Audited Financial Statements

For the Years ended December 31, 2013 and 2012



Board of Trustees Dr. Earl Sloan Public Library P. O. Box 116 Zanesfield, OH 43360

We have reviewed the *Independent Auditor's Report* of the Dr. Earl Sloan Public Library, Logan County, prepared by Van Krevel and Company, CPA's, for the audit period January 1, 2012 through December 31, 2013. 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 Dr. Earl Sloan Public Library is responsible for compliance with these laws and regulations.

Dave Yost Auditor of State

September 30, 2014



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INDEPENDENT AUDITOR'S REPORT

Dr. Earl Sloan Public Library Logan County P. O. Box 116 Zanesfield, OH 43360

To the Board of Trustees:

Report on the Financial Statements

We have audited the accompanying financial statements and related notes of Dr. Earl Sloan Public Library, Logan County, Ohio (the Library) as of and for the years ended December 31, 2013 and 2012.

Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit; this responsibility includes designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' Government Auditing Standards. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Library's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Library's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statements, the Library prepared these financial statements using the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D), which is an accounting basis other than accounting principles generally accepted in the United States of America, to satisfy these requirements.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Dr. Earl Sloan Public Library Logan County Independent Auditor's Report Page 2

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Library as of December 31, 2013 and 2012, or changes in financial position thereof for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined cash balances of Dr. Earl Sloan Public Library, Logan County, Ohio as of December 31, 2013 and 2012, and its combined cash receipts and disbursements for the years then ended in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit, described in Note 1.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 21, 2014, 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. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Government's internal control over financial reporting and compliance.

Van Krevel & Company

Van Krevel & Company Dublin, Ohio

July 21, 2014

Dr. Earl Sloan Public Library Logan County

COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2013

	General	Permanent	Totals (Memorandum Only)
Cash Receipts			
Property and Other Local Taxes	\$13,057		\$13,057
Public Library	49,446		49,446
Intergovernmental	4,408		4,408
Patron Fines and Fees	168		168
Contributions, Gifts and Donations	77		77
Earnings on Investments	141		141
Miscellaneous	1,484		1,484
Total Cash Receipts	68,781	_	68,781
Cash Disbursements			
Current:			
Library Services:	40.070		40.070
Public Services and Programs	18,372		18,372
Collection Development and Processing Support Services:	12,472		12,472
Facilities Operation and Maintenance	11,395		11,395
Information Services	1,239		1,239
Business Administration	12,339		12,339
Capital Outlay	159		159
Total Cash Disbursements	55,976		55,976
Excess of Receipts Over (Under) Disbursements	12,805	-	12,805
Fund Cash Balances, January 1	513,290	\$48,000	561,290
Fund Cash Balances, December 31			
Nonspendable	-	48,000	48,000
Assigned	81,205	, 5 • •	81,205
Unassigned	444,890	-	444,890
Fund Cash Balances, December 31	\$526,095	\$48,000	\$574,095

Dr. Earl Sloan Public Library Logan County

COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2012

			Totals (Memorandum
Cook Boosints	General	Permanent	Only)
Cash Receipts Property and Other Local Taxes	\$20,909		\$20,909
Public Library	48,336		48,336
Intergovernmental	1,460		1,460
Patron Fines and Fees	41		41
Contributions, Gifts and Donations	3,814		3,814
Earnings on Investments	546		546
Miscellaneous	914		914
Total Cash Receipts	76,020	_	76,020
Cash Disbursements			
Current:			
Library Services:	00.074		00.074
Public Services and Programs Collection Development and Processing	23,074 12,510		23,074 12,510
Support Services:	12,510		12,510
Facilities Operation and Maintenance	15,159		15,159
Information Services	1,294		1,294
Business Administration	16,102		16,102
Capital Outlay	18,853		18,853
Total Cash Disbursements	86,992		86,992
Excess of Receipts Over (Under) Disbursements	(10,972)	_	(10,972)
Other Financing Receipts Sale of Capital Assets	105		105
Total Other Financing Receipts	105	_	105
Net Change in Fund Cash Balances	(10,867)	-	(10,867)
Fund Cash Balances, January 1	524,157	\$48,000	572,157
Fund Cash Balances, December 31			
Nonspendable	_	48,000	48,000
Assigned	99,318	10,000	99,318
Unassigned	413,972		413,972
Fund Cash Balances, December 31	\$513,290	\$48,000	\$561,290

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012

1. Summary of Significant Accounting Policies

A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of Dr. Earl Sloan Public Library, Logan County, (the Library) as a body corporate and politic. The Library is directed by a six-member Board of Trustees that is self-appointed to govern the Library. The Library provides the community with various educational and literary resources.

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

B. Accounting Basis

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. The Library recognizes receipts when received in cash rather than when earned, and recognizes disbursements 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 the Auditor of State prescribes or permits.

C. Deposits

All available funds of the Library are in an interest bearing checking and money market savings accounts

D. Fund Accounting

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

1. General Fund

The General Fund accounts for and reports all financial resources not accounted for and reported in another fund.

2. Permanent Fund

These funds account for and report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (for the benefit of the government or its citizenry). The Library had the following significant permanent fund:

SLOAN FUND – This fund is restricted as to principal. The earnings are used to purchase library materials. Investment Income is reported in the General Fund since it is available to fund all Library operations.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012 (Continued)

E. Budgetary Process

The Board must annually approve appropriation measures and subsequent amendments. Appropriations lapse at year end. Budgetary expenditures may not exceed appropriations at the fund, function, and object level of control.

A summary of 2013 and 2012 budgetary activity appears in Note 3.

F. Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Library must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

1. Nonspendable

The Library classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact.

2. Restricted

Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

3. Committed

Trustees can *commit* amounts via formal action (resolution). The Library must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

4. Assigned

Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. Governmental funds other than the general fund report all fund balances as *assigned* unless they are restricted or committed. In the general fund, *assigned* amounts represent intended uses established by Library Trustees or a Library official delegated that authority by resolution, or by State Statute.

5. Unassigned

Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012 (Continued)

The Library applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

G. Property, Plant, and Equipment

The Library records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

H. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

2. Equity in Pooled Deposits and Investments

The Library maintains a deposit and investments pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits and investments at December 31 was as follows:

	2013	2012
Demand deposits	\$574,095	\$561,290
Total deposits	\$574,095	\$561,290

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

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012 (Continued)

3. Budgetary Activity

Budgetary activity for the years ending December 31, 2013 and 2012 follows:

2013 Budgeted vs. Actual Receipts

Fund Type General	Budgeted Receipts \$71,400	Actual Receipts \$68,781	Variance (\$2,619)
Permanent Total	\$71,400	\$68,781	(\$2,619)

2013 Budgeted vs. Actual Budgetary Basis Expenditures

		Appropriation	Budgetary	
Fund Type		Authority	Expenditures	Variance
General		\$170,718	\$55,976	\$114,742
Permanent				0
	Total	\$170,718	\$55,976	\$114,742

2012 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General Permanent	\$71,050	\$76,125	\$5,075 0
Total	\$71,050	\$76,125	\$5,075

2012 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type		Appropriation Authority	Budgetary Expenditures	Variance
General Permanent		\$198,800	\$86,992	\$111,808 0
Tota	al	\$198,800	\$86,992	\$111,808

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012 (Continued)

4. Grants-in-aid and Tax Receipts

The primary source of revenue for Ohio public libraries is the Public Library Fund (PLF). The State allocates PLF to each county based on the total tax revenue credited to the State's general revenue fund during the preceding month. The County Budget Commission bases the amount for distribution on the needs of such library for the construction of new library buildings, parts of buildings, improvements, operation, maintenance, or other expenses. The County Budget Commission cannot reduce its allocation of these funds to the Library based on of any additional revenues the Library receives.

Real property taxes become a lien on January 1 preceding the October 1 date for which the taxing authority of the subdivision to whose jurisdiction the Library is subject adopts rates. The State Department of Taxation, Division of Tax Equalization, adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Other Governments' Grants In Aid. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the taxing district.

Property owners assess tangible personal property tax. These owners must file a list of tangible property to the County by each April 30.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Library.

Jefferson Township, Logan County (the Township) is the taxing authority for the Library. Logan County distributes the tax revenue, and the State of Ohio distributes related tax revenue receipts to the Township. The Township then distributes these receipts to the Library which are then reported as property taxes and intergovernmental receipts on the Library's financial statements.

5. Retirement Systems

The Library's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2013 and 2012, OPERS members contributed 10% of their gross salaries and the Library contributed an amount equaling 14% of participants' gross salaries. The Library has paid all contributions required through December 31, 2013.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2013 AND 2012 (Continued)

6. Risk Management

Commercial Insurance

The Library has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Errors and omissions.

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

Dr. Earl Sloan Public Library Logan County P. O. Box116 Zanesfield, Ohio 43360

To the Board of Trustees:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of Dr. Earl Sloan Public Library, Logan County, Ohio, (the Library) as of and for the years ended December 31, 2013 and 2012, and the related notes to the financial statements, and have issued our report thereon dated July 21, 2014 wherein we noted the Library followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Library's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the Government's internal control. Accordingly, we have not opined on it.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. However, as described in the accompanying schedule of findings we identified a certain deficiency in internal control over financial reporting, that we consider a material weakness.

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 a combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Government's financial statements. A significant deficiency is a deficiency, or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider finding 2013-001 described in the accompanying schedule of findings to be a material weakness.

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, opining 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*.

Dr. Earl Sloan Public Library
Logan County
Independent Auditor's Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters
Required by Government Auditing Standards

Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the Government's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Government's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Van krevel & Company

Van Krevel & Company Dublin, Ohio

July 21, 2014

SCHEDULE OF FINDINGS DECEMBER 31, 2013 AND 2012

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

FINDING NUMBER 2013-001

Material Weakness - Financial Reporting

Several errors were noted which required adjustments to the financial statements.

To assist in the effective management and reporting of financial resources, an entity should have procedures in place to provide the proper recording of financial activity in the accounting records and financial statements.

The financial statements did not accurately reflect the balances recorded in the Library's general ledgers for 2013 and 2012.

The December 31, 2013 and 2012 Permanent Fund Cash Balances totaling \$48,000 and \$48,000, respectively, were not included in the annual financial statements.

The Fund Cash Balances at January 1, 2013 did not agree with the Fund Cash Balances at December 31, 2012. The January 1, 2013 Fund Cash Balances were understated by \$37,133. The General Fund was overstated by \$10,867 and the Permanent Fund was understated by \$48,000. The Fund Cash Balances at December 31, 2013 were understated by \$41,049. The General Fund was overstated by \$6,951 and the Permanent Fund was understated by \$48,000.

The Fund Cash Balance at January 1, 2012 was understated by \$48,000. The Fund Cash Balances at December 31, 2012 were understated by \$49,071. The General Fund was understated by \$1,071 and the Permanent Fund was understated by \$48,000.

In 2013, Cash Receipts were overstated by a total of \$61. Property and Other Local Taxes and Intergovernmental Receipts were overstated by \$4,469 and \$45,038, respectively. Public Library Receipts were understated by \$49,446.

In 2012, Cash Receipts were understated by a total of \$1,861. Property and Other Local Taxes and Miscellaneous Receipts were overstated by \$930 and \$2,534, respectively; Intergovernmental receipts, Contributions, Gifts and Donations, and the Sale of Capital Assets were understated by \$1,460, \$3,760, and \$105, respectively.

In 2013, Cash Disbursements were overstated by \$3,977. See the Schedule below.

In 2012, Cash Disbursements were understated by \$790. See the Schedule below.

The following cash disbursements were reclassified in order for the financial statements to be prepared in accordance with the library classifications as prescribed by the Auditor of State:

Dr. Earl Sloan Public Library Logan County Schedule of Findings Page 2

Finding Number 2013-001 (cont)

For the year ended December 31, 2013:

Account Description	Increase	Decrease
Public Services & Programs	\$ 18,372	
Collection Development & Processing	12,472	
Facilities Operations & Maintenance	11,395	
Information Services	1,239	
Business Administration	12,339	
Salaries and Employee Benefits		\$ 34,814
Purchased and Contract Services		8,864
Library Materials and Info		12,804
Supplies		3,312
Increase in Fund Cash Balance	3,977	
Totals	\$59,794	\$ 59,794

For the year ended December 31, 2012:

Account Description	Increase	Decrease
Public Services & Programs	\$ 23,074	
Collection Development & Processing	12,510	
Facilities Operations & Maintenance	15,159	
Information Services	1,294	
Business Administration	16,102	
Salaries and Employee Benefits		\$ 36,617
Purchased and Contract Services		13,361
Library Materials and Info		16,958
Supplies		4,055
Capital Outlay	3,642	
Decrease in Fund Cash Balance		790
Totals	\$ 71,781	\$ 71,781

Government Accounting Standards Board (GASB) Statement No. 54 for Fund Balance Reporting (as discussed in AOS Bulletin 2011-004) defines the fund balance classifications related to constraints placed upon the use of resources reported in governmental funds. The five classifications are nonspendable, restricted, committed, assigned, and unassigned. This Statement requires that when the appropriation measure is adopted for the subsequent year, if a portion of existing fund balance is included as a budgetary resource, then that portion of fund balance should be classified as assigned. Stated differently, if appropriations (temporary or annual) exceed estimated receipts (not resources), the excess is to be assigned as if uses existing fund balance at year-end. This would be applicable to the General Fund as it is the only fund with a positive unassigned fund balance.

The Library did not include the excess of appropriations to estimated receipts as an assigned fund balance in the General Fund. This resulted in an adjustment of \$81,205 and \$99,318 for 2013 and 2012, respectively, from unassigned to assigned fund balance. The Library also did not report the Permanent Fund. This resulted in an adjustment to nonspendable funds of \$48,000 for 2013 and 2012.

Dr. Earl Sloan Public Library Logan County Schedule of Findings Page 2

Finding Number 2013-001 (cont)

The Library's financial records and the accompanying financial statements have been adjusted to properly reflect the balances and financial activity of the Library.

Financial statements should accurately reflect the final general ledger. The reclassifications and adjustments identified during the audit should be reviewed by the Fiscal Officer to provide that similar errors are not reported on the financial statements in subsequent years. In addition, to improve financial reporting and accountability, the Library Board of Trustees should review the financial statements to identify and correct errors and omissions

Official's Response:

We did not receive a response from Officials to the findings reported above.

SCHEDULE OF PRIOR AUDIT FINDINGS YEARS ENDED DECEMBER 31, 2013 AND 2012

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2011-001	Financial Reporting	No	Not Corrected. Repeated as Finding 2013-001



DR. EARL SLOAN PUBLIC LIBRARY

LOGAN 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 OCTOBER 14, 2014