



Dave Yost • Auditor of State





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Village of Gilboa  
Putnam County  
206 Main Street  
Gilboa, Ohio 45875-9757

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Village of Gilboa, Putnam County, Ohio (the Village) for the years ended December 31, 2013 and 2012.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 117.11(A). Because our procedures were not designed to opine on the Village's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the Village's financial statements, transactions or balances for the years ended December 31, 2013 or 2012.

The Village's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 117.11(A) is to examine, analyze and inspect these records and documents.

## Current Year Observations

1. We examined the bank reconciliation prepared as of December 31, 2013. The Village had investments in Certificates of Deposit, however, the information in the accounting system for these Certificates was not current. The current values of Certificates of Deposit should be posted to the accounting system as part of the reconciliation process.
2. We noted \$14,477 of insurance proceeds incorrectly posted as charges for services in the General Fund in 2012. Insurance reimbursements should be posted to the accounting system as Miscellaneous Revenue (Revenue Code 891).

A handwritten signature in black ink that reads "Dave Yost".

**Dave Yost**  
Auditor of State

June 25, 2014

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**VILLAGE OF GILBOA**

**PUTNAM COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
JULY 8, 2014**