NITTANY CONSULTING GROUP 3704 Pimlico Place Garnet Valley, PA 19061 484-840-2949

Invoice 7146

Date: September 24, 2007

Terms: Due Upon Receipt

Brookside Community, Inc C/O Ms. Linda Seltzer 7 N. Kingston Drive Newark, DE 19713

Audit Fee for Brookside Community financial statements for fiscal years ending April 30, 2005, 2006 and 2007.

R. S. Gackenbach 160-34-8755 \$750.00

8274

BROOKSIDE COMMUNITY, INC. AUDIT REPORT PREPARED BY RICHARD S. GACKENBACH

I have audited the Statements of Revenue and Expenses, the Balance Sheets and the Summary of Cash Balances for the fiscal years ending 2005, 2006 and 2007. The audit uncovered no major discrepancies.

Detailed cash receipts for the months of May 2004 through April 2007 were traced from the daily income reports to both the bank statements and to the income spreadsheets.

All cash disbursements were traced through the checking account and the cash disbursement journal. In addition, all checks were reviewed to ensure, as required under the Association by-laws, that two signatures were present. Again no discrepancies were found. Please see recommendation below on maintaining proper expense documentation.

The opening and closing balances were verified with the bank statements for the Wilmington Trust Checking and Money Market account, the Citizens Bank Checking Account and the MBNA Certificate of Deposit balance was verified against the bank statements. In addition new accounts at Sun National Bank were verified to the bank statements. Please see recommendations below on cash management techniques.

I also reviewed employee time cards and verified that the hours paid agreed with the time cards on file. I also reviewed the monthly payment of taxes to ensure that they were processed and paid in compliance with IRS regulations.

Audit Recommendation

- During the three year audit period there were frequently no documents to support payments to various vendors. Good accounting practice dictates that all supporting documents detailing disbursements should be maintained with the monthly details.
- During the period audited the Association opened and closed a number of bank accounts. As of April 30, 2007 the following accounts are open.
 - a. Wilmington Trust Checking
 - b. Wilmington Trust CD
 - c. Wilmington Trust CD
 - d. Sun National Checking
 - e. Sun National Money Market

I would recommend that the Board consider the following.

 Close the Sun Checking Account—This account was opened in February 2006 and has not had any activity since the initial deposit. 2. Currently deposits are made to both the Sun National Money Market and the Wilmington Trust Checking. I recommend that a minimum balance of \$20,000 be maintained in the Wilmington Trust Checking account and that all deposits be made to the Sun National Money Market. Monthly funds should be transferred from the Sun Money Market to the Wilmington Trust Checking Account to cover checks written. This will allow the Association to earn additional interest.

Based upon the audit procedures performed, it is my opinion that the financial statements present fairly, in all-material respects, the financial position of the Brookside Community, Inc. at April 30, 2005, 2006 and April 2007.

R. S. Gackenbach Nittany Consulting Group September 18, 2007