

# **Review of the Books of the Eastern Regional Association of Advent Christian Churches**

---

October 4, 2018

---

To Board of Directors,

Re: Review of the 2017 Financial Books of the Eastern Regional Association of Advent Christian Churches ("ERA")

I have performed an informal review of the account books for fiscal year ending December 31, 2017. It is assumed that the financial records are maintained in such an orderly way as to accomplish the "Mission Statement" as stated on ERA website.

The Review included the following documents:

- \* 2017 Profile Bank Monthly Checking Account Statements dated 1/31/2017 through 12/29/2017.
- \* Unsigned checks, all processed by Profile Bank, as follows:
  - \* #14373, dated 1/3/2017 to Tanya L Poole for \$167.08
  - \* #14420, dated 2/14/2017 to Toyota Financial Services for \$353.28
  - \* #14627, dated 9/6/2017 to DeCaro, Michaelangelo for \$250.00
  - \* #14660, dated 10/16/2017 to Tanya L Poole for \$213.11
  - \* #14749, dated 12/19/2017 to Tanya L Poole for \$213.10
- \* 2017 Citizens Bank Quarterly Savings Account Statements dated 1/1/2017 through 12/31/2017
- \* 2017 Profile Bank Checking Account dated 1.1.2017 through 12/30/2017. \$1,741.76 balance remained the same through November 2017 Bank Statement. December 2017 Bank Statement verified Superintendent Discretionary Fund Balance Sheet Balance of \$2,903.02.