

## Review of NVBA Accounting – 2017

The emailed documents were received on June 9, 2018 and the review completed on June 10, 2018.

I reviewed the documents of every month in the review period and thoroughly examined the months of February, May and December 2017 – checked for documentation (receipts) and checked postings to Quickbooks.

All bank reconciliations were verified and CD balances checked with the NWFCU statements. At December 31, 2017, all of the NWFCU balances agree with the amount in Quickbooks:

Interest income at year end is the same amount as is reported on Form 1099-INT by NWFCU.

Internal Revenue Service Forms 1099-MISC, filed for individuals receiving fees for services do include all such fees plus holiday bonuses.

I reviewed Internal Revenue Service Form 990-EZ – Return of Organization Exempt From Income Tax – it has been correctly filed.

Documentation for both receipts and disbursements continues to be very good. On average I found 1 or 2 receipt or disbursement (other than payments to Beth El) per month with no receipts to verify. Continue to require a receipt or invoice to reimburse expenses to participants – an email is not really sufficient.

I would suggest that check #2759 dated 9/3/16 in the amount of \$20.00 be voided as it is now almost 2 years old.

Ann Atcheson continues to do a great job in organizing the books; posting into Quickbooks; filing tax documents; and preparing financial statements.

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