

# 2Q2019 GLA Audit Report Summary

( Audit Conducted on 6/8/2019 )

The 2Q2019 Quarterly Financial Audit consisted of reviewing the First Midwest Bank Checking Account associated with GLA Financial Report Account 145, the Midland State Bank Money Market Account, and various information related to “A” and “B” Open Members that have an impact on the GLA financial situation. Specific items audited were as follows:

- Account 145 Checking Account-Bar (period of 4/30-5/31/19)
- Account 154 Money Market Account (period of 5/1-5/31/19)
- Total Number of “A” and “B” Open Members paid as of 5/31/19
- Total “A” and “B” Member Annual Dues Received as of 5/31/19
- Total “A” and “B” Member Initiation Fees Received as of 5/31/19
- Total number of new “A” and “B” Members in 2019 as of 5/31/19
- Total number & dollar amount of “A” and “B” Member car decals purchased
- Total number of & dollar amount of “A” Member watercraft decals purchased
- Total number of new “A” and “B” Member keys purchased
- Total number of “A” and “B” Member camper decals purchased
- Total revenue brought in by Open Members in 2019 as of 5/31/19

All information was reviewed for accuracy and completeness. The Bank Statements that were audited were reviewed and compared to the GLA Reconciliation Detail. “A” and “B” Open Member information was collected from various internal GLA reports. Any areas of concern and/or recommendations for improvement have been noted and submitted to the Board in the attached detailed report.

Respectfully Submitted,

Joe Turk  
GLA Audit Committee Chairperson

## 2<sup>nd</sup> Quarter 2019 GLA Financial Audit

(Audit Date – June 8<sup>th</sup>, 2019)

### **Account 145 – Cash-FM-Bar**

Reviewed the latest First Midwest Bank Checking Account Statement for the period of April 30<sup>th</sup> thru May 31<sup>st</sup>, 2019 to the latest Reconciliation Summary for that same period. The total account balance as of 5/31/19 was \$140,112.60. Total additions during this period was \$24,510.62. Total subtractions were \$9,637.32. During the review, a total of 5 line items of very old uncleared transactions were found totaling \$1,628.90 between the period of 08/19/2015 thru 10/27/2017 where GLA issued checks for supplies or reimbursements but the checks were never cashed. (Refer to Page 3 of the attached Reconciliation Detail under Uncleared Transaction section for uncashed checks in the amounts of \$15.83, \$225.00, \$12.00, \$38.52, and \$1337.55)

- Account 145 Action Item – The Audit Committee recommends that the (5) uncashed checks totaling \$1,628.90 be further investigated and action taken to reconcile these uncleared transactions.

### **Account 154 – Midland MM A/C .08%**

Reviewed the latest Midland State Bank Money Market Account Statement for the period of May 1<sup>st</sup> thru May 31<sup>st</sup>, 2019. A current balance of \$48,534.94 is shown with a total of \$10.30 of interest applied during this period. No other transactions other than the monthly interest were noted during this period.

### **Total Number of “A” and “B” Members paid as of 5/31/19**

- 133 - Number of “A” Open Members
- 72 - Number of “B” Open Members

### **Total “A” and “B” Member Annual Dues Received as of 5/31/19**

- \$34,580 - “A” Member Annual Dues Received (\$260 x 133 “A” Members)
- \$12,960 - “B” Member Annual Dues Received (180 x 72 “B” Members)

### **Total “A” and “B” Member Initiation Fees Received as of 5/31/19**

- \$2,400 – New “A” Members (\$600 x 4)
- \$ 400 – “A” Members upgraded from “B” Members (\$200 x 2)
- \$1,200 – New “B” Members (\$400 x 3)

### **Total Number New “A” and “B” Open Members in 2019 as of 5/31/19**

- 4 – New “A” Members
- 2 – “A” Members upgraded from “B” Members
- 3 – New “B” Members

### **Total Amount of “A” and “B” Member Car Decals Purchased**

- 194 Car Decals totaling \$2,910 – “A” Member Car Decals
- 110 Car Decals totaling \$1,650 – “B” Member Car Decals

### **Total Amount of “A” Member Watercraft Decals Purchased**

- 72 Motorized Decals totaling \$1,800 (\$25 x 72)
- 15 Non-Motorized Decals totaling \$225 (\$15 x 15)

### **Total Amount of New Keys Purchased By Open Members**

- 10 New Beach & Campground Gate Keys totaling \$140
- 4 New Marina Gate Keys totaling \$120

### **Total Amount of “A” and “B” Member Camper Decals Purchased**

- 36 Camper Decals totaling \$1,080 (\$30 x 36) – “A” Members
- 30 Camper Decals totaling \$900 (\$30 x 30) – “B” Members

### **Total Open Member Revenue Collected During 2019 as of 5/31/19**

- **\$60,365** – Total Open Member Revenue Collected
- Open Member Accounting Action Items – Although very few discrepancies were found in the reporting of revenue dollars and number of Open Members, it required considerable work to gather all of the information from various sources. We recommend that the GLA accounting system be

modified in such a way so that all of the individual revenue streams associated with Open Members can be easily tracked, reviewed, and verified to be sure that all moneys collected can be properly accounted for.