

**ARLINGTON DUPLICATE BRIDGE CLUB**  
**AUDIT REPORT**  
For the year ended December 31, 2023

I, Rosalee Hacker, CPA, was appointed by the Board to conduct the annual audit for the Club for the year ended December 31, 2023. I have extensive audit experience and have been the Club's auditor since 2013.

The Club Treasurer is George Morey took.

My procedures were as follows:

- (1) Reviewed each of the 2023 monthly financial reports for reasonableness.
- (2) Selected 3 months for testing. Selected game receipts from each of the selected months, selected to obtain representation of all game directors, checked the accuracy of the receipts, verified that the directors fees agreed with the board approved director fee schedule, and traced the detail into the monthly game summaries for the three selected months.
- (3) Agreed the table counts and income from the monthly game summaries to the monthly financial statements.
- (4) Agreed the deposits from the game receipts to the deposits in the bank statements.
- (5) Agreed disbursements on the bank statements to the monthly financial statements for the three selected months.
- (6) Agreed bank balances from the bank recap on the monthly financial statements to the bank statements for the three selected months.
- (7) Agreed BBO fees and directors fees from monthly game summaries to financial statements for the three selected months.
- (8) Read all monthly board minutes.

The Board of Directors are presented monthly financial reports in advance of the Board meetings and are aware of all material expenditures and revenue. The Board is comprised of individuals who are active members of the Club and would be aware of any material exceptions. The minutes of the Club reported that the financial statements from the previous month were presented and discussed.

During my audit, I found several trivial mistakes which have no bearing on my opinion and were brought to Mr. Morey's attention. Mr. Morey and I also discussed a way to make future audits easier.

Keeping the financial records for the Club is a very complex process with numerous transactions. In my opinion, these records are maintained in an excellent manner that should be well appreciated by the members of the Club.

In my opinion, the financial records of the Club reflect the results of operations for the year ended December 31, 2023.



Rosalee Hacker  
April 6, 2024

### **AUDITOR'S SUMMARY OF FINDINGS AND RECOMMENDATIONS**

1. The manner in which some of the Club's records are documented makes it somewhat difficult to audit. I found it necessary to calculate some amounts on the monthly financial statements in order to agree them to supporting schedules and agreeing amounts from one month's supporting documents to the next month's financial statements was confusing. It would be very helpful for future audits if supporting documents could tie directly to the monthly financial statements.