

FRED R. WILSON MEMORIAL LAW LIBRARY

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

SEPTEMBER 30, 2024



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

Opinions

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, 2024 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, 2024, 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 Opinions

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 Auditors' 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 opinions.

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 auditors' 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 General 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, 2024, the changes in its financial position, 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 18 and 19 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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated February 5, 2025 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
February 5, 2025

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

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, 2024. 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 required supplementary information.

The Statement of Net Position present the Library's assets and liabilities as of September 30, 2024. The difference between assets and liabilities 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:

	2024	2023
Current and other assets	\$ 111,140	\$ 113,819
Total assets and deferred outflows of resources	\$ 111,140	\$ 113,819
Liabilities	\$ -	\$ 1,506
Total liabilities and deferred inflows of resources	-	1,506
Net position:		
Unrestricted	111,140	112,313
Total net position	111,140	112,313
Total liabilities and net position	\$ 111,140	\$ 113,819

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

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.

	2024	2023
Operating revenues	\$ -	\$ -
Operating expenses	(91,847)	(82,848)
Operating loss	(91,847)	(82,848)
Investment income	9	9
Loss before contributions	(91,838)	(82,839)
Support from Seminole County	89,111	82,443
Donations and miscellaneous	1,554	425
Change in net position	(1,173)	29
Net position, beginning of year	112,313	112,284
Net position, end of year	\$ 111,140	\$ 112,313

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.

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 \$111,140 at September 30, 2024. This represents a decrease of \$1,173 over the previous year.

The Library's cash and cash equivalents decreased from \$97,498 to \$89,737 (related mainly to increase in operating expenses of approximately \$9,000 from last year.) Liabilities decreased during the same period from \$1,506 to \$0 due to lower accounts payable.

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, exceeded revenues by \$1,173. In the prior year general fund revenues exceeded expenses by \$29. Total revenues and expenditures for the current period were \$90,674 and \$91,847, respectively. Total revenues and expenditures for the prior year were \$82,877 and \$82,848 respectively.

**FRED R. WILSON MEMORIAL LAW LIBRARY
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2024**

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, 2024, 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 Library Services Division Manager, 215 N. Oxford Rd., Casselberry, FL 32707. Telephone 407-665-1501.

**FRED R. WILSON MEMORIAL LAW LIBRARY
GOVERNMENTAL FUND BALANCE SHEET /
STATEMENT OF NET POSITION
SEPTEMBER 30, 2024**

	General Fund	Adjust- ments	Statement of Net Position
ASSETS:			
Cash and cash equivalents	\$ 89,737	\$ -	\$ 89,737
Due from county	21,403	-	21,403
TOTAL ASSETS	\$ 111,140	\$ -	\$ 111,140
 LIABILITIES:			
Accounts payable	\$ -	\$ -	\$ -
TOTAL LIABILITIES	-	-	-
 FUND BALANCE / NET POSITION:			
Fund balance - Unreserved:			
Unassigned	111,140	(111,140)	-
TOTAL FUND BALANCE	111,140	(111,140)	-
TOTAL LIABILITIES AND FUND BALANCE	\$ 111,140	\$ -	\$ -
 Net position:			
Unrestricted		111,140	111,140
Total net position		\$ 111,140	\$ 111,140

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, 2024**

	General Fund	Adjust- ments	Statement of Activities
EXPENDITURES / EXPENSES:			
Professional fees	\$ 13,861	\$ -	\$ 13,861
Office expense and supplies	703	-	703
Copy machine lease and maintenance	5,061	-	5,061
Insurance	1,602	-	1,602
Books and publications	70,620	-	70,620
	<u>91,847</u>	<u>-</u>	<u>91,847</u>
Total expenditures/expenses			
	<u>91,847</u>	<u>-</u>	<u>91,847</u>
PROGRAM REVENUES:			
Net program expense	91,847	-	91,847
	<u>91,847</u>	<u>-</u>	<u>91,847</u>
GENERAL REVENUES:			
Support from Seminole County, Florida	89,111	-	89,111
Interest	9	-	9
Donations and miscellaneous	1,554	-	1,554
	<u>90,674</u>	<u>-</u>	<u>90,674</u>
Total general revenues			
	<u>90,674</u>	<u>-</u>	<u>90,674</u>
Excess (deficiency) of revenues over expenditures/ expenses	(1,173)	-	-
Change in net position	-	-	(1,173)
Fund balance/net position:			
Beginning of year	<u>112,313</u>	<u>-</u>	<u>112,313</u>
End of year	<u>\$ 111,140</u>	<u>\$ -</u>	<u>\$ 111,140</u>

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

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024**

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.

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.

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.

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. 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, 2024**

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, 2024 was \$89,737.

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.

Fair Value of Financial Instruments

The Library's financial instruments include cash and cash equivalents. 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:

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024**

NOTE 2 – FUND BALANCE – continued

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 \$821 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, 2024.

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, 2024.

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, 2024.

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.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024**

NOTE 3 – CAPITAL ASSETS

A summary of capital assets follows:

	Balance Sept. 30, 2023	Increase	Decrease	Balance Sept. 30, 2024
Capital assets:				
Leasehold improvements	\$ 2,515	\$ -	\$ -	\$ 2,515
Furniture, fixtures and equipment	<u>57,297</u>	<u>-</u>	<u>-</u>	<u>57,297</u>
	<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	<u>57,297</u>	<u>-</u>	<u>-</u>	<u>57,297</u>
	<u>59,812</u>	<u>-</u>	<u>-</u>	<u>59,812</u>
Total capital assets, net	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

NOTE 4 – OCCUPANCY AND STAFFING COSTS

The Library’s facilities are temporarily 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.

During the year ending September 30, 2023, basic law library services – legal reference material books and on-line services are being handled out of the North Branch of the County Library System.

NOTE 5 – 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 6 – 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 7 – OPERATING LEASE AND COMMITMENTS

The Library 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 \$2,500 during the year ended September 30, 2024. The Library requested the cancelation of the lease agreement prior to the year end. Currently the copier contract is due and payable monthly. The Library has committed to electronic legal subscription service for approximately \$25,000 over the next 24 months.

**FRED R. WILSON MEMORIAL LAW LIBRARY
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2024**

NOTE 8 – SUBSEQUENT EVENTS

The Library has evaluated subsequent events through February 5, 2025 through which management has evaluated subsequent events and the date that the financial statements were available to be issued.

NOTE 9 – NEW ACCOUNTING PRONOUNCEMENTS

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

GASB Statements:

Statement **94** – **PPPs** (Public-Private Partnerships)

Statement **96** – **SBITAs** (Subscription-Based Information Technology Arrangements)

Statement **100** – Accounting Changes and Error Corrections

Statement **101** – Compensated Absences

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

**REQUIRED SUPPLEMENTARY INFORMATION OTHER
THAN MANAGEMENT'S DISCUSSION AND ANALYSIS**

**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, 2024**

	Original and Final Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES:			
Support from Seminole County, Florida	\$ 85,675	\$ 89,111	\$ 3,436
Interest and misc.	-	1,563	1,563
Total revenues	<u>85,675</u>	<u>90,674</u>	<u>4,999</u>
EXPENDITURES:			
Current:			
Professional fees	14,000	13,861	139
Office expense and supplies	3,500	703	2,797
Copy machine lease and maintenance	-	5,061	(5,061)
Insurance	2,000	1,602	398
Books and publications	65,000	70,620	(5,620)
Dues and district tax	675	-	675
Library conference	500	-	500
Total expenditures	<u>85,675</u>	<u>91,847</u>	<u>(6,172)</u>
Excess (deficiency) of revenues over expenditures	-	(1,173)	(1,173)
Fund balance - beginning of year	<u>112,313</u>	<u>112,313</u>	<u>-</u>
Fund balance - end of year	<u><u>\$ 112,313</u></u>	<u><u>\$ 111,140</u></u>	<u><u>\$ (1,173)</u></u>

**Fred R. Wilson Memorial Law Library
Required Supplementary Information
September 30, 2024**

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

	2024 ***	2023 ***	2022 ***	2021	2020	2019	2018	2017	2016	2015
Library's proportion of the net pension liability (asset)	N/A	N/A	N/A	N/A	0.000191760%	0.000195822%	0.000195317%	0.000121002%	0.000122172%	0.000131340%
Library's proportionate share of the net pension liability (asset)	N/A	N/A	N/A	N/A	\$ 83,111	\$ 67,438	\$ 58,830	\$ 35,792	\$ 30,849	\$ 16,964
Library's covered-employee payroll	N/A	N/A	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449
Library's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	N/A	N/A	N/A	N/A	113.80%	92.34%	80.55%	49.42%	41.92%	24.08%
Plan fiduciary net position as a percentage of the total pension liability (Note 1)	N/A	N/A	N/A	N/A	78.85%	82.61%	84.26%	83.89%	84.88%	92.00%

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

	2024 ***	2023 ***	2022 ***	2021	2020	2019	2018	2017	2016	2015
Library's proportion of the net pension liability (asset)	N/A	N/A	N/A	N/A	0.000210430%	0.000218376%	0.000223609%	0.000227209%	0.000235730%	0.000229261%
Library's proportionate share of the net pension liability (asset)	N/A	N/A	N/A	N/A	\$ 25,693	\$ 24,434	\$ 23,667	\$ 24,294	\$ 27,473	\$ 23,381
Library's covered-employee payroll	N/A	N/A	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 72,422	\$ 73,585	\$ 70,449
Library's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	N/A	N/A	N/A	N/A	35.18%	33.46%	32.41%	33.55%	37.34%	33.19%
Plan fiduciary net position as a percentage of the total pension liability (Note 1)	N/A	N/A	N/A	N/A	3.00%	2.63%	2.15%	1.64%	0.97%	0.50%

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

*** 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, 2024**

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

	2024 ***	2023 ***	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015
Contractually required contribution	N/A	N/A	N/A	N/A	\$ 7,623	\$ 7,140	\$ 7,364	\$ 4,216	\$ 4,018	\$ 3,143
Contributions in relation to the contractually required	N/A	N/A	N/A	N/A	\$ (7,623)	\$ (7,140)	\$ (7,364)	\$ (4,018)	\$ (3,143)	\$ (4,707)
Contribution deficiency (excess)	N/A	N/A	N/A	N/A	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Library's covered-employee payroll	N/A	N/A	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 73,585	\$ 70,449	\$ 69,820
Contributions as a percentage of covered-employee payroll	N/A	N/A	N/A	N/A	10.44%	9.78%	10.08%	5.73%	5.70%	4.50%

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

	2024 ***	2023 ***	2022 ***	2021 ***	2020	2019	2018	2017	2016	2015
Contractually required contribution	N/A	N/A	N/A	N/A	\$ 1,356	\$ 1,298	\$ 1,321	\$ 1,328	\$ 1,169	\$ 948
Contributions in relation to the contractually required	N/A	N/A	N/A	N/A	\$ (1,356)	\$ (1,298)	\$ (1,321)	\$ (1,328)	\$ (948)	\$ (893)
Contribution deficiency (excess)	N/A	N/A	N/A	N/A	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Library's covered-employee payroll	N/A	N/A	N/A	N/A	\$ 73,034	\$ 73,034	\$ 73,034	\$ 73,585	\$ 70,449	\$ 69,820
Contributions as a percentage of covered-employee payroll	N/A	N/A	N/A	N/A	1.86%	1.78%	1.81%	1.80%	1.66%	1.36%

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

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



**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, 2024 and the related notes to the financial statements, which collectively comprise the Library's basic financial statements and have issued our report thereon dated February 5, 2025.

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 2024-1, 2024-2 and 2024-3 on page 23.

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
February 5, 2025



**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER
SEPTEMBER 30, 2024**

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, 2024 and have issued our report thereon dated February 5, 2025.

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 February 5, 2025 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
February 5, 2025

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

**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER (CONTINUED)
SEPTEMBER 30, 2024**

2024-1 – Improve Knowledge of Internal Control over Financial Reporting

The Librarian, who is 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, 2024. 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.

2024-2 – Internal Control

The study and evaluation of internal control disclosed that the Librarian 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.

2024-3 – Enhance Financial Position of Library

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, 2024**

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 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 accrual 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.
- 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.
- Please note that currently the Librarian services are performed by Seminole County Library's employees as well as the Board of Directors. This position is currently vacant and is expected to be filled once the Library moves to their permanent home.

**FRED R. WILSON MEMORIAL LAW LIBRARY
INDEPENDENT AUDITORS' MANAGEMENT LETTER (CONTINUED)
SEPTEMBER 30, 2024**

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 2024-2.
- 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 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 2024-1, 2024-2 and 2024-3 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, 2024. 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, 2024.

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
February 5, 2025

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