

FINANCIAL REVIEW REPORT

Date July 29, 2024 Fiscal Year 2023-2024
Name of Unit Carmel Valley Middle School PTSA IRS EIN 33-0852901
Council North County Coastal District PTA 9th
Bank Name Wells Fargo Bank Acct Name Savings
Bank Address P.O. Box 6995 City/Zip Portland, 97228-6995
Membership Dues Per Bylaws \$ 25
Total Members YTD 60 E-Members YTD 0

Dates covered by this review 01/01/2024 to 06/30/2024

Check numbers included in this review n/a to n/a

BALANCE ON HAND as of end of the last review period 01/01/2024 (date) \$ 33,066.94
RECEIPTS since last review TOTAL \$ 40.88
DISBURSEMENTS since last review \$ 33,107.82
BALANCE ON HAND as of 06/30/2024 (date) \$ 33,107.82 *

BANK RECONCILIATION

BANK STATEMENT BALANCE as of 06/30/2024 (date) \$ 33,107.82
DEPOSITS not yet credited (add to balance) \$ n/a
\$ n/a \$ n/a \$ n/a

UNCLEARED CHECKS (List check number and amount)

n/a \$ _____ # _____ \$ _____ # _____ \$ _____
_____ \$ _____ # _____ \$ _____ # _____ \$ _____

TOTAL uncleared checks (subtract from balance) \$ 0
BALANCE in bank account as of 06/30/2024 (date) \$ 33,107.82 *
*These lines must balance

Read the following when the financial reviewer's report is given: I have examined the financial records of the treasurer of CVMS PTA/PTSA and find them:

- Correct with no recommendations.
- Correct with the attached recommendations.
- Substantially correct with the attached recommendations and findings.
- Partially correct. More adequate accounting procedures need to be followed so that a more thorough financial review report may be given.
- Incorrect

Attach separate report of explanation and recommendations to executive board.
A separate financial review form must be completed for each bank account.

Date Financial Review Completed July 29, 2024 Date Review Examined by Committee July 29, 2024

Date Executive Board Adopted _____ Date Association Adopted _____

Financial Reviewer's Signature Mindy Lewis Printed Name Mindy Lewis

Financial Reviewer is a qualified accountant? Yes No (If Yes, Financial Review Committee is not required.)

Definition of qualified accountant can be found in the Insurance Guide.

Review Committee Signature(s) Alexandra J. McNeill

(Copies to: unit president, secretary, and treasurer;

Upload a copy of the report and findings as one file to the document retention system)



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FINANCIAL REVIEW REPORT

Date July 29, 2024 Fiscal Year 2023-2024
 Name of Unit Carmel Valley Middle School PTSA IRS EIN 33-0852901
 Council North County Coastal District PTA 9th
 Bank Name Wells Fargo Bank Acct Name Checking
 Bank Address P.O. Box 6995 City/Zip Portland, 97228-6995
 Membership Dues Per Bylaws \$ 25
 Total Members YTD 60 E-Members YTD 0

Dates covered by this review 01/01/2024 to 06/30/2024
 Check numbers included in this review 4404 to 4513

BALANCE ON HAND as of end of the last review period <u>01/01/2024</u> (date)	\$ <u>59,801.31</u>
RECEIPTS since last review	\$ <u>4,728.88</u>
	TOTAL \$ <u>64,530.19</u>
DISBURSEMENTS since last review	\$ <u>44,575.52</u>
BALANCE ON HAND as of <u>06/30/2024</u> (date)	\$ <u>19,954.67</u> *

BANK RECONCILIATION
 BANK STATEMENT BALANCE as of 06/30/2024 (date) \$ 25,483.33
 DEPOSITS not yet credited (add to balance) \$ 0
 \$ n/a \$ n/a \$ n/a

UNCLEARED CHECKS (List check number and amount)
 # see \$ attached # \$ # \$
 # \$ # \$ # \$

TOTAL uncleared checks (subtract from balance) \$ 5,528.66
 BALANCE in bank account as of 06/30/2024 (date) \$ 19,954.67 *
 *These lines must balance

Read the following when the financial reviewer's report is given: I have examined the financial records of the treasurer of CVMS PT/PTSA and find them:

- Correct with no recommendations.
- Correct with the attached recommendations.
- Substantially correct with the attached recommendations and findings.
- Partially correct. More adequate accounting procedures need to be followed so that a more thorough financial review report may be given.
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Attach separate report of explanation and recommendations to executive board.
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Date Financial Review Completed July 29, 2024 Date Review Examined by Committee July 29, 2024
 Date Executive Board Adopted _____ Date Association Adopted _____
 Financial Reviewer's Signature Mindy Lewis Printed Name Mindy Lewis
 Financial Reviewer is a qualified accountant? Yes No (If Yes, Financial Review Committee is not required.)
 Definition of qualified accountant can be found in the Insurance Guide.
 Review Committee Signature(s) Alexa A. LeMoine
 (Copies to: unit president, secretary, and treasurer;
 Upload a copy of the report and findings as one file to the document retention system)

Uncleared Checks and Other Disbursements

Date	Check Type	Check Number	Payee	Amount
04/17/2024	CHECK	4470	CVMS	928.20
04/17/2024	CHECK	4472	Sue Fredin	250.00
05/14/2024	CHECK	4490	Xiangfei Ma	99.99
05/14/2024	CHECK	4491	Xiangfei Ma	113.34
05/14/2024	CHECK	4492	Xiangfei Ma	1,650.00
05/14/2024	CHECK	4493	Xiangfei Ma	1,000.00
05/14/2024	CHECK	4494	Xiangfei Ma	525.00
05/14/2024	CHECK	4495	Xiangfei Ma	500.00
05/14/2024	CHECK	4496	Xiangfei Ma	99.99
05/14/2024	CHECK	4497	Xiangfei Ma	175.00
05/22/2024	CHECK	4502	Raquel Figueroa-Diva	61.53
05/30/2024	CHECK	4509	Catherine Patrick	48.43
06/13/2024	CHECK	4513	Catherine Patrick	77.18
			Total	5,528.66

Uncleared Deposited Receipts

7/10/2024 7:20 AM