

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

AUDIT REPORT

OF

CIVIC CENTER AUTHORITY

DELAWARE COUNTY, INDIANA

January 1, 2008 to December 31, 2008



FILED

12/04/2009

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer of the Civic Center Authority Board	John Bowles	01-01-08 to 12-31-09
President of the County Council	Bradley Bookout Christopher Matchett	01-01-08 to 12-31-08 01-01-09 to 12-31-09
President of the Board of County Commissioners	John Brooke Todd Donati	01-01-08 to 12-31-08 01-01-09 to 12-31-09



STATE OF INDIANA
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TO: THE OFFICIALS OF DELAWARE COUNTY, INDIANA

We have audited the records of the Civic Center Authority 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 Delaware County for the year 2008.

STATE BOARD OF ACCOUNTS

October 22 2009

CIVIC CENTER AUTHORITY
DELAWARE COUNTY
AUDIT RESULT AND COMMENT

DEFECIENCY IN INTERNAL CONTROLS – SEGREGATION OF DUTIES

Control activities should be selected and developed at various levels to reduce risks of error and/or fraud of the financial statements. Due to the lack of employees, the Civic Center Authority has not separated incompatible activities related to all areas of the financial statements. The failure to establish these controls could enable material misstatements to be undetected.

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 Counties of Indiana, Chapter 1)

CIVIC CENTER AUTHORITY
DELAWARE COUNTY
EXIT CONFERENCE

The contents of this report were discussed on October 22, 2009, with Jeffery R. Lang, Board member; Mary Ann Kratochvil, City Controller; Gaynell Junga, Controller DAC; Rona Buttry; Controller DAC; and Joann McKinney, President/CEO of the Horizon Convention Center. The official response has been made a part of this report and may be found on page 6.

DELAWARE COUNTY CIVIC CENTER AUTHORITY
P.O. BOX 842 MUNCIE, IN 47308-0842

To: State Board of Accounts
From: Delaware County Civic Center Authority
Date: October 16, 2009

The purpose of this letter is to provide an official response to the field examiners review with the Delaware County Civic Center Authority (CCA) on October 6, 2009. Only one item was noted during the audit concerning the segregation of duties. After discussion with the auditor, it was decided that a staff person at the Horizon Convention Center, independent of the disbursement process, would prepare the reconciliations on a timely basis each month. The Treasurer of the CCA board would then review these reconciliations on a monthly basis and note his approval.

Should you have any further questions please contact Gaynelle Junga, controller of the Horizon Convention Center (765-751-9117).

Thank you,



Jeffrey R. Lang,
Vice-Chair
Delaware County Civic Center Authority