

February 5, 2023

Audit Bonita Terra Mobile Home Association for Fiscal Year 2022

Audit review was completed on February 5, 2023.

I found the following facts to be true.

Wells Fargo Checking Account had \$8953.72 as of 12-31-22.

Lake Michigan Credit Union accounts as of 12-31-22.

00	\$5.00
07	\$22,769.57
40	\$110,122.32
43	\$00

Problem areas:

I show increase in revenue from interest and dues for the year as \$1,451.80. With rising cost, you might want to review revenue streams.

Response: The board has chosen not to increase membership dues.

Feb 5th stop payment order on check 1006. Did the money get deposited back into the account? How much was check for?

Response: Check 1006 was written by Joanne Thomas to Karen Baldwin for \$15.00. Check was cancelled and not withdrawn from account.

No record of check 1015.

Response: Check 1015 was written by Joanne Thomas to Karen Baldwin. Review of bank records indicate that this check was not cashed.

Check 1013 was written for \$76.99 but invoice was for \$82.38. Why did the \$5.39 not get paid?

Check 1033 issued for \$539 on 2-13-23 to correct issue.

No record of checks 1027, 1028 and 1029. Checks 1030 and 1031 written and recorded.

Response: Two signatures are required to issue HOA checks for payment. When signing the checks 1027 through 1029 were skipped over and 1030 signed. To avoid confusion the checks 1027 through 1029 will be void.

Art Smith Auditor (989) 390-0995