



# Comprehensive Annual Financial Report

FOR THE YEAR ENDED DECEMBER 31

## 2009

FRANKLIN COUNTY, OHIO

WORTHINGTON  
LIBRARIES



Mary Taylor, CPA  
Auditor of State

Board of Trustees  
Worthington Libraries  
820 High Street  
Worthington, Ohio 43085

We have reviewed the *Independent Auditor's Report* of the Worthington Libraries, Franklin County, prepared by Kennedy Cottrell Richards, for the audit period January 1, 2009 through December 31, 2009. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Worthington Libraries is responsible for compliance with these laws and regulations.

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

May 26, 2010

# **Worthington Libraries**

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WORTHINGTON, OHIO

## **Comprehensive Annual Financial Report**

For the Year Ended December 31, 2009

**Issued by:  
Worthington Libraries Finance Department**

**Meribah Mansfield  
Director/Fiscal Officer**

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May 5, 2010

Citizens who reside in the Worthington School District  
Members of the Worthington Libraries Board of Trustees

We are very pleased to present the 2009 Comprehensive Annual Financial Report (CAFR) for Worthington Libraries. This report, for the calendar year ended December 31, 2009, has been prepared using generally accepted accounting principles for governments. It contains financial statements and other financial and statistical data that provide complete and full disclosure of all material financial aspects of Worthington Libraries (to be hereinafter referred to as "the Library," and also known as the Worthington Public Library and the Worthington School District Public Library).

Ohio law requires that every general-purpose local government file with the Auditor of State of Ohio and publish the availability of financial statements within 150 days of the close of each year. The basic financial statements from this report were filed to fulfill that requirement for the year ended December 31, 2009.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.



The Library's financial statements have been audited under contract by Kennedy Cottrell Richards, LLC, a firm of licensed certified public accountants. The Independent Public Accountant has issued an unqualified ("clean") opinion on the Library's financial statements for the year ended December 31, 2009. The Independent Auditors' Report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the Independent Auditors' Report and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction with it.

## **LIBRARY OVERVIEW**

The Library known as Worthington Libraries is located in the City of Worthington, Ohio, which is in central Ohio. It serves residents of the Worthington School District. The Old Worthington Library is located downtown in the City of Worthington, the Northwest Library is located in northwest Columbus, Ohio, and the Worthington Park Library is located in north Columbus, Ohio. All three locations are within the Worthington City School District.

Worthington Libraries is organized under Ohio State law as a school district public library. A seven-member board, one member appointed each year by the local board of education for a seven-year term, governs the Library. Members belong to the community and typically have a history of avidly supporting the Library. Board members hold positions as educators, accountants, independent business owners, attorneys, realtors and a variety of other occupations. They come together to apply their knowledge and experience, and offer their insights to provide management guidance and oversight to the Library.

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 Worthington City School District.

The Director is responsible for the administration of the Library, and the Fiscal Officer oversees the library's financial affairs. The Board of Trustees has appointed Meribah Mansfield to both positions.

The taxing authority for the Library is the Board of Education, but the Library operates under a separate budget with funds derived primarily from the State's Public Library Fund and two local property tax levies totaling 4.8 mills. The Library is fiscally independent of the Worthington City School District Board of Education, although the Board of Education serves in a ministerial capacity as the taxing authority for the Library. The Board of Trustees independently determines whether to request approval of a tax levy and the role and purpose(s) of the levy. If a request is approved, the 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 Board of Education.

## **HISTORY OF THE LIBRARY**

The roots of Worthington Libraries can be traced to the small New England town of Granby, Connecticut. It was from Granby in 1803 that a group of 100 men, women and children set out to begin a new life in Worthington, Ohio. Among the possessions they brought with them were the books for what they would call the Stanbery Library, a subscription library named for its principal benefactor. This library was the first in Franklin County and only the third in the State.

Throughout the next 100 years, library service in Worthington took on many forms—books were kept at the school, the local post office, etc.—but it was inevitably kept alive by groups of local citizens. They knew that if a community was to survive and grow, its residents must have a library to provide opportunities for enhanced education and continued learning.

In 1903, the Fortnightly Club, a women's Shakespeare study club, took over management of the Worthington Reading Room. In 1908, the Fortnightly Club moved to establish the Worthington Public Library Association to take advantage of local tax funds.

In 1925, the Library was placed in control of the school board, establishing it as a school district public library. This assured the Library of much-needed financial support but did not provide an actual building to house the collection. This changed in 1927 when Mary Elizabeth Jones Deshler donated money for a library building on the northeast corner of the Village Green, the area set aside by Worthington's founders for the public pursuit of learning and education. Mrs. Deshler dedicated the building to the memory of her grandfather, Worthington founder James Kilbourne. In 1931, Mrs. Deshler funded the addition of the north and south wings on the James Kilbourne Memorial Library Building.

By 1950, Library use had increased tremendously. Although the James Kilbourne Memorial Library Building was less than 25 years old, the growing collection and increasing circulation were already straining the facility, and it was finally expanded in 1956.

In 1973, the Library proposed moving less than a mile north on land it had purchased for this possibility. The community was outraged at the prospect of the Library being located anywhere but the Village Green and defeated levy issues to build a new facility in 1973 and 1974. The Library staff persevered in their cramped conditions until a final solution was found in 1976 when the school board agreed to a property swap with the Library. Groundbreaking for the new facility was held on July 4, 1978 and it was dedicated October 21, 1979. The new Library was within sight of the old Village Green location (put to use as a school administration office).

Although the community supported the Library through its patronage, it had thus far refused to pay for it with local tax support. This finally changed in 1992, when the community voted to support a 2.2 mill property tax levy to maintain service at Old Worthington Library and fund a new library to provide service to the growing northwest-area population.

The Northwest Library, which opened in 1996, was made possible through a unique partnership agreement with the Columbus Metropolitan Library. The Columbus Metropolitan Library Board of Trustees agreed to buy the land for a future library and hold it until the Worthington Libraries levy passed in 1992. Now 13 years old, the Northwest Library is jointly operated by Worthington Libraries and the Columbus Metropolitan Library and is managed by Worthington Libraries.

In the early 2000s, the Library was once again faced with an increase in use coupled with a decline in revenue. Thanks to a grassroots campaign led by members of the Friends of Worthington Libraries and the Board of Trustees, the Library was successful in passing a permanent 2.6 mill property tax levy in November 2005.

In 2007, Worthington Libraries received the national Library of the Year award from *Gale/Library Journal*. This award annually honors the library that most profoundly demonstrates outstanding community service. Members of *Library Journal*'s editorial board, representatives from Thomson Gale's executive committee and librarians from around the world judge applicants based on the following factors: service to the community; creativity and innovation in developing specific community programs; a dramatic increase in library use; and leadership in creating programs that can be emulated by other libraries. As the recipient of the 2007 Library of the Year award, Worthington Libraries received a check for \$10,000 at a special reception held in Washington, DC during the American Library Association's annual conference in June, 2009.

Today, Worthington Libraries is one of the busiest in the State and ranks in the top ten in the State in terms of use. It provides a wide array of information services, including online access, materials and programs for residents of the Worthington School District, and maintains the pioneering spirit of the Library's founders in looking for new and better ways to serve patrons.

## **COMMUNITY OUTLOOK**

Worthington is located in the center of the State at Ohio's crossroads and affords easy access to all parts of Ohio and the nation. A suburb of Columbus, the State capital, Worthington offers all of the attractions and conveniences of a big city combined with the charm of small town living.

Worthington was one of the Midwest's first planned communities, blending commerce, residential life, education and faith. Founded in 1803, Worthington reflects its dignified New England heritage with authentic brick sidewalks leading to the central Village Green where many of the City's original commercial buildings and churches still stand proudly. Today, as in ages past, people come to meet and greet on the Village Green and stroll the streets of downtown Worthington. Worthington's strong community spirit and excellent quality of life serve as the solid foundation for people of all ages, businesses, their employees and families.

Education, a founding tenet of the City, remains a hallmark of Worthington. Its school district serves over 9,000 students and consistently earns the highest ratings on the State's school district report cards. Its student-focused educational programs are continually recognized as some of the best in the State. This provides a perfect environment for a progressive, forward-looking, service oriented library to identify and meet emerging needs and to thrive.

Collaboration is also an integral part of the Worthington community brand, and the Library often plays a key role in the development of major community projects and initiatives. In 2009, Worthington Libraries partnered with the Worthington Schools and the City of Worthington on the Worthington Area 360° project. Our three organizations worked together to engage residents in a conversation about our community through focus groups, surveys and a two-day Visioning Conference. We used the information gleaned from this process in the development of our 2010-2012 Strategic Plan and continue to work with school and city leadership to identify and move forward on collaborative projects.

## **ECONOMIC CONDITIONS AND OUTLOOK**

Ohio's economy and tax collections are still unpredictable. New legislation meant to help stabilize funding for libraries by creating the Public Library Fund (PLF) was passed in June 2007. Starting in January 2008, the PLF began receiving a fixed 2.22 percent of all General Revenue Fund (GRF) tax collections. As a result of State budget difficulties, this percentage was reduced to 1.97 percent of GRF revenues in July 2009. This lower percentage is scheduled to be in place through June 2011. However, with continued downturns in Ohio's economy with the resulting budget deficits, this percentage could be adjusted by the State Legislature.

The City of Worthington is facing economic challenges of its own. With most of the City built out, the attention is placed on redevelopment of existing facilities and properties, finding ways to create new opportunities through re-use and redevelopment. With the loss of employers and lower payroll taxes due to the economic climate, the City has experienced declining revenues for City services and capital improvements. A ballot issue requesting an increase in the City income tax rate from 2.0 percent to 2.5 percent will be placed before the voters in the May 2010 primary election.

## **FINANCIAL TRENDS**

During 2009, the Library experienced a \$463,138 decrease in funding from the PLF. An additional 10 percent decrease is expected in 2010. A decrease in the general property tax collections was realized in 2009. This decrease was due to the phase out of the tax on tangible personal property. An increase in State reimbursements helped offset the revenues lost. There was a reduction in the amount of investment income realized due to significant decreases in interest rates and a decrease in invested funds as final payments were made on renovation projects.

There is stability in the real estate collections which is expected to continue. However, the State reimbursement for lost revenue due to the elimination of personal property tax is scheduled to be phased out beginning July 2011.

While the number of materials circulated increased 106 percent from 2000 through 2009 (1,727,834 in 2000 to 3,561,742 in 2009), operating cash disbursements have only increased 42.8 percent (\$5,846,530 in 2000 to \$8,350,483 in 2009) and employees only increased from 103.2 Full-Time Equivalent in 2000 to 108.8 Full-Time Equivalent in 2009. Salaries and Benefits represented 59.37 percent of operating cash disbursements in 2000 and 63.22 percent in 2009. Careful management of staffing and disbursements continues to ensure operating efficiency and maintains control of the budget.

## **FINANCIAL PLANNING AND POLICIES**

All budgetary policies are established by Ohio law and/or the Board of Trustees. The budget process is as follows:

- A temporary appropriation is adopted and filed with the Franklin County Budget Commission by January 1.
- A permanent appropriation is adopted and filed with the Franklin County Budget Commission by March 31.
- For annual budgeting purposes, unused balances remain in the accounts where they were allocated.
- The level at which the Board of Trustees approves the budget becomes the legal level of control.
- Transfers of appropriations at this level requires Board of Trustees' action.
- The permanent appropriations may be amended or supplemented, based on needs during the year.
- The Franklin County Budget Commission provides an annual certificate of estimated resources. The Library's maximum annual appropriations are controlled by this document. The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Fiscal Officer.
- Rates for fines, fees, and charges are established by the Board of Trustees.
- Library cash is pooled for investment.

The Library's long-range financial plan, which provides projections through 2025, is reviewed in conjunction with every operating decision that is made. The levy campaign promise was to maintain a positive cash flow with receipts and disbursements through 2018 if the levy passed. This promise was a major reason for the support the levy received and was one reason that it passed in November 2005. Every decision that has financial implications is evaluated to ensure this promise will not be compromised.

The Director/Fiscal Officer regularly meets with the Administrative Team to discuss problems, new initiatives and potential opportunities. New initiatives or reactions to emerging needs and/or problems are discussed by the group. If disbursements are required, plans are developed to establish reasonable cost estimates. If an action appears to be viable, a presentation is prepared to share with the Finance/Operations Committee of the Board of Trustees. Once the Committee understands the proposal and its financial implications on the long-range financial picture, it determines if it should support taking the recommendation to the full Board of Trustees for approval. If the action, is supported, the Chair of the Committee proposes the resolution at the Board meeting. This Committee meets three or four times per year, or as needed in special situations.

In addition to special situations, normal operating disbursements are continuously monitored. Annual budgets are developed based on projections in the long-range plan. Managers review actual monthly disbursements against budget allocations and recommend adjustments as needed. Funds not required for operating disbursements are invested to obtain the best return available with the least amount of risk. STAROhio, administered by the Treasurer of the State of Ohio, was used in 2009 because it provided the liquidity necessary to allow for the final payments on the construction billings. The Board of Trustees receives a monthly update from the Fiscal Officer and copies of financial statements so that they are aware of the financial condition of the Library in any given month.

## **MAJOR INITIATIVES FOR 2009**

The current economic crisis shaped much of what we did in 2009. We partnered with the Worthington Schools and the City of Worthington on the Worthington Area 360° project. The goal of the project was to talk to as many people as possible about the future of our community and to use this information to shape our individual strategic plans. Sharing resources and working together enabled us to reach many more people than we would have if working alone and also allowed us to collectively address community concerns.

In June 2009, we learned that Governor Strickland planned to reduce funding for libraries received through the State's PLF by 30 percent. This was in addition to the already anticipated 20 percent cut we were to endure as a result of the poor economy. This would have been devastating to many of Ohio's 251 public libraries without local property tax levies. We worked with the Ohio Library Council and other libraries to craft a response to the Governor and encouraged patrons to share their personal stories of library use with the State Legislature. The response was overwhelming. Libraries were spared from the anticipated 50 percent cut, but did see an 18 percent funding reduction in State funding in 2009. The loss forced Worthington Libraries to institute a hiring freeze and to suspend all fee-based staff training.

To help patrons dealing with the financial crisis, Worthington Libraries partnered with four other library systems in Franklin County in the presentation of Job Help Day on September 18. On this day, we provided one-on-one resume help, classes on social networking and mock interviews to help job seekers. Over 900 people participated in the countywide program.

In our ongoing effort to make the Library more convenient and easy to use, we introduced after-hours pickup service at Old Worthington Library and Northwest Library. Exterior lockers now make it possible for patrons to pick up their reserved items after the Library has closed. We introduced instant-messaging reference service, so patrons now have several options—in person, telephone, e-mail and instant messaging—to ask staff for the information they need. We also created a mobile version of the Library's Web site, making it more accessible to people with Smartphones and other devices.

Also in 2009, we worked with the Friends Foundation of Worthington Libraries to develop a formal agreement between our two organizations and agreed on a procedural document outlining the responsibilities of each party.

## **Stewardship of Resources**

Worthington residents trust the Library to make responsible financial decisions on their behalf, which is why careful stewardship of public funds is a priority.

Prior to passage of the 2.6 mill permanent operating levy in November 2005, Library funding was in decline as use was steadily increasing. Circulation has increased 48 percent in the last five years, 2004 to 2009. Despite the increase in use, operating disbursements have only increased a total of 34 percent during the same time period, an average of 6.8 percent per year. These figures include the opening of the new Worthington Park Library in 2008, which accounts for the higher operating disbursements.

The Library staff has been reorganized three times since 2002. Each time, the work that needed to be accomplished was assessed and a determination was made about the best staffing structure needed to make it happen. In 2005, the traditional library hierarchy of department managers was abolished and replaced with lead librarians and staff work groups. This reorganization saved the Library a total of \$23,907 in salaries and benefits, compared to 2004 figures, and the first phase of its development only took five months to complete from inception to implementation. Insurance carriers were also changed several times and an employee Health Savings Account was approved in 2006 and began in 2007 as another insurance option for staff members. Additionally, every time a staff member retires or resigns, their position is evaluated to determine if it should be filled or restructured to better meet the needs of the Library.

Library Director Meribah Mansfield is never far from a copy of the Library's long-range financial plan. Through constant review and careful management, she is able to track and maximize the use of every dollar and to see how spending projections will impact the Library now and in the future. The results have direct benefits to the community.

In December 2006, the Northwest Library bonds were paid off early. The bonds were originally issued by the City of Columbus in 1994, with a maturation date of January 1, 2015. The Library used the proceeds from the bond sale to fund the construction of the Northwest Library, which opened in 1996. Based on the stated interest rate of the bonds for their remaining life and the projected estimated earnings the Library could generate on the funds if they were not used to redeem the bonds, a savings of approximately \$50,000 was realized by paying off the bonds prior to their maturity date. There was no Debt Service Fund beginning in 2007.

One of the action plan items for 2007-2008 was to develop a higher level of financial reporting through the preparation of a capital assets inventory for the first-ever Generally Accepted Accounting Principles report and completion of a first-ever Comprehensive Annual Financial Report for 2006. These reports were also completed for 2007 and 2008 and provide the Board of Trustees and the community with an accurate reflection of the Library's financial position. The Library received both the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting and the State Auditor's "Making Your Tax Dollars Count" award for the 2006, 2007 and 2008 reports.

The November 2005 levy passed with 58 percent of the vote and has enabled the Library to maintain the quality services, materials and programs the community expects and deserves. The levy generates over \$4 million per year in revenue and is expected to provide adequate funding for the Library until at least 2018. The two local property tax levies (the Library also has a 2.2 mill levy passed in 1992) along with the associated tax exemptions, including homestead and rollbacks, now account for 68 percent of the revenue on a cash basis, while State Public Library Fund dollars account for 21 percent. Considering that about 50 percent of Ohio's libraries are completely dependent on State funds, the Library is in an enviable funding situation—which is a direct result of the services provided and not something ever taken for granted.

## **Building and Maintaining the Collection**

In “Hennen’s American Public Library Ratings 2006,” Thomas Hennen writes, “Back in the mid-70s, when I went to graduate school, numbers from *Wheeler and Goldhor’s Practical Administration of Public Libraries* represented the gold standard for library planning. They recommended that 20 percent of a public library budget should go toward materials. Although it has become harder to do, because of rising costs in healthcare and other expenses beyond our control, the Library still meets the “gold standard” in library planning. In 2009, 20 percent of the Library’s budget was spent on materials. As a matter of fact, Worthington Libraries has spent an average of 22.7 percent of its total budget on materials since 1979.

Being part of the Discovery Place Library consortium with Columbus Metropolitan Library and Southwest Public Libraries provides patrons with access to nearly three million items (that they can reserve and renew online) and provides the freedom to build a collection that is intentionally deep and varied. Although the Library purchases bestselling books, popular music and the latest DVDs, patrons also expect to have jazz recordings, independent film releases and poetry from small publishers. Often, patrons comment that this Library is the only one in the Discovery Place system that owns the particular item they are looking for.

What the library patrons are looking for, more often than not, is a book to read. They want books more than any other information format, and that’s what we provide. As of December 31, 2009, the Library owned 417,128 books.

In 2006, the Library began centralized selection by profile. This streamlines the ordering process and allows the Library to better track and build the collection as a whole, rather than in segments. In 2007, all materials selection was centralized and is now coordinated by two Materials Selectors, one for adult materials and one for youth materials.

The Library staff also takes weeding seriously and regularly removes items that are in poor condition or have not circulated to make room for items. This keeps the collection fresh and interesting for patrons who are reserving items online or stopping by to browse.

## **New Customer Service Model**

In 2006, a New Customer Service Model workgroup was formed and charged with researching and developing a new proactive customer service model for the Library. The workgroup explored the range of possible ways to meet the information needs of our patrons in the most efficient, effective and thorough manner, paying particular attention to services that are proactive, including roving reference and concierge services.

The workgroup found that adding roving reference to our existing customer service model would allow us to help more people who ask questions at the reference desk as well as those who are afraid or not inclined to ask questions. We wanted to make sure people were not leaving the Library without the information they came in looking for.



Based on the workgroup's recommendations, the Library's reference desks adjusted their coverage by assigning one person as a "rover." Rovers are assigned to one-hour shifts and are expected to greet patrons and see if they need assistance. Roving stations with computers are being used to access the Library catalog and electronic resources to eliminate the need to run back and forth between the desk and the stacks. Phone calls are now received in the Library's new call center (located in Old Worthington Library) instead of in individual departments. This makes it easier for staff to remain focused on serving the needs of patrons without interruption.

The staff aggressively merchandises the collection. A merchandising work group visited several area libraries and bookstores to learn more about how to promote items to encourage patrons to borrow or buy. Advice was also solicited from a marketing consultant who has experience with working in public libraries and bookstores. The consultant walked through both libraries and pointed out several areas for improvement. Using the information gleaned from the library/bookstore visits and the consultant's report, several new initiatives were implemented. "Power walls" were designed to merchandise high-traffic areas of the collection (new fiction, picture books, mystery, cookbooks, travel, etc.). We have also replaced old and outdated signs with new, bold versions that are easy-to-read and attractive.

More self-checkout machines were added in 2008, making it easier, faster and more convenient to use the Library. Self-checkout machines make it possible for people to get their materials with little or no assistance, although patrons can still request help from a person. A staff member is always available to assist those that are new or unfamiliar with the process. The feedback received about the machines has been overwhelmingly positive and lines at circulation (which once could be quite long) are now almost non-existent.

Northwest Library also provides a drive-through pickup window for patrons who want to pick up reserved items without getting out of their cars and both Northwest Library and Old Worthington Library have exterior lockers so patrons can pick up materials when the Library is closed.

All of this is designed to make the Library's buildings, materials and staff more welcoming and easier to access.

### **Technology and Online Access**

The Library's Web site, [worthingtonlibraries.org](http://worthingtonlibraries.org), was completely redesigned in 2008 using a comprehensive process that included input from the Library staff and patrons.

In 2009, a mobile version of the site was made available. The Web site is maintained by the Digital Library Manager and Web Developer with additional contributions from the Digital Library Team and the Electronic Resources Team. The purpose of the Digital Library Team is to plan and implement the creation, integration and delivery of digital information and resources for use by patrons and staff, including continued development of the Web site, the staff Intranet and *Worthington Memory*. The purpose of the Electronic Resources Team is to identify, evaluate, select and promote new electronic resources, and to analyze the use of existing electronic resources offered by the Library to its patrons within the parameters of the Library's Collection Development Statement and budget. Both teams meet regularly to make sure that the Web site delivers the same quality service and resources that patrons are accustomed to when visiting our brick and mortar locations. At the end of 2009, the Library's Web site provided access to 111 premium electronic resources and more than 7,000 full-text periodicals.

Adults can ask a reference question any time of the day or night by logging on to the Library's Web site and accessing KnowItNow24x7. A statewide service initiative funded by the State Library of Ohio, KnowItNow24x7 provides online reference help 24 hours a day, seven days per week. Students also have access to HomeworkNow, the companion site to KnowItNow24x7.

Younger children can enjoy TumbleBooks. TumbleBooks is an online collection of animated, talking picture books, reading comprehension quizzes, educational games, and teacher resources. It includes story books, life learning books, language learning books and TumbleReadables (large print 'Read-On-Your-Own' stories, chapter and young adult books). It is accessible in the Library and at home to anyone with a library card.

The Library also provides e-books, digital audiobooks and video for download from the Web site in partnership with the Mid-Ohio Library Digital Initiative.

The Library has 210 computers available for public use (up from 76 in 1999) and, in 2006, both Old Worthington Library and Northwest Library began providing wireless Internet access in partnership with the City of Worthington.

In 2008, the Library worked with City officials on the redesign of the community Web site, [www.worthington.org](http://www.worthington.org). This site, hosted by the Library, links to the Worthington Schools and Worthington Area Chamber of Commerce, and provides information on community events and other organizations.

A teen blog and MySpace for teens were introduced in 2006 and a Flickr page was established to showcase pictures from library events. The Library also features videos of programs and other special events on the Interact section of its Web site. Some of our videos have received more than 160,000 views!

## **Planning for the Future**

As stated previously, we worked with the Worthington Schools and the City of Worthington to coordinate a community information-gathering process that would inform the citizens of our strategic plan. This process, called Worthington Area 360; Shaping Our Future Together, reached hundreds of people through phone surveys, focus groups and a two-day Visioning Conference. We also conducted our own patron survey, receiving close to 6,000 responses, which helped us prioritize services and programs. We also worked closely with the Board of Trustees and entire staff to make sure their ideas were captured and included in the plan. The Library's 2010-2012 Strategic Plan was approved by the Board of Trustees on March 23, 2010 and is available on the Library's Web site. Major focus areas of the plan are defined below.

### **STEWARDSHIP**

Careful stewardship of public funds is a hallmark of Worthington Libraries. In 2010, Worthington Libraries received a "Making Your Tax Dollars Count" award from the State Auditor and a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for its 2008 Comprehensive Annual Financial Report (CAFR). Less than five percent of government agencies nationally receive the GFOA award and fewer than five percent of all government agencies in Ohio receive the State Auditor's award. The Library also received both of these awards for its first-ever 2006 CAFR and its 2007 CAFR. **We will continue to provide the community with efficient service by carefully analyzing and monitoring library finances, processes, and procedures as well as collaborating with other organizations to share expenses, and advocating for maintenance of Library funding.**

### **SERVICES**

A library is defined by the services it provides. Through a survey of nearly 6,000 cardholders we confirmed that Worthington patrons want us to provide books, computer access and programs to increase early childhood literacy. People use and appreciate these services above all others, and our number one service priority is to maintain them. The Library also has an ongoing commitment to provide highly valued services which are used by fewer people, such as interlibrary loans, delivery of books to homebound patrons and foreign language materials. **Therefore, we will maintain a balance of services, including materials, technology and programs, that reflect the stated needs of the community as well as the Library's mission to encourage lifelong learning and the open exchange of ideas and information.**

### **INNOVATION AND LEARNING**

A library is, by nature, a learning environment and now more than ever, learning is technology-driven. It's important for the Library to stay at the forefront of technological advances, especially as they relate to how people receive information. We must also be aware of new methods of teaching and research about child development as we help parents and caregivers prepare children for school. **We will explore new ideas and technology to prepare both the Library and the community for the future.**

## STAFF DEVELOPMENT

In only the last three years, four former Worthington Libraries staff members became directors of other library systems. We are proud of this legacy. The staff of Worthington Libraries is encouraged to get involved in the Worthington community and in the library profession on local, state and national levels. In 2009, more than 30 staff members were involved with more than 100 community organizations as board members or volunteers. This commitment to community service strengthens the bond the Library has with the community and provides staff with invaluable professional experience. **We will develop the skills of the Library staff to make them excellent employees now and sought-after leaders in the future.**

## OTHER INFORMATION

### Independent Audit

An audit team from the accounting firm of Kennedy Cottrell Richards, LLC is under contract with the Office of the Auditor of State Mary Taylor as Independent Professional Auditors, and they performed the 2009 audit. The results of the audit are presented in the Independent Auditor's Report.

### Awards

The Library was one of four or five finalists for the prestigious national Library of the Year award in 2001, 2002, 2003 and 2006. In 2007, the Library won this award and was recognized as the best library in the nation by award sponsors *Library Journal* and Thomson-Gale. Information about this prestigious award may be found at [www.worthingtonlibraries.org/libraryoftheyear](http://www.worthingtonlibraries.org/libraryoftheyear).

In 2002, the Library's Web site, [www.worthingtonlibraries.org](http://www.worthingtonlibraries.org), received the first ever *netConnect* award for a small public library Web site.

In 2008, Worthington Libraries was recognized in Hennen's American Public Library Ratings as the number two library system in the nation in its population category. The Hennen Report looks at 15 different factors when assessing a library's performance, including circulation, population and percent of budget spent on materials.

Worthington Libraries was once again named a five-star library by *Library Journal* in its category of libraries with total annual operating expenditures of over \$5 million but less than \$10 million. Four service indicators were used in the index: library visits, circulation, program attendance and public Internet computer uses. Libraries were evaluated on each service indicator relative to the performance of other libraries in their peer group. Over 7,000 libraries were evaluated, but only 256 received a starred rating. Only 84 libraries received a five-star rating.

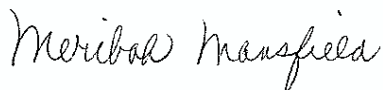
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Worthington Libraries for its Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2006. This was the first year that Worthington Libraries achieved this prestigious award, for its first-ever CAFR. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements. We were pleased to also receive the Certificate of Achievement for our CAFR for both 2007 and 2008.

A Certificate of Achievement is valid for a period of one year only. The Library believes that the 2009 comprehensive annual financial report meets the Certificate of Achievement Program's requirements and it is being submitted to the GFOA to determine its eligibility for a fourth certificate.


In addition to the Certificate of Achievement, the Library also received the "Making Your Tax Dollars Count" Award from the State Auditor for fiscal years 2006, 2007 and 2008. It is presented for excellence in financial accounting and states, "You are a trustworthy guardian of taxpayer dollars and deserve the highest amount of recognition for your vigilance. You are truly a model for government entities throughout the state of Ohio."

### **Acknowledgements**

Appreciation is extended to the Board of Trustees of Worthington Libraries and the employees responsible for contributing to the sound financial position of the Library, especially Senior Finance Specialist Sabra Lowe, Finance Specialist Barbara Burkholder, Finance Assistant Karin Neumann, Executive Assistant Pam Beretich and Community Relations and Development Director Lisa Fuller. Special acknowledgment is extended to the Local Government Services Section of the Office of the Auditor of State for their continued guidance in the preparation of this report.



Meribah Mansfield  
Director/Fiscal Officer



Margaret Doone  
Business Manager

# Certificate of Achievement for Excellence in Financial Reporting

Presented to

Worthington Libraries  
Ohio

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended  
December 31, 2008

A Certificate of Achievement for Excellence in Financial Reporting is presented by the Government Finance Officers Association of the United States and Canada to government units and public employee retirement systems whose comprehensive annual financial reports (CAFRs) achieve the highest standards in government accounting and financial reporting.



A stylized, handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

President

A handwritten signature in black ink that reads "Jeffrey R. Emer".

Executive Director

**Worthington Libraries**  
*List of Principal Officials*  
*December 31, 2009*

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**Board of Trustees**

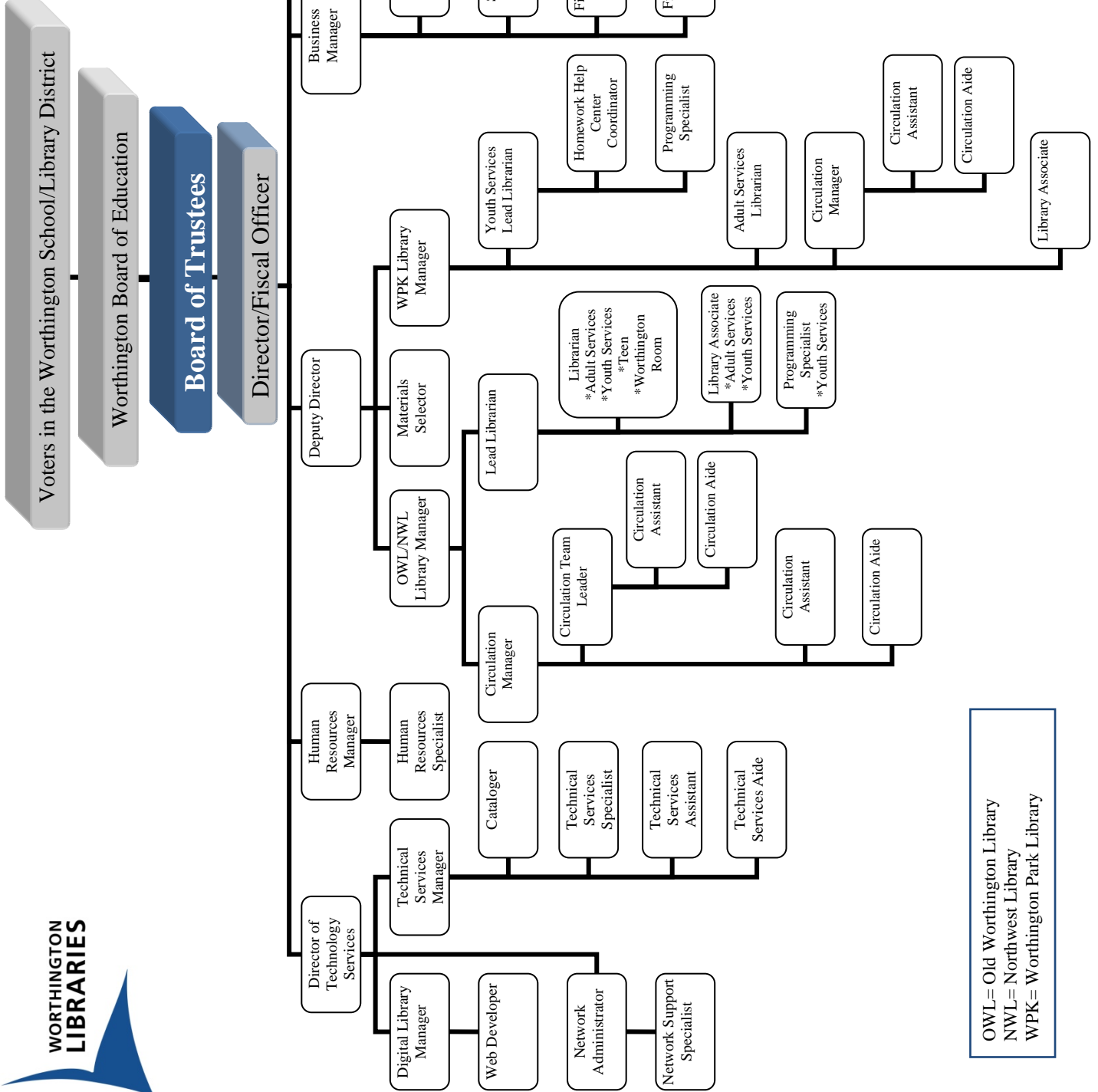
President	Janet Brown	2011
Vice President	Lynn Nadler	2012
Secretary	Dan Lacey	2013
Member	Martin Jenkins	2009
Member	Anne Doyle	2010
Member	James Hill	2014
Member	David Goldberger	2015
Worthington City School Board Liaison	Jennifer Best	2009

**Administration**

Director/Fiscal Officer	Meribah Mansfield
Deputy Director	Kristin Shelley
Community Relations and Development Director	Lisa Fuller
Human Resources Manager	Phyllis Winfield
Director of Technology Services	Susan Allen
Business Manager	Margaret Doone



**Worthington Libraries  
Table of Organization  
Effective 12-27-09**



\*Denotes subject specialists within a position description.

OWL= Old Worthington Library  
 NWL= Northwest Library  
 WPK= Worthington Park Library



## INDEPENDENT AUDITOR'S REPORT

Worthington Libraries  
Franklin County  
820 High Street  
Worthington, Ohio 43085

To the Board of Trustees of Worthington Libraries:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Worthington Libraries, Franklin County, Ohio (the "Library"), as of and for the year ended December 31, 2009, which collectively comprise the Library's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Library's management. Our responsibility is to express opinions 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. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Library as of December 31, 2009, and the respective changes in financial position and budgetary comparison for the General Fund, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 5, 2010 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 over 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.

The Management's Discussion and Analysis is not a required part of the basic financial statements but is supplementary information accounting principles generally accepted in the United States of America requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the supplementary information. However, we did not audit the information and express no opinion on it.

We conducted our audit to opine on the financial statements that collectively comprise the Library's basic financial statements. The introductory section, combining and individual non-major fund financial statements and budgetary comparison schedules, and statistical tables provide additional information and are not a required part of the basic financial statements. We subjected the combining and individual non-major fund financial statements and budgetary comparison schedules to the auditing procedures applied in the audit of the basic financial statements. In our opinion, this information is fairly stated in all material respects in relation to the basic financial statements taken as a whole. We did not subject the introductory section and statistical tables to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

A handwritten signature in black ink that reads "Kennedy Cottrell Richards LLC". The signature is written in a cursive, flowing style.

Kennedy Cottrell Richards LLC  
May 5, 2010

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

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This discussion and analysis of the Worthington Libraries financial performance provides an overall review of the Library's financial activities for the year ended December 31, 2009. The intent of this discussion and analysis is to explain the Library's financial performance as a whole.

**Financial Highlights**

Key financial highlights for 2009 are as follows:

- The Library's net assets increased \$1,488,239 or seven percent, mainly by decreasing expenses from the prior year.
- The State of Ohio cut funding for all libraries in Ohio including Worthington Libraries. This contributed to overall revenues decreasing by approximately \$1 million.
- During 2006, the Library began major renovation and remodeling projects for the Old Worthington Library and the Northwest Library. These projects were completed during 2009.

**Using the Basic Financial Statements**

This annual report consists of a series of financial statements and notes to those statements. These statements are organized so the reader can understand the Worthington Libraries financial position.

The Statement of Net Assets and the Statement of Activities provide information about the activities of the whole Library, presenting both an aggregate view of the Library's finances and a longer-term view of those finances.

Fund financial statements provide the next level of detail. For governmental funds, these statements tell how services were financed in the short-term as well as what remains for future spending. The fund financial statements also look at the Library's most significant funds with all other nonmajor funds presented in total in one column. In the case of the Library, the only major fund is the General Fund.

**Reporting the Library as a Whole**

*Statement of Net assets and the Statement of Activities*

The Statement of Net Assets and the Statement of Activities reflect how the Library did financially during 2009. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting used by most private-sector companies. This basis of accounting considers all of the current fiscal year's revenues and expenses regardless of when cash is received or paid.

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

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These two statements report the Library's net assets and changes in those assets. This change in net assets is important because it tells the reader whether the financial position of the Library as a whole has increased or decreased from the prior year. Over time, these increases and/or decreases are one indicator of whether the financial position is improving or deteriorating. Causes for these changes may be the result of many factors, some financial, some not. Non-financial factors include the Library's property tax base, current property tax laws in Ohio restricting revenue growth, facility condition, and other factors.

In the Statement of Net Assets and the Statement of Activities, the Library reports only governmental activities. Governmental activities are the activities where all of the Library's programs and services are reported. The Library does not have any business-type activities.

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

*Fund Financial Statements*

Fund financial statements provide detailed information about the Library's major fund – 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. The funds of the Library are classified as governmental.

*Governmental Funds*

All of the Library's activities are reported in the governmental funds. The Library's governmental funds are used to account for essentially the same programs reported as governmental activities on the government-wide financial statements. Most of the Library's basic services are reported in these funds and focus on how money flows into and out of the funds, as well as the balances available for spending at year-end. These funds are reported on the modified accrual basis of accounting which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Library's general government operations and the basic services being provided.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities on the government-wide financial statements. By doing so, readers may better understand the short-term impact of the Library's financing decisions. Both the governmental fund Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to help make this comparison between governmental funds and governmental activities.

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

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**The Library as a Whole**

Table 1 provides a summary of the Library's net assets for 2009 compared to 2008:

	Table 1 Net Assets		
	2009	2008	Change
<b>Assets:</b>			
Current Assets	\$19,864,590	\$18,774,795	\$1,089,795
Capital Assets, Net	8,970,855	8,984,473	(13,618)
Total Assets	<u>28,835,445</u>	<u>27,759,268</u>	<u>1,076,177</u>
<b>Liabilities:</b>			
Other Liabilities	6,823,506	7,271,870	(448,364)
Long-Term Liabilities	117,626	81,324	36,302
Total Liabilities	<u>6,941,132</u>	<u>7,353,194</u>	<u>(412,062)</u>
<b>Net Assets:</b>			
Invested in Capital Assets	8,970,855	8,984,473	(13,618)
Unrestricted	12,923,458	11,421,601	1,501,857
Total Net Assets	<u>\$21,894,313</u>	<u>\$20,406,074</u>	<u>\$1,488,239</u>

Current assets of the Library consist mainly of cash and receivables. The majority of the increase in current assets was due to increases in cash which resulted from revenues exceeding expenses during 2009. See page seven for details as to why this happened.

Other liabilities decreased mainly because of decreases in accounts and contracts payable associated with the construction project that was completed during 2009. Also, due to the timing of payroll, accrued wages payable decreased significantly.

Unrestricted net assets represents the amount of resources the Library has to run the day-to-day operations. This increased 13 percent from 2008. The main reason for the increase was the result of the completion of the renovation and remodeling projects that have been ongoing since 2006. The completion of the project meant less expenses for 2009 than in previous years, as discussed in more detail on page seven.

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

Table 2 shows the changes in net assets for the year ended December 31, 2009 compared to 2008.

Table 2  
Changes in Net Assets

	2009	2008	Change
<b>Revenues:</b>			
Program Revenues:			
Charges for Services	\$1,074,701	\$1,101,263	(\$26,562)
General Revenues:			
Property Taxes	6,005,216	6,286,953	(281,737)
Grants and Entitlements			
Not Restricted to Specific Programs	2,961,045	3,405,030	(443,985)
Unrestricted Gifts and Contributions	5,222	3,661	1,561
Earnings on Investments	33,384	276,844	(243,460)
Miscellaneous	18,517	18,338	179
Total General Revenues	9,023,384	9,990,826	(967,442)
Total Revenues	10,098,085	11,092,089	(994,004)
<b>Program Expenses</b>			
Library Services:			
Public Services and Programs	3,736,517	4,781,710	(1,045,193)
Collection Development and Processing	1,894,589	2,157,159	(262,570)
Support Services:			
Facilities Operations and Maintenance	723,911	737,269	(13,358)
Information Services Support	874,146	806,923	67,223
Business Administration	1,380,683	1,366,640	14,043
Total Expenses	8,609,846	9,849,701	(1,239,855)
Increase in Net Assets	1,488,239	1,242,388	
Net Assets at Beginning of Year	20,406,074	19,163,686	
Net Assets at End of Year	\$21,894,313	\$20,406,074	

**Governmental Activities**

The Library's general revenues are primarily property taxes and grants and entitlements not restricted to specific programs. These receipts represent 59 and 29 percent, respectively of the total revenue received for the Library's activities during the year.

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

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Overall, revenues decreased \$994,004, mostly in general revenues. General revenues are revenues that are not required to fund a specific purpose and consist mostly of property taxes, funding received from the State of Ohio and interest earned on investments. All three of these major revenue sources decreased during 2009 mostly due to the state of the economy. Property taxes also decreased because of the continued phase out of the tangible personal property tax.

Total expenses decreased \$1,239,855, or 13 percent, due primarily to decreases in expenses related to public services and programs and collection development and processing. During 2008, as part of the renovation and remodeling projects, the Library purchased new furniture and equipment that was not capitalized because the items were below the Library's capitalization threshold of \$5,000. Therefore, during 2008 these items were shown on the Statement of Activities as expenses. The Library did not have these types of expenses during 2009.

If you look at the Statement of Activities on page 11, 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 major program expenses for governmental activities are for public services and programs. The next column of the statement entitled Program Revenues identify amounts of revenues that are directly charged for the service provided by the Library. The Net (Expense) Revenue column compares the program revenues to the cost of the service. This "net cost" amount represents the cost of the service which ends up being paid from money primarily provided by local taxpayers. These net costs are paid from the general revenues which are presented at the bottom of the statement.

### **The Library's Funds**

Information about the Library's major funds starts on page 12. These funds are accounted for using the modified accrual basis of accounting. The only major fund the Library has is the General Fund. The Building Fund did not calculate as a major fund during 2009 although it did during 2008. The General Fund accounts for all revenue the Library receives and also supports the Library's three other funds by transferring money into those funds.

Overall, fund balance in the General Fund increased \$1,910,154 or 21 percent from 2008. Revenues decreased because of the declining economy as mentioned above. Expenditures remained consistent with 2008. During 2005, the Library passed a 2.6 mill property tax levy which has stabilized the Library's budget as well as provided funding for the renovation and remodeling projects. As part of the levy passage, the Library promised that revenues will exceed expenditures every year through 2018 as a way of accumulating resources for future use. This promise is subject to change due to decreased funding, such as reduced income from the Public Library Fund.

### **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.

**Worthington Libraries**  
*Worthington, Ohio*  
*Management's Discussion and Analysis*  
*For the Year Ended December 31, 2009*  
*Unaudited*

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For the General Fund, there was no change in the final budget basis revenue from the original budgeted estimates. Actual revenues were \$443,413 lower than final budgeted revenues. Again, the reason for lower than expected revenues lies in decreases in property taxes, funding from the State of Ohio and investment earnings for the reasons already mentioned.

There was no change in expenditures from the original to the final budget. Actual expenditures were \$736,515 lower than final budgeted expenditures. The Library kept spending below budgeted amounts as demonstrated by the variances reported. The result is the increase in fund balance of \$1,427,896 for 2009.

**Capital Assets**

The Library's capital assets consist of land, construction in progress, buildings and improvements, machinery and equipment, and vehicles.

Table 3 shows 2009 balances compared to 2008.

Table 3  
 Capital Assets  
 (Net of Depreciation)  
 Governmental Activities

	2009	2008	Change
Land	\$910,379	\$910,379	\$0
Construction in Progress	0	2,916,330	(2,916,330)
Buildings and Improvements	7,744,943	4,800,840	2,944,103
Machinery and Equipment	305,527	344,630	(39,103)
Vehicles	10,006	12,294	(2,288)
Totals	\$8,970,855	\$8,984,473	(\$13,618)

Additions to buildings and improvements and deletions to construction in progress during the year were for renovation and remodeling projects that were completed during 2009. The additions to machinery and equipment consisted of a tower server and a cooling system. Overall, capital assets decreased during the year due to the current year depreciation exceeding current year additions. See Note 8 of the Notes to the Basic Financial Statements for more detailed information.

**Contacting the Library's Financial Management**

This financial report is designed to provide our citizens, taxpayers, 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 Meribah Mansfield, Director/Fiscal Officer, Worthington Libraries, 820 High Street, Worthington, OH 43085.



# **BASIC FINANCIAL STATEMENTS**

**Worthington Libraries**  
*Worthington, Ohio*  
*Statement of Net Assets*  
*December 31, 2009*

	Governmental Activities
<b>Assets:</b>	
Equity in Pooled Cash and Cash Equivalents	\$11,728,636
Property Taxes Receivable	6,797,182
Intergovernmental Receivable	1,262,231
Prepaid Items	76,541
Nondepreciable Capital Assets	910,379
Depreciable Capital Assets	10,984,603
Accumulated Depreciation	(2,924,127)
<i>Total Assets</i>	28,835,445
<b>Liabilities:</b>	
Accounts Payable	34,624
Accrued Wages Payable	57,520
Intergovernmental Payable	65,240
Vacation Leave Payable	236,193
Deferred Revenue	6,426,069
Matured Compensated Absences Payable	3,860
Long-Term Liabilities:	
Due Within One Year	18,925
Due in More Than One Year	98,701
<i>Total Liabilities</i>	6,941,132
<b>Net Assets:</b>	
Invested in Capital Assets	8,970,855
Unrestricted	12,923,458
<i>Total Net Assets</i>	\$21,894,313

See accompanying notes to the basic financial statements

**Worthington Libraries**  
*Worthington, Ohio*  
*Statement of Activities*  
*For the Year Ended December 31, 2009*

	<u>Expenditures</u>	<u>Program Revenues</u>	<u>Net (Expense) Revenue and Changes in Net Assets</u>
		<u>Charges for Services</u>	<u>Total Governmental Activities</u>
<b>Governmental Activities:</b>			
Library Services:			
Public Services and Programs	\$3,736,517	\$1,074,701	(\$2,661,816)
Collection Development and Processing	1,894,589	0	(1,894,589)
Support Services:			
Facilities Operations and Maintenance	723,911	0	(723,911)
Information Services Support	874,146	0	(874,146)
Business Administration	1,380,683	0	(1,380,683)
<i>Total Governmental Activities</i>	<u>\$8,609,846</u>	<u>\$1,074,701</u>	<u>(\$7,535,145)</u>
<b>General Revenues:</b>			
Property Taxes			6,005,216
Grants and Entitlements not Restricted to Specific Programs			2,961,045
Unrestricted Gifts and Contributions			5,222
Earnings on Investments			33,384
Miscellaneous			18,517
<i>Total General Revenues</i>			<u>9,023,384</u>
<i>Change in Net Assets</i>			1,488,239
<i>Net Assets at Beginning of Year</i>			<u>20,406,074</u>
<i>Net Assets at End of Year</i>			<u>\$21,894,313</u>

See accompanying notes to the basic financial statements

**Worthington Libraries**  
*Worthington, Ohio*  
*Balance Sheet*  
*Governmental Funds*  
*December 31, 2009*

	General	Other Governmental Funds	Total Governmental Funds
<b>Assets:</b>			
Equity in Pooled Cash and Cash Equivalents	\$10,862,798	\$865,838	\$11,728,636
Receivables:			
Property Taxes	6,797,182	0	6,797,182
Intergovernmental	1,262,231	0	1,262,231
Prepaid Items	76,541	0	76,541
<i>Total Assets</i>	<u>\$18,998,752</u>	<u>\$865,838</u>	<u>\$19,864,590</u>
<b>Liabilities and Fund Balances:</b>			
<b>Liabilities:</b>			
Accounts Payable	\$23,866	\$10,758	\$34,624
Accrued Wages Payable	56,130	1,390	57,520
Intergovernmental Payable	42,861	22,379	65,240
Deferred Revenue	7,886,684	0	7,886,684
Matured Compensated Absences Payable	0	3,860	3,860
<i>Total Liabilities</i>	<u>8,009,541</u>	<u>38,387</u>	<u>8,047,928</u>
<b>Fund Balances:</b>			
Reserved for Encumbrances	202,535	56,053	258,588
Unreserved:			
General Fund	10,786,676	0	10,786,676
Special Revenue Fund	0	84,394	84,394
Capital Projects Funds	0	687,004	687,004
<i>Total Fund Balances</i>	<u>10,989,211</u>	<u>827,451</u>	<u>11,816,662</u>
<i>Total Liabilities and Fund Balances</i>	<u>\$18,998,752</u>	<u>\$865,838</u>	<u>\$19,864,590</u>

See accompanying notes to the basic financial statements

**Worthington Libraries**  
*Worthington, Ohio*  
*Reconciliation of Total Governmental Fund Balances to*  
*Net Assets of Governmental Activities*  
*December 31, 2009*

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<b>Total Governmental Fund Balances</b>	<b>\$11,816,662</b>
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*Amounts reported for governmental activities in the Statement of Net Assets are different because:*

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets consist of:

Capital Assets:

Land	910,379
Buildings and Improvements	10,128,615
Machinery and Equipment	837,688
Vehicles	18,300
Accumulated Depreciation	<u>(2,924,127)</u>

Total	8,970,855
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Other long-term assets are not available to pay for current-period expenditures and therefore are deferred in the funds:

Property Taxes	371,113
Intergovernmental	<u>1,089,502</u>

Total	1,460,615
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Some liabilities are not due and payable in the current period and therefore are not reported in the funds. Those liabilities consist of:

Vacation Leave Payable	(236,193)
Compensated Absences Payable	<u>(117,626)</u>

Total	<u>(353,819)</u>
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<i>Net Assets of Governmental Activities</i>	<u><u>\$21,894,313</u></u>
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See accompanying notes to the basic financial statements

**Worthington Libraries**  
 Worthington, Ohio  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 Governmental Funds  
 For the Year Ended December 31, 2009

	General Fund	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>			
Property Taxes	\$5,949,645	\$0	\$5,949,645
Other Government Grants-in-Aid	3,142,356	0	3,142,356
Patron Fines and Fees	292,687	0	292,687
Services Provided to Other Entities	782,014	0	782,014
Contributions, Gifts, and Donations	5,222	0	5,222
Earnings on Investments	33,384	0	33,384
Miscellaneous	18,517	0	18,517
<i>Total Revenues</i>	<u>10,223,825</u>	<u>0</u>	<u>10,223,825</u>
<b>Expenditures:</b>			
Current:			
Library Services:			
Public Services and Programs	3,397,836	170,192	3,568,028
Collection Development and Processing	1,876,134	15,054	1,891,188
Support Services:			
Facilities Operations and Maintenance	662,644	24,065	686,709
Information Services Support	714,087	144,563	858,650
Business Administration	1,304,200	39,241	1,343,441
Capital Outlay	0	206,217	206,217
<i>Total Expenditures</i>	<u>7,954,901</u>	<u>599,332</u>	<u>8,554,233</u>
<i>Excess of Revenues Over (Under) Expenditures</i>	<u>2,268,924</u>	<u>(599,332)</u>	<u>1,669,592</u>
<b>Other Financing Sources (Uses):</b>			
Transfers - In	0	358,770	358,770
Transfers - Out	(358,770)	0	(358,770)
<i>Total Other Financing Sources (Uses)</i>	<u>(358,770)</u>	<u>358,770</u>	<u>0</u>
<i>Net Change in Fund Balances</i>	1,910,154	(240,562)	1,669,592
<i>Fund Balances at Beginning of Year - Reclassified (See Note 17)</i>	<u>9,079,057</u>	<u>1,068,013</u>	<u>10,147,070</u>
<i>Fund Balances at End of Year</i>	<u>\$10,989,211</u>	<u>\$827,451</u>	<u>\$11,816,662</u>

See accompanying notes to the basic financial statements

**Worthington Libraries**  
*Worthington, Ohio*  
*Reconciliation of the Statement of Revenues, Expenditures and Changes*  
*in Fund Balances of Governmental Funds to the Statement of Activities*  
*For the Year Ended December 31, 2009*

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<b>Net Change in Fund Balances - Total Governmental Funds</b>	<b>\$1,669,592</b>
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*Amounts reported for governmental activities in the Statement of Activities are different because:*

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. In the current period, these amounts are:

Capital Outlay	206,217	
Depreciation	<u>(219,835)</u>	
Excess of Depreciation Expense over Capital Outlay		(13,618)

Some revenues that will not be collected for several months after the Library's year-end are not considered "available" revenues and are deferred in the governmental funds. Deferred revenues changed by these amounts this year:

Property Taxes	55,571	
Intergovernmental	<u>(181,311)</u>	
		(125,740)

Some items reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds. These activities consist of:

Increase in Vacation Leave Payable	(5,693)	
Increase in Compensated Absences Payable	<u>(36,302)</u>	
		<u>(41,995)</u>

<i>Change in Net Assets of Governmental Activities</i>	<b><u><u>\$1,488,239</u></u></b>
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See accompanying notes to the basic financial statements

**Worthington Libraries**  
Worthington, Ohio  
Statement of Revenues, Expenditures and Changes  
In Fund Balance - Budget and Actual (Budget Basis)  
General Fund  
For the Year Ended December 31, 2009

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues:</b>				
Property Taxes	\$6,444,293	\$6,444,293	\$5,949,645	(\$494,648)
Other Government Grants-in-Aid	3,113,393	3,113,393	3,174,818	61,425
Patron Fines and Fees	300,000	300,000	292,687	(7,313)
Services Provided to Other Entities	782,014	782,014	782,014	0
Contributions, Gifts, and Donations	0	0	5,222	5,222
Earnings on Investments	60,000	60,000	33,384	(26,616)
Miscellaneous	0	0	18,517	18,517
<i>Total Revenues</i>	10,699,700	10,699,700	10,256,287	(443,413)
<b>Expenditures:</b>				
Library Services:				
Public Services and Programs	3,570,898	3,570,898	3,493,273	77,625
Collection Development and Processing	2,183,239	2,183,239	2,102,483	80,756
Support Services:				
Facilities Operations and Maintenance	788,457	788,457	721,131	67,326
Information Services Support	862,907	862,907	731,390	131,517
Business Administration	1,488,682	1,488,682	1,368,946	119,736
Capital Outlay	161,953	161,953	52,398	109,555
Contingency	150,000	150,000	0	150,000
<i>Total Expenditures</i>	9,206,136	9,206,136	8,469,621	736,515
<i>Excess of Revenues Over Expenditures</i>	1,493,564	1,493,564	1,786,666	293,102
<b>Other Financing Uses:</b>				
Transfers - Out	(358,770)	(358,770)	(358,770)	0
<i>Net Change in Fund Balance</i>	1,134,794	1,134,794	1,427,896	293,102
<i>Prior Year Encumbrances Appropriated</i>	336,824	336,824	336,824	0
<i>Fund Balance at Beginning of Year</i>	8,849,856	8,849,856	8,849,856	0
<i>Fund Balance at End of Year</i>	\$10,321,474	\$10,321,474	\$10,614,576	\$293,102

See accompanying notes to the basic financial statements



**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 1 – DESCRIPTION OF THE LIBRARY AND REPORTING ENTITY**

Worthington Libraries, 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 Worthington City School District Board of Education. The Library provides the community with various educational and literary resources. Currently Worthington Library consists of three branches, Old Worthington Library, Worthington Park Library, and the Northwest Library.

The Library is fiscally independent of the Worthington City School District 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 and the role and purpose(s) of the levy are discretionary decisions made solely by the Board of Library Trustees. Once those decisions are made, the 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 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 Worthington 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.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements of Worthington Libraries have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Library also applies Financial Accounting Standards Board (FASB) statements and interpretations issued on or before November 30, 1989, to its governmental activities provided they do not conflict with or contradict GASB pronouncements. The more significant of the Library’s accounting policies are described below.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**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. The Statement of Net Assets presents the financial condition of the governmental activities of the Library at year-end. The Statement of Activities presents a comparison between direct expenses and program revenues for each program or function of the Library's governmental activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program. Revenues which are not classified as program revenues are presented as general revenues of the Library, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Library.

*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.

**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 those through which most governmental functions are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following is the Library's major fund:

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**General Fund:** This 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 expenditures related to building projects and accumulated leave funded by transfers from the General Fund.

**Measurement Focus**

*Government-Wide Financial Statements*

The government-wide financial statements are prepared using the economic resources measurement focus. All assets and liabilities associated with the operation of the Library are included on the Statement of Net Assets. The Statement of Activities presents increases (e.g., revenues) and decreases (e.g., expenses) in total net assets.

*Fund Financial Statements*

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the Balance Sheet. The Statement of Revenues, Expenditures and Changes in Fund Balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the statements for governmental funds.

**Basis of Accounting**

The basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

*Revenues - Exchange and Non-exchange Transactions*

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available. “Measurable” means that the amount of the transaction can be determined and “available” means that the resources are collectible within the current year, or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For the Library, available means expected to be received within 31 days of year-end.

Non-exchange transactions, in which the Library receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the year for which the taxes are levied (See Note 5). Revenue from grants, entitlements and donations is recognized in the year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted; matching requirements, in which the Library must provide local resources to be used for a specified purpose; and expenditure requirements, in which the resources are provided to the Library on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Under the modified accrual basis, entitlements and earnings on investments are considered to be both measurable and available at year-end.

*Deferred Revenue*

Deferred revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Property taxes for which there is an enforceable legal claim as of December 31, 2009, but which were levied to finance 2010 operations, have been recorded as deferred revenue. Grants and entitlements received before the eligibility requirements are met are also recorded as deferred revenue.

On governmental fund financial statements, receivables that will not be collected within the available period have also been reported as deferred revenue.

*Expenses/Expenditures*

On the accrual basis of accounting, expenses are recognized at the time they are incurred.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of costs, such as depreciation and amortization, are not recognized in governmental funds.

**Cash and Cash Equivalents**

To improve cash management, cash received by the Library is pooled. Monies for all funds are maintained in this pool. Individual fund integrity is maintained through the Library's records. Interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents" on the financial statements.

Investments of the cash management pool and investments with original maturities of three months or less at the time they are purchased by the Library are presented on the financial statements as cash equivalents.

During 2009, the Library's investments were limited to the State Treasury Asset Reserve of Ohio (STAROhio). STAROhio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAROhio is not registered with the SEC as an investment company, but does operate in a manner consistent with Rule 2a7 of the Investment Company Act of 1940. Investments in STAROhio are valued at STAROhio's share price which is the price the investment could be sold for on December 31, 2009.

Following Ohio statutes, the Board of Trustees specified the funds to receive an allocation of interest earnings. Interest receipts credited to the General Fund during 2009 was \$33,384, including \$2,403 assigned from other Library funds.

**Prepaid Items**

Payments made to vendors for services that will benefit periods beyond December 31, 2009, are recorded as prepaid items using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expenditure/expense is reported in the year in which services are consumed.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**Capital Assets**

The Library's only capital assets are general capital assets. General capital assets are those assets specifically related to governmental activities. General capital assets usually result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide Statement of Net Assets but are not reported in the fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost, which is determined by indexing the current replacement costs back to the year of acquisition) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The Library maintains a capitalization threshold of \$5,000. The Library does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized.

All reported capital assets, except land and construction in progress, are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings and Improvements	20-100 years
Machinery and Equipment	5-20 years
Vehicles	8 years

**Library Books**

Library books are reflected as expenses when purchased and are not capitalized as assets of the Library.

**Compensated Absences**

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the Library will compensate the employees for the benefits through paid time off or some other means. The Library records a liability for accumulated unused vacation time when earned for all employees with more than one year of service.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Sick leave benefits are accrued as a liability using the termination payment method. An accrual for earned sick leave is made to the extent it is probable that the benefits will result in termination payments. The liability is an estimate based on the Library's past experience of making termination payments.

The entire compensated absences liability is reported on the government-wide financial statements.

On governmental fund financial statements, compensated absences are reported as liabilities and expenditures to the extent that payments become due each period upon the occurrence of employee resignations and retirements. These amounts are recorded in the account "Matured Compensated Absences Payable" in the fund from which the employees are paid. The unmatured portion of the liability is not reported.

**Net Assets**

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets consists of capital assets, net of accumulated depreciation. This amount is usually presented as net of related debt, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets; however the Library has no debt. Net assets are reported as restricted when there are limitations imposed on their use through the enabling legislation adopted by the Library or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The Library applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

**Fund Balance Reserves**

The Library reserves those portions of fund balance which are legally segregated for a specific future use or which do not represent expendable resources and therefore are not available for appropriation or expenditure. As a result, encumbrances are recorded as a reservation of fund balance.

**Internal Activity**

Transfers within governmental activities are eliminated on the government-wide financial statements.

Internal allocations of overhead expenses from one function to another or within the same function are eliminated on the Statement of Activities. Payments for interfund services provided and used are not eliminated.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods 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 expenditures/expenses to the funds that initially paid for them are not presented on the financial statements.

**Accrued Liabilities and Long-term Obligations**

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources, are reported as obligations of the funds. However, compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are due for payment during the current year.

**Estimates**

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

**Budgetary Process**

All funds are legally required to be budgeted and appropriated. The budget documents prepared by the Library are the tax budget, the certificate of estimated resources, and the appropriations resolution, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Board of Trustees may appropriate. The appropriations resolution is the Board of Trustees' authorization to spend resources and sets annual limits on expenditures plus encumbrances at the level of control selected by the Board of Trustees. The legal level of control has been established at the fund, program, and object code level for all funds. Budgetary modifications at the legal level of control may only be made by resolution of the Board of Trustees.

The certificate of estimated resources may be amended during the year if projected increases or decreases in revenue are identified by the Director/Fiscal Officer. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts set forth in the budgetary statements and schedules as final budgeted amounts represent amounts from the amended certificate in force at the time final appropriations were passed by the Board of Trustees.



**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

The appropriations resolution is subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriations resolution 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 Board of Trustees during the year, including all supplemental appropriations.

**NOTE 3 – BUDGETARY BASIS OF ACCOUNTING**

While reporting financial position and results of operations on the basis of generally accepted accounting principles (GAAP), the budgetary basis, as provided by law, is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances. The Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual (Budget Basis), is presented for the General Fund to provide a meaningful comparison of actual results with the budget.

The major differences between the budget basis and the GAAP basis are that:

1. Revenues are recorded when received in cash (budget basis) as opposed to when susceptible to accrual (GAAP basis).
2. Expenditures are recorded when paid in cash (budget basis) as opposed to when the liability is incurred (GAAP basis).
3. Encumbrances are treated as expenditures (budget basis) rather than as a reservation of fund balance (GAAP basis).

The adjustments necessary to convert the results of operations for the year on the GAAP basis to the budget basis are as follows:

Net Change in Fund Balance	
	<u>General Fund</u>
GAAP Basis	\$1,910,154
Revenue Accruals	32,462
Expenditure Accruals	(266,498)
Adjustment for Encumbrances	<u>(248,222)</u>
Budget Basis	<u><u>\$1,427,896</u></u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 4 – DEPOSITS AND INVESTMENTS**

State statutes classify monies held by the Library into three categories.

Active deposits are public deposits necessary to meet current demands on the treasury. Such 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 Library 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 may be deposited or invested in the following securities:

1. United States Treasury Notes, Bills, Bonds, 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 obligations or securities 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;
4. Commercial paper and bankers acceptances if training requirements have been met;
5. Bonds and other obligations of the State of Ohio;
6. No-load money market mutual funds consisting exclusively of obligations describe in division (1) or (2);

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 4 – DEPOSITS AND INVESTMENTS (continued)**

7. The State Treasurer’s investment pool (STAROhio).

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. Investments may only be made through specified dealers and institutions.

**Investments**

As of December 31, 2009, the Library’s only investment was in STAROhio.

	<u>Fair Value</u>	<u>Maturity</u>
STAROhio	<u>\$11,647,264</u>	Average 61.2 Days

*Interest Rate Risk*

The Library’s investment policy does not address interest rate risk. State statute requires that an investment mature within five years from the date of purchase, unless matched to a specific obligation or debt of the Library and that an investment must be purchased with the expectation that it will be held to maturity. The Library’s policy also states that, to the extent possible and prudent, the Library will attempt to match its investment maturities with anticipated cash flow requirements.

*Credit Risk*

STAROhio carries a rating of AAAM by Standard and Poor’s. Ohio law requires that STAROhio maintain the highest rating provided by at least one nationally recognized standard rating service. The Library’s investment policy states that credit risk will be minimized by diversifying assets and ensuring that the minimum credit quality ratings required by Ohio Law exist.

**NOTE 5 – PROPERTY TAXES**

Property taxes include amounts levied against all real, public utility, and tangible personal property located in the Library district. Property tax revenues received during 2009 for real and public utility property taxes represents collections of the 2008 taxes. Property tax payments received during 2009 for tangible personal property (other than public utility property) are for 2009 taxes.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 5 – PROPERTY TAXES (continued)**

2009 real property taxes are levied after October 1, 2009, on the assessed value as of January 1, 2009, the lien date. Assessed values are established by State law at 35 percent of appraised market value. 2009 real property taxes are collected in and intended to finance 2010 operations.

Real property taxes are payable annually or semi-annually. If paid annually, payment is due December 31; if paid semi-annually, 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 tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2009 public utility property taxes became a lien December 31, 2008, are levied after October 1, 2009, and are collected in 2010 with real property taxes.

Tangible personal property tax revenues received in calendar year 2009 (other than public utility property) represent the collection of calendar year 2009 taxes levied against local and inter-exchange telephone companies. Tangible personal property tax on business inventory, manufacturing machinery and equipment, and furniture and fixtures is no longer levied and collected. The October 2008 tangible personal property tax settlement was the last property tax settlement for general personal property taxes. Tangible personal property taxes received from telephone companies in calendar year 2009 were levied after October 1, 2008, on the value as of December 31, 2008. Tangible personal property taxes paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semi-annually. If paid annually, payment is due April 30; if paid semi-annually, the first payment is due April 30, with the remainder payable at September 20.

The County Treasurer collects property taxes on behalf of all taxing districts within the County, including the Library. The County Auditor periodically remits to the Library its portion of the taxes. Accrued property taxes receivable represents real and tangible personal property taxes, public utility taxes, and outstanding delinquencies which are measurable as of December 31, 2009, and for which there is an enforceable legal claim. In the governmental funds, the entire receivable has been offset by deferred revenue since the current taxes were not levied to finance 2009 operations, and the collections of delinquent taxes during the available period is not subject to reasonable estimation. On a full accrual basis, collectible delinquent property taxes have been recorded as revenue while the remainder of the receivable is deferred.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

**NOTE 5 – PROPERTY TAXES (continued)**

The full tax rate for all Library operations for the year ended December 31, 2009, was \$4.80 per \$1,000 of assessed value. The assessed values of real property, tangible personal property, and public utility property, upon which 2009 property tax receipts were based are as follows:

Category	Assessed Value
Real Estate	\$1,800,730,910
Public Utility Personal	29,914,350
General Business Personal	8,593,327
Totals	\$1,839,238,587

**NOTE 6 – GRANTS-IN-AID**

A major source of revenue for Ohio public libraries is the State Public Library Fund (PLF). The State allocates a guaranteed share of PLF to each county based on each county's share of the previous year's fund total plus an inflation factor. Any excess of the guaranteed share is distributed among counties based on their equalization ratio, which is determined by population and the previous year's distribution. The County Budget Commission allocates these funds to the Library based on its needs 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 based on any additional revenues the Library receives.

**NOTE 7 – RECEIVABLES**

Receivables at December 31, 2009, consisted of property taxes and intergovernmental receivables. All receivables are considered collectible in full due to the ability to foreclose for the nonpayment of taxes and the stable condition of State programs. All receivables, except property taxes, are expected to be received within one year. Property taxes, although ultimately collectible, include some portion of delinquents that will not be collected within one year. A summary of the principal items of intergovernmental receivables follows:

	Amounts
PLF	\$995,813
Homestead and Rollback	266,418
Total	\$1,262,231

**Worthington Libraries**  
*Worthington, Ohio*  
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**NOTE 8 – CAPITAL ASSETS**

Capital assets activity for the fiscal year ended December 31, 2009, was as follows:

	<u>Balance At</u> <u>12/31/2008</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance At</u> <u>12/31/2009</u>
Governmental Activities:				
Capital Assets, Not Being Depreciated:				
Land	\$910,379	\$0	\$0	\$910,379
Construction in Progress	2,916,330	69,580	2,985,910	0
Total Capital Assets, Not Being Depreciated	<u>3,826,709</u>	<u>69,580</u>	<u>2,985,910</u>	<u>910,379</u>
Capital Assets, Being Depreciated				
Buildings and Improvements	7,018,132	3,110,483	0	10,128,615
Machinery and Equipment	825,624	12,064	0	837,688
Vehicles	18,300	0	0	18,300
Total Capital Assets, Being Depreciated	<u>7,862,056</u>	<u>3,122,547</u>	<u>0</u>	<u>10,984,603</u>
Less Accumulated Depreciation:				
Buildings and Improvements	(2,217,292)	(166,380)	0	(2,383,672)
Machinery and Equipment	(480,994)	(51,167)	0	(532,161)
Vehicles	(6,006)	(2,288)	0	(8,294)
Total Accumulated Depreciation	<u>(2,704,292)</u>	<u>(219,835) *</u>	<u>0</u>	<u>(2,924,127)</u>
Capital Assets, Being Depreciated, Net	<u>5,157,764</u>	<u>2,902,712</u>	<u>0</u>	<u>8,060,476</u>
Governmental Activities Capital Assets, Net	<u>\$8,984,473</u>	<u>\$2,972,292</u>	<u>\$2,985,910</u>	<u>\$8,970,855</u>

\* Depreciation expense was charged to governmental programs as follows:

Library Services:	
Public Services and Programs	\$138,913
Collection Development and Processing	2,539
Support Services:	
Facilities Operations and Maintenance	35,641
Information Services Support	12,894
Business Administration	29,848
Total Depreciation Expense	<u>\$219,835</u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 9 – RISK MANAGEMENT**

**Property and Liability**

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 2009, the Library contracted with Lauterbach & Eilber Company. The Commercial Package Policy includes coverage for commercial property, commercial inland marine, commercial general liability, commercial crime, commercial automobile, and a commercial umbrella through Ohio Casualty.

Commercial property consists of a \$14,886,405 blanket policy that covers buildings, business personal property, property of others, equipment breakdown, and A/C over ten years old. It excludes earthquake damage and is a replacement cost valuation. Water backup from sewers and drains is covered with a \$100,000 limit at Old Worthington Library and a \$25,000 limit at Northwest Library, with a \$1,000 deductible per occurrence.

A commercial inland marine policy covers valuable papers and records. It has a \$4,500,000 limit on books, \$1,750,000 limit on audio/visual equipment with a \$250 deductible, and \$250,000 limit on fine arts with a \$1,000 deductible. It covers all risk of direct physical loss at an actual cost valuation.

A Builders Risk policy in the amount of \$170,000 for 820 High Street and \$415,000 for 2280 Hard Road was purchased at the start of the renovation project at both libraries.

Commercial General Liability coverage provides \$2,000,000 general aggregate coverage for bodily injury and property damage, with a \$500,000 limit for each occurrence. Claims coverage for products and completed operations aggregate is in place for \$2,000,000, \$1,000,000 for personal and advertising injury, \$300,000 fire damage limit, and \$15,000 medical expense limit for any one person. A \$2,000,000 policy is in place for aggregate Employer Liability (Ohio Stop Gap) with Intentional Tort coverage, with a \$500,000 limit for each accident, each employee and aggregate limit. There is also a \$2,000,000 commercial umbrella policy.

The Commercial automobile policy has a \$100 comprehensive deductible and a \$250 collision deductible. This insurance includes a bodily injury and property damage combined single limit of \$1,000,000 bodily injury and property damage limit, with a \$1,000,000 non-owned and hired auto liability, a \$50,000 hired car physical damage, \$1,000,000 uninsured/underinsured motorist, \$5,000 medical payments, and a \$1,000 rental reimbursement.

Settled claims have not exceeded this commercial coverage in any of the past three years. There have been no significant reductions in insurance coverage from the prior year.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 9 – RISK MANAGEMENT (continued)**

**Directors and Officers**

A directors' and officers' insurance policy through the Philadelphia Insurance Company is in place providing a \$1,000,000 limit per loss, \$1,000,000 employment practices liability limit, \$1,000,000 aggregate for each policy period, and a \$5,000 deductible. Claims are paid on a claims made basis, retroactive to May 1, 2005.

**NOTE 10 – DEFINED BENEFIT PENSION PLANS**

**Ohio Public Employees Retirement System**

Plan Description – The Library participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension 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. Under the Combined Plan, OPERS invests employer contributions to provide a formula retirement benefit similar in nature to the Traditional Pension Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability and survivor benefits and annual cost-of-living adjustments to members of the Traditional Pension and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report. Interested parties may obtain a copy by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 614-222-5601 or 800-222-7377.

Funding Policy – The Ohio Revised Code provides statutory authority for member and employer contributions. For the year ended December 31, 2009, members in state and local classifications contributed 10.0 percent of covered payroll.



**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 10 – DEFINED BENEFIT PENSION PLANS (continued)**

The Library's 2009 contribution rate was 14.0 percent of covered payroll. For the period January 1 through March 31, a portion of the Library's contribution equal to 7.0 percent of covered payroll was allocated to fund the post-employment health care plan; for the period April 1 through December 31, 2009 this amount was decreased to 5.5 percent. Employer contribution rates are actuarially determined. State statute sets a maximum contribution rate for the Library of 14.0 percent.

The Library's required contributions for pension obligations to the Traditional Pension and Combined Plans for the years ended December 31, 2009, 2008 and 2007 were \$352,832, \$263,054 and \$259,906, respectively; 90.95 percent has been contributed for 2009 and 100 percent has been contributed for 2008 and 2007. Contributions to the Member-Directed plan for 2009 were \$55,201 made by the Library and \$39,429 made by the plan members.

**NOTE 11 – POST-EMPLOYMENT BENEFITS**

**Ohio Public Employees Retirement System**

Plan Description – Ohio Public Employees Retirement System (OPERS) maintains a cost-sharing multiple-employer defined benefit post-employment health care plan for qualifying members of both the Traditional Pension and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits, including post-employment health care coverage. The plan includes a medical plan, prescription drug program and Medicare Part B premium reimbursement.

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 Ohio Revised Code permits, but does not require, OPERS to provide health care benefits to its eligible members and beneficiaries. Authority to establish and amend benefits is provided in Chapter 145 of the Ohio Revised Code.

Disclosures for the health care plan are presented separately in the OPERS financial report which may be obtained by writing to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 614-222-5601 or 800-222-7377.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 11 – POSTEMPLOYMENT BENEFITS (continued)**

Funding Policy – The post-employment health care plan was established under, and is administrated in accordance with, Internal Revenue Code 401(h). State Statute requires that public employers fund post-employment health care through contributions to OPERS. A portion of each employer’s contribution to OPERS is set aside for the funding of post-retirement health care.

Employer contribution rates are expressed as a percentage of the covered payroll of active members. In 2009, state and local employers contributed at a rate of 14.0 percent of covered payroll. Each year, the OPERS Retirement Board determines the portion of the employer contribution rate that will be set aside for funding of post-employment health care benefits. The amount of employer contributions which were allocated to fund post-employment health care was 7.0 percent from January 1 through March 31, 2009, and 5.5 percent from April 1 through December 31, 2009.

The OPERS Retirement Board is also authorized to establish rules for the payment of a portion of the health care benefits provided, by the retiree or their surviving beneficiaries. Payment amounts vary depending on the number of covered dependents and the coverage selected. Active members do not make contributions to the post-employment health care plan.

The Library’s contributions allocated to fund post-employment health care benefits for the years ended December 31, 2009, 2008 and 2007 were \$228,303, \$263,054, and \$198,654, respectively; 90.95 percent has been contributed for 2009 and 100 percent for 2008 and 2007.

The Health Care Preservation Plan (HCPP) adopted by the OPERS Retirement Board on September 9, 2004, was effective January 1, 2007. Member and employer contribution rates increased on January 1 of each year from 2006 to 2008. Rates for law and public safety employers increased over a six year period beginning on January 1, 2006, with a final rate increase on January 1, 2011. These rate increases allowed additional funds to be allocated to the health care plan.

**NOTE 12 – OTHER EMPLOYEE BENEFITS**

**Insurance Benefits**

The Library provides health, dental and vision coverage to full-time employees through Anthem, Vision Services, and Guardian Dental Guard Preferred, respectively. An Employee Assistance Program through MATRIX was added in 2007.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

**NOTE 12 – OTHER EMPLOYEE BENEFITS (continued)**

**Compensated Absences**

*Accumulated Unpaid Vacation*

Library employees earn vacation leave at varying rates based upon length of service and position classification. Vacation can accumulate to a maximum of one and one-half times the employee's current annual accrual calculated on the designated position hours. Vacation hours earned in excess of that amount are forfeited. If an employee with at least one year of service terminates employment, 100 percent of unused vacation leave is paid. Employees who leave with less than one year of service forfeit any accumulated unused vacation time. Any vacation time used in the first year must be repaid if an employee resigns with less than one year of service.

*Accumulated Unpaid Sick Leave*

Library employees earn sick leave at the rate of four and six tenths hours per 74 hours of service. Sick leave is cumulative up to 25.9 times the designated position's number of hours worked per week (i.e., 37 hours times 25.9 = 960). Hours earned in excess of the maximum are forfeited. Employees who voluntarily terminate employment after ten years of service with the Library will be paid 25 percent of their accumulated sick leave balance, up to a maximum payment of 240 hours. In the case of death, an employee's estate is paid 50 percent of accumulated available sick leave hours if the employee had ten years of service with the Library.

**Deferred Compensation**

Library employees may participate in the Ohio Public Employees Deferred Compensation Plan. This plan was created in accordance with Internal Revenue Code Section 457. Participation is on a voluntary payroll deduction basis. The plan permits deferral of compensation until future years. According to the plan, the deferred compensation is not available until termination, retirement, death, or an unforeseeable emergency.

**NOTE 13 – LONG-TERM OBLIGATIONS**

The changes in the Library's long-term obligations during 2009 were as follows:

	Amount Outstanding 12/31/2008	Additions	Deletions	Amount Outstanding 12/31/2009	Amounts Due in One Year
Compensated Absences	<u>\$81,324</u>	<u>\$40,277</u>	<u>\$3,975</u>	<u>\$117,626</u>	<u>\$18,925</u>

Compensated absences will be paid from the General Fund.

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

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**NOTE 14 – INTERFUND TRANSFERS**

Interfund transfers at December 31, 2009 were as follows:

	<u>Transfers-In</u>	<u>Transfers-Out</u>
General Fund	\$0	\$358,770
Other Governmental Funds	<u>358,770</u>	<u>0</u>
Total Transfers	<u>\$358,770</u>	<u>\$358,770</u>

The Library transferred cash to the 27<sup>th</sup> Pay/Termination Benefits Special Revenue Fund to cover salary and benefit payments for employees who resigned or retired. Employees with ten or more years of library service receive a lump sum payment for accumulated sick leave. Those leaving with at least one year of service get a payout for accrued vacation time. The fund is also used to accumulate funds to cover a twenty-seventh pay period, which occurred in 2009. Additional transfers from the General Fund were made to the Building Capital Projects Fund. The transfer to the Building Capital Projects Fund was to cover expenditures related to the renovations of the Old Worthington Library and the Northwest Library.

**NOTE 15 – CONTINGENCIES**

**Grants**

The Library receives financial assistance from State agencies in the form of grants. Disbursing grant funds generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit. Any disallowed claims resulting from such audits could become a liability. However, in the opinion of management, any such disallowed claims through December 31, 2009 will not have a material adverse effect on the Library.

**Litigation**

The Library is not currently a defendant in any legal case.

**NOTE 16 – CHANGE IN ACCOUNTING PRINCIPLES**

For fiscal year 2009, the Library has implemented Governmental Accounting Standards Board (GASB) Statement No. 52, “Land and Other Real Estate Held as Investments by Endowments”, Statement No. 55, “The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments,” and Statement No. 56, “Codification of Accounting and Financial Reporting Guidance Contained in the AICPA Statements on Auditing Standards.”

**Worthington Libraries**  
*Worthington, Ohio*  
*Notes to the Basic Financial Statements*  
*For the Year Ended December 31, 2009*

**NOTE 16 – CHANGE IN ACCOUNTING PRINCIPLES (continued)**

GASB Statement No. 52 establishes consistent standards for the reporting of land and other real estate held as investments by essentially similar entities. It requires endowments to report their land and other real estate investments at fair value. Governments are also required to report the changes in fair value as investment income and to disclose the methods and significant assumptions employed to determine fair value. The implementation of this statement did not result in any change in the Library’s financial statements.

GASB Statement No. 55 incorporates the hierarchy of generally accepted accounting principles (GAAP) for state and local governments into the GASB authoritative literature. The GAAP hierarchy consists of the sources of accounting principles used in the preparation of financial statements of state and local governmental entities that are presented in conformity with GAAP, and the framework for selecting those principles. The implementation of this statement did not result in any change in the Library’s financial statements.

GASB Statement No. 56 incorporates accounting and financial reporting guidance previously only contained in the American Institute of Certified Public Accountants’ and auditing literature into the GASB’s accounting and financial reporting literature for state and local governments. The statement’s guidance addresses related party transactions, going concern considerations, and subsequent events from the AICPA literature. The implementation of this statement did not result in any change in the Library’s financial statements.

**NOTE 17 – FUND RECLASSIFICATION**

The Library’s Building fund did not meet the minimum criteria for mandatory major fund reporting and needed to be reclassified accordingly.

The effect of this reclassification is presented below:

	Building	Other Governmental Funds
Beginning Fund Balances, as previously reported	\$387,858	\$680,155
Major Fund Reclassification	(387,858)	387,858
Beginning Fund Balances, as revised	\$0	\$1,068,013

COMBINING FINANCIAL STATEMENTS  
AND  
INDIVIDUAL FUND SCHEDULES

*Worthington Libraries*  
*Worthington, Ohio*  
*Nonmajor Fund Descriptions*

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**Special Revenue Funds**

Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes.

**Nonmajor Special Revenue Fund**

**27th Pay/Termination Benefits Fund**

This fund is used to pay accumulated vacation leave payouts to employees who have resigned, as well as accumulated vacation and sick leave payouts to employees who are eligible for them due to retirement. The fund is also used to cover the 27th pay that occurs approximately every 10 years.

**Capital Projects Funds**

Capital projects funds are used to account for the financial resources to be used for the acquisition or construction of major capital facilities.

**Nonmajor Capital Projects Fund**

**Building Fund**

This fund is used to record expenditures related to building projects, including improvements to the Library and construction of new facilities.

**Technology Fund**

This fund is used to record expenditures related to purchases of computing and network technology as well as other office equipment.

**Worthington Libraries**  
*Worthington, Ohio*  
*Combining Balance Sheet*  
*Nonmajor Governmental Funds*  
*December 31, 2009*

	Nonmajor Special Revenue Fund	Nonmajor Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Assets:</b>			
Equity in Pooled Cash and Cash Equivalents	\$112,023	\$753,815	\$865,838
<b>Liabilities and Fund Balances:</b>			
<b>Liabilities:</b>			
Accounts Payable	\$0	\$10,758	\$10,758
Accrued Wages Payable	1,390	0	1,390
Intergovernmental Payable	22,379	0	22,379
Matured Compensated Absences Payable	3,860	0	3,860
<i>Total Liabilities</i>	27,629	10,758	38,387
<b>Fund Balances:</b>			
Reserved for Encumbrances	0	56,053	56,053
Unreserved:			
Special Revenue Fund	84,394	0	84,394
Capital Projects Funds	0	687,004	687,004
<i>Total Fund Balances</i>	84,394	743,057	827,451
<i>Total Liabilities and Fund Balances</i>	\$112,023	\$753,815	\$865,838



**Worthington Libraries**  
*Worthington, Ohio*  
*Combining Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Nonmajor Governmental Funds*  
*For the Year Ended December 31, 2009*

	Nonmajor Special Revenue Fund	Nonmajor Capital Projects Funds	Total Nonmajor Governmental Funds
<b>Revenues:</b>	\$0	\$0	\$0
<b>Expenditures:</b>			
Current:			
Library Services:			
Public Services and Programs	128,249	41,943	170,192
Collection Development and Processing	15,054	0	15,054
Support Services:			
Facilities Operations and Maintenance	2,153	21,912	24,065
Information Services Support	12,054	132,509	144,563
Business Administration	39,241	0	39,241
Capital Outlay	0	206,217	206,217
<i>Total Expenditures</i>	<u>196,751</u>	<u>402,581</u>	<u>599,332</u>
<i>Excess of Revenues Under Expenditures</i>	(196,751)	(402,581)	(599,332)
<b>Other Financing Sources:</b>			
Transfers - In	<u>177,535</u>	<u>181,235</u>	<u>358,770</u>
<i>Net Change in Fund Balances</i>	(19,216)	(221,346)	(240,562)
<i>Fund Balances at Beginning of Year - Reclassified</i>	<u>103,610</u>	<u>964,403</u>	<u>1,068,013</u>
<i>Fund Balances at End of Year</i>	<u><u>\$84,394</u></u>	<u><u>\$743,057</u></u>	<u><u>\$827,451</u></u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Combining Balance Sheet*  
*Nonmajor Capital Projects Funds*  
*December 31, 2009*

	Building Fund	Technology Fund	Total Nonmajor Capital Projects Funds
<b>Assets:</b>			
Equity in Pooled Cash and Cash Equivalents	\$305,518	\$448,297	\$753,815
<b>Liabilities and Fund Balances:</b>			
<b>Liabilities:</b>			
Accounts Payable	\$0	\$10,758	\$10,758
<b>Fund Balances:</b>			
Reserved for Encumbrances	0	56,053	56,053
Unreserved:			
Capital Projects Funds	305,518	381,486	687,004
<i>Total Fund Balances</i>	305,518	437,539	743,057
<i>Total Liabilities and Fund Balances</i>	\$305,518	\$448,297	\$753,815

**Worthington Libraries**  
*Worthington, Ohio*  
*Combining Statement of Revenues, Expenditures and Changes in Fund Balances*  
*Nonmajor Capital Projects Funds*  
*For the Year Ended December 31, 2009*

	Building Fund	Technology Fund	Total Nonmajor Capital Projects Funds
<b>Revenues:</b>	\$0	\$0	\$0
<b>Expenditures:</b>			
Current:			
Library Services:			
Public Services and Programs	41,943	0	41,943
Support Services:			
Facilities Operations and Maintenance	21,912	0	21,912
Information Services Support	0	132,509	132,509
Capital Outlay	199,720	6,497	206,217
<i>Total Expenditures</i>	263,575	139,006	402,581
<i>Excess of Revenues Under Expenditures</i>	(263,575)	(139,006)	(402,581)
<b>Other Financing Sources:</b>			
Transfers - In	181,235	0	181,235
<i>Net Change in Fund Balances</i>	(82,340)	(139,006)	(221,346)
<i>Fund Balances at Beginning of Year - Reclassified</i>	387,858	576,545	964,403
<i>Fund Balances at End of Year</i>	\$305,518	\$437,539	\$743,057

**Worthington Libraries**  
*Worthington, Ohio*  
*Schedule of Revenues, Expenditures and Changes*  
*In Fund Balance - Budget and Actual (Budget Basis)*  
*General Fund*  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget
				Positive (Negative)
<b>Revenues:</b>				
Property Taxes	\$6,444,293	\$6,444,293	\$5,949,645	(\$494,648)
Other Government Grants-in-Aid	3,113,393	3,113,393	3,174,818	61,425
Patron Fines and Fees	300,000	300,000	292,687	(7,313)
Services Provided to Other Entities	782,014	782,014	782,014	0
Contributions, Gifts, and Donations	0	0	5,222	5,222
Earnings on Investments	60,000	60,000	33,384	(26,616)
Miscellaneous	0	0	18,517	18,517
<i>Total Revenues</i>	<u>10,699,700</u>	<u>10,699,700</u>	<u>10,256,287</u>	<u>(443,413)</u>
<b>Expenditures:</b>				
Library Services:				
Public Services and Programs				
Personal Services	3,514,106	3,514,106	3,463,141	50,965
Purchased Library Services	1,350	1,350	557	793
Contractual Services	33,660	33,660	11,914	21,746
Materials and Supplies	21,782	21,782	17,661	4,121
<i>Total Public Services and Programs</i>	<u>3,570,898</u>	<u>3,570,898</u>	<u>3,493,273</u>	<u>77,625</u>
Collection Development and Processing				
Personal Services	270,868	270,868	262,444	8,424
Purchased Library Services	1,714,985	1,714,985	1,668,202	46,783
Contractual Services	161,871	161,871	147,359	14,512
Materials and Supplies	35,515	35,515	24,478	11,037
<i>Total Collection Development and Processing</i>	<u>2,183,239</u>	<u>2,183,239</u>	<u>2,102,483</u>	<u>80,756</u>
Support Services:				
Facilities Operations and Maintenance				
Personal Services	61,493	61,493	61,488	5
Contractual Services	682,351	682,351	624,577	57,774
Materials and Supplies	44,613	44,613	35,066	9,547
<i>Total Facilities Operations and Maintenance</i>	<u>788,457</u>	<u>788,457</u>	<u>721,131</u>	<u>67,326</u>
Information Services Support				
Personal Services	356,023	356,023	335,293	20,730
Purchased Library Services	207,855	207,855	131,705	76,150
Contractual Services	293,496	293,496	261,524	31,972
Materials and Supplies	5,533	5,533	2,868	2,665
<i>Total Information Services Support</i>	<u>\$862,907</u>	<u>\$862,907</u>	<u>\$731,390</u>	<u>\$131,517</u>

(continued)

**Worthington Libraries**  
*Worthington, Ohio*  
*Schedule of Revenues, Expenditures and Changes*  
*In Fund Balance - Budget and Actual (Budget Basis)*  
*General Fund*  
*For the Year Ended December 31, 2009*  
*(continued)*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Business Administration				
Personal Services	\$1,054,051	\$1,054,051	\$1,009,583	\$44,468
Contractual Services	394,909	394,909	329,485	65,424
Materials and Supplies	26,948	26,948	17,909	9,039
Other	12,774	12,774	11,969	805
<b>Total Business Administration</b>	<b>1,488,682</b>	<b>1,488,682</b>	<b>1,368,946</b>	<b>119,736</b>
Capital Outlay	161,953	161,953	52,398	109,555
Contingency	150,000	150,000	0	150,000
<i>Total Expenditures</i>	<i>9,206,136</i>	<i>9,206,136</i>	<i>8,469,621</i>	<i>736,515</i>
<i>Excess of Revenues Over Expenditures</i>	<i>1,493,564</i>	<i>1,493,564</i>	<i>1,786,666</i>	<i>293,102</i>
<b>Other Financing Uses:</b>				
Transfers - Out	(358,770)	(358,770)	(358,770)	0
<i>Net Change in Fund Balance</i>	<i>1,134,794</i>	<i>1,134,794</i>	<i>1,427,896</i>	<i>293,102</i>
<i>Prior Year Encumbrances Appropriated</i>	<i>336,824</i>	<i>336,824</i>	<i>336,824</i>	<i>0</i>
<i>Fund Balance at Beginning of Year</i>	<i>8,849,856</i>	<i>8,849,856</i>	<i>8,849,856</i>	<i>0</i>
<i>Fund Balance at End of Year</i>	<u><u><i>\$10,321,474</i></u></u>	<u><u><i>\$10,321,474</i></u></u>	<u><u><i>\$10,614,576</i></u></u>	<u><u><i>\$293,102</i></u></u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Schedule of Revenues, Expenditures and Changes*  
*In Fund Balance - Budget and Actual (Budget Basis)*  
*27th Pay/Termination Benefits Fund*  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues:</b>	\$0	\$0	\$0	\$0
<b>Expenditures:</b>				
Library Services:				
Public Services and Programs				
Personal Services	217,950	217,950	128,248	89,702
Collection Development and Processing				
Personal Services	9,804	9,804	9,804	0
Support Services:				
Facilities Operations and Maintenance				
Personal Services	2,153	2,153	2,153	0
Information Services Support				
Personal Services	12,054	12,054	12,054	0
Business Administration				
Personal Services	39,378	39,378	39,378	0
<i>Total Expenditures</i>	281,339	281,339	191,637	89,702
<i>Excess of Revenues Under Expenditures</i>	(281,339)	(281,339)	(191,637)	(89,702)
<b>Other Financing Sources:</b>				
Transfers - In	177,535	177,535	177,535	0
<i>Net Change in Fund Balance</i>	(103,804)	(103,804)	(14,102)	(89,702)
<i>Fund Balance at Beginning of Year</i>	103,804	103,804	103,804	0
<i>Fund Balance at End of Year</i>	\$0	\$0	\$89,702	(\$89,702)

**Worthington Libraries**  
*Worthington, Ohio*  
*Schedule of Revenues, Expenditures and Changes*  
*In Fund Balance - Budget and Actual (Budget Basis)*  
**Building Fund**  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues:</b>	\$0	\$0	\$0	\$0
<b>Expenditures:</b>				
Capital Outlay	806,155	806,155	500,637	305,518
<i>Excess of Revenues Under Expenditures</i>	(806,155)	(806,155)	(500,637)	(305,518)
<b>Other Financing Sources:</b>				
Transfers - In	181,235	181,235	181,235	0
<i>Net Change in Fund Balance</i>	(624,920)	(624,920)	(319,402)	(305,518)
<i>Prior Year Encumbrances Appropriated</i>	329,895	329,895	329,895	0
<i>Fund Balance at Beginning of Year</i>	295,025	295,025	295,025	0
<i>Fund Balance at End of Year</i>	\$0	\$0	\$305,518	(\$305,518)

**Worthington Libraries**  
*Worthington, Ohio*  
*Schedule of Revenues, Expenditures and Changes*  
*In Fund Balance - Budget and Actual (Budget Basis)*  
*Technology Fund*  
*For the Year Ended December 31, 2009*

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
<b>Revenues:</b>	\$0	\$0	\$0	\$0
<b>Expenditures:</b>				
Support Services:				
Information Services Support				
Contractual Services	91,060	91,060	45,748	45,312
Capital Outlay	244,626	244,626	151,135	93,491
<i>Total Expenditures</i>	335,686	335,686	196,883	138,803
<i>Net Change in Fund Balance</i>	(335,686)	(335,686)	(196,883)	(138,803)
<i>Prior Year Encumbrances Appropriated</i>	29,397	29,397	29,397	0
<i>Fund Balance at Beginning of Year</i>	548,972	548,972	548,972	0
<i>Fund Balance at End of Year</i>	\$242,683	\$242,683	\$381,486	(\$138,803)



## *STATISTICAL TABLES*

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This part of Worthington Libraries' comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Library's overall financial health.

<u>CONTENTS</u>	<u>PAGES</u>
Financial Trends	50-53
These schedules contain trend information to help the reader understand how the Library's financial performance and well-being have changed over time.	
Revenue Capacity	54-59
These schedules contain information to help the reader assess the Library's most significant local revenue source, property taxes.	
Debt Capacity	60-61
These schedules present information to help the reader assess the affordability of the Library's current levels of outstanding debt and the Library's ability to issue additional debt in the future.	
Demographic and Economic Information	62-63
These schedules offer demographic and economic indicators to help the reader understand the environment within which the Library's financial activities take place.	
Operating information	64-68
These schedules contain service and infrastructure data to help the reader understand how the information in the Library's financial report relates to the services the Library provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year. The Library implemented *GASB Statement No. 34* in 2006. Schedules presenting government-wide information include information beginning in that year.

**Worthington Libraries**  
*Worthington, Ohio*  
*Net Assets by Component*  
*Last Five Years*  
*(accrual basis of accounting)*

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
Governmental Activities:					
Invested in Capital Assets, Net of Related Debt	\$5,318,075	\$6,251,668	\$7,657,472	\$8,984,473	\$8,970,855
Unrestricted	<u>5,251,015</u>	<u>8,501,531</u>	<u>11,506,214</u>	<u>11,421,601</u>	<u>12,923,458</u>
<i>Total Governmental Activities Net Assets</i>	<u>\$10,569,090</u>	<u>\$14,753,199</u>	<u>\$19,163,686</u>	<u>\$20,406,074</u>	<u>\$21,894,313</u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Changes in Net Assets*  
*Last Four Years*  
*(accrual basis of accounting)*

	2006	2007	2008	2009
<b>Expenses:</b>				
Library Services:				
Public Services and Programs	\$3,206,853	\$3,038,715	\$4,781,710	\$3,736,517
Collection Development and Processing	1,772,553	1,689,935	2,157,159	1,894,589
Support Services:				
Facilities Operations and Maintenance	586,224	574,752	737,269	723,911
Information Services Support	284,985	659,351	806,923	874,146
Business Administration	1,293,803	1,392,180	1,366,640	1,380,683
Debt Service:				
Interest and Fiscal Charges	27,115	0	0	0
<i>Total Expenses</i>	7,171,533	7,354,933	9,849,701	8,609,846
<b>Program Revenues:</b>				
Charges for Services:				
Library Services:				
Public Services and Programs	1,036,985	1,031,340	1,101,263	1,074,701
<i>Net Expenses</i>	(6,134,548)	(6,323,593)	(8,748,438)	(7,535,145)
<b>General Revenues:</b>				
Governmental Activities:				
Property Taxes	7,136,074	6,670,931	6,286,953	6,005,216
Grants and Entitlements not				
Restricted to Specific Programs	2,831,055	3,543,453	3,405,030	2,961,045
Unrestricted Gifts and Donations	825	18,828	3,661	5,222
Earnings on Investments	342,779	496,133	276,844	33,384
Miscellaneous	7,924	4,735	18,338	18,517
<i>Total General Revenues</i>	10,318,657	10,734,080	9,990,826	9,023,384
<i>Change in Net Assets</i>	\$4,184,109	\$4,410,487	\$1,242,388	\$1,488,239

**Worthington Libraries**  
*Worthington, Ohio*  
*Fund Balances - Governmental Funds*  
*Last Five Years*  
*(modified accrual basis of accounting)*

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
General Fund					
Reserved	\$253,808	\$273,045	\$277,022	\$259,972	\$202,535
Unreserved	<u>2,598,003</u>	<u>5,933,367</u>	<u>6,591,556</u>	<u>8,819,085</u>	<u>10,786,676</u>
<i>Total General Fund</i>	<u>2,851,811</u>	<u>6,206,412</u>	<u>6,868,578</u>	<u>9,079,057</u>	<u>10,989,211</u>
All Other Governmental Funds					
Reserved	600	209,511	1,576,682	120,405	56,053
Unreserved, Undesignated					
Reported in:					
Special Revenue Fund	51,620	82,851	112,933	103,610	84,394
Debt Service Fund	36,785	0	0	0	0
Capital Projects Funds	<u>1,004,482</u>	<u>792,609</u>	<u>1,583,686</u>	<u>843,998</u>	<u>687,004</u>
<i>Total All Other Governmental Funds</i>	<u>1,093,487</u>	<u>1,084,971</u>	<u>3,273,301</u>	<u>1,068,013</u>	<u>827,451</u>
<i>Total Governmental Funds</i>	<u>\$3,945,298</u>	<u>\$7,291,383</u>	<u>\$10,141,879</u>	<u>\$10,147,070</u>	<u>\$11,816,662</u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Changes in Fund Balances - Governmental Funds*  
*Last Four Years*  
*(modified accrual basis of accounting)*

	2006	2007	2008	2009
<b>Revenues:</b>				
Property Taxes	\$6,885,758	\$6,613,736	\$6,278,922	\$5,949,645
Other Government Grants-in-Aid	3,193,006	3,429,348	3,515,269	3,142,356
Patron Fines and Fees	280,352	282,729	297,960	292,687
Services Provided to Other Entities	756,633	748,611	803,303	782,014
Contributions, Gifts, and Donations	825	18,828	3,661	5,222
Earnings on Investments	342,779	496,133	276,844	33,384
Miscellaneous	7,924	4,735	18,338	18,517
<i>Total Revenues</i>	<u>11,467,277</u>	<u>11,594,120</u>	<u>11,194,297</u>	<u>10,223,825</u>
<b>Expenditures:</b>				
Current:				
Library Services:				
Public Services and Programs	2,917,050	2,919,557	4,645,550	3,568,028
Collection Development and Processing	1,769,799	1,686,625	2,159,378	1,891,188
Support Services:				
Facilities Operations and Maintenance	556,499	543,840	711,032	686,709
Information Services Support	280,498	632,951	778,463	858,650
Business Administration	1,249,607	1,359,094	1,351,301	1,343,441
Capital Outlay	297,294	1,601,557	1,543,382	206,217
Debt Service:				
Principal Retirement	990,000	0	0	0
Interest and Fiscal Charges	60,445	0	0	0
<i>Total Expenditures</i>	<u>8,121,192</u>	<u>8,743,624</u>	<u>11,189,106</u>	<u>8,554,233</u>
<i>Excess of Revenues Over Expenditures</i>	<u>3,346,085</u>	<u>2,850,496</u>	<u>5,191</u>	<u>1,669,592</u>
<b>Other Financing Sources (Uses):</b>				
Transfers - In	1,156,910	3,856,220	601,800	358,770
Transfers - Out	(1,156,910)	(3,856,220)	(601,800)	(358,770)
<i>Total Other Financing Sources (Uses)</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Net Change in Fund Balances</i>	<u>\$3,346,085</u>	<u>\$2,850,496</u>	<u>\$5,191</u>	<u>\$1,669,592</u>
<i>Debt Service as a Percentage of Noncapital Expenditures</i>	13.1%	0.0%	0.0%	0.0%

**Worthington Libraries**  
*Worthington, Ohio*  
*Assessed Value and Estimated Actual Value of Taxable Property*  
*Last Ten Years*

Year	Real Property			Tangible Personal Property			
	Assessed Value			Public Utility		General Business	
	Residential/ Agricultural	Commercial/ Industrial/PU	Estimated Actual Value	Assessed Value	Estimated Actual Value	Assessed Value	Estimated Actual Value
2000	\$929,521,770	\$405,365,520	\$3,813,963,686	\$58,148,940	\$66,078,341	\$182,194,507	\$775,295,774
2001	934,815,990	413,194,980	3,851,459,914	60,284,870	68,505,534	182,194,507	775,295,774
2002	937,915,140	423,862,100	3,890,792,114	50,099,860	56,931,659	222,032,266	888,129,064
2003	1,072,551,470	377,767,160	4,143,767,514	51,560,220	58,591,159	202,028,171	808,112,684
2004	1,078,744,680	447,549,100	4,360,839,371	55,641,930	63,229,466	185,037,094	740,148,376
2005	1,087,563,880	444,066,090	4,376,085,629	54,413,770	61,833,830	179,018,550	716,074,200
2006	1,302,759,720	449,491,770	5,006,432,829	53,865,420	61,210,705	132,307,380	705,639,360
2007	1,324,905,840	454,215,230	5,083,203,057	50,757,700	57,679,205	86,444,451	345,777,804
2008	1,341,080,840	442,283,210	5,095,325,857	29,157,310	33,133,307	49,073,694	196,294,776
2009	1,356,112,130	444,618,780	5,144,945,457	29,914,350	33,993,580	8,593,327	34,373,308

Real property is reappraised every six years with a State mandated update of the current market value in the third year following each reappraisal.

The assessed value of real property (including public utility real property) is 35 percent of estimated true value. Personal property tax is assessed on all tangible personal property used in business in Ohio. The assessed value of public utility personal property ranges from 25 percent of true value for railroad property to 88 percent for electric transmission and distribution property. General business tangible personal property was assessed in previous years at 25 percent for machinery and equipment and 23 percent for inventories. General business tangible personal property tax is being phased out beginning in 2006. The listing percentage is 18.75 percent for 2006, 12.5 percent for 2007, 6.25 percent for 2008 and zero for 2009.

The tangible personal property values associated with each year are the values that, when multiplied by the applicable rates, generated the property tax revenue billed in that year. For real property, the amounts generated by multiplying the assessed values by the applicable rates would be reduced by the 10 percent and 2 1/2 percent rollbacks and homestead exemptions before being billed. Beginning in the 2006 collection year, the 10 percent rollback for commercial/industrial property has been eliminated.

**Source:** Ohio Department of Taxation, Franklin County Auditor

Totals		Ratio	Weighted Average Property Tax Rate (per \$1,000 of assessed value)
Assessed Value	Estimated Actual Value		
\$1,575,230,737	\$4,655,337,801	33.84%	1.80
1,590,490,347	4,695,261,223	33.87%	1.80
1,633,909,366	4,835,852,837	33.79%	1.66
1,703,907,021	5,010,471,357	34.01%	1.63
1,766,972,804	5,164,217,213	34.22%	1.63
1,765,062,290	5,153,993,658	34.25%	1.64
1,938,424,290	5,773,282,893	33.58%	3.76
1,916,323,221	5,486,660,066	34.93%	3.76
1,861,595,054	5,324,753,940	34.96%	3.70
1,839,238,587	5,213,312,345	35.28%	3.68

**Worthington Libraries**  
*Worthington, Ohio*  
*Property Tax Levies and Collections (1)*  
*Last Ten Years*

Collection Year	Current Tax Levy	Current Tax Collections	Percent of Current Tax Collections to Current Tax Levy	Delinquent Tax Collections (2)	Total Tax Collections	Percent of Total Tax Collections to Current Tax Levy
2000	\$2,881,786	\$2,819,697	97.85%	\$65,857	\$2,885,554	100.13%
2001	2,923,403	2,877,204	98.42%	66,560	2,943,764	100.70%
2002	2,947,922	2,878,456	97.64%	106,734	2,985,190	101.26%
2003	2,912,557	2,840,571	97.53%	75,395	2,915,966	100.12%
2004	2,888,263	2,818,222	97.57%	79,010	2,897,232	100.31%
2005	2,903,568	2,817,409	97.03%	57,704	2,875,113	99.02%
2006	7,310,027	7,095,784	97.07%	221,696	7,317,480	100.10%
2007	7,231,825	6,959,989	96.24%	186,182	7,146,171	98.82%
2008	7,048,734	6,278,922	89.08%	144,930	6,423,852	91.13%
2009	6,757,747	6,255,053	92.56%	149,765	6,404,818	94.78%

**Source:** Office of the Auditor, Franklin County, Ohio

(1) Includes Homestead/Rollback exemptions assessed locally, but distributed through the State and reported as intergovernmental revenue.

(2) The Library does not identify delinquent tax collections by tax year.



**Worthington Libraries**  
*Worthington, Ohio*  
*Principal Property Taxpayers*  
*2000 and 2009*

2000			2009		
Name of Taxpayer	Assessed Value	Percent of Total Assessed Value	Name of Taxpayer	Assessed Value	Percent of Total Assessed Value
<b>Public Utilities</b>			<b>Public Utilities</b>		
1 Columbus Southern Power Company	\$21,271,650	1.35%	1 Columbus Southern Power Company	\$25,077,660	1.36%
2 Ohio Bell Telephone Company	13,099,560	0.83%			
3 New Par	8,665,770	0.55%			
4 Columbia Gas of Ohio Inc	6,408,350	0.40%			
<b>Real Estate</b>			<b>Real Estate</b>		
1 Anheuser-Busch Inc	16,231,250	1.03%	1 Anheuser-Busch Inc	18,706,350	1.02%
2 ASP Boma LLC	15,996,770	1.01%	2 EOP-Community Corporate	8,610,000	0.47%
3 Eastrich No 167 Corp	8,723,790	0.55%	3 Eastrich No 167 Corp	8,381,900	0.46%
4 Columbus Retail Inc	8,461,250	0.54%	4 Fieldstone Trace Partnership	7,805,010	0.42%
5 OTR	8,428,010	0.54%	5 Worthington Meadows	7,665,040	0.42%
6 EOP-Community Corporate	8,400,000	0.53%	6 Worthington Industries Inc	6,664,540	0.36%
7 Worthington Meadows	7,035,040	0.45%	7 Crosswoods Central Park	6,568,180	0.36%
8 Busch Properties	6,909,720	0.44%	8 Columbus Retail Inc	6,302,490	0.34%
9 Fieldstone Trace Partnership	6,720,000	0.43%	9 Corporate Hill LLC	6,006,040	0.33%
10 Regency Centers	6,173,670	0.39%	10 Braveheart Columbus LLC	5,670,010	0.30%
<b>Tangible Personal Property</b>			<b>Tangible Personal Property</b>		
1 Anheuser-Busch Inc	54,636,015	3.47%	1 Anheuser-Busch Inc	14,711,270	0.80%
2 General Electric Company	16,856,330	1.07%	2 Sprintcom Inc	5,111,180	0.28%
3 Worthington Industries Inc	14,173,150	0.90%	3 Diamond Innovations Inc	3,651,480	0.20%
4 Liebert Corporation	8,298,690	0.53%	4 Worthington Industries Inc	3,475,020	0.19%
5 Worthington Foods Inc	6,883,990	0.44%	5 Ohio Bell Telephone Company	2,503,430	0.14%
6 Mettler Toledo	5,828,180	0.37%	6 T Mobile Central LLC	1,991,320	0.11%
7 Abbott Laboratories	3,528,030	0.22%	7 Liebert Corporation	1,706,360	0.09%
8 Jack Maxton Chevrolet	3,123,290	0.20%	8 New Par	1,500,650	0.08%
9 Worthington Cylinder Corp	2,676,020	0.17%	9 Mettler Toledo	1,134,640	0.06%
10 Genuine Parts CO NAPA	1,998,010	0.13%	10 Worthington Cylinder Corp	897,980	0.05%
All Others	1,314,704,202	83.46%	All Others	1,695,098,037	92.16%
Total Assessed Valuation	<u>\$1,575,230,737</u>	<u>100.00%</u>	Total Assessed Valuation	<u>\$1,839,238,587</u>	<u>100.00%</u>

Source: Office of the Auditor, Franklin County, Ohio

**Worthington Libraries**  
 Worthington, Ohio  
 Direct and Overlapping Property Tax Rates  
 (Per \$1,000 of Assessed Value)  
 Last Ten Years

	2000	2001	2002
<b>Voted Millage - By Levy</b>			
1992 Current Expense			
Residential/Agricultural Real	\$1.64	\$1.64	\$1.64
Commercial/Industrial and Public Utility Real	1.94	1.93	1.91
General Business and Public Utility Personal	2.20	2.20	2.20
2005 Current Expense			
Residential/Agricultural Real	0.00	0.00	0.00
Commercial/Industrial and Public Utility Real	0.00	0.00	0.00
General Business and Public Utility Personal	0.00	0.00	0.00
<b>Total Voted Millage By Type of Property</b>			
Residential/Agricultural Real	1.64	1.64	1.64
Commercial/Industrial and Public Utility Real	1.94	1.93	1.91
General Business and Public Utility Personal	2.20	2.20	2.20
<b>Overlapping Rates By Taxing District</b>			
<b>Franklin County</b>			
General Fund	1.47	1.47	1.47
Children Services	4.25	4.25	4.25
ADAMH Board	2.20	2.20	2.20
MRDD	7.47	7.47	7.47
Metro Park	0.65	0.65	0.65
Zoological Park	0.75	0.75	0.75
Office on Aging	0.85	0.85	0.85
<b>Total Franklin County</b>	<b>17.64</b>	<b>17.64</b>	<b>17.64</b>
<b>School District</b>			
Worthington City School District	72.65	72.60	78.38
<b>Townships</b>			
Sharon Township	19.10	19.10	19.10
Perry Township	23.80	23.80	23.80
<b>Cities</b>			
City of Worthington	3.00	3.00	3.00
City of Columbus	3.14	3.14	3.14

**Source:** Ohio Department of Taxation, County Auditor, Franklin County

The rates presented for a particular calendar year are the rates that, when applied to the assessed values presented in the Assessed Value Table, generated the property tax revenue for that year.

Rates may only be raised by obtaining the approval of a majority of the voters at a public election.

Real property tax rates are reduced so that inflationary increases in value do not generate additional taxes. Real property is reappraised every six years and property values are updated in the third year following each reappraisal.

2003	2004	2005	2006	2007	2008	2009
\$1.43	\$1.43	\$1.43	\$1.21	\$1.20	\$1.20	\$1.20
1.81	1.82	1.87	1.81	1.84	1.87	1.86
2.20	2.20	2.20	2.20	2.20	2.20	2.20
0.00	0.00	0.00	2.20	2.19	2.19	2.19
0.00	0.00	0.00	2.52	2.57	2.60	2.59
0.00	0.00	0.00	2.60	2.60	2.60	2.60
1.43	1.43	1.43	3.41	3.39	3.39	3.39
1.81	1.82	1.87	4.33	4.40	4.47	4.45
2.20	2.20	2.20	4.80	4.80	4.80	4.80
1.47	1.47	1.47	1.47	1.47	1.47	1.47
4.25	5.05	5.05	5.05	5.05	5.05	5.05
2.20	2.20	2.20	2.20	2.20	2.20	2.20
7.47	7.47	7.47	7.47	7.47	7.47	7.00
0.65	0.65	0.65	0.65	0.65	0.65	0.65
0.75	0.75	0.75	0.75	0.75	0.75	0.75
0.85	0.85	0.85	0.85	0.85	0.90	0.90
17.64	18.44	18.44	18.44	18.44	18.49	18.02
77.88	77.71	84.56	83.23	83.23	83.23	83.14
23.50	23.50	23.50	23.50	23.50	23.50	23.50
23.80	20.40	18.40	18.40	21.20	21.20	18.10
3.00	3.00	3.00	3.00	5.00	5.00	5.00
3.14	3.14	3.14	3.14	3.14	3.14	3.14

**Worthington Libraries**  
*Worthington, Ohio*  
*Computation of Direct and Overlapping Governmental Debt*  
*December 31, 2009*

	Net Long-term Debt Outstanding	Percentage Applicable to Library (1)	Amount Applicable to Library
<b>Direct:</b>			
Worthington Libraries	\$0	100.00%	\$0
<b>Overlapping:</b>			
Worthington City School District (2)			
Notes Payable	3,114,000	100.00%	3,114,000
General Obligation Bonds	52,424,611	100.00%	52,424,611
Certificates of Participation	5,593,667	100.00%	5,593,667
City of Worthington			
General Obligation Bonds	7,990,000	100.00%	7,990,000
Franklin County			
General Obligation Bonds	249,014,940	6.771%	16,859,952
City of Columbus			
Revenue Obligations	502,150,000	7.158%	35,944,756
General Obligation Bonds	358,961,929	7.158%	25,695,109
Total Overlapping Debt	<u>1,179,249,147</u>		<u>147,622,095</u>
Total Direct and Overlapping Debt	<u>\$1,179,249,147</u>		<u>\$147,622,095</u>

**Source:** Office of the Auditor, Franklin County, Ohio, and Financial Statements for the respective subdivision

- (1) Percentages were determined by dividing the assessed valuation of the political subdivision located within the boundaries of the District by the total assessed valuation of the subdivision. The valuations used were for the 2009 collection year.
- (2) The debt outstanding for Worthington School District is at June 30, 2009.

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the Library. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the Library. This process recognizes that, when considering the Library's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.

**Worthington Libraries**  
*Worthington, Ohio*  
*Ratio of Outstanding Debt by Type*  
*Governmental Activities*  
*Last Ten Years*

Year	Capital Lease Payable	Percentage of Personal Income (1)	Per Capita (1)
2000	\$1,540,000	0.08%	\$27.05
2001	1,430,000	0.07%	25.10
2002	1,320,000	0.07%	23.17
2003	1,210,000	0.06%	20.62
2004	1,100,000	0.05%	18.62
2005	990,000	0.05%	16.43
2006	0	0.00%	0.00
2007	0	0.00%	0.00
2008	0	0.00%	0.00
2009	0	0.00%	0.00

Details regarding the Library's outstanding debt can be found in the notes to the financial statements

(1) See Demographic and Economic Statistics table for personal income and population data.

**Worthington Libraries**  
*Worthington, Ohio*  
*Demographic and Economic Statistics*  
*Last Ten Years*

Year	Population (1)	Personal Income (2)	Per Capita Personal Income (1)	Unemployment Rate (3)
2000	56,938	\$1,964,076,310	\$34,495	3.6%
2001	56,975	1,965,352,625	34,495	3.6%
2002	56,975	1,965,352,625	34,495	5.4%
2003	58,687	2,024,408,065	34,495	6.1%
2004	59,063	2,037,378,185	34,495	5.9%
2005	60,248	2,078,254,760	34,495	5.6%
2006	59,983	2,069,113,585	34,495	4.8%
2007	57,550	2,011,084,750	34,945	5.3%
2008	61,153	2,120,786,040	34,680	5.7%
2009	61,492	2,246,610,220	36,535	9.0%

**Sources:** (1) Mid Ohio Regional Planning Commission  
(2) Calculated based on per capita income and population  
(3) Ohio Bureau of Employment Services, not available for Worthington  
Public Libraries. Figures presented are for Franklin County.

## Worthington Libraries

Worthington, Ohio

Principal Employers

2006 and 2009

Employer	Nature of Business	2006		2009	
		Number of Employees	Rank	Number of Employees	Rank
Worthington School District	Education	1,176	1	1,169	1
Anthem Blue Cross	Insurance	840	5	1,103	2
Worthington Industries Inc	Steel Industry	1,100	2	1,100	3
Liebert Corporation	Energy/Power	1,000	3	1,000	4
Anheuser-Busch Inc	Production Plant	892	4	776	5
Huntington Bank	Mortgage/Banking	540	6	535	6
Diamond Innovations Inc	Diamond Products	375	7	368	7
The Laurels Healthcare	Healthcare	290	8	270	8
Medvet Medical Center	Animal Care	250	9	239	9
American Automobile Association	Automotive	0	N/A	267	10
American Health Holding	Healthcare	231	10	0	N/A

**Source:** Chamber of Commerce and Individual employer records

Note: Above figures are estimates based on Chamber of Commerce information and employer data provided to the Library. Actual information, as well as information prior to 2006, was not available. Percentage of total employment is not available.

**Worthington Libraries**  
*Worthington, Ohio*  
*Library Employees by Function/Program*  
*Last Ten Years*

Function/Program	2000	2001	2002	2003
<b>Governmental Activities:</b>				
Library Services:				
Public Services and Programs	108	107	107	100
Collection Development and Processing	10	10	10	10
Support Services:				
Facilities Operations and Maintenance	1	1	1	1
Information Services Support	3	4	4	4
Business Administration	11	11	11	11
<i>Total Number of Employees</i>	<u>133</u>	<u>133</u>	<u>133</u>	<u>126</u>

Note: Figures include both full and part time employees.



2004	2005	2006	2007	2008	2009
97	105	104	120	118	116
9	8	7	7	9	9
1	1	1	1	1	1
3	4	4	5	5	5
11	11	14	15	14	14
<u>121</u>	<u>129</u>	<u>130</u>	<u>148</u>	<u>147</u>	<u>145</u>

**Worthington Libraries**  
*Worthington, Ohio*  
*Operating Indicators By Function/Program*  
*Last Ten Years*

<b>Function/Program</b>	2000	2001	2002	2003
<b>Library Services:</b>				
Public Services and Programs				
Number of Materials Circulated	1,727,834	1,940,829	2,137,211	2,222,182
Number of Registered Borrowers	54,261	54,987	57,737	59,031
Collection Development and Processing				
Number of Materials Owned	419,276	432,827	434,899	429,198
<b>Support Services:</b>				
Facilities Operations and Maintenance				
Square footage of Facility Maintained:				
Old Worthington Library	41,668	41,668	41,668	41,668
Northwest Library	23,635	23,635	23,635	23,635
Worthington Park Library	0	0	0	0
Information Services Support				
Number of Computers	78	120	120	100
Number of Web Site Visits	646,394	573,543	862,866	827,170

**Source:** Worthington Public Libraries Information and State Library of Ohio Report

2004	2005	2006	2007	2008	2009
2,406,948	2,520,594	2,632,136	2,957,725	3,237,654	3,561,742
59,481	61,436	63,583	62,605	62,571	70,202
425,808	436,349	405,070	377,847	409,060	498,773
41,668	41,668	41,668	41,668	42,446	42,446
23,635	23,635	23,635	23,635	25,481	25,481
0	0	0	0	4,974	4,974
100	129	130	225	347	348
921,832	738,686	761,586	1,268,262	1,858,073	1,348,505

**Worthington Libraries**  
 Worthington, Ohio  
 Capital Assets Statistics by Function/Class  
 Last Five Years

Function/Class	2005	2006	2007	2008	2009
<b>Library Services:</b>					
<b>Public Services and Programs</b>					
Land	\$697,350	\$697,350	\$697,350	\$697,350	\$697,350
Construction in Progress	0	63,255	1,261,891	2,233,909	0
Buildings and Improvements	5,150,819	5,150,819	5,150,819	5,150,819	7,533,449
Machinery and Equipment	393,319	393,319	266,794	471,025	471,025
<b>Collection Development and Processing</b>					
Land	17,206	17,206	17,206	17,206	17,206
Construction in Progress	0	1,561	31,135	55,119	0
Buildings and Improvements	126,966	126,966	126,966	126,966	185,754
<b>Support Services:</b>					
<b>Facilities Operations and Maintenance</b>					
Land	120,443	120,443	120,443	120,443	120,443
Construction in Progress	0	10,925	217,948	385,830	0
Buildings and Improvements	1,166,919	1,166,919	1,166,919	1,184,115	1,595,632
Machinery and Equipment	0	0	0	12,800	18,367
<b>Information Services Support</b>					
Land	8,558	8,558	8,558	8,558	8,558
Construction in Progress	0	776	15,485	27,414	0
Buildings and Improvements	63,147	63,147	63,147	63,147	92,386
Machinery and Equipment	158,402	178,804	149,804	143,834	143,834
<b>Business Administration</b>					
Land	66,822	66,822	66,822	66,822	66,822
Construction in Progress	0	6,061	120,917	214,058	0
Buildings and Improvements	493,085	493,085	493,085	493,085	721,394
Machinery and Equipment	175,994	175,994	187,792	197,965	204,462
Vehicles	23,933	18,300	18,300	18,300	18,300
<i>Total Governmental Activities</i>	<u>\$8,662,963</u>	<u>\$8,760,310</u>	<u>\$10,181,381</u>	<u>\$11,688,765</u>	<u>\$11,894,982</u>

**Source:** Library capital assets records. The Library began to utilize the system in 2005; therefore, records are only available since then. Amounts presented are actual costs of assets.

**WORTHINGTON LIBRARIES**

Reports Issued Pursuant to  
*Government Auditing Standards*

For the year ended December 31, 2009

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

Worthington Libraries  
Franklin County  
820 High Street  
Worthington, Ohio 43085

To the Board of Trustees of Worthington Libraries:

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Worthington Libraries, Franklin County, Ohio (the "Library") as of and for the year ended December 31, 2009, which collectively comprise the Library's basic financial statements, and have issued our report thereon dated May 5, 2010. 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 auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of opining 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 deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies, resulting in more than a reasonable possibility that a material misstatement of the Library's financial statements will not be prevented, or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, 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.

**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*.

Worthington Libraries  
Independent Auditor's Report on Internal Control  
Over Financial Reporting and on Compliance and  
Other Matters Required by *Government Auditing Standards*  
Page 2

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

A handwritten signature in black ink that reads "Kennedy Cottrell Richards LLC". The signature is written in a cursive, flowing style.

Kennedy Cottrell Richards LLC  
May 5, 2010

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**Mary Taylor, CPA**  
Auditor of State

**WORTHINGTON LIBRARIES**

**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  
JUNE 8, 2010**