AUDITOR

METROPOLITAN EDUCATIONAL COUNCIL FRANKLIN COUNTY

REGULAR AUDIT SINGLE AUDIT (JUNE 30, 2001)

FOR THE YEARS ENDED JUNE 30, 2001 - 2000



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REPORT OF INDEPENDENT ACCOUNTANTS

Governing Board Members Metropolitan Educational Council Franklin County 6100 Channingway Blvd. Suite 604 Columbus, Ohio 43232

To the Council:

We have audited the accompanying financial statements of the Metropolitan Educational Council, Franklin County, Ohio, (the Council) as of and for the years ended June 30, 2001 and June 30, 2000. 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 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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the 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 combined fund cash balances and reserve for encumbrances of the Council as of June 30, 2001 and June 30, 2000, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated August 2, 2001 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. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

We performed our audit to form an opinion on the financial statements of the Council, taken as a whole. The accompanying schedule of federal awards receipts and expenditures for the year ended June 30, 2001 is presented for additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* and is not a required part of the financial statements. We subjected this information to the auditing procedures applied in the audit of the June 30, 2001 financial statements and, in our opinion, if fairly stated, in all material respects, in relation to the June 30, 2001 financial statements taken as a whole.

Metropolitan Educational Council Franklin County Report of Independent Accountants Page 2

This report is intended solely for the information and use of the audit committee, management, the Governing Board 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 then these specified parties.

JIM PETRO Auditor of State

August 2, 2001

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED JUNE 30, 2001

Governmental Fund Types

	Governmental Fund Types			
	General	Special Revenue	Totals (Memorandum Only)	
Cash Receipts:				
Earnings on Investments	\$75,477	\$0	\$75,477	
Intergovernmental	0	557,159	557,159	
Membership Dues	118,561	0	118,561	
Administrative Fees	160,275	0	160,275	
Other Revenue	825_	0	825	
Total Cash Receipts	355,138	557,159	912,297	
Cash Disbursements:				
Current:				
Personal Services - Salaries	206,738	0	206,738	
Purchased Services	73,594	121,680	195,274	
Supplies and Materials	6,531	133,281	139,812	
Miscellaneous	4,928	22,631	27,559	
Capital Outlay	5,297_	254,344	259,641	
Total Disbursements	297,088	531,936	829,024	
Total Receipts Over/(Under) Disbursements	58,050	25,223	83,273	
Fund Cash Balances, July 1	973,618	0	973,618	
. and Caon Dalamood, daily 1				
Fund Cash Balances, June 30	<u>\$1,031,668</u>	\$25,223	<u>\$1,056,891</u>	
Reserve for Encumbrances, June 30	\$2,397	\$7,350	\$9,747	

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES INTERNAL SERVICE FUNDS FOR THE YEAR ENDED JUNE 30, 2001

	Internal Service
Operating Cash Receipts:	
Charges for Services:	
Computer Services	\$1,692,907
Insurance	3,220,580
Self-help Gas Program	9,820,267
Other Revenue	20,292
Total Operating Cash Receipts	14,754,046
Operating Cash Disbursements:	
Personal Services	974,660
Purchased Contractual Services	14,602,026
Supplies and Materials	204,191
Miscellaneous	247,567
Capital Outlay	406,536
Total Operating Cash Disbursements	16,434,980
Operating Income/(Loss)	(1,680,934)
Non-Operating Cash Receipts:	
Earning on Investments	134,244
Intergovernmental Receipts	2,238,678
Local Sources - Equipment and Maintenance	264,123
Miscellaneous	117,966
Total Non-Operating Cash Receipts	2,755,011
Non-Operating Cash Disbursements:	
Miscellaneous	226,345
Total Non-Operating Cash Disbursements	226,345
Net Receipts Over/(Under) Disbursements	847,732
Fund Cash Balances, July 1	2,338,200
Fund Cash Balances, June 30	\$3,185,932
Reserve for Encumbrances, December 31	\$416,226

STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES GENERAL FUND FOR THE YEAR ENDED JUNE 30, 2000

General
\$75,008
117,321
234,152
(248)
426,233
190,807
61,491
5,193
11,735
18,397
287,623
138,610
835,008
\$973,618
\$3,575

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES INTERNAL SERVICE FUNDS FOR THE YEAR ENDED JUNE 30, 2000

	Internal Service
Operating Cash Receipts:	
Charges for Services:	
Computer Services	\$1,595,295
Insurance	6,364,178
Self-help Gas Program	5,627,527
Other Revenue	19,109
Total Operating Cash Receipts	13,606,109
Operating Cash Disbursements:	
Personal Services	882,051
Purchased Contractual Services	13,212,973
Supplies and Materials	128,868
Miscellaneous	248,452
Capital Outlay	53,390
Total Operating Cash Disbursements	14,525,734
Operating Income/(Loss)	(919,625)
Non-Operating Cash Receipts:	
Earning on Investments	76,514
Intergovernmental Receipts	1,816,436
Local Sources - Equipment and Maintenance	79,670
Miscellaneous	62,871
Total Non-Operating Cash Receipts	2,035,491
Non-Operating Cash Disbursements:	
Miscellaneous	541,936
Total Non-Operating Cash Disbursements	541,936
Net Receipts Over/(Under) Disbursements	573,930
Fund Cash Balances, July 1	1,764,270
Fund Cash Balances, June 30	\$2,338,200
Reserve for Encumbrances, June 30	\$862,444
Reserve for Effectionalises, Julie 30	

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001 AND 2000

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Metropolitan Educational Council, Franklin County, Ohio, (the Council) is a not-for-profit regional council of governments established under Chapter 167 of the Ohio Revised Code. The regional council of governments is directed by a public-elected twenty-six member Governing Board. The regional council of governments provides educational services to the youth and adults in Franklin County and surrounding areas by the cooperative action of the membership.

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. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

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

C. Cash and Investments

Repurchase agreements are valued at cost. The investment in STAR Ohio (the State Treasurer's investment pool) is valued at amounts reported by the State Treasurer.

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

D. Fund Accounting

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

1. General Fund

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

2. Special Revenue Funds

These funds are used to account for proceeds from specific sources (other than from trusts) that are restricted to expenditure for specific purposes. The Council had the following significant Special Revenue Funds:

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001 AND 2000 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

LSTA Grant - This fund receives local monies to consolidate Federal library service programs.

LSTA Grant - This fund receives federal monies to consolidate Federal library service programs.

3. Internal Service Funds

These Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost reimbursement basis. The Council had the following significant Internal Service Funds:

Data Processing Fund - This fund receives charges for services form members to cover the costs or providing data processing services.

Self-Help Gas Program - This fund receives monies for utility services provided by Enron Energy Services (Enron). Collections are then remitted to Enron on a monthly basis.

Insurance Fund - This fund receives monies for insurance services by various providers. Collections are then remitted to the appropriate provider on a monthly basis.

E. Budgetary Process

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

The Council budgets each fund annually.

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund level of control, and appropriations may not exceed estimated resources. The Governing Board must annually approve appropriation measures and subsequent amendments.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of June 30.

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001 AND 2000 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

3. Encumbrances

The Council's By-Laws and Constitution requires the Council to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be re-appropriated.

A summary of 2001 and 2000 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as capital outlay disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

G. Unpaid Vacation and Sick Leave

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

2. EQUITY IN POOLED CASH AND INVESTMENTS

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

	<u>2001</u>	<u>2000</u>
Demand deposits	\$70,894	\$40,722
Total deposits	70,894	40,722
Repurchase Agreement STAR Ohio	1,167,259 3,004,670	1,104,383 2,166,713
Total investments	4,171,929	3,271,096
Total deposits and investments	\$4,242,823	\$3,311,818

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

Investments: The only investment held are those with STAR Ohio, the State Treasurer's in State Treasurer's investment pool, and a repurchase agreement held with Fifth Third bank.

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001 AND 2000 (Continued)

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending June 30, 2001 and June 30, 2000 follows:

Fund Type		Budgeted Receipts	Actual Receipts	Variance
General Special Revenue Internal Service		\$391,000 560,208 21,057,600	\$355,138 557,159 17,509,058	(\$35,862) (3,049) (3,548,542)
	Total	\$22,008,808	\$18,421,355	(\$3,587,453)

2001 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type		Appropriation Authority	Budgetary Expenditures	Variance
General Special Revenue Internal Service		\$1,270,198 560,208 22,941,422	\$299,485 539,286 17,077,551	\$970,713 20,922 5,863,871
	Total	\$24,771,828	\$17,916,322	\$6,855,506

2000 Budgeted vs. Actual Receipts

		Budgeted	Actual	
Fund Type		Receipts	Receipts	Variance
General Internal Service		\$424,900 20,904,100	\$426,233 15,641,600	\$1,333 (5,262,500)
	Total	\$21,329,000	\$16,067,833	(\$5,261,167)

2000 Budgeted vs. Actual Budgetary Basis Expenditures

		Appropriation	Budgetary	
Fund Type		Authority	Expenditures	Variance
General Internal Service		\$1,164,487 22,178,244	\$291,198 15,930,114	\$873,289 6,248,130
	Total	\$23,342,731	\$16,221,312	\$7,121,419

NOTES TO THE FINANCIAL STATEMENTS JUNE 30, 2001 AND 2000 (Continued)

4. RETIREMENT SYSTEMS

The Council's employees belong to the School Employee Retirement System (SERS). SERS is a cost-sharing multiple-employer plans. These plans provide retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2001 and 2000, SERS members contributed 9% of their gross salaries. The Council contributed an amount equal to 14% of participants' gross salaries. However, as an employee benefit, the Council has contributed the employee share, for a total contribution of 23% of employee wages. The Council has paid all contributions required through June 30, 2001.

5. RISK MANAGEMENT

The Council has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Computer Coverage
- Vehicles
- Crime

The Council also provides health insurance and dental and vision coverage to full-time employees through a private carrier.

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SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES FOR THE YEAR ENDED JUNE 30, 2001

Federal Grantor/	Pass Through	Federal		
Pass Through Grantor Program Title	Entity Number	CFDA Number	Receipts	Disbursements
INSTITUTE OF MUSEUM AND LIBRARY SEI Passed Through the State Library of Ohio:	RVICES		<u> </u>	
Library Services Technology Act		45.310	\$413,830	\$395,126
Total Institute of Museum and Library Services	3		413,830	395,126
Totals			\$413,830	\$395,126

The accompanying notes to this schedule are an integral part of this schedule.

FOR THE YEAR ENDED JUNE 30, 2001

NOTES TO SCHEDULE OF FEDERAL AWARDS RECEIPTS AND EXPENDITURES

NOTE A--SIGNIFICANT ACCOUNTING POLICIES

The accompanying Schedule of Federal Awards Expenditures (the Schedule) summarizes activity of the Government's federal award programs. The schedule has been prepared on the cash basis of accounting.

NOTE B -- MATCHING REQUIREMENTS

Certain Federal programs require that the Government contribute non-Federal funds (matching funds) to support the Federally-funded programs. The Government has complied with the matching requirements. The expenditure of non-Federal matching funds is not included on the Schedule.



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

Governing Board Members Metropolitan Educational Council Franklin County 6100 Channingway Blvd. Suite 604 Columbus, Ohio 43232

We have audited the financial statements of Metropolitan Educational Council, Franklin County, Ohio (the Council), as of and for the years ended June 30, 2001 and June 30, 2000, and have issued our report thereon dated August 2, 2001. 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 *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 audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, 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.

Metropolitan Educational Council Franklin County Report of Independent Accountants on Compliance and on Internal Control Required by *Government Auditing Standards* Page 2

This report is intended for the information and use of the audit committee, management, the Council, and federal awarding agencies and pass through entities and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO Auditor of State

August 2, 2001



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REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR FEDERAL PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Governing Board Members Metropolitan Educational Council Franklin County 6100 Channingway Blvd. Suite 604 Columbus, Ohio 43232

Compliance

We have audited the compliance of Metropolitan Educational Council, Franklin County, Ohio (the Council) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to its major federal program for the year ended June 30, 2001. The Council's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to the major federal program is the responsibility of Council's management. Our responsibility is to express an opinion on Council's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance occurred with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program. An audit includes examining, on a test basis, evidence about Council's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Council's compliance with those requirements.

In our opinion, the Council complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended June 30, 2001.

Internal Control Over Compliance

The management of Council is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Council's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Governing Board Members
Metropolitan Educational Council
Franklin County
Report on Compliance With Requirements Applicable to Each Major
Federal Program and Internal Control Over Compliance
In Accordance With OMB Circular A-133
Page 2

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control 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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 compliance and its operation that we consider to be material weaknesses.

This report is intended for the information and use of the audit committee, management, Council, and federal awarding agencies and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

JIM PETRO
Auditor of State

August 2, 2001

SCHEDULE OF FINDINGS OMB CIRCULAR A -133 § .505

JUNE 30, 2001

1. SUMMARY OF AUDITOR'S RESULTS

(d)(1)(i)	Type of Financial Statement Opinion	Unqualified
(d)(1)(ii)	Were there any material control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(ii)	Were there any other reportable control weakness conditions reported at the financial statement level (GAGAS)?	No
(d)(1)(iii)	Was there any reported material non- compliance at the financial statement level (GAGAS)?	No
(d)(1)(iv)	Were there any material internal control weakness conditions reported for major federal programs?	No
(d)(1)(iv)	Were there any other reportable internal control weakness conditions reported for major federal programs?	No
(d)(1)(v)	Type of Major Programs' Compliance Opinion	Unqualified
(d)(1)(vi)	Are there any reportable findings under § .510?	No
(d)(1)(vii)	Major Programs (list):	Library Services Technology Act CFDA 45.310
(d)(1)(viii)	Dollar Threshold: Type A\B Programs	Type A: > \$ 300,000 Type B: N/A
(d)(1)(ix)	Low Risk Auditee?	No

2. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

None

3. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None



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METROPOLITAN EDUCATIONAL COUNCIL

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.

CLERK OF THE BUREAU

Susan Babbitt

CERTIFIED SEPTEMBER 25, 2001