

December 14, 2021

Dear CBCCHOA Board,

While preparing the Treasurers Report for the December CBCCHOA meeting, I recognized multiple errors between our checking account balance and what was reported in my October and November Treasurers Reports. There are no issues with the savings balance or any other information in the Treasurers Reports. The issues began with the October report and are summarized below.

September:

- The ending checking balance was correctly reported as \$10,130.96

October:

- An incorrect checking beginning balance of \$10,130.69 was carried into the October report. It should have been \$10,130.96.
- As a result, the October ending balance should have been \$8,885.96, but was incorrectly reported as \$8,885.69.

November:

- An incorrect checking balance of \$10,130.69 was also carried into the November report. The correct November starting balance should have been \$8,885.96.
- The November credits were correctly itemized but summarized as positive credits, not correctly as negative debits. This resulted in \$847.30 being added and it correctly should have been subtracted.
- With the above corrections the November end balance should be \$23,638.66, not \$26,577.99 as incorrectly reported.

The Treasurers Report for the December CBCCHOA meeting is correct and matches all balances. Revised Treasures Reports for October and November have been submitted for with notations explaining the corrections. A summary package showing the error trail and corrections from Sep-Nov has also been submitted.

Regards,

Eric King

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CBCCHOA Treasurer