



## 2013 Audit Committee Report

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June 25, 2013

The books were prepared for review by Treasurer, Jill Turner and given to Marilyn Kostrzewski, Audit Committee chair for assessment.

An audit was performed on the books from Jan. 1, 2013 through Dec. 31, 2013 by Marilyn Kostrzewski. The records are in good order, with documentation present.

Bank statements and monthly reconcile reports along with the 2013 checkbook register were used to complete the audit.

There is one outstanding check, #899 for the amount of \$67.99. All outstanding 2012 checks from the last audit were cashed and accounted for.

The ending amount on the December 2013 statement reconciles with the December treasurer's reconcile report as well as the checkbook register, with the addition of the one outstanding check.

The 2013 Federal tax paperwork was filed on Jan. 23, 2014 and accepted, the organization bonding protection was paid on Jan. 14, 2014, Michigan non-profit status fee and web-hosting were renewed, as well as Survey Monkey on March 3, 2013, with all supporting documentation confirmed.

The 2013 audit was completed with the books being in good order and no adjustments or correction necessary at this time.

Respectfully submitted by,

Marilyn Kostrzewski, BSN, MLIS