

**BUDGET AND FINANCE COMMITTEE**

**AUDIT SUB-COMMITTEE**

**Monday, January 9, 2023**

To: Terry Hostetler, HGA Treasurer

Bill Archambault, HGMD Treasurer

From: Bev Havens, Chair – Audit Sub-Committee

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

The Audit Sub-Committee met on January 9, 2023, at 9:00 AM to review November 2022 paid invoices. The review was based on the nine steps outlined in the Joint Procedure JPM B-3.

Total checks written and validated: 108. Total check disbursements: \$630,801.27.

Total ACH transfers validated: 33. Total ACH disbursements: \$89,979.39.

Each page of the check register for November 2022 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, January 23, 2023, at 9:00 AM to audit December 2022 payments.

Bev Havens, Chair

cc: Jon Rae, CEO

Jerry Counts, CFO

Evelyn Ybarra