

February 29, 2024

Attention: Admin Board & Jenny Schuening

Results of CAC 2023 Audit

Audit team: KarLynn Shatto, Eileen Swigert & Emily Hammack

Bank Reconciliations

- ✓ Bank account is current in reconciling.
- ✓ Check signers tested on random sampling.
 - Check #11337, \$8,339.34, 9/1/2023 did not have 2 signers. (Policy states that 2 signers are needed when over \$2k). Reviewed check # 11397, \$8,339.34, 11/1/2023 & check # 11417, \$8,339.34, 12/1/2023 to same vendor and both checks contained 2 signers.
 - Due to various vacation schedules (Labor Day weekend) and a tight deadline for payment, 2 signers were not on check # 11337. Based on sample pulled for 2 other checks to same vendor appears no issue as both checks contained 2 signers.

Payroll Tax Report

- ✓ Reports filed on timely basis, no items to note.

Great Commission Fund

- ✓ Money is being sent in a timely manner, no items to note.

Financial Statements

- ✓ Verified on a sample basis that invoices support expenses paid.
- ✓ Validated financials in annual report trace back to accounting records.

Please let us know if you have any questions or concerns.

Emily Hammack