

REPORT OF AUDIT COMMITTEE  
February 2, 2020

The Audit Committee reviewed the books and records of the Treasurer and Financial Secretary of Nativity of the Virgin Mary Orthodox Church, for the period of January 1, 2019, through December 31, 2019.

We found no evidence of significant errors or omissions.

The Committee again recommends that the Council approve the purchase of a computer to be used exclusively by the Treasurer or adopt some other method of maintaining the financial records that does not involve the use of the Treasurer's personal computer. It is not good practice for the church's financial records to be co-mingled with personal files of the Treasurer. If the need arises for others to access the financial records, it could be difficult and perhaps impossible for the files to be accessed other than by the Treasurer's surrender of his personal computer for that access.

In order to maintain good controls for the financial security of the parish, it is absolutely necessary that anyone who expends funds for the benefit of the parish provide adequate documentation to the Treasurer.

We thank Andrew and Michael for their cooperation in providing records and documentation and for answering our questions.

Audit Committee  
Rachel Butchko  
Nancy Rydgig