



**Auditor of State  
Betty Montgomery**



**DEMOCRATIC PARTY  
MORGAN COUNTY**

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## Auditor of State Betty Montgomery

### INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Democratic Party Executive Committee  
Morgan County  
437 North Eighth Street  
McConnelsville, Ohio 43756

To the Executive Committee:

We have performed the procedures enumerated below, which were agreed to by the Democratic Party Executive Committee, Morgan County, Ohio (the Committee), solely to assist the Committee in evaluating its compliance with Sections 3517.17 and 3517.18 of the Ohio Revised Code for the year ended December 31, 2002. Management is responsible for the Committee's compliance with those requirements. We followed the American Institute of Certified Public Accountants' attestation standards for agreed-upon procedures engagements. The sufficiency of the procedures is solely the responsibility of the Committee. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

#### Cash Receipts

We confirmed the Ohio Political Party Fund receipts with the State of Ohio and agreed them to amounts shown on the Political Party Fund Finance Report. We found no exceptions.

#### Cash Reconciliation

1. We compared the sum of the cash balances recorded on the Committee's Ohio Campaign Finance Report with the cash balances reconciled by Vicki Quesinberry, Treasurer, for the Committee as of December 31, 2002. The sums agreed.
2. We recomputed the mathematical accuracy of the reconciliation. We found no computational errors.
3. We agreed bank balances on the reconciliation with month end bank statements. The balances agreed.
4. There was one reconciling item at December 31, 2002 in the amount of \$40.55. This reconciling item was actually an audit adjustment from the December 31, 2001 audit which had been posted to the Committee's December 31, 2001 financial statement and was intended to be adjusted in the Committee's accounting records. As of February 26, 2003, this adjustment had not been made. On February 27, 2003, the Committee Treasurer, Vicki Quesinberry, provided documentation that this adjustment was properly posted to the accounting records and a transfer was made to the correct bank account.

#### Cash Disbursements

1. We footed the cash disbursement listing totals to the disbursement totals on the Political Party Fund Finance Report. The amounts agreed.

743 E. State St. / Athens Mall Suite B / Athens, OH 45701  
Telephone: (740) 594-3300 (800) 441-1389 Fax: (740) 594-2110  
www.auditor.state.oh.us

**Cash Disbursements (Continued)**

2. We traced the payee and amount to source documentation such as invoices and canceled checks. We also compared the payees on the checks to the names on the invoices. The payees and amounts recorded in the cash disbursement journal agreed to the payees and amounts on the canceled checks.
3. We compared the signature on the check to authorized signatories on the Committee's bank statement. The signatory on all checks we selected was an approved signatory.
4. We compared the purpose for the disbursement with the allowable uses described in Section 3517.18 of the Ohio Revised Code. We found no exceptions.

**Payroll Disbursements**

There were no personnel positions paid with Ohio Political Party Fund monies during the year ended December 31, 2002.

We were not engaged to, and did not perform, an examination, the objective of which would be the expression of an opinion on compliance of the Political Party Fund Finance Report which is attached to this report. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that we would have reported to you.

This report is intended solely for the information and use of the Committee and is not intended to be and should not be used by anyone else.



**Betty Montgomery**  
Auditor of State

February 27, 2003

DEMOCRATIC PARTY  
MORGAN COUNTY

POLITICAL PARTY FUND FINANCE REPORT  
FOR THE YEAR ENDED DECEMBER 31, 2002 (UNAUDITED)

<b>Beginning Balance, January 1</b>		<b>\$138</b>
<b>Receipts:</b>		
State Distribution	<u>          \$73</u>	
Total Receipts		<u>          73</u>
<b>Disbursements:</b>		
Educational Programming	\$147	
Bank Fees	<u>          6</u>	
Total Disbursements		<u>         153</u>
<b>Ending Balance December 31</b>		<u>          \$58</u>

(See Independent Accountants' Report on Applying Agreed-Upon Procedures)







**Auditor of State  
Betty Montgomery**

88 East Broad Street  
P.O. Box 1140  
Columbus, Ohio 43216-1140  
Telephone 614-466-4514  
800-282-0370  
Facsimile 614-466-4490

**DEMOCRATIC PARTY**

**MORGAN COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
APRIL 8, 2003**