

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

AUDIT REPORT

OF

COUNTY TREASURER

PARKE COUNTY, INDIANA

January 1, 2008 to December 31, 2008



FILED

10/30/2009

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	Mary Alice Gregg	04-02-05 to 12-31-12
President of the County Council	James A. Rahn	01-01-08 to 12-31-09
President of the Board of County Commissioners	George Nicholas	01-01-08 to 12-31-09



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF PARKE COUNTY

We have audited the records of the County Treasurer for the period from January 1, 2008 to December 31, 2008, 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 Result and Comment. The financial transactions of this office are reflected in the Annual Report of Parke County for the year 2008.

STATE BOARD OF ACCOUNTS

July 30, 2009

COUNTY TREASURER
PARKE COUNTY
AUDIT RESULT AND COMMENT

INTERNAL CONTROLS

Controls over the receipting, disbursing, recording, and accounting for the financial activities were insufficient:

1. The Treasurer is using an excel spreadsheet for a Cash Book. This is not an approved form. Changes can be made to any day of the form without an audit trail being created. It is unlikely that such changes would be detected if made to a prior day.
2. There is no segregation of duties between receiving money, balancing the cash drawer, posting the Cash Book and reconciling the bank statements.
3. Bank statements and reconcilements are not reviewed by the Treasurer.
4. Cash drawers are shared by all employees in the office.

Governmental units should have internal controls in effect which provide reasonable assurance regarding the reliability of financial information and records, effectiveness and efficiency of operations, proper execution of management's objectives, and compliance with laws and regulations. Among other things, segregation of duties, safeguarding controls over cash and all other assets and all forms of information processing are necessary for proper internal control. (Accounting and Uniform Compliance Guidelines Manual for County Treasurers of Indiana, Chapter 10)

COUNTY TREASURER
PARKE COUNTY
EXIT CONFERENCE

The contents of this report were discussed on July 30, 2009, with Mary Alice Gregg, Treasurer; Christina Newnum, Deputy Treasurer; Jim Meece, County Commissioner; Diana Hazlett, Auditor; and James A. Rahn, President of the County Council. The officials concurred with our audit finding.