

ROGERS COUNTY TREASURER

FEBRUARY 29, 2008

STATUTORY REPORT



Oklahoma State Auditor
& Inspector

**CATHY PINKERTON-BAKER, COUNTY TREASURER
ROGERS COUNTY, OKLAHOMA
TREASURER STATUTORY REPORT
FEBRUARY 29, 2008**

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STATE AUDITOR AND INSPECTOR

STEVE BURRAGE, CPA
State Auditor

MICHELLE R. DAY, ESQ.
Chief Deputy



2300 N. Lincoln Boulevard State Capitol, Room 100 Oklahoma City, OK 73105-4801 Phone (405) 521-3495 Fax (405) 521-3426 www.sai.ok.gov

October 22, 2008

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY COURTHOUSE
CLAREMORE, OKLAHOMA

Transmitted herewith is the Rogers County Treasurer Statutory Report for February 29, 2008. 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

A handwritten signature in blue ink that reads "Michelle R. Day".

MICHELLE R. DAY, ESQ.
DEPUTY STATE AUDITOR & INSPECTOR

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Cathy Pinkerton-Baker, County Treasurer
Rogers County Courthouse
Claremore, Oklahoma 74017

Dear Ms. Pinkerton-Baker:

For the purpose of complying with 74 O.S. § 212, we have performed the following procedures for February 29, 2008:

- We reviewed the bank reconciliations, visually verified the certificates of deposit, and confirmed the investments.
- We reconciled the subsidiary records to the general ledger.
- We reviewed the pledged collateral securing the deposits and also the collateral securing 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 Rogers County.

Based on the visual verification and confirmation procedures performed, the cash and investments of the County are adequately secured to prevent loss in the event of a bank failure. With respect to the reconciliations, our finding is included 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 blue ink signature of Steve Burrage, CPA, is written over the name.

STEVE BURRAGE, CPA
STATE AUDITOR & INSPECTOR

A blue ink signature of Michelle R. Day, ESQ., is written over the name.

MICHELLE R. DAY, ESQ.
DEPUTY STATE AUDITOR & INSPECTOR

June 30, 2008

**CATHY PINKERTON-BAKER, COUNTY TREASURER
ROGERS COUNTY, OKLAHOMA
TREASURER STATUTORY REPORT
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SCHEDULE OF FINDINGS AND RESPONSES

Finding 2008-1 – Reconciliations

Criteria: The overall goal of effective internal controls as they relate to governmental entities is to demonstrate accountability and stewardship. To help ensure a proper accounting of funds, bank reconciliations should be performed monthly in a timely manner by the Treasurer's Office.

Condition: Based on the test work performed, it appears that reconciliations are not being performed in a timely manner and the Treasurer's balance does not agree to the bank balance as of February 29, 2008. When contacted on April 17, 2008, the reconciliations for February 2008 were still not completed. Again when contacted on June 30, 2008, the February reconciliations were not completed.

Effect: By failing to reconcile accounts in a timely manner, the risk of misstatement or misappropriation increases and may not be detected on a timely basis.

Recommendation: We recommend management take steps to ensure that reconciliations are performed on a monthly basis, balances agree to bank balances, and reconciliations be approved and reviewed by someone other than the preparer.

Views of responsible officials and planned corrective actions: This has been corrected.



**OFFICE OF THE STATE AUDITOR AND INSPECTOR
2300 N. LINCOLN BOULEVARD, ROOM 100
OKLAHOMA CITY, OK 73105-4896**

WWW.SAI.STATE.OK.US