



Dave Yost • Auditor of State

**WOODLAND UNION CEMETERY
LAWRENCE COUNTY**

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Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Woodland Union Cemetery
Lawrence County
824 Lorain Street
Ironton, Ohio 45638

To the Board of Trustees:

Report on the Financial Statements

We have audited the accompanying financial statements of the cash balances, receipts and disbursements by fund type, and related notes of the Woodland Union Cemetery, Lawrence County, Ohio (the Cemetery) as of and for the years ended December 31, 2017 and 2016.

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 Cemetery'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 Cemetery'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.

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

As described in Note 2 of the 2017 financial statements and Note 1 of the 2016 financial statements, the Cemetery 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 (GAAP), to satisfy these requirements.

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Although the effects on the financial statements of the variances between the regulatory accounting basis and GAAP are not reasonably determinable, we presume they are material.

Though the Cemetery does not intend these statements to conform to GAAP, auditing standards generally accepted in the United States of America require us to include an adverse opinion on GAAP. However, the adverse opinion does not imply the amounts reported are materially misstated under the accounting basis Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit. Our opinion on this accounting basis is in the *Opinion on Regulatory Basis of Accounting* paragraph below.

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 Cemetery as of December 31, 2017 and 2016, and the respective changes in financial position thereof for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balances, receipts and disbursements by fund type, and related notes of the Woodland Union Cemetery, Lawrence County as of December 31, 2017 and 2016, for the years then ended in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit, described in Note 2 for 2017 and Note 1 for 2016.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 23, 2018, on our consideration of the Cemetery'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 Cemetery's internal control over financial reporting and compliance.



Dave Yost
Auditor of State

Columbus, Ohio

August 23, 2018

Woodland Union Cemetery
Lawrence County
Combined Statement of Receipts, Disbursements and
Changes In Fund Balances (Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2017

	All Fund Types		Totals (Memorandum Only)
	General	Special Revenue	
Cash Receipts			
Perpetual Care		\$16,300	\$16,300
Charges for Services	147,650		147,650
Sale of Lots	147,700		147,700
Foundations	22,185		22,185
Earnings on Investments	79	475	554
Miscellaneous	2,853		2,853
Total Cash Receipts	320,467	16,775	337,242
Cash Disbursements			
Current Disbursements:			
Public Health and Welfare	302,693	65,897	368,590
Principal Retirement	10,108		10,108
<i>Total Cash Disbursements</i>	<i>312,801</i>	<i>65,897</i>	<i>378,698</i>
<i>Excess Receipts Over (Under) Disbursements</i>	<i>7,666</i>	<i>(49,122)</i>	<i>(41,456)</i>
<i>Fund Cash Balances, January 1</i>	<i>102,486</i>	<i>961,253</i>	<i>1,063,739</i>
Fund Cash Balances, December 31			
Restricted		912,131	912,131
Unassigned (Deficit)	110,152		110,152
<i>Fund Cash Balances, December 31</i>	<i>\$110,152</i>	<i>\$912,131</i>	<i>\$1,022,283</i>

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

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Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2017

Note 1 – Reporting Entity

The constitution and laws of the State of Ohio establish the rights and privileges for the Cemetery of Woodland Union Cemetery, Lawrence County, (the Cemetery). The City of Ironton and Upper Township appoint a three-member Board of Trustees to direct cemetery operations. The Cemetery provides grounds maintenance, opening and closing of graves, and the sale of grave lots.

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

Note 2 – Summary of Significant Accounting Policies

Basis of Presentation

The Cemetery's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (cash basis) for all governmental fund types which is organized on a fund type basis.

Fund Accounting

The Cemetery 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 funds of the Cemetery are presented below:

General Fund The General Fund accounts for and reports all financial resources not accounted for and reported in another fund. The General Fund balance is available to the Cemetery for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Cemetery had the following significant Special Revenue Fund:

Perpetual Care Fund This fund receives a portion of the receipts from all grave sales. The fund's resources finance Cemetery maintenance costs when needed.

Basis of Accounting

These financial statements follow 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). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D) permit.

Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2017

Cash

Cash and repurchase agreements are valued at cost.

Capital Assets

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

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.

Fund Balance

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

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

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.

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

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 Cemetery Trustees or a Cemetery official delegated that authority by resolution, or by State Statute.

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.

The Cemetery 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.

Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2017

Note 3 – Deposits and Investments

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

	<u>2017</u>
Demand deposits	\$111,538
Repurchase agreement	<u>910,745</u>
Total deposits and investments	<u><u>\$1,022,283</u></u>

Deposits

Deposits are insured by the Federal Deposit Insurance Corporation; collateralized by securities specifically pledged by the financial institution to the Cemetery; or collateralized by the financial institution's public entity deposit pool. The financial institution is in the process of joining OPCS; however, at December 31, 2017, the financial institution still maintained its own collateral pool.

Investments

The Cemetery's financial institution transfers securities to the Cemetery's agent to collateralize repurchase agreements. The securities are not in the Cemetery's name.

Note 4 – Defined Benefit Pension Plans

Ohio Public Employees Retirement System

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

The Ohio Revised Code also prescribes contribution rates. For 2017, OPERS members contributed 10%, of their gross salaries and the Cemetery contributed an amount equaling 14%, of participants' gross salaries. The Cemetery has paid all contributions required through December 31, 2017.

Note 5 – Risk Management

Commercial Insurance

The Cemetery has obtained commercial insurance for the following risks:

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

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Woodland Union Cemetery
Lawrence County
Combined Statement of Receipts, Disbursements and
Changes In Fund Balances (Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2016

	All Fund Types		Totals (Memorandum Only)
	General	Special Revenue	
Cash Receipts			
Perpetual Care		\$14,000	\$14,000
Charges for Services	153,044		153,044
Sale of Lots	90,500		90,500
Foundations	20,877		20,877
Earnings on Investments	70	502	572
Miscellaneous	8,691		8,691
Total Cash Receipts	<u>273,182</u>	<u>14,502</u>	<u>287,684</u>
Cash Disbursements			
Current Disbursements:			
Public Health and Welfare	334,476	4,895	339,371
Principal Retirement	3,164		3,164
<i>Total Cash Disbursements</i>	<u>337,640</u>	<u>4,895</u>	<u>342,535</u>
<i>Excess Receipts Over (Under) Disbursements</i>	<u>(64,458)</u>	<u>9,607</u>	<u>(54,851)</u>
<i>Fund Cash Balances, January 1</i>	<u>166,944</u>	<u>951,646</u>	<u>1,118,590</u>
Fund Cash Balances, December 31			
Restricted		961,253	961,253
Unassigned (Deficit)	<u>102,486</u>		<u>102,486</u>
<i>Fund Cash Balances, December 31</i>	<u><u>\$102,486</u></u>	<u><u>\$961,253</u></u>	<u><u>\$1,063,739</u></u>

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

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Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2016

Note 1 - Summary of Significant Accounting Policies

Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges for the Woodland Union Cemetery, Lawrence County, (the Cemetery), as a body corporate and politic. The City of Ironton and Upper Township appoint a three-member Board of Trustees to direct cemetery operations. The Cemetery provides grounds maintenance, opening and closing of graves, and sale of grave lots.

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

Basis of Accounting

These financial statements follow 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). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved.)

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

Cash

Cash and repurchase agreements are valued at cost.

Fund Accounting

The Cemetery 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 funds of the Cemetery are presented below:

General Fund The General Fund accounts for and reports all financial resources not accounted for and reported in another fund. The General Fund balance is available to the Cemetery for any purpose provided it is expended or transferred according to the general laws of Ohio.

Special Revenue Funds These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects. The Cemetery had the following significant Special Revenue Fund:

Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2016

Perpetual Care Fund – This fund receives a portion of the receipts from all grave sales. The fund’s resources finance Cemetery maintenance costs when needed.

Fund Balance

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

Non-spendable The Cemetery classifies assets as *non-spendable* when legally or contractually required to maintain the amounts intact.

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.

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

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 Cemetery Trustees or a Cemetery official delegated that authority by resolution, or by State Statute.

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.

The Cemetery 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, then unassigned amount when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Property, Plant and Equipment

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

Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2016

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.

Note 2 - Equity in Pooled Deposits and Investments

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

	2016
Demand Deposits	<u>\$19,714</u>
Repurchase Agreement	<u>1,044,025</u>
Total Deposits and Investments	<u><u>\$1,063,739</u></u>

Deposits

Deposits are insured by the Federal Deposit Insurance Corporation; collateralized by securities specifically pledged by the financial institution to the Cemetery; or collateralized by the financial institution's public entity deposit pool.

Investments

The Cemetery's financial institution transfers securities to the Cemetery's agent to collateralize repurchase agreements. The securities are not in the Cemetery's name.

Note 3 - Retirement System

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

The Ohio Revised Code also prescribes contribution rates. For 2016, OPERS members contributed 10% of their gross salaries, and the Cemetery contributed an amount equaling 14% of participants' gross salaries. The Cemetery has paid all contributions required through December 31, 2016.

Woodland Union Cemetery
Lawrence County
Notes to the Financial Statements
For the Year Ended December 31, 2016

Note 4 - Risk Management

Commercial Insurance

The Cemetery has obtained commercial insurance for the following risks:

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



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

Woodland Union Cemetery
Lawrence County
824 Lorain Street
Ironton, Ohio 45638

To the Board of Trustees:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the cash balances, receipts, and disbursements by fund type of the Woodland Union Cemetery, Lawrence County, (the Cemetery) as of and for the years ended December 31, 2017 and 2016, and the related notes to the financial statements and have issued our report thereon dated August 23, 2018 wherein we noted the Cemetery followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Cemetery'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 Cemetery'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 Cemetery'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. Therefore, unidentified material weaknesses or significant deficiencies may exist. Given these limitations, we did not identify any deficiencies in internal control that we consider material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings that we consider a significant deficiency. We consider Finding 2017-001 to be a significant deficiency.

Compliance and Other Matters

As part of reasonably assuring whether the Cemetery'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*.

Entity's Response to Findings

The Cemetery's response to the finding identified in our audit is described in the accompanying Schedule of Findings. We did not subject the Cemetery's response to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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



Dave Yost
Auditor of State

Columbus, Ohio

August 23, 2018

**WOODLAND UNION CEMETERY
LAWRENCE COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2017 AND 2016**

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

FINDING NUMBER 2017-001

Significant Deficiency

In our audit engagement letter, as required by AU-C Section 210, Terms of Engagement, paragraph .06, management acknowledged its responsibility for the preparation and fair presentation of their financial statements; 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 as discussed in AU-C Section 210 paragraphs .A14 & .A16.

The 2016 financial statements had the following errors that required audit adjustment or reclassification:

- Perpetual Care from Sale of Lots totaling \$400 was posted to the General Fund instead of the Perpetual Care Fund.
- General Fund Charges for Services were increased by \$194 to account for unrecorded receipts.
- General Fund Public Health and Welfare disbursements were reduced by \$3,119 due to various posting errors.
- An expenditure should have been posted to the General Fund and Perpetual Care Fund. Instead, the expenditure was posted entirely to the General Fund, then a Transfer in the amount of \$4,895 was made out of the Perpetual Care Fund to the General Fund to cover the Perpetual Care Fund's share of the expenditure. This resulted in the overstatement of Transfers-In and Public Health and Welfare disbursements in the General Fund as well as the overstatement of Transfers-Out and understatement of Public Health and Welfare disbursements in the Perpetual Care Fund by \$4,895.
- A reclassification of \$4,800 from Perpetual Care Fund Sale of Lots to Perpetual Care Fund Perpetual Care receipts.

The 2017 financial statements had the following errors that required audit adjustments or reclassification:

- Sale of lots in the General Fund was overstated by \$100 and Perpetual Care receipts in Perpetual Care Fund were understated by \$100.
- General Fund Public Health and Welfare disbursements were overstated, in net, by \$210 as a result of the following:
 - \$300 overstatement of disbursements due to incorrect posting in the cash journal
 - \$90 understatement of disbursements due to an unrecorded disbursement
- Unrecorded receipts in the General Fund resulted in an increase of \$529 to Foundations receipts.
- General Fund Charges for Services receipts were understated, in net by \$400 as a result of the following:
 - \$1,000 understatement of Charges for Services due to unrecorded receipts
 - \$600 overstatement of Charges for Services due to a posting error

**FINDING NUMBER 2017-001
(Continued)**

- Expenditures should have been posted to the General Fund and Perpetual Care Fund. Instead, the expenditures were posted entirely to the General Fund, then transfers totaling \$65,897 were made out of the Perpetual Care Fund to the General Fund to cover the Perpetual Care Fund's share of the expenditures. This resulted in the overstatement of Transfers-In and Public Health and Welfare disbursements in the General Fund as well as the overstatement of Transfers-Out and understatement of Public Health and Welfare disbursements in the Perpetual Care Fund by \$65,897.
- A reclassification of \$16,200 from Perpetual Care Fund Sale of Lots to Perpetual Care receipts.

The errors noted above resulted in misstated receipts, disbursements, and fund balances. The Cemetery recorded adjustments on the financial statements and the cash journal, where appropriate.

To ensure the Cemetery's financial statements and notes to the financial statements are complete and accurate, the Board of Trustees should adopt policies and procedures, including a final review of the statements and footnotes by the Office Manager and Board of Trustees to identify and correct errors or omissions.

Officials' Response:

We will strive to correct this item for future audits.

**WOODLAND UNION CEMETERY
LAWRENCE COUNTY**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
DECEMBER 31, 2017 AND 2016**

Finding Number	Finding Summary	Status	Additional Information
2015-001	Sound Financial Reporting	Partially Corrected	Reissued due to errors/mispastings which resulted in adjustments to the financial statements. This was partially corrected since the Office Manager began using a Cash Journal spreadsheet that was created by LGS which helps her keep track or deposits and disbursements, and helps with monthly bank reconciliations.

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Dave Yost • Auditor of State

WOODLAND UNION CEMETERY

LAWRENCE 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
SEPTEMBER 6, 2018