

**Budget and Finance Committee**

**Audit Sub-Committee**

**Monday, April 24, 2023**

To: Terry Hostetler, HGA Treasurer

Bill Archambault, HGMD Treasurer

From: Bev Havens, Chair – Audit Sub–Committee

Committee Members: Karen Gold, Karen Kasprzak, Rita Lusk, Karen McClaury, Barbara Schneller, and Karyn Simon

The Audit Sub–Committee met on Monday, April 24, 2023 at 9:00 AM to review March 2023 paid invoices. That review was based on the nine steps outlined in the Joint Procedure JPM B-3.

Total checks written and validated: 158. Total checks disbursements: \$616,406.94.

Total ACH transfers validated: 26. Total ACH disbursements: \$98,631.42.

Each page of the check register for March 2023 was initialed by the Chair, Bev Havens. All checks were accounted for. These copies will be retained by the CFO for the auditors.

Findings: All vendor payments were verified and properly authorized. All checks were accounted for.

Questions: None

Our next meeting will be Monday, May 22, 2023 at 9:00 AM to audit April 2023 payments.

Bev Havens, Chair

CC: Jon Rea, CEO

Jerry Counts, CFO

Evelyn Ybarra