



**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

FINAL AUDIT

FOR THE YEARS ENDING DECEMBER 31, 2000-1999



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

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REPORT OF INDEPENDENT ACCOUNTANTS

Willshire Cemetery Association
Van Wert County
101 Green St.
P.O. Box 108
Willshire, Ohio 45898

To the Board of Trustees:

We have audited the accompanying financial statements of Willshire Cemetery Association, Van Wert County, Ohio, (the Cemetery) as of and for the years ended December 31, 2000 and December 31, 1999. These financial statements are the responsibility of the Cemetery'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 Cemetery 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 of the Cemetery as of December 31, 2000 and December 31, 1999, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

As disclosed in Note 4, the Cemetery ceased to exist as a separate reporting entity on December 31, 2000. The Village of Willshire took over operations on January 1, 2001.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 10, 2001 on our consideration of the Cemetery's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

This report is intended solely for the information and use of management 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.

Jim Petro
Auditor of State

May 10, 2001

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2000**

	<u>General</u>
Cash Receipts:	
Charges for Services	\$4,100
Sale of Lots	3,305
Interest	114
Miscellaneous	<u>60</u>
Total Cash Receipts	<u>7,579</u>
Cash Disbursements:	
Current:	
Supplies	210
Contracts - Repair	148
Contracts - Services	3,501
Workers' Compensation	35
Miscellaneous	<u>428</u>
Total Disbursements	<u>4,322</u>
Total Receipts Over/(Under) Disbursements	3,257
Fund Cash Balance January 1	<u>6,902</u>
Fund Cash Balance, December 31	<u><u>\$10,159</u></u>

The Notes to the Financial Statements are an Intregal Part of theis Statement.

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCE
NON EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2000**

	<u>Non Expendable Trust</u>
Cash Receipts:	
Interest	\$16
Cash Disbursements:	
Current:	
Miscellaneous	<u>60</u>
Total Receipts (Under) Disbursements	(44)
Fund Cash Balance January 1	<u>1,026</u>
Fund Cash Balance, December 31	<u><u>\$982</u></u>

The Notes to the Financial Statements are an Intregal Part of this Statement.

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

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

	<u>General</u>
Cash Receipts:	
Charges for Services	\$3,625
Interest	122
Miscellaneous	<u>125</u>
Total Cash Receipts	<u>3,872</u>
Cash Disbursements:	
Current:	
Supplies	156
Contracts - Repair	90
Contracts - Services	4,288
Workers' Compensation	47
Miscellaneous	<u>417</u>
Total Disbursements	<u>4,998</u>
Total Receipts (Under) Disbursements	(1,126)
Fund Cash Balance January 1	<u>8,028</u>
Fund Cash Balance, December 31	<u><u>\$6,902</u></u>

The Notes to the Financial Statements are an Intregal Part of this Audit.

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCE
NON EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Non-Expendable Trust</u>
Cash Receipts:	
Interest	\$18
Cash Disbursements:	<u>0</u>
Total Receipts Over Disbursements	18
Fund Cash Balance January 1	<u>1,008</u>
Fund Cash Balance, December 31	<u><u>\$1,026</u></u>

The Notes to the Financial Statements are an Intregal Part of this Statement.

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000 AND 1999**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Willshire Cemetery Association, Van Wert County (the Cemetery) 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 Cemetery is directed by an appointed two-member Board of Trustees. The Board is appointed by Willshire Township and the Village of Willshire. The Cemetery provides grounds maintenance, opening and closing of graves, and the sale of grave lots.

The Cemetery's management believes these financial statements present all activities for which the Cemetery 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. Cash and Investments

The savings accounts are valued at cost.

D. Fund Accounting

The Cemetery uses fund accounting to segregate cash and investments that are restricted as to use. The Cemetery 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. Fiduciary Funds (Non Expendable Trust Fund)

These funds are used to account for resources restricted by legally binding trust agreements and funds for which the Cemetery is acting in an agency capacity. The Cemetery had the following significant Non-Expendable Trust Fund:

Cemetery Bequests - This fund receives interest from fund investments. Proceeds are used to maintain grave sites.

E. 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.

**WILLSHIRE CEMETERY ASSOCIATION
VAN WERT COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000 AND 1999
(Continued)**

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Cemetery 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>2000</u>	<u>1999</u>
Demand deposits	\$ 11,141	\$ 7,928
Total deposits	<u>11,141</u>	<u>7,928</u>

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

3. RISK MANAGEMENT

The Cemetery has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Inland Marine

4. SUBSEQUENT EVENTS

The Cemetery Trustees voted to turn over operations, financial assets and records to the Village of Willshire effective January 1, 2001. The Willshire Cemetery Association is no longer a separate entity and all financial data will be reported on the books of the Village of Willshire.



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

Willshire Cemetery Association
Van Wert County
101 Green St.
P.O. Box 108
Willshire, Ohio 45898

To the Board of Trustees:

We have audited the accompanying financial statements of the Willshire Cemetery Association, Van Wert County, Ohio (the Cemetery), as of and for the years ended December 31, 2000 and December 31, 1999, and have issued our report thereon dated May 10, 2001 wherein we indicated the Cemetery ceased to exist as a separate reporting entity and the Village of Willshire took over operations on January 1, 2001. 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 Cemetery'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 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 certain immaterial instances of noncompliance that we have reported to management of the Cemetery in a separate letter dated May 10, 2001.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Cemetery'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 Cemetery in a separate letter dated May 10, 2001.

Willshire Cemetery Association
Van Wert County
Report of Independent Accountants on Compliance and on
Internal Control Required by *Government Auditing Standards*
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This report is intended for the information and use of the management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.

Jim Petro
Auditor of State

May 10, 2001



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OFFICE OF THE AUDITOR

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WILLSHIRE CEMETERY ASSOCIATION

VAN WERT 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
MAY 29, 2001**