

FRED R. WILSON MEMORIAL LAW LIBRARY

**FINANCIAL STATEMENTS,
SUPPLEMENTARY INFORMATION AND
INDEPENDENT AUDITORS' REPORT**

SEPTEMBER 30, 2022



Greene, Dycus & Co, PA

Certified Public Accountants

407-322-0561

www.gdccpa.net

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INDEPENDENT AUDITORS' REPORT

Board of Trustees
Fred R. Wilson Memorial Law Library
Sanford, Florida

Opinion

We have audited the accompanying financial statements of the Fred R. Wilson Memorial Law Library ("Library"), a component unit of Seminole County, Florida, as of and for the year ended September 30, 2022 and the related notes to the financial statements which collectively comprise the Library's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities and the major fund of the Fred R. Wilson Memorial Law Library, as of September 30, 2022, and the changes in its financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the library, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Robert Kimelman, CPA
Thomas J. Frank, CPA
Vanessa R. Talley, CPA

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether in our judgment there are conditions or events considered in the aggregate, that have substantial doubt about the Library's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the government or major fund of the Fred R. Wilson Memorial Law Library; and do not purport to, and do not, present fairly the financial position of Seminole County, Florida; as of September 30, 2022, the changes in its financial position, or, where applicable, its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that management's discussion and analysis on pages 6 through 8, Schedule of Proportionate Share of Net Pension Liability of Florida Retirement System and Health Insurance Subsidy and Schedule of Contributions of Florida Retirement System and Health Insurance Subsidy on pages 17 and 18 be presented to supplement the financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of the Library. The accompanying Schedule of Revenues and Expenditures and Changes in Fund Balance – Budget and Actual – General Fund, Budgeted and Actual – Cash Basis on page 20, for the year ended September 30, 2022, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Revenues and Expenses – Budgeted and Actual – Cash Basis, for the year ended September 30, 2022 is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated December 28, 2022 on our consideration of the Library's internal control over financial reporting and on our tests of its compliance with certain provisions of rules, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial control 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.

Greene Dupuis & Co.

Professional Association
Certified Public Accountants
Sanford, Florida
December 28, 2022

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2022**

This discussion of the Fred R. Wilson Memorial Law Library's (the "Library") financial performance provides an overview of the Library's activities for the year ended September 30, 2022. It should be read in conjunction with the financial statements.

The Fred R. Wilson Memorial Law Library's discussion and analysis is designed to (1) assist the reader in focusing on significant financial issues and activities, and to identify any significant changes in financial position, (2) provide an overview of the Library's financial activity, (3) identify changes in the Library's financial position (its ability to address the next and subsequent years' challenges), and (4) identify issues or concerns. This discussion and analysis is intended to serve as an introduction to the Library's financial statements, which are comprised of the basic financial statements and the notes to the financial statements. This financial report also contains the following items to enhance the readers understanding of the financial data:

- Required Supplemental information concerning the Library's Schedule of Revenues and Expenditures – Budget and Actual – General Fund.
- Notes to the financial statements which convey a full understanding of the Library's financial statement data.
- Required supplemental information concerning the Library's proportionate share of the net pension liability and required contributions for the cost-sharing defined-benefit pension plans in which it participates.

Overview of the Financial Statements

The Government-wide and fund financial statements are combined for this report, as all activities of the Library are governmental activities and the Library is deemed to be a single-program government. The report consists of the government-wide and fund statements, notes to the financial statements and other supplementary information.

The Statement of Net Position present the Library's assets and liabilities as of September 30, 2022. The difference between assets and deferred outflow of resources and liabilities and deferred inflow of resources is presented as net position. Increases or decreases in the amounts of net position serve as an indicator of whether the Library's financial condition is improving or deteriorating. The following is a condensed statement of net position:

	2022	2021
Current and other assets	\$ 118,868	\$ 117,598
Deferred outflows of resources	-	-
Total assets and deferred outflows of resources	\$ 118,868	\$ 117,598
Liabilities	\$ 6,584	\$ 2,417
Deferred inflows of resources	-	-
Total liabilities and deferred inflows of resources	6,584	2,417
Net position:		
Unrestricted	112,284	115,181
Total net position	112,284	115,181
Total liabilities and deferred inflows of resources and net position	\$ 118,868	\$ 117,598

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2022**

The Statement of Activities present information related to the components of net position increases and decreases. The Library uses the economic resources measurement focus and the accrual basis of accounting, whereby changes in net position are reported when the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. The following are condensed statements of revenue, expenses, and changes in net position.

	<u>2022</u>	<u>2021</u>
Operating revenues	\$ -	\$ 19,400
Operating expenses	<u>(76,098)</u>	<u>(70,763)</u>
Operating loss	(76,098)	(51,363)
Investment income	<u>10</u>	<u>10</u>
Loss before contributions	(76,088)	(51,353)
Support from Seminole County	73,191	103,661
Donations and miscellaneous	<u>-</u>	<u>1,036</u>
Change in net position	(2,897)	53,344
Net position, beginning of year	<u>115,181</u>	<u>61,837</u>
Net position, end of year	<u><u>\$ 112,284</u></u>	<u><u>\$ 115,181</u></u>

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Library uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Reconciliation of the government-wide and fund financial statements are provided in Note 3 on page 14.

Financial Analysis

Government-wide Financial Statements

The Government-wide Financial Statements are presented in the far-right column of pages 9 and 10. Net position may serve, over time, as a useful indicator of financial position. In the case of the Library, assets exceeded liabilities by \$112,284 at September 30, 2022. This represents a decrease of \$2,897 over the previous year, which is attributable primarily due to a reduction in support from Seminole County. Net position at September 30, 2022 is \$112,284.

The Library's cash and cash equivalents decreased from \$115,510 to \$83,243 (related to expenses exceeding revenue by \$2,897) from the beginning of the year to the end of the year. Liabilities (excluding net pension liabilities) increased during the same period from \$2,417 to \$6,584.

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2022**

Financial Analysis - Continued

Fund Financial Statements

The Library's principal source of revenue is provided by the Seminole County Board of County Commissioners. The general fund, which is the Library's only fund, expenditures exceeded revenues by \$2,897. In the prior year general fund expenditures exceeded revenues by \$23,129. Total revenues and expenditures for the current period were \$73,201 and \$76,098, respectively. Total revenues and expenditures for the prior year were \$124,107 and \$147,236 respectively.

Operations

Effective October 1, 2021, the Library started to utilize county public library system employees to staff the Law Library. There are no longer any librarians on staff that are employees of the Library. The day-to-day operations of the Library are still administered by the board of trustees.

Budget

The originally adopted budget for the year ended September 30, 2022, is typically approved by the Trustees. The budget was never amended or formally approved. Effective October 1, 2021, limited services and operational hours offered by the library are provided by personnel employed by the county public library system.

Requests for Information

This financial report is designed to provide a general overview of the Library's finances. Questions concerning any of the information provided in this report or request for additional financial information should be addressed to the Librarian, 112 North Hood Ave., Sanford, FL 32771-1382. Telephone 407-665-4576.

**FRED R. WILSON MEMORIAL LAW LIBRARY
GOVERNMENTAL FUND BALANCE SHEET /
STATEMENT OF NET POSITION
SEPTEMBER 30, 2022**

	General Fund	Adjust- ments	Statement of Net Assets
	<u> </u>	<u> </u>	<u> </u>
ASSETS:			
Cash and cash equivalents	\$ 83,243	\$ -	\$ 83,243
Prepaid items	1,036	-	1,036
Due from county	34,589	-	34,589
Capital assets, net of accumulated depreciation	<u>-</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 118,868</u>	<u>\$ -</u>	<u>\$ 118,868</u>
DEFERRED OUTFLOWS OF RESOURCES:			
Pension outflows	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u>\$ 118,868</u>	<u>\$ -</u>	<u>\$ 118,868</u>
LIABILITIES:			
Accounts payable	\$ 6,584	\$ -	\$ 6,584
Other liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>6,584</u>	<u>-</u>	<u>6,584</u>
DEFERRED INFLOWS OF RESOURCES:			
Pension inflows	-	-	-
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	-	-	6,584
FUND BALANCE / NET POSITION:			
Fund balance - Unreserved:			
Nonspendable	1,036	(1,036)	-
Unassigned	<u>111,248</u>	<u>(111,248)</u>	<u>-</u>
Total fund balance	<u>112,284</u>	<u>(112,284)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 118,868</u>	<u>\$ -</u>	<u>\$ -</u>
Net position:			
Unrestricted		112,284	112,284
Invested in capital assets		<u>-</u>	<u>-</u>
Total net position		<u>\$ 112,284</u>	<u>\$ 112,284</u>

The accompanying notes are an integral part of these financial statements.

**FRED R. WILSON MEMORIAL LAW LIBRARY
GOVERNMENTAL FUND REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE / STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2022**

	General Fund	Adjust- ments	Statement of Activities
EXPENDITURES / EXPENSES:			
Professional fees	\$ 9,726	\$ -	\$ 9,726
Office expense and supplies	966	-	966
Copy machine lease and maintenance	3,495	-	3,495
Insurance	1,492	-	1,492
Books and publications	60,419	-	60,419
Total expenditures/expenses	<u>76,098</u>	<u>-</u>	<u>76,098</u>
PROGRAM REVENUES:			
Charges for services - copy machine and other charges	<u>-</u>	<u>-</u>	<u>-</u>
Net program expense	<u>76,098</u>	<u>-</u>	<u>76,098</u>
GENERAL REVENUES:			
Support from Seminole County, Florida	73,191	-	73,191
Interest	10	-	10
Donations and miscellaneous	<u>-</u>	<u>-</u>	<u>-</u>
Total general revenues	<u>73,201</u>	<u>-</u>	<u>73,201</u>
Excess (deficiency) of revenues over expenditures	(2,897)	2,897	-
Change in net position	-	(2,897)	(2,897)
Fund balance/net position:			
Beginning of year	<u>115,181</u>	<u>-</u>	<u>115,181</u>
End of year	<u>\$ 112,284</u>	<u>\$ -</u>	<u>\$ 112,284</u>

The accompanying notes are an integral part of these financial statements.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2022**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Reporting Entity

The Fred R. Wilson Memorial Law Library, a non-profit tax exempt organization, was created by an act of the Legislature of the State of Florida, July 1, 1959. The Board of Trustees consists of the Circuit Judges of the Ninth Judicial Circuit of Florida and three attorneys at law licensed to practice law in Florida and who are residents of Seminole County. The Seminole County Board of County Commissioners selects and appoints the members of the Board of Trustees who are attorneys at law.

The financial statements of the Fred R. Wilson Memorial Law Library have been prepared in accordance with the accounting principles and reporting guidelines established by the Governmental Accounting Standards Board and adopted by the American Institute of Certified Public Accountants.

The Library's financial statements are combined, with those of the Board of County Commissioners and elected officials, into the reporting entity of Seminole County, Florida. In accordance with U.S. generally accepted accounting principles, the Library has determined that there are no potential component units that it must include within its financial statements.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e. the Statement of Net Position and the Statement of Activities) report information on all of the activities of the Library. The Library has only governmental activities and does not engage in any business-type activities. Program revenues include charges for copy machine and the sale of packaged legal forms. General revenues represent amounts received from Seminole County filing fees and other local sources. The Library has only one fund, the general fund, for which the fund financial statements are presented.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned, and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows.

The Library reports the following major governmental fund:

General Fund – accounts for all financial resources not required to be accounted for in another fund of which there are none.

Budgetary Requirement

Budgets are prepared and adopted annually for the general fund as set forth in the Florida Statutes. The Library is not required to submit its budget to any regulatory agencies.

Appropriations are controlled at the object level (i.e. salaries, purchased services, capital outlay) and may be amended by the Board of Trustees at any time prior to the due date of the annual financial report. Budgets are prepared using the same modified accrual basis of accounting as is used to account for actual transactions.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2022**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued:

Cash and Cash Equivalents

The Library's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

The Library invests public funds in a manner so as to place the highest priority on the safety of principal and liquidity. The optimization of investment returns is secondary to the requirements for safety and liquidity.

Cash and cash equivalents are carried at cost. The Library's deposits are categorized to give an indication of the level of custodial credit risk assumed at year end. At present, the Library's excess funds are primarily deposits that are insured or collateralized pursuant to the Public Depository Security Act of the State of Florida. Demand deposits and money market accounts are insured by federal depository insurance up to \$250,000 of the aggregate account balances for each entity. Amounts in excess of \$250,000 are fully insured by U.S. Government securities held in the Public Deposit Security Trust Fund maintained and monitored by the Treasurer of the State of Florida. Demand deposits and cash on deposit bank balances (before intransit items) at September 30, 2022 was approximately \$83,000.

Capital Assets

Capital assets consist of building improvements, furniture, fixtures and equipment. Capital assets purchased in the governmental fund are recorded as expenditures at time of purchase. Such assets are recorded at historical cost or estimated historical cost if donated or constructed. Capital assets are defined as assets with a cost typically in excess of \$500 or more. Donated capital assets are recorded at acquisition value at the date of donation. Depreciation has been provided on capital assets as a direct charge using the straight-line method over the estimated useful lives of the various assets, which range from 3-20 years. The Library's capital assets have been fully depreciated.

Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts and disclosures. Actual results may differ from those estimates.

Prepaid Items

Represents both electronic and hardcopy book subscriptions purchased and paid for a future operating period.

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2022**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued:

Deferred Outflows/Inflows of Resources - continued

The deferred outflows related to pensions are an aggregate of items related to pensions as calculated in accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*. The deferred outflows related to pensions will be recognized as either pension expense or a reduction in the net pension liability in future reporting years. Details on the composition of the deferred outflows related to pensions are further discussed in Note 5.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

The deferred inflows related to pensions are an aggregate of items related to pensions as calculated in accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*. The deferred inflows related to pensions will be recognized as a reduction to pension expense in future reporting years. Details on the composition of the deferred inflows related to pensions are further discussed in Note 5.

Fair Value of Financial Instruments

The Library's financial instruments include cash and cash equivalents and receivables. The carrying amounts of these financial instruments have been estimated by management to approximate fair value.

NOTE 2 – FUND BALANCE

In accordance with GASB 54, the Library is required to report fund balance amounts in five classifications – nonexpendable and the spendable categories of restricted, committed, assigned, and unassigned, as follows:

Nonspendable

Includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual requirements. The Library had a nonspendable fund balance of \$1,036 in its general fund.

Restricted

Amounts that are constrained for specific purposes which are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments. The Library had no restricted fund balance at September 30, 2022.

Committed

Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action by the Library's highest level of decision-making authority. The Library's Board of Trustees addresses these commitments through formal board action prior to the Library's fiscal year end. The Library had no committed fund balances at September 30, 2022.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2022**

NOTE 2 – FUND BALANCE - continued

Assigned

Amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Assignments can be made by the Trustees. The Library had no assigned fund balance amounts at September 30, 2022.

Unassigned

Includes residual positive fund balance within the General Fund which has not been classified within the other above mentioned categories. Unassigned fund balances may also include negative fund balances for any other governmental fund if expenditures exceed amounts restricted, committed, or assigned for those specific purposes.

The Library's policy is to first spend restricted funds when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this. Additionally, the Library's policy is to spend funds in the following order: committed, assigned, and unassigned.

The Library does not have a formal minimum fund balance policy, nor has it established any stabilization arrangements within fund balances.

NOTE 3 – RECONCILIATION OF GOVERNMENT- WIDE AND FUND FINANCIAL STATEMENTS

There were no adjustments made.

NOTE 4 – CAPITAL ASSETS

A summary of capital assets follows:

	Balance Sept. 30, 2021	Increase	Decrease	Balance Sept. 30, 2022
Capital assets:				
Leasehold improvements	\$ 2,515	\$ -	\$ -	\$ 2,515
Furniture, fixtures and equipment	57,297	-	-	57,297
	<u>59,812</u>	<u>-</u>	<u>-</u>	<u>59,812</u>
Less accumulated depreciation:				
Leasehold improvements	2,515	-	-	2,515
Furniture, fixtures and equipment	57,297	-	-	57,297
	<u>59,812</u>	<u>-</u>	<u>-</u>	<u>59,812</u>
Total capital assets, net	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2022**

NOTE 5 – OCCUPANCY AND STAFFING COSTS

The Library's facilities are located in an office provided by Seminole County. Space, utilities and other related costs are provided by the County at no cost to the Library. The Library staff are Seminole County employees and are provided by Seminole County at no charge. These costs and the related in-kind contribution have not been recorded in the accompanying financial statements.

NOTE 6 – CONCENTRATIONS OF CREDIT RISK

The Library's principal source of revenues is provided by the Seminole County Board of Commissioners. Thus, the Library is subject to changes in government policy and funding allocations. In the event that the County discontinues and/or significantly reduces its funding, the Library would have to find alternate funding to achieve current program goals or reduce future program goals.

NOTE 7 – RISK MANAGEMENT

The Library is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; injuries to employees and natural disasters for which the Library carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the past three years.

NOTE 8 – OPERATING LEASE AND COMMITMENTS

The Library has entered into a copier lease agreement and related copier maintenance agreement that expired June 2021. Under this and the prior agreement, the Library incurred expenses of approximately \$3,000 during the year ended September 30, 2022. The Library requested the cancellation of the lease agreement prior to the year end. The Library has committed to electronic legal subscription service for approximately \$10,000 over the next 24 months.

NOTE 9 – SUBSEQUENT EVENTS

The Library has evaluated subsequent events through December 28, 2022, the date that the financial statements were available to be issued.

NOTE 10 – NEW ACCOUNTING PRONOUNCEMENTS

The Governmental Accounting Standards Board (GASB) issued several pronouncements that are effective for these financial statements. These are:

- GASB Statement 87 – Leases
- GASB Statement 89 – Capitalization of Interest
- GASB Statement 92 – Omnibus
- GASB Statement 93 – Replacement of Interbank Offered Rates
- GASB Statement 97 – Certain Component Unit Criteria and Section 457 Plans
- GASB Statement 98 – The Annual Comprehension Financial Report
- GASB Statement 99 – Omnibus 2022

Management has ascertained that none of these professional pronouncements effective for this year had any discernable impact on the Library.

REQUIRED SUPPLEMENTARY INFORMATION

**Fred R. Wilson Memorial Law Library
Required Supplementary Information
September 30, 2022**

**Schedule of Proportionate Share of Net Pension Liability of
Florida Retirement System (FRS)
Last 10 Fiscal Years***

	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015	2014	2013 **
Library's proportion of the net pension liability (asset)	N/A	N/A	0.000191760%	0.000195822%	0.000195317%	0.000121002%	0.000122172%	0.000131340%	0.000130507%	N/A
Library's proportionate share of the net pension liability	N/A	N/A	\$ 83,111	\$ 67,438	\$ 58,830	\$ 35,792	\$ 30,849	\$ 16,964	\$ 7,963	N/A
Library's covered-employee payroll	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449	\$ 69,820	N/A
Library's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	N/A	N/A	113.80%	92.34%	80.55%	49.42%	41.92%	24.08%	11.41%	N/A
Plan fiduciary net position as a percentage of the total pension liability (Note 1)	N/A	N/A	78.85%	82.61%	84.26%	83.89%	84.88%	92.00%	96.09%	N/A

**Schedule of Proportionate Share of Net Pension Liability of
Health Insurance Subsidy (HIS)
Last 10 Fiscal Years***

	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015	2014	2013 **
Library's proportion of the net pension liability (asset)	N/A	N/A	0.000210430%	0.000218376%	0.000223609%	0.000227209%	0.000235730%	0.000229261%	0.000234093%	N/A
Library's proportionate share of the net pension liability	N/A	N/A	\$ 25,693	\$ 24,434	\$ 23,667	\$ 24,294	\$ 27,473	\$ 23,381	\$ 21,888	N/A
Library's covered-employee payroll	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449	\$ 69,820	N/A
Library's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	N/A	N/A	35.18%	33.46%	32.41%	33.55%	37.34%	33.19%	31.35%	N/A
Plan fiduciary net position as a percentage of the total pension liability (Note 1)	N/A	N/A	3.00%	2.63%	2.15%	1.64%	0.97%	0.50%	0.99%	N/A

* The amounts presented for each fiscal year were determined as of 6/30.

** GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the Library is presenting information for only those years for which information is available.

*** As noted, the Law Library has no employees as of September 30, 2021

Note 1: The Plan's fiduciary net position as a percentage of the total pension liability is published in Note 4 of the Plan's Comprehensive Annual Financial Report.

**Fred R. Wilson Memorial Law Library
Required Supplementary Information
September 30, 2022**

**Schedule of Contributions of
Florida Retirement System (FRS)
Last 10 Fiscal Years***

	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015	2014	2013 **
Contractually required contribution	N/A	N/A	\$ 7,623	\$ 7,140	\$ 7,364	\$ 4,216	\$ 4,018	\$ 3,143	\$ 4,707	N/A
Contributions in relation to the contractually required	N/A	N/A	\$ (7,623)	\$ (7,140)	\$ (7,364)	\$ (4,216)	\$ (4,018)	\$ (3,143)	\$ (4,707)	N/A
Contribution deficiency (excess)	N/A	N/A	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A
Library's covered-employee payroll	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449	\$ 69,820	N/A
Contributions as a percentage of covered-employee payroll	N/A	N/A	10.44%	9.78%	10.08%	5.82%	5.46%	4.46%	6.74%	N/A

**Schedule of Contributions of
Health Insurance Subsidy (HIS)
Last 10 Fiscal Years***

	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015	2014	2013 **
Contractually required contribution	N/A	N/A	\$ 1,356	\$ 1,298	\$ 1,321	\$ 1,328	\$ 1,222	\$ 948	\$ 893	N/A
Contributions in relation to the contractually required	N/A	N/A	\$ (1,356)	\$ (1,298)	\$ (1,321)	\$ (1,328)	\$ (1,222)	\$ (948)	\$ (893)	N/A
Contribution deficiency (excess)	N/A	N/A	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	N/A
Library's covered-employee payroll	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449	\$ 69,820	N/A
Contributions as a percentage of covered-employee payroll	N/A	N/A	1.86%	1.78%	1.81%	1.83%	1.66%	1.35%	1.28%	N/A

* The amounts presented for each fiscal year were determined as of 6/30.

** GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the Library is presenting information for only those years for which information is available.

*** As noted, the Law Library has no employees as of September 30, 2021.

SUPPLEMENTAL INFORMATION

**FRED R. WILSON MEMORIAL LAW LIBRARY
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2022**

	Original and Final Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES:			
Support from Seminole County, Florida	\$ 79,175	\$ 73,191	\$ (5,984)
Interest	-	10	10
	<u>79,175</u>	<u>73,201</u>	<u>(5,974)</u>
Total revenues	<u>79,175</u>	<u>73,201</u>	<u>(5,974)</u>
EXPENDITURES:			
Current:			
Retirement	-	562	(562)
Professional fees	12,500	9,726	2,774
Office expense and supplies	3,500	204	3,296
Copy machine lease and maintenance	-	3,495	(3,495)
Insurance	2,000	1,492	508
Books and publications	60,000	60,419	(419)
Dues and district tax	675	200	475
Library conference	500	-	500
Total expenditures	<u>79,175</u>	<u>76,098</u>	<u>3,077</u>
Excess (deficiency) of revenues over expenditures	-	(2,897)	(2,897)
Fund balance - beginning of year	<u>115,181</u>	<u>115,181</u>	<u>-</u>
Fund balance - end of year	<u>\$ 115,181</u>	<u>\$ 112,284</u>	<u>\$ (2,897)</u>



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Trustees
Fred R. Wilson Memorial Law Library
Sanford, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, and the major fund of the Fred R. Wilson Memorial Law Library ("Library") as of and for the year ended September 30, 2022 and the related notes to the financial statements, which collectively comprise the Library's basic financial statements and have issued our report thereon dated December 28, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Library's internal control over financial reporting internal control as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Library's internal control. Accordingly, we do not express an opinion on the effectiveness of the Library's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. 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 deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

However, we did identify several deficiencies deemed relevant to communicate to management and the board of governance – see comments 2011-1, 2011-2 and 2018-2.

Robert Kimelman, CPA
Thomas J. Frank, CPA
Vanessa R. Talley, CPA

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Library's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audits and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Response to Findings

The Library's response to the findings identified in our audit is described in the accompanying schedule of findings and recommendations. The Library's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Greene Dupuis & Co.

Professional Association
Certified Public Accountants
Sanford, Florida
December 28, 2022



**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER
SEPTEMBER 30, 2022**

Board of Trustees
Fred R. Wilson Memorial Law Library
Sanford, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the Fred R. Wilson Memorial Law Library (the "Library"), a component unit of Seminole County, Florida, which comprise the Governmental Fund Balance Sheet / Statement of Net Position and Governmental Fund Revenues, Expenditures and Changes in Fund Balance / Statement of Activities as of and for the year ended September 30, 2022 and have issued our report thereon dated December 28, 2022.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reports and Schedule

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in that report, which is dated December 28, 2022, should be considered in conjunction with this management letter.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Florida Auditor General, the Board of Trustees of the Fred R. Wilson Memorial Law Library, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Greene Dycus & Co.

Professional Association
Certified Public Accountants
Sanford, Florida
December 28, 2022

Robert Kimelman, CPA
Thomas J. Frank, CPA
Vanessa R. Talley, CPA

**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER (CONTINUED)
SEPTEMBER 30, 2022**

2011-1 – Improve Knowledge of Internal Control over Financial Reporting

The person responsible for the accounting and reporting function lacks the skills and knowledge to apply generally accepted accounting principles in recording the entity's financial transactions or preparing its financial statements. We believe that this situation exists at the Library for the year ended September 30, 2021. The basis for this control issue is that the auditor cannot be considered part of the Library's internal control (i.e., cannot be substituted for elements within the Library's internal control system.)

We bring this condition to your attention in accordance with professional standards, but we recognize that it requires your assessment of a cost effective solution. Alternative solutions might include training accounting staff, hiring additional staff or engaging outside consultants or obtaining assistance from knowledgeable volunteers to prepare financial statements in accordance with generally accepted accounting principles.

This is a repeat comment reported in each year since September 30, 2011.

2011-2 – Internal Control

The study and evaluation of internal control disclosed that one person has the primary responsibility for most of the financial administration and financial duties. As a result, many of those aspects of internal control which rely upon an adequate segregation of duties are, for all practical purposes, missing in the Library. We recognize that the Library is not large enough to make the employment of additional people cost effective for the purpose of segregating duties. We also recognize that this condition is quite common in many small organizations. Increased involvement of the Board of Trustees such as reviewing and signing all disbursement checks compensates to a degree for the absence of adequate segregation of duties. We also recommend that a Trustee open and review all bank statements, reconciliations and unfavorable budget variances.

This is a repeat comment reported in each year since September 30, 2011.

2011-3 – Electronic Cash Disbursements

The Library uses the SunTrust online bill pay portal. It has been noted that this system does not require Trustee approval to safeguard payment against improper amounts and unauthorized vendors, although a Trustee, approves the actual physical invoice. Unauthorized payments could be detected by Trustee review of financial documents, but this would be after the fact. We recommend that the Library institute a Trustee approval step within the financial institutions electronic fund disbursement system. As of September 30, 2021, the Library is not using such a system for disbursements and is handwriting said checks.

Use of electronic cash disbursements were discontinued during the year ending September 30, 2022.

This finding has been corrected in the current year

2018-2 – Enhance Financial Position of Library

The Library has been spending more than it has been earning. In addition, funding from Seminole County has been decreasing. The Library must reduce costs or find ways to generate additional revenue to continue operating in the foreseeable future.

This is a repeat comment reported in each year since September 30, 2018.

**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER (CONTINUED)
SEPTEMBER 30, 2022**

2021-1 – Board Meeting Minutes

Certain board minutes were not maintained. We recommend that a complete set of annual board minutes be maintained on premises. The board minutes are critical, not only as a guide, but also as evidence of board decisions, approval and compliance with the governmental programs.

This finding has been corrected in the current year.

2021-2 – Budgets

The budget provided to us for the current years audit was the same as to the previous year actual, it appears as if a current years budget was not adequately prepared. We recommend that a complete realistic budget be prepared and we strongly encourage that all budgets be regularly reviewed and compared to actual results and any large discrepancies should be investigated and explained so that any necessary corrective action can be considered. This analysis should be included in the reports to the board of directors to help them understand the financial results and their implications and to help the board make informed decisions.

This finding has been corrected in the current year.

Management's Response to Findings

The Board and Management of the Library have determined from a cost/benefit analysis, that it is not practical to expend funds to employ additional personnel to correct these deficiencies. The following actions have been taken by management to mitigate the deficiencies:

- The Board pre-approves all disbursements of funds.
- A board member approves the specific disbursement by signing the invoice.
- All purchase commitments are approved by the Board.
- The Board approves employee salary levels, bonuses, raises and benefits.
- The Board pre-approves all titles of professional publications and subscriptions.
- The Board reviews the budget vs actual expenditures on a periodic basis.
- The Board reviews cash balances on a periodic basis.
- The Board engages a CPA to compile quarterly financial statements.
- The Board reviews and approves the compiled financial statements.
- Each board member receives all monthly bank statements to review.

In addition:

- The Library maintains modified cash basis financial statements and would receive no management or economic benefit to maintaining their internal financial statements on the accrual basis.
- The Library has engaged their Auditors to assist in the preparation of the year-end financial statements and required notes and other required information. The only benefit The Library would realize from having the internal expertise to produce these statements would be to remove this finding.
- The minutes of the Board meetings will be timely signed and approved in the future.
- All bills paid have an approval from a Board member who initials the bills before being paid. The bills paid electronically match the billing statements. Management does not have any plan to require the Trustee to enter their approval in the online portal.
- All minutes are signed no later than the next board meeting.

**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER (CONTINUED)
SEPTEMBER 30, 2022**

Other Matters

Our audit was conducted in accordance with the provisions of Chapter 10.550, Rules of the Auditor General, which governs the conduct of local governmental entity audits performed in the State of Florida.

- Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. The findings and recommendations made on the preceding page are repeat comments.
- Section 10.554(1)(i)2., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we have noted such recommendations on the preceding page.
- Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. The Library was formed July 1, 1959. The Library does not have any component units.
- Pursuant to Sections 10.554(1)(i)5b and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Library's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same. See finding 2018-2.
- Based on our audit procedures performed, we determined that the Library did not meet any of the conditions described in Section 218.503(1), Florida Statutes. However, based upon worsening financial position, these conditions may present itself in the future.
- The Library is not required to file a separate financial report with the Department of Financial Services because it is a component unit of Seminole County and is included in the County's filing.
- As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6, Rules of the Auditor General, the Authority reported:
 - a) The Library has no employees.
 - b) The Library has no independent contractors.
 - c) There is no compensation earned by employees.
 - d) There is no compensation paid to nonemployee independent contractors.
 - e) There are no construction projects.
 - f) A negative budget variance exists, the Library did not Amend its budget to correct this.

STATUS OF PRIOR YEAR COMMENTS

See 2011-1, 2011-2, 2011-3, 2018-2 and 2021-1 and 2021-2 on Independent Auditors' Management Letter.



**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE WITH
FLORIDA STATUTES 218.415 – INVESTMENTS OF PUBLIC FUNDS**

Board of Trustees
Fred R. Wilson Memorial Law Library
Sanford, Florida

We have examined the Fred R. Wilson Memorial Law Library's (the Library) compliance with Section 218.415, Florida Statutes during the fiscal year ended September 30, 2022. Management is responsible for the Library's compliance with those requirements. Our responsibility is to express an opinion on the Library's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Library complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the Library complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Our examination does not provide a legal determination on the Library's compliance with specified requirements.

In our opinion, the Fred R. Wilson Memorial Law Library complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2022.

This report is intended solely for the information and use of the Florida Auditor General, the Board of Trustees of the Fred R. Wilson Memorial Law Library, and applicable management, and is not intended to be and should not be used by anyone other than these specified parties.

Greene Dycus & Co.

Professional Association
Certified Public Accountants
Sanford, Florida
December 28, 2022

Robert Kimelman, CPA
Thomas J. Frank, CPA
Vanessa R. Talley, CPA