	\$6,965
Services Provided to Other Entities	0	352,574	352,574
	<u>5,245</u>	<u>359,539</u>	<u>364,784</u>
Total Operating Cash Receipts	5,245	359,539	364,784
Operating Cash Disbursements:			
Current:			
Salaries and Benefits	0	93,741	93,741
Supplies	0	869	869
Purchased and Contracted Services	3,831	199,262	203,093
Library Materials and Information	0	36,540	36,540
Capital Outlay	11,979	50,613	62,592
	<u>15,810</u>	<u>381,025</u>	<u>396,835</u>
Total Operating Cash Disbursements	15,810	381,025	396,835
Operating Income/(Loss)	<u>(10,565)</u>	<u>(21,486)</u>	<u>(32,051)</u>
Non-Operating Cash Receipts:			
Miscellaneous Revenue	0	4,402	4,402
	<u>0</u>	<u>4,402</u>	<u>4,402</u>
Total Non-Operating Cash Receipts	0	4,402	4,402
Excess of Receipts Over/(Under) Disbursements Before Interfund Transfers and Advances	(10,565)	(17,084)	(27,649)
Transfers-Out	0	(47)	(47)
Net Receipts Over/(Under) Disbursements	(10,565)	(17,131)	(27,696)
Fund Cash Balances, January 1	36,118	262,689	298,807
Fund Cash Balances, December 31	<u>\$25,553</u>	<u>\$245,558</u>	<u>\$271,111</u>
Reserves for Encumbrances, December 31	<u>\$0</u>	<u>\$4,865</u>	<u>\$4,865</u>

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

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 1998**

	<u>Governmental Fund Types</u>			Totals (Memorandum Only)
	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	
Cash Receipts:				
Local Taxes	\$2,124,573	\$297,165	\$0	\$2,421,738
Patron Fines and Fees	57,726	0	0	57,726
Earnings on Investments	51,178	33,828	0	85,006
Contributions, Gifts and Donations	3,219	0	0	3,219
Miscellaneous Receipts	22,051	0	0	22,051
Total Cash Receipts	<u>2,258,747</u>	<u>330,993</u>	<u>0</u>	<u>2,589,740</u>
Cash Disbursements:				
Current:				
Salaries and Benefits	1,283,491	0	0	1,283,491
Supplies	42,291	0	0	42,291
Purchased and Contracted Services	320,578	9,653	0	330,231
Library Materials and Information	328,237	0	0	328,237
Other Objects	18,728	0	0	18,728
Debt Service:				
Redemption of Principal	0	135,000	0	135,000
Interest Payments and Other Financing Fees and Costs	0	78,217	0	78,217
Capital Outlay	41,285	0	0	41,285
Total Cash Disbursements	<u>2,034,610</u>	<u>222,870</u>	<u>0</u>	<u>2,257,480</u>
Total Cash Receipts Over/(Under) Cash Disbursements	<u>224,137</u>	<u>108,123</u>	<u>0</u>	<u>332,260</u>
Other Financing Receipts/(Disbursements):				
Transfers-In	72,108	0	300,000	372,108
Transfers-Out	(300,000)	0	(72,108)	(372,108)
Total Other Financing Receipts/(Disbursements)	<u>(227,892)</u>	<u>0</u>	<u>227,892</u>	<u>0</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	<u>(3,755)</u>	<u>108,123</u>	<u>227,892</u>	<u>332,260</u>
Fund Cash Balances, January 1	<u>376,037</u>	<u>564,119</u>	<u>423,597</u>	<u>1,363,753</u>
Fund Cash Balances, December 31	<u>\$372,282</u>	<u>\$672,242</u>	<u>\$651,489</u>	<u>\$1,696,013</u>
Reserves for Encumbrances, December 31	<u>\$59,371</u>	<u>\$0</u>	<u>\$0</u>	<u>\$59,371</u>

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

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

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

	<u>Proprietary Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>Enterprise</u>	<u>Internal Service</u>	
Operating Cash Receipts:			
Patron Fees and Fines	\$6,575	\$0	\$6,575
Services Provided to Other Entities	0	405,305	405,305
Total Operating Cash Receipts	<u>6,575</u>	<u>405,305</u>	<u>411,880</u>
Operating Cash Disbursements:			
Current:			
Salaries and Benefits	0	97,541	97,541
Supplies	0	777	777
Purchased and Contracted Services	3,684	159,401	163,085
Library Materials and Information	0	69,781	69,781
Capital Outlay	0	37,145	37,145
Total Operating Cash Disbursements	<u>3,684</u>	<u>364,645</u>	<u>368,329</u>
Operating Income/(Loss)	<u>2,891</u>	<u>40,660</u>	<u>43,551</u>
Non-Operating Cash Receipts:			
Earnings on Investments	0	8,992	8992
Miscellaneous Revenues	0	160	160
Total Non-Operating Cash Receipts	<u>0</u>	<u>9,152</u>	<u>9,152</u>
Excess of Receipts Over/(Under) Disbursements Before Interfund Transfers and Advances	2,891	49,812	52,703
Net Receipts Over/(Under) Disbursements	2,891	49,812	52,703
Fund Cash Balances, January 1	<u>33,227</u>	<u>212,876</u>	<u>246,103</u>
Fund Cash Balances, December 31	<u>\$36,118</u>	<u>\$262,688</u>	<u>\$298,806</u>
Reserves for Encumbrances, December 31	<u>\$0</u>	<u>\$18,313</u>	<u>\$18,313</u>

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

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Grandview Heights Public Library, Franklin 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 seven-member Board of Trustees appointed by the Board of Education of the School District. 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. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

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

C. Cash and Investments

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

The Library's only investment is in STAR Ohio (the State Treasurer's investment pool), which is valued at amounts reported by the State Treasurer.

D. Fund Accounting

The Library uses fund accounting to segregate cash and investments that are restricted as to use. The Library classifies its funds into the following types:

1. General Fund

The General Fund is the general operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

2. Special Revenue Fund

These funds are used to account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Library had the following significant special revenue fund:

Columbus Foundation - This fund is utilized for donations/contributions activity which runs through the Columbus Foundation.

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

3. Debt Service Fund

The debt service fund is used to accumulate resources for the payment of mortgage revenue bonds. The Library is currently retiring debt utilized for the purpose of improvements and renovations.

4. Capital Project Fund

This fund is used to account for receipts that are restricted for the acquisition or construction of major capital projects (except those financed through enterprise or trust funds).

5. Enterprise Funds

This fund accounts for operations that are similar to private business enterprises where management intends that the significant costs of providing certain goods or services will be recovered through user charges. This fund is used to account for the copier activity.

6. Internal Service Fund

This fund is used to account for the financing of services provided by the Grandview Heights Public Library to other participating libraries on a cost reimbursement basis. The Library serves as a consortium for five participating libraries. The Library collects monies from the five libraries and uses the specified sources to fund operating expenses.

E. Budgetary Process

The Ohio Administrative Code requires that each fund be budgeted annually.

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function, and object level of control. The Board of Trustees must annually approve appropriation measures and subsequent amendments. Unencumbered appropriations lapse at year end.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1.

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

3. Encumbrances

The Ohio Administrative Code requires the Library to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated.

A summary of 1999 and 1998 budgetary activity appears in Note 3.

F. 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.

G. Unpaid Vacation and Sick Leave

Employees are entitled to cash payments for unused vacation and sick leave in certain circumstances, such as upon leaving employment. Unpaid vacation and sick leave are not reflected as liabilities under the cash basis of accounting used by the Library.

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Library maintains a cash and investments pool used by all funds. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash and investments at December 31 follows:

	<u>1999</u>	<u>1998</u>
Demand deposits	\$485,160	\$488,699
Total deposits	<u>485,160</u>	<u>488,699</u>
Columbus Foundation (Cash with Fiscal Agent)	254,062	0
STAR Ohio	<u>1,641,905</u>	<u>1,506,121</u>
Total investments	<u>1,895,967</u>	<u>1,506,121</u>
	<u>\$2,381,127</u>	<u>\$1,994,820</u>

Deposits: Deposits are insured by the Federal Depository Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

Investments: Investments in STAR Ohio are not evidenced by securities that exist in physical or book-entry form.

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 1999 and December 31, 1998 follows:

1999 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$2,270,506	\$2,253,029	(\$17,477)
Special Revenue	0	104,867	104,867
Debt Service	302,548	315,401	12,853
Capital Projects	100,000	170,560	70,560
Enterprise	7,500	5,245	(2,255)
Internal Service	406,125	363,941	(42,184)
Total	<u>\$3,086,679</u>	<u>\$3,213,043</u>	<u>\$126,364</u>

1999 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$2,579,931	\$2,428,348	\$151,583
Special Revenue	50,000	27,377	22,623
Debt Service	292,955	216,301	76,654
Capital Projects	425,001	0	425,001
Enterprise	36,001	15,810	20,191
Internal Service	414,436	385,937	28,499
Total	<u>\$3,798,324</u>	<u>\$3,073,773</u>	<u>\$724,551</u>

1998 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$2,191,746	\$2,330,855	\$139,109
Debt Service	301,538	330,993	29,455
Capital Projects	150,000	300,000	150,000
Enterprise	7,500	6,575	(925)
Internal Service	403,000	414,457	11,457
Total	<u>\$3,053,784</u>	<u>\$3,382,880</u>	<u>\$329,096</u>

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

3. BUDGETARY ACTIVITY (Continued)

1998 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$2,312,445	\$2,393,981	(\$81,536)
Special Revenue	0	0	0
Debt Service	293,220	222,870	70,350
Capital Projects	425,001	72,108	352,893
Enterprise	36,001	3,684	32,317
Internal Service	396,234	382,958	13,276
Total	\$3,462,901	\$3,075,601	\$387,300

4. GRANTS-IN-AID AND TAX RECEIPTS

The primary source of revenue for Ohio public libraries is the State Library and Local Government Support Fund (LLGSF). The LLGSF is allocated to each county based on the county's prior intangibles tax of LLGSF revenues, and its population. The County Budget Commission allocates these funds to the Library based on its needs such as for the construction of new library buildings, improvements, operation, maintenance, or other expenses. The Budget Commission cannot reduce its allocation of these funds to the Library on account of any additional revenues realized by the Library.

5. DEBT

Debt outstanding at December 31, 1999 was as follows:

	Principal	Interest Rate
Mortgage Revenue Bonds	1,395,000	5%
Total	\$1,395,000	

Amortization of the above debt, including interest, is scheduled as follows:

Year ending December 31:	Mortgage Revenue Bonds
2000	\$217,212
2001	215,762
2002	213,866
2003	216,506
2004	213,430
Subsequent	646,122
Total	\$1,722,898

**GRANDVIEW HEIGHTS PUBLIC LIBRARY
FRANKLIN COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 1999 AND 1998
(Continued)**

6. RETIREMENT SYSTEM

The Public Employees Retirement System of Ohio (PERS) is a state operated, cost-sharing, multiple employer public employee retirement system. PERS provides retirement benefits to vested employees who are eligible to retire based upon years of service. PERS also provides survivor and disability benefits to vested employees.

Contribution rates are also prescribed by the Ohio Revised Code. The Library's PERS members contributed 8.5% of their gross salaries. The Library contributed an amount equal to 13.55% of participants' gross salaries. The Library has paid all contributions required through December 31, 1999.

7. RISK MANAGEMENT

The Library has obtained commercial insurance for the following risks:

- General liability and casualty
- Vehicles
- Public official's and employees liability

The Library also provides health insurance coverage to full-time employees through a private carrier.

8. COLUMBUS FOUNDATION

Beginning January 1, 1999, the Library started accounting and reporting for donations/contributions that are remitted to and invested by the Columbus Foundation. This activity was not reflected in prior years, including 1998. As a result of this change, a Special Revenue fund type balance of \$180,225 is reflected as of January 1, 1999.



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

Grandview Heights Public Library
Franklin County
1685 West First Avenue
Columbus, Ohio 43212-3399

To the Board of Trustees:

We have audited the accompanying financial statements of the Grandview Heights Public Library, Franklin 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 May 22, 2000. We conducted our audit 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 audit 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. However, we noted an immaterial instance of noncompliance that we have reported to management of the Library in a separate letter dated May 22, 2000.

Internal Control Over Financial Reporting

In planning and performing our audit, 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 other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Library in a separate letter dated May 22, 2000.

This report is intended for the information and use of the audit committee, 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

May 22, 2000



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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GRANDVIEW HEIGHTS PUBLIC LIBRARY

FRANKLIN 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 13, 2000**