

STATUTORY REPORT

SEQUOYAH COUNTY TREASURER

March 16, 2012



*Independently serving the citizens of
Oklahoma by promoting the
accountability and fiscal integrity of
governmental funds.*



Oklahoma State
Auditor & Inspector
Gary A. Jones, CPA, CFE

**TRICA YATES, COUNTY TREASURER
SEQUOYAH COUNTY, OKLAHOMA
TREASURER STATUTORY REPORT
MARCH 16, 2012**

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Oklahoma State Auditor & Inspector

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June 19, 2012

BOARD OF COUNTY COMMISSIONERS
SEQUOYAH COUNTY COURTHOUSE
SALLISAW, OKLAHOMA 74955

Transmitted herewith is the Sequoyah County Treasurer Statutory Report for March 16, 2012. The engagement was conducted in accordance with 74 O.S. § 212.

The goal of the State Auditor and Inspector is to promote accountability and fiscal integrity in state and local government. Maintaining our independence as we provide this service to the taxpayers of Oklahoma is of utmost importance.

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

Sincerely,

A handwritten signature in blue ink, reading "Gary A. Jones".

GARY A. JONES, CPA, CFE
OKLAHOMA STATE AUDITOR & INSPECTOR



Oklahoma State Auditor & Inspector

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Trica Yates, Sequoyah County Treasurer
Sequoyah County Courthouse
Sallisaw, Oklahoma 74955

Dear Ms. Yates:

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

- Determine whether bank reconciliations are properly performed, visually verify the certificates of deposit, and confirm the investments.
- Determine whether subsidiary records are reconciled to the general ledger.
- Determine whether deposits and invested funds are secured by pledged collateral.

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 basic financial statement of Sequoyah County.

Based on our procedures performed, we have presented our findings in the accompanying schedule.

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.

A handwritten signature in blue ink, appearing to read "Gary A. Jones".

GARY A. JONES, CPA, CFE
OKLAHOMA STATE AUDITOR & INSPECTOR

March 19, 2012

SCHEDULE OF FINDINGS AND RESPONSES

Finding 2012-1 – Subsidiary Ledgers

Condition: When comparing the investment ledger to the general ledger as of March 16, 2012, the recorded amount on the investment ledger for protest investments did not match the general ledger.

Cause of Condition: Procedures have not been designed to ensure the investment ledger balances with the general ledger.

Effect of Condition: This condition could lead to misappropriation of funds.

Recommendation: OSAI recommends management take steps to ensure that the investment ledger and the general ledger balance throughout the month.

Management Response: In response to your audit of the Sequoyah County Treasurer's Office March 16, 2012, your finding will be corrected.

Criteria: To help ensure proper accounting of funds, subsidiary ledgers should agree to the general ledger.

Finding 2012-2 – Reconciliations

Condition: During our review, OSAI was unable to reconcile the Official Depository Account and the General Funds Account with the bank as of March 16, 2012.

Cause of Condition: Procedures have not been designed to ensure all accounts are maintained throughout the month and reconciled with the banks.

Effect of Condition: This condition could lead to misappropriation of funds.

Recommendation: OSAI recommends management take steps to ensure that the Official Depository and the General Accounts are being maintained and reconciled with the bank.

Management Response: In response to your audit of the Sequoyah County Treasurer's Office March 16, 2012, your finding will be corrected.

Criteria: To help ensure proper accounting of funds, all accounts should be maintained and reconciled with the banks.



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