



Rhonda Sternberg
Audit Chair
CSCCR Chamber Voices/District 47

Dear Madam District Director:

On behalf of the audit team, Thomas Long, Rosena Duncanson and myself, we are submitting our December 31, 2023 audit findings.

- Organization
 - All reports and statements were provided to the audit team with the exception of the December Certification Report completed and signed by the Finance Manager and District Director.

- Substantiating Transactions

While overall the transactions were substantiated and did include support documentation,

- the support for the storage unit was unavailable at the time of our audit. We do understand that this documentation exists however due to circumstances beyond the control of current DD and FM, it has been unattainable.
 - Cash deposit items (i.e. raffles etc) did not have support; we recommend that a statement accompany all cash deposits referencing amount received, date and source preferably with the tally of cash initialed by two individuals.
- Policy Review
 - The audit committee found that with the above exceptions all transactions adhered to the policy and procedures outlined in the audit guidelines.

Thank you for the opportunity to serve on this committee.

Rhonda Sternberg
Audit Committee Chair.