

**DELAWARE
COUNTY
TREASURER**

MARCH 31, 2009

**STATUTORY
REPORT**



Oklahoma State Auditor
& Inspector

**MARY JANE LAW, COUNTY TREASURER
DELAWARE COUNTY, OKLAHOMA
TREASURER STATUTORY REPORT
MARCH 31, 2009**

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STATE AUDITOR AND INSPECTOR

STEVE BURRAGE, CPA
State Auditor

MICHELLE R. DAY, ESQ.
Chief Deputy



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May 20, 2010

BOARD OF COUNTY COMMISSIONERS
DELAWARE COUNTY COURTHOUSE
JAY, OKLAHOMA 74346

Transmitted herewith is the Delaware County Treasurer Statutory Report for March 31, 2009. The engagement was conducted in accordance with 74 O.S. § 212.

We wish to take this opportunity to express our appreciation for the assistance and cooperation extended to our office during the course of our engagement.

The Office of the State Auditor and Inspector is committed to serve the public interest by providing independent oversight and to issue reports that serve as a management tool to the State to ensure a government which is accountable to the people of the State of Oklahoma.

Sincerely,

A handwritten signature in blue ink that reads "Steve Burrage".

STEVE BURRAGE, CPA
STATE AUDITOR & INSPECTOR

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Mary Jane Law, County Treasurer
Delaware County Courthouse
Jay, Oklahoma 74346

Dear Ms. Law:

For the purpose of complying with 74 O.S. § 212, we have performed the following procedures for March 31, 2009:

- Review bank reconciliations, visually verify certificates of deposit, and confirm investments.
- Determine whether subsidiary records reconcile to the general ledger.
- Review pledged collateral securing deposits and invested funds.

All information included in the bank reconciliations, the investment ledger, the subsidiary ledgers, and the general ledger is the representation of the County Treasurer.

Our county treasurer statutory engagement was limited to the procedures performed above and was less in scope than an audit performed in accordance with generally accepted auditing standards. Accordingly, we do not express an opinion on any general-purpose financial statements of Delaware County.

Based on the above reconciliations, visual verification, and confirmation procedures performed, the cash and investments of the County are supported by bank records and are adequately secured to prevent loss in the event of a bank failure. With respect to bank reconciliations not being approved by someone other than the preparer, our finding is presented in the accompanying schedule of findings and responses.

This report is intended for the information and use of the management of the County. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Sincerely,

A handwritten signature in blue ink that reads "Steve Burrage".

STEVE BURRAGE, CPA
STATE AUDITOR & INSPECTOR

December 2, 2009

**MARY JANE LAW, COUNTY TREASURER
DELAWARE COUNTY, OKLAHOMA
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MARCH 31, 2009**

SCHEDULE OF FINDINGS AND RESPONSES

Finding 2009-1 – Bank Reconciliations

Criteria: Accountability and stewardship are overall goals of management in the accounting of funds. To help ensure a proper accounting of funds, the County Treasurer's cash book should be reconciled to the bank balances on a monthly basis and should be reviewed and approved by someone other than the preparer.

Condition: During our test work, we noted reconciliations were being performed; however, they were not being reviewed and approved by someone other than the preparer.

Effect: By failing to have reconciliations reviewed and approved by someone other than the preparer, misstatements or misappropriations of funds may not be detected in a timely manner.

Recommendation: OSAI recommends all reconciliations be reviewed and approved by someone other than the preparer.

Views of responsible officials and planned corrective actions: It was noted that reconciliations were being performed; however, they were not being reviewed and approved by someone other than the preparer. This was brought to our attention during our last audit and procedures were changed to put this in place. At this time, and since we were made aware of the problem, additional steps are now taken and someone other than the preparer looks it over and signs it off as well.



**OFFICE OF THE STATE AUDITOR AND INSPECTOR
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