



Dave Yost • Auditor of State

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY
DECEMBER 31, 2017**

TABLE OF CONTENTS

TITLE	PAGE
Independent Auditor's Report	1
Prepared by Management:	
Management's Discussion and Analysis	3
Basic Financial Statements	
Government-wide Financial Statements	
Statement of Net Position – Modified Cash Basis	9
Statement of Activities – Modified Cash Basis.....	10
Fund Financial Statements	
Statement of Assets and Fund Balances - Modified Cash Basis Governmental Funds.....	11
Statement of Cash Receipts, Disbursements and Changes in Fund Balances-Modified Cash Governmental Funds.....	12
Notes to the Financial Statements.....	13
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by <i>Government Auditing Standards</i>	29

This page intentionally left blank.



Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Stark County District Library
Stark County
715 Market Avenue North
Canton, Ohio 44702

To the Board of Trustees:

Report on the Financial Statements

We have audited the accompanying modified cash-basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Stark County District Library, Stark County, Ohio (the Library), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with the modified cash accounting basis Note 2 describes. This responsibility includes determining that the modified cash accounting basis is acceptable for the circumstances. Management is also responsible for designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements that are 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 such 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 opinions.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Stark County District Library, Stark County, Ohio, as of December 31, 2017, and the respective changes in modified cash financial position thereof for the year then ended in accordance with the accounting basis described in Note 2.

Accounting Basis

We draw attention to Note 2 of the financial statements, which describes the accounting basis. The financial statements are prepared on the modified cash basis of accounting, which differs from generally accepted accounting principles. We did not modify our opinion regarding this matter.

Other Matters

Supplemental Information

Our audit was conducted to opine on the financial statements taken as a whole.

Other Information

We applied no procedures to management's discussion & analysis as listed in the table of contents. Accordingly, we express no opinion or any other assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 31, 2018, 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 Library's internal control over financial reporting and compliance.



Dave Yost
Auditor of State
Columbus, Ohio

July 31, 2018

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

This discussion and analysis of the Stark County District Library's (the Library) financial performance provides an overview of the Library's financial activities for the year ended December 31, 2017, within the limitations of the Library's modified cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Library's financial performance.

Highlights

Financial highlights for 2017 are as follows:

The Stark County District Library's total receipts are primarily from the Public Library Fund (PLF) and the 8 year 1.0 mills renewal and an increase of 0.7 mills to constitute a 1.7 mills operating levy which passed in November 2012. The PLF (44.44 percent in 2017 is a decrease from 45.29 percent in 2016) and levy receipts, including the 10.00 percent Rollback, Homestead and 2.5 percent Discount (51.03 percent in 2017 is a decrease from 51.56 percent in 2016) represents 95.47 percent of the total receipts received for the Library during the year.

The net position of governmental activities of the Library in 2017 was an increase of \$1,201,454 or 19.19 percent.

The Smart Store, where everything is free[®] is the position of the Stark County District Library. The Smart Store[®] is committed to three (3) community priorities: Start Smart (our early childhood initiative), Stay Smart (lifelong learning) and Share Smart (civic engagement).

The Library had no debt at the end of calendar year 2017.

Using the Basic Financial Statements

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board Statement No. 34, as applicable to the Library's modified cash basis of accounting.

Report Components

The Statement of Net Position and the Statement of Activities provide information about the cash activities of the Library as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Library as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

Basis of Accounting

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Library has elected to present its financial statements on a modified cash basis of accounting per Auditor of State Bulletin 2005-002 and GASB Statement No. 34. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Library's modified cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

Basis of Accounting (continued)

As a result of using the modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the modified cash basis of accounting.

Reporting the Library as a Whole

The Statement of Net Position and the Statement of Activities reflect how the Library did financially during 2017, within the limitations of modified cash basis accounting. The Statement of Net Position presents the cash balances and investments of the governmental activities of the Library at year end. The Statement of Activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Library's general receipts.

These statements report the Library's cash position and the changes in cash position. Keeping in mind the limitations of the modified cash basis of accounting, you can think of these changes as one way to measure the Library's financial health. Over time, increases or decreases in the Library's cash position is one indicator of whether the Library's financial health is improving or deteriorating. When evaluating the Library's financial condition, you should also consider other nonfinancial factors as well such as the Library's property tax base, the condition of the Library's capital assets and infrastructure, the extent of the Library's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property tax and PLF.

In the Statement of Net Position and the Statement of Activities, the Library is classified as:

Governmental activities. All of the Library's basic services are reported here. PLF support and property taxes finance most of these activities. Benefits provided through governmental activities are not necessarily paid for by the people receiving them.

Reporting the Library's Most Significant Funds

Fund financial statements provide detailed information about the Library's major funds – not the Library as a whole. The Library establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose. The funds of the Library are classified as governmental funds. The governmental fund financial statements provide a detailed view of the Library's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Library's programs. The Library's significant governmental funds are presented on the financial statements in separate columns. The information for nonmajor funds (funds whose activity or balances are not large enough to warrant separate reporting) is combined and presented in total in a single column. The Library's major governmental funds are the General Fund, the Capital Projects Fund and the Capital Campaign Fund. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements.

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

The Library as a Whole

Table 1 provides a summary of the Library's net position for 2017 compared to 2016 on a modified cash basis:

	Governmental Activities	
	2017	2016
Assets		
Cash and Cash Equivalents	\$6,594,728	\$5,402,478
Investments	867,678	858,474
Total Assets	\$7,462,406	\$6,260,952
Net Position		
Restricted for:		
Capital Projects	1,222,237	1,069,487
Library Programs	8,842	9,023
Library Materials	23,653	20,079
Unrestricted	6,207,674	5,162,363
Total Net Position	\$7,462,406	\$6,260,952

Net position of governmental activities increased by \$1,201,454 or 19.19 percent (\$7,462,406 at December 31, 2017 compared to \$6,260,952 at December 31, 2016).

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

The Library as a Whole (continued)

Table 2 reflects the changes in net position in 2017. A comparative analysis of government-wide data has been presented for years 2017 and 2016.

	<u>Governmental Activities</u>	
	<u>2017</u>	<u>2016</u>
Receipts:		
Program Receipts:		
Charges for Services and Sales	\$161,132	\$114,369
Operating Grants and Contributions	44,670	26,159
Capital Grants and Contributions	172,750	202,821
Total Program Receipts	<u>378,552</u>	<u>343,349</u>
General Receipts:		
Property and Other Local Taxes	6,959,222	6,814,793
Public Library Fund	6,856,245	6,800,043
Grants and Entitlements not Restricted to Specific Programs	1,111,004	927,050
Earnings on Investments	33,039	16,771
Miscellaneous	91,581	112,678
Total General Receipts	<u>15,051,091</u>	<u>14,671,335</u>
Total Receipts	<u>15,429,643</u>	<u>15,014,684</u>
Disbursements:		
Library Services:		
Public Services and Programs	6,204,314	6,522,563
Collection Development and Processing	2,858,562	2,758,133
Support Services:		
Facilities Operation and Maintenance	1,635,695	1,493,800
Information Services	914,610	690,884
Business Administration	2,155,076	2,438,510
Capital Outlay	459,932	1,131,610
Total Disbursements	<u>14,228,189</u>	<u>15,035,500</u>
Increase/(Decrease) in Net Position	1,201,454	(20,816)
Net Position, Beginning of Year	<u>6,260,952</u>	<u>6,281,768</u>
Net Position, End of Year	<u>\$7,462,406</u>	<u>\$6,260,952</u>

Program receipts represent only 2.45 percent of total receipts. Patron fees for copies, lost materials, and passport execution fees comprise the charges for services and sales. The decrease in the Capital Grants and Contributions is the result of reduced contributions for the Capital Campaign.

The Public Library Fund, Grants and Entitlements not Restricted to Specific Programs and Property Taxes comprise 99.17 percent of general receipts. Other receipts are insignificant and somewhat unpredictable revenue sources.

Disbursements for Support Services represent the overhead costs of running the Library and the support services provided for the other Library activities.

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

Governmental Activities

If you look at the Statement of Activities on page 10, you will see that the first column lists the major services provided by the Library. The next column identifies the costs of providing these services. The major program disbursements for governmental activities are for public library services and programs, which account for 43.61 percent of all governmental disbursements (an increase from 43.38 percent in 2016). The next three columns of the Statement entitled Program Cash Receipts identify amounts paid by people who are directly charged for the service and grants received by the Library that must be used to provide a specific service. The net (Disbursement) Receipt column compares the program receipts to the cost of the service. This "net cost" amount represents the cost of the service which ends up being paid from the Public Library Fund, levy receipts, investment income, unrestricted grants and entitlements, and miscellaneous receipts. These net costs are paid from the general receipts which are presented at the bottom of the Statement. A comparison between the total cost of services and the net cost is presented in Table 3.

(Table 3)
Governmental Activities

	Total Cost of Services 2017	Net Cost of Services 2017
Library Services	\$9,062,876	(\$8,857,074)
Support Services	4,705,381	(4,680,381)
Capital Outlay	459,932	(312,182)
Total	\$14,228,189	(\$13,849,637)

The Library's Funds

Total governmental funds had receipts of \$15,429,643 and disbursements of \$14,228,189. The General Fund revenue increased by \$457,577 from 2016 and the General Fund disbursements decreased by \$839,332 from 2016 due to decreased expenditures in capital outlay. The Capital Projects Fund disbursements increased \$62,919 from 2016 due to the start of the New Jackson Township Building Project, and the demolition of the old building. The Capital Campaign revenue decreased by \$53,149 from 2016 due to a decrease in Contributions, Gifts and Donations made to the fund.

Stark County District Library
Management's Discussion and Analysis
For the Year Ended December 31, 2017
Unaudited

Current Issues

The challenge for all libraries is to provide quality services to the public while staying within the restrictions imposed by limited, and in some instances, shrinking funding.

The primary source of revenue for Ohio public libraries is the Public Library Fund (PLF). The PLF was enacted by the State of Ohio as the funding mechanism for Ohio public libraries in January 2008 and is a fixed 2.22 percent of the total General Revenue Fund (GRF) tax receipts. However, the 2009-2011 State of Ohio biennium budget temporarily reduced the Public Library Fund to 1.97 percent of the total GRF tax receipts and HB153 altered the PLF funding structure and allocation formula by reducing the Public Library Fund to 95.0 percent of the Fiscal Year 2011 PLF distribution for the period January 2012 through June 2013 and also reduced and/or eliminates the Tangible Personal Property Tax (TPPT) replacement during the 2011-2013 State of Ohio biennium budget. Effective July 2013, the funding percentage was changed to 1.66 percent of the total GRF tax receipts. In 2014, the Ohio General Assembly temporarily increased the percentage to 1.7 percent effective until the Fiscal Year 2018 and Fiscal Year 2019 state budget. In June 2017 the Ohio General Assembly changed the temporary percentage from 1.7 percent to 1.68 percent, through the Fiscal Year 2018 and Fiscal Year 2019 budget.

The Library has finished raising funds for the Capital Campaign, and is waiting for the remaining pledges to be fulfilled. The campaign is not about new buildings; it is about becoming the community hub for innovation and ideas by transforming library spaces to improve the customer experience and increase use. To achieve the goals of the Capital Campaign there will be interactive, early literacy play areas in all locations, the introduction of a new service model with physical changes to all locations, the use of creative and engaging displays to merchandise the collection, expansion of cooperative partnerships in Stark County, and more.

In 2016 the Library opened a storefront branch library to replace an existing brick and mortar building. The storefront acts as an incubator for implementing a new library service model and 24/7 access to library materials. The storefront has been an excellent indicator of what services are needed and a great test area for new equipment to be used in all Library locations. In September 2017 it was announced the Library would be replacing the storefront with a new Library building, to be constructed in 2018 and 2019. The Library will be using the knowledge it has gained from the storefront location, for both the construction of the new building and for the implementation of changes across all Library locations.

The Library will continue to explore new technology solutions for staff and customers, including new Library equipment providing 24/7 access to services, access to e-materials, and improved internet access for customers. As the information needs of our service population change, the Library must continue to seek innovative and relevant solutions and formats.

The Library also continues to monitor expenditures and is committed to maintain long term sustainability and will also continue to search for additional funding to be able to provide the service our customers expect.

Contacting the Library's Financial Management

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Library's finances and to reflect the Library's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Chris Butler, Fiscal Officer, Stark County District Library, 715 Market Avenue North, Canton, Ohio 44702-1018. Also, information regarding the Library is available on its website, www.starklibrary.org.

Stark County District Library, Stark County
Statement of Net Position - Modified Cash Basis
December 31, 2017

	<u>Governmental Activities</u>
Assets	
Equity in Pooled Cash and Cash Equivalents	\$ 6,594,728
Investments	<u>867,678</u>
<i>Total Assets</i>	<u><u>7,462,406</u></u>
Net Position	
Restricted for:	
Capital Projects	1,222,237
Library Programs	8,842
Library Materials	23,653
Unrestricted	<u>6,207,674</u>
<i>Total Net Position</i>	<u><u>\$ 7,462,406</u></u>

See accompanying notes to the basic financial statements

Stark County District Library, Stark County
Statement of Activities - Modified Cash Basis
For the Year Ended December 31, 2017

	Cash Disbursements	Program Cash Receipts			Net (Disbursements) Receipts and Changes in Net Position
		Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
Current:					
Library Services:					
Public Services and Programs	\$ 6,204,314	\$ 161,132	\$ 44,670	\$ -	\$ (5,998,512)
Collection Development and Processing	2,858,562	-	-	-	(2,858,562)
Support Services:					
Facilities Operation and Maintenance	1,635,695	-	-	-	(1,635,695)
Information Services	914,610	-	-	-	(914,610)
Business Administration	2,155,076	-	-	25,000	(2,130,076)
Capital Outlay	459,932	-	-	147,750	(312,182)
<i>Total Governmental Activities</i>	<u>14,228,189</u>	<u>161,132</u>	<u>44,670</u>	<u>172,750</u>	(13,849,637)
General Receipts:					
					6,959,222
					6,856,245
					1,111,004
					33,039
					91,581
					<u>15,051,091</u>
					Change in Net Position 1,201,454
					<i>Net Position Beginning of Year</i> <u>6,260,952</u>
					<i>Net Position End of Year</i> <u>\$ 7,462,406</u>

See accompanying notes to the basic financial statements

Stark County District Library, Stark County
Statement of Assets and Fund Balances-Modified Cash Basis
Governmental Funds
 December 31, 2017

	<u>General</u>	<u>Capital Projects</u>	<u>Capital Campaign</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Assets					
Equity in Pooled Cash and Cash Equivalents	\$ 2,874,665	\$ 2,463,377	\$ 1,175,245	\$ 81,441	\$ 6,594,728
Investments	-	867,678	-	-	867,678
<i>Total Assets</i>	<u>2,874,665</u>	<u>3,331,055</u>	<u>1,175,245</u>	<u>81,441</u>	<u>7,462,406</u>
Fund Balances					
Restricted	-	-	1,175,245	79,487	1,254,732
Committed	-	-	-	1,954	1,954
Assigned	1,874,108	3,331,055	-	-	5,205,163
Unassigned (Deficit)	1,000,557	-	-	-	1,000,557
<i>Total Fund Balances</i>	<u>\$ 2,874,665</u>	<u>\$ 3,331,055</u>	<u>\$ 1,175,245</u>	<u>\$ 81,441</u>	<u>\$ 7,462,406</u>

See accompanying notes to the basic financial statements.

Stark County District Library, Stark County
Statement of Receipts, Disbursements and Changes in Fund Balances-Modified Cash Basis
Governmental Funds
For the Year Ended December 31, 2017

	General	Capital Projects	Capital Campaign	Other Governmental Funds	Total Governmental Funds
Receipts					
Property and Other Local Taxes	\$ 6,959,222	\$ -	\$ -	\$ -	\$ 6,959,222
Public Library Fund	6,856,245	-	-	-	6,856,245
Intergovernmental	1,111,004	-	-	-	1,111,004
Patron Fines and Fees	161,132	-	-	-	161,132
Contributions, Gifts and Donations	63,790	-	147,750	5,880	217,420
Earnings on Investments	21,322	9,204	-	2,513	33,039
Miscellaneous	91,581	-	-	-	91,581
<i>Total Receipts</i>	<u>15,264,296</u>	<u>9,204</u>	<u>147,750</u>	<u>8,393</u>	<u>15,429,643</u>
Disbursements					
Current:					
Library Services:					
Public Services and Programs	6,204,314	-	-	-	6,204,314
Collection Development and Processing	2,858,562	-	-	-	2,858,562
Support Services:					
Facilities Operation and Maintenance	1,635,695	-	-	-	1,635,695
Information Services	914,610	-	-	-	914,610
Business Administration	2,144,051	11,025	-	-	2,155,076
Capital Outlay	408,038	51,894	-	-	459,932
<i>Total Disbursements</i>	<u>14,165,270</u>	<u>62,919</u>	<u>-</u>	<u>-</u>	<u>14,228,189</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>1,099,026</u>	<u>(53,715)</u>	<u>147,750</u>	<u>8,393</u>	<u>1,201,454</u>
<i>Net Change in Fund Balances</i>	1,099,026	(53,715)	147,750	8,393	1,201,454
<i>Fund Balances Beginning of Year</i>	<u>1,775,639</u>	<u>3,384,770</u>	<u>1,027,495</u>	<u>73,048</u>	<u>6,260,952</u>
<i>Fund Balances End of Year</i>	<u>\$ 2,874,665</u>	<u>\$ 3,331,055</u>	<u>\$ 1,175,245</u>	<u>\$ 81,441</u>	<u>\$ 7,462,406</u>

See accompanying notes to the basic financial statements.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017**

1. DESCRIPTION OF THE LIBRARY AND REPORTING ENTITY

Stark County District Library, Stark County, Ohio, (the Library) is a body corporate and politic, capable of suing and being sued; contracting; acquiring, holding, processing, and disposing of real and personal property; and exercising such powers and privileges as are conferred upon it by law. The Library is directed by a seven-member Board of Trustees: four of whom are appointed by the Stark County Commissioners and three of whom are appointed by the Stark County Common Pleas Judges. Appointments are for seven year terms, and members serve without compensation. The Library also determines and operates under its own budget. Control and management of the Library is governed by sections 3375.22 to 3375.27 of the Ohio Revised Code with the administration of the day-to-day operations of the Library and financial accountability being the responsibility of the Executive Director and Fiscal Officer.

There is no potential for the Library to provide a financial benefit to or to impose a financial burden on the County Commissioners, nor can the County Commissioners significantly influence the programs, activities, or level of service performed or provided by the Library. The Library is fiscally independent of the County, although the County Commissioners serve in a ministerial capacity as the taxing authority. The determination to request approval of a tax, the rate, and the purpose(s) of the levy are discretionary decisions made solely by the Board of Library Trustees. Once these decisions are made, the County Commissioners must place the levy on the ballot.

Under the provisions of Governmental Accounting Standards Board Statement No. 61, "The Financial Reporting Entity: Omnibus," the Library is considered a related organization to Stark County.

Reporting Entity

A reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements are not misleading. The primary government of the Library consists of all funds, departments, boards, and agencies that are not legally separate from the Library.

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation and Accounting

As discussed further below, the financial statements of the Library have been prepared on a modified cash basis of accounting. This modified cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the modified cash basis of accounting.

The Library's basic financial statements consist of government-wide financial-statements, including a Statement of Net Position and a Statement of Activities, and fund financial statements, which provide a more detailed level of financial information.

Government-Wide Financial Statements – The Statement of Net Position and the Statement of Activities display information about the Library as a whole. These statements distinguish between activities that are governmental and those that are considered business-type activities. The Library had no business-type activities during the year ended December 31, 2017. Governmental activities generally are financed through taxes, intergovernmental receipts and other non-exchange transactions.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Presentation and Accounting (continued)

The Statement of Net Position presents the cash and investment balances of the governmental activities of the Library at year-end. The Statement of Activities presents a comparison between direct disbursements and program receipts for each program or function of the Library's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Library is responsible. Program receipts include charges paid by the recipient of the program's goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program, and receipts of interest earned on grants that are required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a modified cash basis or draws from the Library's general receipts.

Fund Financial Statements – During the year, the Library segregates transactions related to certain Library functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance.

Fund financial statements are designed to present financial information of the Library at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Non-major funds are aggregated and presented in a single column.

The Library's financial statements are prepared using the modified cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Library's financial records and reported in the financial statements when cash is received rather than when earned, and disbursements are recorded when cash is paid rather than when a liability is incurred.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

Fund Accounting

The Library uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. The Library's funds are all classified as governmental.

Governmental Funds: Governmental funds are financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions. Monies are assigned to the various governmental funds according to the purposes for which they may or must be used. The following are the Library's major Governmental Funds:

STARK COUNTY DISTRICT LIBRARY
STARK COUNTY

NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)

2. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

Fund Accounting (continued)

General Fund is used to account for the general operating revenues and disbursements of the Library not specifically required to be recorded elsewhere. The primary revenue sources include Public Library Fund, levy receipts, patron fees, intergovernmental revenues, and interest. The general fund balance is available to the Library for any purpose provided it is expended or transferred according to the general laws of Ohio.

Capital Projects Fund is used to account for money for current and future Library projects, as established by the Board of Trustees.

Capital Campaign Fund is used to account for money donated to the Library by individuals, businesses and foundations for the Library to become the community hub for innovation and ideas by transforming library spaces to improve the customer experience and increase use.

The other governmental funds of the Library account for and report grants and other resources whose use is restricted, committed or assigned to a particular purpose.

Budgetary Process

All funds are legally required to be appropriated. The appropriations resolution is the Trustees' authorization to spend resources and sets limits on cash disbursements plus encumbrances at the level of control selected by the Trustees. The legal level of control has been established at the fund, function, and object code level for all funds. Budgetary modifications at the legal level of control may only be made by resolution of the Board of Library Trustees.

For control purposes, the Library estimates cash receipts for the year. These estimated receipts, together with the unencumbered carry-over balances from the prior year, set a limit on the amount the Trustees may appropriate. The estimated receipts may be revised during the year if projected increases or decreases in receipts are identified by the Fiscal Officer.

The appropriations resolution is subject to amendment throughout the year with the restriction that appropriations should not exceed estimated resources.

Cash and Cash Equivalents

To improve cash management, cash received by the Library is pooled and invested. Individual fund integrity is maintained through the Library's records. Interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents." Investments with an original maturity of three months or less at the time they are purchased and investments of the cash management pool are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments. The Library followed Ohio statutes for the allocation of interest earnings among the Library's funds. Interest receipts credited to the General Fund for 2017 was \$21,322.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents (continued)

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 negative receipts, respectively.

During fiscal year 2017, investments were limited to STAR Ohio (The State Treasury Asset Reserve of Ohio).

Except for nonparticipating investment contracts, investments are reported at fair value which is based on quoted market prices. Nonparticipating investment contracts such as repurchase agreements are reported at cost.

STAR Ohio is an investment pool managed by the State Treasurer's Office which allows governments within the State to pool their funds for investment purposes. STAR Ohio is not registered with the SEC as an investment company, but has adopted Governmental Accounting Standards Board (GASB), Statement No. 79, "Certain External Investment Pools and Pool Participants." The Library measures their investment in STAR Ohio as the net asset value (NAV) per share provided by STAR Ohio. The NAV per share is calculated on the amortized cost basis that provides an NAV per share that approximates fair value.

For 2017, there were no limitations or restrictions on any participant withdrawals due to redemption notice periods, liquidity fees, or redemption gates. However notice must be given 24 hours in advance of all deposits and withdrawals exceeding \$25 million. STAR Ohio reserves the right to limit the transaction to \$50 million, requiring the excess amount to be transacted the following business day(s), but only to the \$50 million limit. All accounts of the participant will be combined for these purposes.

Fund Balance

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

1. Nonspendable

The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or are legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash.

2. Restricted

Fund balance is reported as 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.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Balance (continued)

3. Committed

The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (resolution) of Library Trustees. Those committed amounts cannot be used for any other purpose unless the Library Trustees remove or change the specified use by taking the same type of action (resolution) it employed to previously commit those amounts. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

4. Assigned

Amounts in the assigned fund balance classification are intended to be used by the Library for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the general fund, assigned amounts represent intended uses established by the Library Trustees or a Library official delegated that authority by resolution, or by State Statute. State Statute authorizes the Library Fiscal Officer to assign fund balance for purchases on order provided such amounts have been lawfully appropriated.

5. Unassigned

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

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.

Accumulated Leave

In certain circumstances, such as upon leaving employment or retirement, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the modified cash basis of accounting the Library uses.

Net Position

Net position is reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The Library applies restricted resources first when an obligation is incurred for purposes for which both restricted and unrestricted net position are available.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Interfund Transactions

Exchange transactions between funds are reported as receipts in the seller fund and as disbursements in the purchaser funds. Subsidies from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources used in governmental funds. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented in the financial statements.

Capital Assets

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

Inventory

On the modified cash basis of accounting, inventories of supplies are reported as disbursements when purchased. These items are not reflected as assets in the accompanying financial statements.

Employer Contributions to Cost-Sharing Pension Plans

The Library recognizes the disbursement for their employer contributions to cost-sharing pension plans when they are paid. As described in Notes 6 and 7, the employer contributions include portions for pension benefits and for postretirement health care benefits.

3. BUDGETARY BASIS OF ACCOUNTING

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances. The differences between the budgetary basis and the modified cash basis is outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as restricted, committed or assigned fund balance (modified cash basis) and outstanding year end advances are treated as an other financing source or use (budgetary basis) rather than as an interfund receivable or payable (modified cash basis). The encumbrances outstanding at year end (budgetary basis) amounted to \$655,431 for the General Fund. There was no outstanding advance at year end.

4. DEPOSITS AND INVESTMENTS

State statutes classify monies held by the Library into three categories: Active monies are public monies necessary to meet current demands on the Library treasury. Such monies must be maintained either as cash in the Library treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts. Inactive deposits are public deposits that the Board of Trustees has identified as not required for use within the current five year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts. Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

4. DEPOSITS AND INVESTMENTS (continued)

Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Protection of the Library's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Fiscal Officer by the financial institution or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution. Interim monies held by the Library can be deposited or invested in the following securities:

1. United States Treasury Notes, Bills, Bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, and Government National Mortgage Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. No-load money market mutual funds consisting exclusively of obligations described in (1) or (2) of this section and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
4. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;
5. Bonds and other obligations of the State of Ohio and with certain limitations bonds and other obligations of political subdivisions of the State of Ohio;
6. The State Treasurer's investment pool (STAR Ohio);
7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred eighty days in an amount not to exceed forty (40) percent of the interim monies available for investment at any one time if training requirements have been met;
8. Written repurchase agreements in the securities described above in (1) or (2) provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days; and,
9. Star Ohio Plus-Bank Deposit Program for Public Fund Managers (FDIC insured).

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

4. DEPOSITS AND INVESTMENTS (continued)

The Library may also invest any monies not required to be used for a period of six months or more in the following:

1. Bonds of the State of Ohio;
2. Bonds of any municipal corporation, village, county, township or other political subdivision of this State, as to which there is not default of principal, interest, or coupons; and,
3. Obligations of the Library.

Investments in stripped principal or interest obligations reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the Library, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Fiscal Officer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

At year end the Library had \$990 in undeposited cash on hand which is included as part of "Equity in Pooled Cash and Cash Equivalents" on the Financial Statements.

Deposits

Effective July 1, 2017, the Ohio Pooled Collateral System (OPCS) was implemented by the Office of the Ohio Treasurer of State. Financial institutions have the option of participating in OPCS or collateralizing utilizing the specific pledge method. Financial institutions are transitioning to OPCS, but some have been granted extensions that may carry over year end and will be collateralizing with their own collateral pool until they join OPCS.

Custodial credit risk is the risk that in the event of bank failure, the Library will not be able to recover deposits or collateral securities that are in possession of an outside party. At year end, the carrying amount of the Library's deposits was \$6,594,728 and the bank balance was \$6,750,835. Of the bank balance, \$3,043,864 was covered by federal depository insurance and the remaining amount was uninsured, but covered by collateral held through OPCS.

The Library has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or protected by;

Eligible securities pledged to the Library and deposited with a qualified trustee by the financial institution as security for repayment whose market value at all times shall be at least one hundred five percent of the deposits being secured; or

Participation in the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution. OPCS requires the total market value of the securities pledged to be one hundred two percent of the deposits being secured or a rate set by the Treasurer of State.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

4. DEPOSITS AND INVESTMENTS (continued)

Investments

Investments are reported at fair value. As of December 31, 2017, the Library had the following investments:

	Investment Maturities (in Years)	
	Measurement Amount	Less than 1 year
STAR Ohio	\$867,678	\$867,678

Credit Risk. The Library has no investment policy dealing with investment credit risk beyond the requirements in state statutes. Ohio law requires that STAR Ohio maintain the highest rating provided by at least one nationally recognized standard rating service. STAR Ohio carries a rating of AAAM by Standard & Poor's.

Concentration of Credit Risk is defined by the Governmental Accounting Standards Board as five percent or more in the securities of a single issuer. The Library's investment policy requires diversification of the portfolio but only states that the investments should be distributed as evenly as possible among the various instruments and institutions. The following is the Library's allocation as of December 31, 2017:

Investment Issuer	Percentage of Investments
STAR Ohio	100%

5. GRANTS IN AID AND PROPERTY TAXES

Grants in Aid

A significant source of revenue for Ohio public libraries is the Public Library Fund (PLF). The PLF was enacted by the State of Ohio as the funding mechanism for Ohio public libraries in January 2008.

The State allocates PLF to each county monthly based on the total tax revenue credited to the State's general revenue fund during the preceding month using the statutory allocation method. Estimated entitlement figures were issued to County Auditors. The actual current year entitlements were computed in December of the current year. The difference between the estimate and actual will be adjusted evenly in the PLF distributions made from January-June of the subsequent year.

The Stark County Budget Commission allocates these funds to the Library based on formula which incorporates square footage, full-time equivalent employees, circulation, service area population, number of cardholders, door count, website visits, expenditures for library materials and expenditures on technology. The Budget Commission cannot reduce its allocation of these funds to the Library based on any additional revenues the Library receives. During 2017 the Library received \$6,856,245 or 44.44 percent of the Library's annual revenue from this funding source.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

5. GRANTS IN AID AND PROPERTY TAXES (continued)

Property Taxes

Property taxes include amounts levied against all real property and public utility property located in the taxing district of the Library. Property tax revenue received during 2017 for real property and public utility property taxes represents collections of the 2016 taxes.

2017 real property taxes are levied after October 1, 2017, on the assessed value as of January 1, 2017, the lien date. Assessed values are established by State law at 35 percent of appraised market value. 2017 real property taxes are collected in and intended to finance 2018.

Real property taxes are payable annually or semi-annually. If paid annually, the payment is due December 31; if paid semi-annually, the first payment is due December 31 with the remainder payable by June 20. Under certain circumstances, State statute permits later payment dates to be established.

Public utility tangible personal property currently is assessed at varying percentages of true value; public utility real property is assessed at 35 percent of true value. 2017 public utility property taxes which became a lien December 31, 2016, are levied after October 1, 2017, and are collected in 2018 with real property taxes.

The full tax rate for all Library operations for the year ended December 31, 2017, was \$1.70 per \$1,000 of assessed value. The assessed values of real property and public utility property upon which 2017 property tax receipts were based are as follows:

Real Property	\$ 4,541,530,410
Public Utility Personal Property	379,306,070
Total	<u>\$ 4,920,836,480</u>

Property taxes are reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental receipts.

The County Treasurer collects property taxes on behalf of all taxing districts in the county, including the Library. The County Auditor periodically remits to the Library its portion of the taxes collected.

6. DEFINED BENEFIT PENSION PLANS

Plan Description - Ohio Public Employees Retirement System (OPERS)

Plan Description - Library employees participate in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The Traditional Pension Plan is a cost-sharing, multiple-employer defined benefit pension plan. The Member-Directed Plan is a defined contribution plan and the Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan with defined contribution features. While members (e.g. Library employees) may elect the Member-Directed Plan and the Combined Plan, substantially all employee members are in OPERS' Traditional Plan; therefore, the following disclosure focuses on the Traditional Pension Plan.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

6. DEFINED BENEFIT PENSION PLANS

Plan Description - Ohio Public Employees Retirement System (OPERS) (Continued)

OPERS provides retirement, disability, survivor and death benefits, and annual cost of living adjustments to members of the Traditional Pension Plan. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that includes financial statements, required supplementary information and detailed information about OPERS' fiduciary net position that may be obtained by visiting <https://www.opers.org/financial/reports.shtml>, by writing to Ohio Public Employees Retirement System, 277 East Town Street, Columbus, Ohio 43215-4642, or by calling 800-222-7377.

Senate Bill (SB) 343 was enacted into law with an effective date of January 7, 2013. In the legislation, members were categorized into three groups with varying provisions of the law applicable to each group. The following table provides age and service requirements for retirement and the retirement formula applied to final average salary (FAS) for the three member groups under the Traditional Pension Plan as per reduced benefits adopted by SB 343 (see OPERS CAFR referenced above for additional information, including requirements for reduced and unreduced benefits):

Group A Eligible to retire prior to January 7, 2013 or five years after January 7, 2013	Group B 20 years of service credit prior to January 7, 2013 or eligible to retire ten years after January 7, 2013	Group C Members not in other Groups and members hired on or after January 7, 2013
State and Local	State and Local	State and Local
Age and Service Requirements: Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	Age and Service Requirements: Age 60 with 60 months of service credit or Age 55 with 25 years of service credit	Age and Service Requirements: Age 57 with 25 years of service credit or Age 62 with 5 years of service credit
Formula: 2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	Formula: 2.2% of FAS multiplied by years of service for the first 30 years and 2.5% for service years in excess of 30	Formula: 2.2% of FAS multiplied by years of service for the first 35 years and 2.5% for service years in excess of 35

Final average Salary (FAS) represents the average of the three highest years of earnings over a member's career for Groups A and B. Group C is based on the average of the five highest years of earnings over a member's career.

Members who retire before meeting the age and years of service credit requirement for unreduced benefits receive a percentage reduction in the benefit amount.

When a benefit recipient has received benefits for 12 months, an annual cost of living adjustment (COLA) is provided. This COLA is calculated on the base retirement benefit at the date of retirement and is not compounded. For those retiring prior to January 7, 2013, the COLA will continue to be a three (3) percent simple annual COLA. For those retiring subsequent to January 7, 2013, beginning in calendar year 2019, the COLA will be based on the average percentage increase in the Consumer Price Index, capped at three (3) percent.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

6. DEFINED BENEFIT PENSION PLANS

Plan Description - Ohio Public Employees Retirement System (OPERS) (Continued)

Funding Policy - The Ohio Revised Code (ORC) provides statutory authority for member and employer contributions as follows:

	State and Local
2017 Statutory Maximum Contribution Rates	
Employer	14.0 %
Employee	10.0
 2017 Actual Contribution Rates	
Employer:	
Pension	13.0 %
Post-employment Health Care Benefits	1.0
Total Employer	14.0 %
 Employee	 10.0 %

Employer contribution rates are actuarially determined and are expressed as a percentage of covered payroll.

The Library's contractually required contribution was \$840,450 for year 2017.

7. POST-EMPLOYMENT BENEFITS

Ohio Public Employees Retirement System (OPERS)

Plan Description. Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The traditional pension plan is a cost-sharing, multiple-employer defined benefit pension plan; the Member-Directed Plan is a defined contribution plan; and the Combined Plan is a cost-sharing, multiple-employer defined benefit pension plan that has elements of both a defined benefit and a defined contribution plan.

OPERS maintains a cost-sharing, multiple-employer defined benefit post employment health care trust, which funds multiple health care plans including medical coverage, prescription drug coverage and deposits to a Health Reimbursement Arrangement to qualifying benefit recipients of both the Traditional Pension and the Combined plans. This trust is also used to fund health care for Member-Directed Plan participants, in the form of a Retiree Medical Account (RMA). At retirement or refund, Member-Directed Plan participants may be eligible for reimbursement of qualified medical expenses from their vested RMA balance.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

7. POST-EMPLOYMENT BENEFITS (continued)

Ohio Public Employees Retirement System (OPERS) (continued)

In order to qualify for health care coverage, age-and-service retirees under the Traditional Pension and Combined plans must have 20 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS meets the definition of an Other Post Employment Benefit (OPEB) as described in GASB Statement 45. Please see the Plan Statement in the OPERS 2016 CAFR for details.

The Ohio Revised Code permits, but does not require, OPERS to provide health care to its eligible benefit recipients. Authority to establish and amend health coverage is provided to the OPERS Board of Trustees (OPERS Board) in Chapter 145 of the Ohio Revised Code.

OPERS issues a stand-alone financial report. Interested parties may obtain a copy by visiting <https://www.opers.org/financial/reports.shtml#CAFR>, by writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642, or by calling 614-222-5601 or 800-222-7377.

Funding Policy – The Ohio Revised Code provides the statutory authority requiring public employers to fund postemployment health care through their contributions to OPERS. A portion of each employer's contribution to OPERS is set aside to fund OPERS health care plans.

Employer contribution rates are expressed as a percentage of the earnable salary of active members. In 2017, state and local employers contributed at a rate of 14.0 percent of earnable salary. This is the maximum employer contribution rate permitted by the Ohio Revised Code. Active member contributions do not fund health care.

Each year, the OPERS Board determines the portion of the employer contribution rate that will be set aside to fund health care plans. The portion of employer contributions allocated to health care for members in the Traditional Pension Plan and Combined Plan was 2.0 percent during calendar year 2016, and was 1.0 percent during calendar year 2017. The OPERS Board is also authorized to establish rules for the retiree or their surviving beneficiaries to pay a portion of the health care provided. Payment amounts vary depending on the number of covered dependents and the coverage selected. The employer contribution as a percentage of covered payroll deposited into the RMA for participants in the Member-Directed Plan for 2017 was 4.0 percent.

Each year, the OPERS Board determines the portion of the employer contribution rate that will be set aside to fund health care plans. The portion of employer contributions allocated to health care for members in the Traditional Pension Plan and Combined Plan was 1.0% during calendar year 2017. As recommended by OPERS' actuary, the portion of employer contributions allocated to health care beginning January 1, 2018 decreased to 0.0% for both plans. The OPERS Board is also authorized to establish rules for the retiree or their surviving beneficiaries to pay a portion of the health care provided. Payment amounts vary depending on the number of covered dependents and the coverage selected. The employer contribution as a percentage of covered payroll deposited for Member-Directed Plan participants for 2017 was 4.0%.

Substantially all of the Library's contribution allocated to fund postemployment health care benefits relates to the cost-sharing, multiple employer trusts. The corresponding contribution for years ended December 31, 2017, 2016, and 2015 was \$60,008, \$116,544, and \$116,014 respectively. The full amount has been contributed for all three years.

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

8. RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. During 2017, the Library obtained commercial insurance. Property insurance was for \$51,448,297 with a \$2,500 deductible. Valuable papers and records were for \$19,021,795 with a \$1,000 deductible. General liability for each occurrence is \$1,000,000 with an aggregate of \$2,000,000 limit and excess liability insurance with a \$5,000,000 limit. Automobile liability has a \$1,000,000 combined single limit of liability with a collision deductible of \$1,000 and a comprehensive deductible of \$1,000.

There has not been a significant reduction in coverage from the prior year. Settled claims have not exceeded this commercial coverage in any of the past three years.

Workers Compensation coverage is provided by the State. The Library pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

9. LEASES

The Library leases buildings and disbursed \$186,190 to pay lease costs for the year ended December 31, 2017.

The Library leases one of its facilities under a 5-year operating lease agreement with a required aggregate monthly lease payment of \$1,794 for the period July 1, 2012 through June 30, 2017, this lease has been continued on a month-month basis until a new agreement is made, another facility under a 5-year operating lease agreement with a monthly payment of \$1,200 per month until August 1, 2016 when the rent will be adjusted to the then current Consumer Price Index for the term of each respective following year to a maximum of \$1,400 per month and a 5-year facility operating lease agreement for an annual payment of \$60,000 was activated for the period September 1, 2013 through August 31, 2018. In June 2016 the Library entered into a 24 month lease for a storefront library at \$5,008 per month.

10. FUND BALANCES

Fund balance is classified as restricted, committed, assigned and/or unassigned based primarily on the extent to which the Library is bound to observe constraints imposed upon the use of the resources in the government funds. The constraints placed on fund balance for the major governmental funds and all other governmental funds are presented below:

**STARK COUNTY DISTRICT LIBRARY
STARK COUNTY**

**NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2017
(Continued)**

11. FUND BALANCES (continued)

<u>Fund Balances</u>	<u>General</u>	<u>Capital Projects</u>	<u>Capital Campaign</u>	<u>Other Governmental Funds</u>	<u>Total</u>
Restricted for					
Library Programs	\$ -	\$ -	\$ -	\$ 8,842	\$ 8,842
Library Materials	-	-	-	23,653	23,653
Capital Improvements	-	-	1,175,245	46,992	1,222,237
<i>Total Restricted</i>	<u>-</u>	<u>-</u>	<u>1,175,245</u>	<u>79,487</u>	<u>1,254,732</u>
Committed to					
Library Materials	-	-	-	1,954	1,954
<i>Total Committed</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,954</u>	<u>1,954</u>
Assigned to					
Capital Improvements 2017	-	3,331,055	-	-	3,331,055
	1,874,108	-	-	-	1,874,108
<i>Total Assigned</i>	<u>1,874,108</u>	<u>3,331,055</u>	<u>-</u>	<u>-</u>	<u>5,205,163</u>
Unassigned	<u>1,000,557</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,557</u>
<i>Total Fund Balances</i>	<u><u>\$ 2,874,665</u></u>	<u><u>\$ 3,331,055</u></u>	<u><u>\$ 1,175,245</u></u>	<u><u>\$ 81,441</u></u>	<u><u>\$ 7,462,406</u></u>

THIS PAGE INTENTIONALLY LEFT BLANK.



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

Stark County District Library
Stark County
715 Market Avenue North
Canton, Ohio 44702

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 modified cash-basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Stark County District Library, Stark County, (the Library) as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Library's basic financial statements and have issued our report thereon dated July 31, 2018, wherein we noted the Library uses a special purpose framework other than generally accepted accounting principles.

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 Library'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 Library'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 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*.

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

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

Dave Yost
Auditor of State
Columbus, Ohio

July 31, 2018



Dave Yost • Auditor of State

STARK COUNTY DISTRICT LIBRARY

STARK 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
AUGUST 21, 2018**