



**GEAUGA COUNTY TOURISM COUNCIL  
GEAUGA COUNTY**

**REGULAR AUDIT**

**FOR THE YEARS ENDED DECEMBER 31, 1999-1998**



**JIM PETRO**  
**AUDITOR OF STATE**  

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**STATE OF OHIO**



**TABLE OF CONTENTS**

<b>TITLE</b>	<b>PAGE</b>
Report of Independent Accountants .....	1
Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balance – The General Fund – For the Year Ended December 31, 1999 .....	3
Statement of Cash Receipts, Cash Disbursements, and Changes in Fund Cash Balance – The General Fund – For the Year Ended December 31, 1998 .....	4
Notes to the Financial Statements .....	5
Report on Compliance and on Internal Control Required by <i>Government Auditing Standards</i> .....	7

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## REPORT OF INDEPENDENT ACCOUNTANTS

Geauga County Tourism Council  
Geauga County  
P.O. Box 556  
Chardon, Ohio 44024

To the Board of Trustees:

We have audited the accompanying financial statements of the Geauga County Tourism Council, Geauga County, Ohio, (the Council) as of and for the years ended December 31, 1999 and December 31, 1998. These financial statements are the responsibility of the Council's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Council prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the fund cash balances of the Geauga County Tourism Council, Geauga County, Ohio, as of December 31, 1999 and December 31, 1998, and its cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 31, 2000 on our consideration of the Council's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

This report is intended solely for the information and use of management, the Board of Trustees and other officials authorized to receive this report under § 117.26, Ohio Revised Code, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Jim Petro".

**Jim Petro**  
Auditor of State

March 31, 2000



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

<b>Cash Receipts:</b>	
Intergovernmental	\$51,348
Brochure Advertising	12,400
Affinity Card Program	1,335
Member Contributions	4,800
Afghan/Banner Sales	300
Interest	252
Other	<u>100</u>
Total Cash Receipts	<u>70,535</u>
<b>Cash Disbursements:</b>	
Brochure Printing & Design	18,450
Brochure Distribution	11,328
Advertising	21,430
Answering Service	3,312
Accounting	890
Office Supplies	518
Insurance/Utilities	3,631
Postage	4,210
Travel	721
Miscellaneous	<u>1,114</u>
Total Cash Disbursements	<u>65,604</u>
Total Receipts Over/(Under) Disbursements	<u>4,931</u>
Fund Cash Balances, January 1	<u>32,991</u>
<b>Fund Cash Balances, December 31</b>	<b><u><u>\$37,922</u></u></b>

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

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS,  
AND CHANGES IN FUND CASH BALANCE - THE GENERAL FUND  
FOR THE YEAR ENDED DECEMBER 31, 1998**

<b>Cash Receipts:</b>	
Intergovernmental	\$45,220
Brochure Advertising	11,850
Affinity Card Program	1,463
Member Contributions	4,275
Afghan/Banner Sales	1,503
Interest	369
Other	<u>319</u>
 Total Cash Receipts	 <u>64,999</u>
<b>Cash Disbursements:</b>	
Brochure Printing & Design	17,070
Brochure Distribution	7,479
Advertising	15,870
Answering Service	3,036
Accounting	917
Office Supplies	107
Insurance/Utilities	2,999
Postage	4,282
Travel	1,004
Miscellaneous	<u>829</u>
 Total Cash Disbursements	 <u>53,593</u>
 Total Receipts Over/(Under) Disbursements	 <u>11,406</u>
 Fund Cash Balances, January 1	 <u>21,585</u>
 <b>Fund Cash Balances, December 31</b>	 <b><u><u>\$32,991</u></u></b>

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



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

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Description of the Entity**

The Geauga County Tourism Council, Geauga County, Ohio, (the Council) 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 Council is a Community Improvement Corporation with funding provided, in part, by the Geauga County Board of Commissioners under the authority of Section 307.693, Ohio Revised Code. The Council is directed by a ten-member Board of Trustees elected by the membership of the Council. The Council's Intergovernmental revenue is Hotel/Motel tax collected by Geauga County.

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

**B. Basis of Accounting**

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred.

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

**C. Cash and Investments**

The Council has a checking account and does not have any investments.

**D. Fund Accounting**

The Council accounts for all of its financial activity in the General Fund. The General Fund is the general operating fund. It is used to account for all financial resources.

**2. EQUITY IN POOLED CASH AND INVESTMENTS**

The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash and investments at December 31 was as follows:

	<u>1999</u>	<u>1998</u>
Total demand deposits	<u>\$37,922</u>	<u>\$32,991</u>

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

**3. RISK MANAGEMENT**

The Council has obtained commercial liability insurance.

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

Geauga County Tourism Council  
Geauga County  
P.O. Box 556  
Chardon, Ohio 44024

To the Board of Trustees:

We have audited the financial statements of the Geauga County Tourism Council, Geauga County, Ohio, (the Council) as of and for the years ended December 31, 1999 and December 31, 1998, and have issued our report thereon dated March 31, 2000. We conducted our audits in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

### Compliance

As part of obtaining reasonable assurance about whether the Council's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

### Internal Control Over Financial Reporting

In planning and performing our audits, we considered the Council's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted a matter involving the internal control over financial reporting that does not require inclusion in this report, that we have reported to management in a separate letter dated March 31, 2000.

This report is intended for the information and use of management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Jim Petro", with a large, sweeping flourish at the end.

**Jim Petro**  
Auditor of State

March 31, 2000



STATE OF OHIO  
OFFICE OF THE AUDITOR

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**TOURISM COUNCIL**

**GEAUGA COUNTY**

**CLERK'S CERTIFICATION**

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

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
MAY 2, 2000**