



Dave Yost • Auditor of State

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY**

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Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Ohio Association of Community Colleges
Franklin County
175 South Third Street, Suite 560
Columbus, Ohio 43215-7106

To the Members of the Governing Board:

Report on the Financial Statements

We have audited the accompanying financial statements and related notes of the Ohio Association of Community Colleges, Franklin County, (the Association) as of and for the year ended June 30, 2013.

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 Association'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 Association'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 Association 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 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.

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 Association as of June 30, 2013, or changes in financial position thereof for the year 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 the Ohio Association of Community Colleges, Franklin County, as of June 30, 2013, and its combined cash receipts and disbursements for the year 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 March 25, 2014, on our consideration of the Association'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 Association's internal control over financial reporting and compliance.



Dave Yost
Auditor of State
Columbus, Ohio

March 25, 2014

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND CHANGES
IN FUND BALANCES (CASH BASIS) - GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED JUNE 30, 2013**

	Governmental Fund Types		
	General	Special Revenue	Total Governmental Funds
Cash Receipts:			
Membership Dues	\$ 594,250	\$ -	\$ 594,250
Intergovernmental	-	50,500	50,500
Charges for Services	62,341	37,007	99,348
Donations and Contributions	-	497,947	497,947
Earnings on Investments	573	98	671
Miscellaneous	41	-	41
Total Cash Receipts	657,205	585,552	1,242,757
Cash Disbursements:			
Salaries and Benefits	450,436	126,353	576,789
Professional Services	121,168	118,657	239,825
Operations	59,293	4,663	63,956
Equipment, Maintenance & Repair	12,630	5,565	18,195
Financial Aid	-	24,250	24,250
Food Service	8,886	43,728	52,614
Miscellaneous	18,926	3,003	21,929
Total Cash Disbursements	671,339	326,219	997,558
Total Cash Receipts Over Cash Disbursements	(14,134)	259,333	245,199
Cash Balances, July 1	303,834	517,987	821,821
Cash Balances, June 30			
Unassigned	289,700	-	289,700
Restricted	-	777,320	777,320
Cash Balances, June 30	\$ 289,700	\$ 777,320	\$ 1,067,020

See the accompanying notes to the financial statements

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**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The Ohio Association of Community Colleges (the Association) was established pursuant to Section 167.01, Revised Code, as a regional council of governments consisting of community, state community, and technical colleges. The purpose of the Association is to establish a cooperative working arrangement among the trustees and presidents of the member colleges to assist them in carrying out their official duties and responsibilities in furtherance of the legitimate public purposes of the colleges, as follows:

- To disseminate and exchange information regarding and affecting state-assisted community, state community, and technical colleges in the State of Ohio;
- To promote action for the common good of all member colleges;
- To provide and/or promote opportunities for leadership development and the continuing education of the boards of trustees of the member colleges;
- To promote the goals, objectives, and related activities of the Association; and
- To promote public understanding of the role of Ohio's state-assisted community, state community, and technical colleges.

Governing Board

The Association is governed by a Governing Board made up of one trustee designated by each college board of trustees to serve as a delegate and the president of each such college.

The Governing Board consists only of community college districts existing and operating under Ohio Revised Code Chapter 3354, technical college districts existing and operating under Ohio Revised Code Chapter 3357, and/or state community college districts existing and operating under Ohio Revised Code Chapter 3358.

Executive Committee

The Executive Committee acts on behalf of the Association and/or the Governing Board in the interim between meetings of the Board. The Executive Committee is comprised of the officers of the Governing Board which includes four Trustees and four Presidents.

Legislation Committee

The Legislation Committee makes recommendations to the Association's Governing Board on all matters pertaining to the community college advocacy effort at the state and national levels. It is comprised of eight members (four trustees and four presidents).

Trustee Education Committee

The Trustee Education Committee makes recommendations to the Association's Governing Board on all efforts aimed at strengthening and improving community college trusteeship. It is comprised of eight members (four trustees and four presidents).

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

A. Description of the Entity (Continued)

Blended Component Unit – Center for Development

In February 2010, the Association formed the Center for Development (the Center), a 501(c)(3) not-for-profit corporation. The Directors were comprised of at least eight and no more than twenty members. Three of the Directors were individuals serving in the positions of Chair-Elect, Vice Chair-Elect and President of the Association. The remaining Directors were elected by the Association's Directors and were divided as equally as possible into three classes. The Center was formed for charitable, educational purposes and to support the activities of the Association. The funding was derived from soliciting and accepting grants from sources, including the general public, foundations, corporations, and governmental entities.

The Center for Development became "inactive" during FY 2012. There was no activity in FY 2013 except to transfer the remaining balance back to the OACC. There is a possibility that the Center for Development may become "active" in the future.

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

Investments are included in fund cash balances. All investments are with Star Ohio.

Money market mutual funds (including STAR Ohio) are recorded at share values reported by the mutual fund.

D. Fund Accounting

The Association uses fund accounting to segregate cash and investments that are restricted as to use. The Association classifies its fund 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. Special Revenue Funds

These funds account for proceeds from specific sources (other than from private-purpose trusts or for capital projects) that are restricted to expenditure for specific purposes. The Association had the following significant Special Revenue Funds:

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

Ohio Board of Regents (OBR) Projects Grant – This grant from the Ohio Board of Regents provides funds for program development and support in support of the Strategic Plan for Higher Education 2008 – 2017.

Ohio College Access Network Grant – This grant from the Ohio College Access Network (OCAN) provides funds for the creation and implementation of the OACC Center for Development.

OBR DEI Grant – This grant from the OBR provides funds for the development of an agenda and the calling of meetings of the Ohio Developmental Initiative Policy Team and routine convening of the five Ohio DEI colleges.

OBR Efficiency Grant – This grant was originally awarded to Lakeland and the remaining funds were transferred to the OACC to be utilized on Strategic Sourcing.

Risk Management – This fund was established to track colleges participating in the OACC Risk and Insurance Management Programs.

Kresge Grant – This grant will fund the Student Success Center which provides support and coordination to the colleges and success initiatives.

AmeriCorps Grant – This grant provides funds for the AmeriCorps College Completion Coaches Initiative which provides hands on guidance and assistance to first time community college students who are eligible.

Gates DSI Grant – The purpose of this grant is to support the development of the OACC Driving Success Initiative.

Honda All-Ohio – These funds are designated for the Honda All-Ohio Academic Team Scholarship Program.

Gates CBD Grant – The purpose of this grant is to elevate community college institutional innovations funded by the foundation to model the practice and leadership required of all Ohio community colleges to increase college completion and credential attainment.

E. Fiscal Agent

Lakeland Community College became the Association's fiscal agent on July 1, 2010. Association funds are maintained as a separate entity on the College's accounts.

F. Budgetary Process

The Association is not bound by the budgetary laws prescribed by the Ohio Revised Code. The Bylaws of the Association require the Treasurer to prepare an annual budget for the General Fund and present it to the Governing Board for approval. A summary of 2013 budgetary activity appears in Note 3.

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

G. Property, Plant and Equipment

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

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.

I. Fund Balance

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

1. Nonspendable

The Association 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

The Governing Board can *commit* amounts via formal action (resolution). The Association must adhere to these commitments unless the Governing Board amends 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 the Governing Board or a Association 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.

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

I. Fund Balance (Continued)

The Association 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.

2. CASH AND INVESTMENTS

The Association invests all of its funds in STAR Ohio. The carrying amount of investments at June 30, were as follows:

Investment - STAR Ohio	2013
	\$1,067,020

Investments: Investments in STAR Ohio are not evidenced by securities that exist in physical or book-entry form.

3. BUDGETARY ACTIVITY

Budgetary activity for the year ending June 30, 2013 follows:

2013 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 694,909	\$ 657,205	(\$37,704)

2013 Budgeted vs. Actual Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 694,909	\$ 671,339	\$23,570

4. RETIREMENT SYSTEMS

The Association's employees belong to the School Employees Retirement System of Ohio (SERS), a cost-sharing multiple employer public employee retirement system administered by the School Employees Retirement Board. SERS provides basic retirement benefits, disability, survivor, and health care benefits based on eligible service credit to members and beneficiaries. Benefits are established by Ohio Revised Code Chapter 3309.

The contribution rates are not determined actuarially, but are established by SERS's Retirement Board within rates allowed by the State. For 2013, members of SERS contributed 10% of their wages to SERS. The Association contributed an amount equal to 14% of their wages. The Association has paid all contributions required through June 30, 2013.

**OHIO ASSOCIATION OF COMMUNITY COLLEGES
FRANKLIN COUNTY
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2013
(Continued)**

5. RISK MANAGEMENT

Commercial Insurance

The Association has obtained commercial insurance for comprehensive property and general liability. The Association also provides health, dental, vision, and life insurance coverage to eligible employees through private carriers.



Dave Yost • Auditor of State

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

Ohio Association of Community Colleges
Franklin County
175 South Third Street, Suite 560
Columbus, Ohio 43215-7106

To the Members of the Governing Board:

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 the Ohio Association of Community Colleges, Franklin County, (the Association) as of and for the year ended June 30, 2013, and the related notes to the financial statements and have issued our report thereon dated March 25, 2014 wherein we noted the Association followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 permit.

Internal Control Over Financial Reporting

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

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 a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Association'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.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. However, unidentified material weaknesses may exist.

Compliance and Other Matters

As part of reasonably assuring whether the Association'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*.

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 Association's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Association's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive, flowing style.

Dave Yost
Auditor of State
Columbus, Ohio

March 25, 2014



Dave Yost • Auditor of State

OHIO ASSOCIATION OF COMMUNITY COLLEGES

CUYAHOGA 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
APRIL 8, 2014**