

BUDGET AND FINANCE COMMITTEE

AUDIT SUB-COMMITTEE

January 23, 2023

To: Terry Hostetler, HGA Treasurer
Bill Archambault, HGMD Treasurer
Bev Havens, Chair, Audit Sub-Committee

From: Harry Laubach, substituting for Bev Havens, Chair, Audit Sub-Committee

Committee Members Present: Karen Gold, Karen Kasprzak, Barbara Schneller, Karen Simon.

Absent: Rita Lusk, Karen McClaury

The Audit Sub-Committee met on January 23, 2023 at 9:00 AM to review December 2022 invoices. The review was based on the nine steps outlined in the Joint Procedure JPM B-3.

Total Checks written and validated: 125. Total check disbursements: \$683,910.47.

Total ACH transfers validated: 25. Total ACH disbursements: \$94,130.19.

Each page of the check register for December 2022 was initialed by Harry Laubach. 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 on Monday, February 27, 2023 at 9:00 AM.

Harry Laubach, substituting for the Chair, Bev Havens

CC:

Jon Rea, CEO

Jerry Counts, CFO

Evelyn Ybarra