

REPORT OF AUDIT COMMITTEE
February 6, 2022

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, 2021, through December 31, 2021.

A few errors were found and are in the process of being corrected. None of the errors were material in nature.

Once again we urge anyone who incurs an expense to document the expense and authorize its payment—preferably in writing. This is important to maintaining good controls for the financial security of the Parish. Anyone who makes a purchase on behalf of the Parish should present a copy of the Parish’s tax exempt letter to the provider.

Because of the frequent turnover in the Treasurer’s position, transitions can be difficult. Perhaps it would be beneficial to look into the feasibility of engaging an outside individual with bookkeeping experience or a company to maintain the records.

We thank all who provided necessary information for the review.

Audit Committee
Rachel Butchko
Christine Schilling