

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

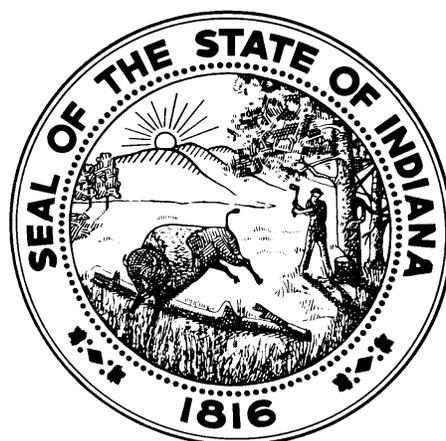
AUDIT REPORT

OF

MEMORIAL OPERA HOUSE

PORTER COUNTY, INDIANA

January 1, 2007 to December 31, 2007



FILED

09/11/2008

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Business/Facility Director	Brian Schafer	01-01-07 to 12-31-08
President of the County Council	Daniel Whitten Robert Poparad	01-01-07 to 12-31-07 01-01-08 to 12-31-08
President of the Board of County Commissioners	Robert Harper	01-01-07 to 12-31-08



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF PORTER COUNTY

We have audited the records of the Memorial Opera House for the period from January 1, 2007 to December 31, 2007, and certify that the records and accountability for cash and other assets are satisfactory to the best of our knowledge and belief, except as stated in the Audit Results and Comments. The financial transactions of this office are reflected in the Annual Report of Porter County for the year 2007.

STATE BOARD OF ACCOUNTS

May 28, 2008

MEMORIAL OPERA HOUSE
PORTER COUNTY
AUDIT RESULTS AND COMMENTS

FEES

The Memorial Opera House charges fees for admittance to productions. A board approved fee schedule for the productions was not presented for audit.

Fees should only be collected as specifically authorized by statute or properly authorized resolutions or ordinances, as applicable, which are not contrary to statutory or Constitutional provisions. (Accounting and Uniform Compliance Guidelines Manual for Counties of Indiana, Chapter 1)

CONTRACT

An entity has an annual rental contract with the Memorial Opera House to use the facility several times a month for church services. The hourly rate per their contract is less than the stated rate listed on the rental fee schedule. In addition, the entity uses the "East" room free of charge. According to the approved rental fee schedule, a \$50 fee should be charged plus any extras for use of technical equipment.

Each governmental unit is responsible for complying with the ordinances, resolutions, and policies it adopts. (Accounting and Uniform Compliance Guidelines Manual for Counties of Indiana, Chapter 1)

CONDITION OF RECORDS

Monthly depository reconciliations are not performed since a general ledger is not maintained.

Indiana Code 5-13-6-1(e) states in part: "All local investment officers shall reconcile at least monthly the balance of public funds, as disclosed by the records of the local officers, with the balance statements provided by the respective depositories."

MEMORIAL OPERA HOUSE
PORTER COUNTY
EXIT CONFERENCE

The contents of this report were discussed on May 28, 2008, with Brian Schafer, Business/Facility Director.