

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — EST. 1858

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## **Board of Audit Meeting February 12, 2019**

The Town Board met as the Board of Audit to review the financial records for the year 2018 kept by Treasurer Bob Figy and Clerk Dale Thomforde. The Pledge of Allegiance was recited and the Board of Audit meeting of the New Haven Town Board was called to order at about 5:44 PM by Chair Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy and Clerk Dale Thomforde.

Chair Andrist made a motion that an audit of random disbursements, a selection of a minimum of two claims from each month, would adequately represent the attention to detail and accounting practice for the township, matching each disbursement to the claim receipt, check number, amount, payee, and month. The motion was seconded by Hervey. The motion carried 3-0.

The following disbursements were audited:

<b>MONTH</b>	<b>DISBURSEMENT 1</b>	<b>DISBURSEMENT 2</b>
JANUARY	20365 ✓	3904 ✓
FEBRUARY	20368 ✓	20369 ✓
MARCH	3926 ✓	3927 ✓
APRIL	3931 ✓	3935 ✓
MAY	20382 ✓	3945 ✓
JUNE	3949 ✓	3951 ✓
JULY	3966 ✓	3967 ✓
AUGUST	3974 ✓	3978 ✓
SEPTEMBER	3983 ✓	3984 ✓
OCTOBER	20402 ✓	3997 ✓
NOVEMBER	4006 ✓	4011 ✓
DECEMBER	4016 ✓	4019 ✓

No anomalies were noted and the records appeared to be in order. Clerk Thomforde distributed copies of the CTAS (City and Township Accounting System) receipts ledger, listing all 2018 receipts sorted by category, and the disbursements ledger, listing all 2018 disbursements by category. No anomalies were noted in the ledgers.

Beyer made a motion finding that the audit is complete and accurate, seconded by Hervey. The motion carried 3-0.

Chair Andrist adjourned the meeting at about 6:00 PM.

Approved by the Board,

Attest,

Date:

Date:

Mary Andrist – Chair  
For the New Haven Town Board

Dale J. Thomforde  
New Haven Township Clerk